



Meeting of the Transportation District Commission of Hampton Roads

Thursday, May 26, 2022, at 3400 Victoria Boulevard,
Hampton, VA – In Person

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, May 26, 2022, at 1:00 p.m. at 3400 Victoria Boulevard, Hampton, VA – In Person.

The meeting is open to the public and in accordance with the Board's operating procedures and in compliance with the Virginia Freedom of Information Act, there will be an opportunity for public comment at the beginning of the meeting.

The agenda and supporting materials are included in this package for your review.



Meeting of the Transportation District Commission of Hampton Roads

Thursday, May 26, 2022, • 1:00 p.m.
3400 Victoria Boulevard, Hampton, VA

AGENDA

1. Call to Order & Roll Call
2. Public Comments
3. Approval of April 28, 2022, Meeting Minutes
4. President's Monthly Report - William Harrell
 - A. Board Updates
5. Committee Reports
 - A. Audit & Budget Review Committee - Commissioner Gray/
Conner Burns, Chief Financial Officer
 - April 2022 Financial Reports
 - FY 2023 - Operating Budget – Recommended for Approval
 - B. Management/Financial Advisory Committee – Commissioner Jackson/
Conner Burns, Chief Financial Officer
 - C. Operations & Oversight Committee - Commissioner Fuller/
Sonya Luther, Director of Procurement
 - **Contract No: 20-00108 Modification No. 2 –
Electrostatic Disinfection Services for COVID 19**

Recommending Commission Approval: Award of a modification to increase the Electrostatic Disinfection Services for COVID-19 contract by \$29,794.35, to a not-to-exceed amount of \$715,226.

- D. Planning/New Starts Development Committee – Commissioner Ross-Hammond/
Ray Amoruso, Chief Planning & Development Officer
 - E. External/Legislative Advisory Committee - Commissioner Kanoyton/
Gene Cavasos, Director of Marketing and Communications
 - F. Smart Cities & Innovation Committee – Commissioner McClellan/
Michael Price, Chief Information/Technology Officer
 - G. Paratransit Advisory Subcommittee – Chair Brian Trickler/
Keith Johnson, Paratransit Services Contract
Administrator
 - H. Transit Ridership Advisory Sub-Committee – Ms. Denise Johnson, Chair/
Rodney Davis, Director of Customer Relations
- 6. Old and New Business
 - Chair McClellan Appoints – Nominating Committee
 - 7. Comments by Commission Members
 - 8. Closed Session (as necessary)
 - 9. Adjournment

**The next meeting will be held on Thursday, June 23, 2022, 509 E. 18th
Street, Norfolk, VA 23509 – In Person**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, April 28, 2022, • 1:00 p.m. Norfolk, VA, and Hybrid (Zoom) Meeting

Call to Order.

A quorum was attained, and Chair McClellan called the meeting to order at 1:06 p.m.

Commissioners in attendance:

Chair McClellan, Norfolk
Vice Chair Rouse, Virginia Beach
Commissioner Carey, Chesapeake
Commissioner Kanoyton, Hampton
Commissioner Woodbury, Newport News
Commissioner Cipriano, Newport News
Commissioner Bullock, Newport News
Commissioner Houston, Norfolk
Commissioner Glover, Portsmouth
Alt. Commissioner Jackson, Portsmouth
Commissioner Ross-Hammond, Virginia Beach
*Alt. Commissioner Gribble, Virginia Beach

*Prior to the commencement of the TDCHR meeting, Ms. Megan Gribble, Alt. Commissioner from Virginia Beach, was sworn in by David Burton, General Counsel, Williams Mullen.

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief Planning and Development
Debbie Ball, Director of Finance (Zoom)
Michele Bacon-Goode, Contract Administrator (Zoom)
Keisha Branch, Director of the Office of Program & Project Excellence
Conner Burns, Chief Financial Officer
David Burton, General Counsel, Williams Mullen
Gene Cavazos, Director of Marketing & Communications
Christina Condon, Grants Program Analyst (Zoom)
Juanita Davis, Budget Analysis III (Zoom)
Rodney Davis, Director of Customer Relations
Sheri Dixon, Director of Revenue Services (Zoom)
Jennifer Dove, Civil Rights and Grants Coordinator (Zoom)
Angela Glass, Director of Budget & Financial Analysis
Brenda Green, Executive Administrative Assistant
Omar Gordon, Interim Director Maintenance and Rail
William Harrell, President and CEO
Tom Holden, Media Relations Specialist (Zoom)
Keith Johnson, Paratransit Services Contract Administrator (Zoom)

Shane Kelly, Manager Security & Emergency Preparedness
Robert Lee, RTS Program Manager
Sonya Luther, Director of Procurement
Steven Magaro, Emergency Management Specialist
Tracy Moore, Director of Transportation
Sibyl Pappas, Chief Engineering & Facilities Officer
Noelle Pinkard, Organizational Advancement Officer (Zoom)
John Powell, Telecommunications Specialist
Theresa Petrowicz, Contract Specialist
Michael Perez, Operations Project & Contract Administrator
Michael Price, Chief Information Officer/CTO
Luis Ramos, Sr. Executive Administrator/Commission Secretary
Shleaker Rodgers, Quality Assurance Auditor (Zoom)
Dawn Sciortino, Chief Safety Officer
Don Shea, Warranty Administrator (Zoom)
Neil Sherman, DRPT
Ben Simms, Director of Transportation (Bus & Rail)
Brian Smith, Deputy CEO
Adrian Tate, Finance Manager (Zoom)
Alex Touzov, Director of Technology Services
Robert Travers, Corporate Counsel
Fevrier Valmond, Deputy Director of Procurement (Zoom)
James Wall, Director of Maintenance (Zoom)
Kim Wolcott, Chief of Human Resources

Others in attendance via phone/(Zoom):

Paul Atkinson, Vice Chair of Paratransit Advisory Committee
Kevin Corkery, Bytemark.com
Jennifer DeBruhl, VDRPT
Alt. Commissioner Brian DeProfio, City of Hampton, In-Person
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT
Demetrius Johnson, Citizen
Clara Massaquoi, Citizen
Sheila McAllister, City of Newport News
Alt. Commissioner Mark Shea, Virginia Beach
Janice Taylor, League of Women Voters, In-Person
Brian Tricker, Chair of Paratransit Advisory Committee
Alt. Commissioner Constantinos Velissarios, City of Newport News
Linda Wheeler, Verizon
Diane Wishart, City of Norfolk

The TDCHR meeting package was distributed electronically to all Commissioners in advance of the meeting. The meeting package consisted of:

- Agenda
- Meeting Minutes

- President's Report Presentation
- Social Media Analytics
- Financial Reports
- Committee Reports

Public Comments

There were no public Comments.

Approval of March 24, 2022, Meeting Minutes

A motion to approve the March 24, 2022, minutes was made by Commissioner Houston and properly seconded by Commissioner Jackson. A roll call vote resulted as follows:

Ayes: Commissioner McClellan, Carey, Kanoyton, Cipriano, Houston, Jackson, and Gribble.

Nays: None

Abstain: None

NOTE: Commissioner Glover arrived at 1:15 p.m., Commissioners Ross-Hammond and Woodbury arrived at 1:20 p.m.

President's Monthly Report

Mr. William Harrell welcomed everyone to the meeting.

Mr. Harrell reminded the Commission that a board survey was sent to all Commissioners and Alternates and eight surveys have been received to date. Mr. Harrell encouraged the Commissioners to review and take part in the survey.

Mr. Harrell mentioned that HRT has had a busy communication outreach month, including a very successful Operator's Appreciation Day. The President's Letter addresses an outreach with young ladies to share STEM opportunities and HRT also kicked off Earth Day celebrations.

Mr. Harrell called on Deputy CEO Brian Smith to brief the board on the Key Performance Indicators (KPI's). Mr. Smith gave a high-level update on the KPI's to the board followed by some discussion about the number and categories of customer complaints.

Mr. Harrell called on Ray Amoruso, Chief of Planning and Development Officer, who provided ridership results from the free fare Earth Day on April 22, 2022. Mr. Amoruso stated that there was a noticeable increase on all modes.

Mr. Harrell called on Sibyl Pappas, Chief Facilities and Engineering Director, who thanked Commissioner Jackson and MFAC for their contributions to kicking off the Earth Day celebrations, and also recognized Delegate Simonds who assisted with cleanup activities. Ms. Pappas mentioned there are ongoing cleanup activities over the course of the next 30 days.

Mr. Harrell thanked Congresswomen Elaine Luria, for a very successful event last week which included Chairwoman McClellan, Vice-Chair Rouse, Commissioner Ross-Hammond, Alternate Commissioner Jackson, and others in attendance. Congresswoman Luria was onsite to present HRT with a \$5 million grant her office secured for Hampton Roads Transit through the 2022 transportation appropriations bill. This community project funding is specifically allocated to help plan and construct the new Southside Bus Operating and Maintenance Facility, formally known as the trolley base.

The “Am I Clean?” promotional video was presented to the Board. Geared to improve the transit customer’s experience, the video displayed a new tool created by HRT staff that allows any person at any HRT stop to quickly and anonymously report their observations as to its cleanliness and condition of passenger amenities.

Audit & Budget Review Committee

The Audit and Budget Review Committee did not meet in March.

Mr. Conner Burns presented the March 2022 Financial Report as enclosed in the meeting package.

Management and Financial Advisory Committee (MFAC)

Alternate Commissioner Carl Jackson stated that the committee met earlier in the week.

Mr. Jackson stated that the March financial report was presented to the committee.

Mr. Jackson stated that the committee received an update from Mr. Amoruso on restoring some service back to the Peninsula beginning in May as well as future plans for service improvements on the Southside coming up in October as well as January, pending hiring targets are met.

Mr. Jackson stated that HRT staff is planning to have work sessions for the upcoming Capital Improvement Plan starting this summer. Mr. Jackson also mentioned that the committee has assigned a working group to begin evaluating how HRT can establish a reserve fund.

Mr. Jackson mentioned that MFAC has also recommended more fare free days to include Election Day and Transit Equity Day.

Operations and Oversight Committee

The Operations and Oversight Committee met on April 12, 2022.

Chairwoman McClellan called on Ms. Sonya Luther to present the contracts for approval.

Ms. Luther presented Contract No: 21-00162 Mobile Devices Services (Renewal)

to supply mobile devices, and voice and data wireless services in the not-to-exceed amount of \$838,441.40 over five (5) years.

Ms. Luther also presented **Contract No. 22-00173 Revenue Vehicle Video Recording Equipment**

to supply revenue vehicle video recording equipment. The cumulative amount of all Task Orders issued under this Contract will not exceed \$4,800,000.00 over the five-year period.

Ms. Luther stated that this comes as a motion from the Operations and Oversight Committee to approve **Contract No: 21-00162 Mobile Devices Services (Renewal)** and **Contract No. 22-00173 Revenue Vehicle Video Recording Equipment** which was seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Prior to the vote Mr. Alex Touzov, Director of Technology Services gave a brief presentation on the Revenue Vehicle – Video Recording Equipment. Mr. Touzov took questions from various Commissioners.

Ayes: Commissioner McClellan, Rouse, Carey, Kanoyton, Woodbury, Bullock, Houston, Glover, and Ross-Hammond.

Nays: None

Abstain: None

The next Operations and Oversight Committee will be held Thursday, May 12, 2022.

Planning and New Starts Committee

Commissioner Ross-Hammond stated the Committee did not meet in April.

External/Legislative Advisory Committee

Commissioner Kanoyton stated that the committee met on March 16th.

Ms. Kanoyton stated that Noelle Pinkard provided information on the upcoming fiscal year 2023 appropriations process and plans for HRT to work House and Senate offices to request community project funding of \$2.4 million for paratransit fleet investment.

Ms. Kanoyton mentioned the HRT staff met with RVA Rapid Transit and has scheduled follow up meetings with the Regional Transit Advocacy Panel to foster more local grassroots support and advocacy for transportation.

Ms. Noelle Pinkard updated the board on meetings of the Senate Finance and Appropriations Committee in Richmond and the Administration's proposed gas tax holiday. It was noted that Mr. Harrell testified before the Senate Finance and Appropriations Committee.

Ms. Kanoyton mentioned that Ms. Jennifer Dove, Grants and Civil Rights, is coordinating a Diversity Procurement Fair and noted that the following agencies have already shown interest in participating; VDOT, Asian and Hispanic Chamber of Commerce, Virginia Department of Small Business and Supplier Diversity. The fair is planned to be with Wednesday, June 22, 2022 or Wednesday, June 29, 2022, as the alternate date, and more details are forthcoming.

Smart City and Innovation Committee

Smart City and Innovation Committee did not meet in April.

Paratransit Advisory Sub-Committee (PAC)

Mr. Brian Ticker presented his report to the Board.

The next Paratransit Advisory subcommittee meeting is June 8, 2022.

Transit Ridership Advisory Sub-Committee

TRAC did not meet in April.

Closed Session:

None

Adjournment

With no further business to conduct, the meeting adjourned at 2:30 p.m.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

**Andria McClellan
Chair**

ATTEST:

**Luis Ramos
Commission Secretary
April 28, 2022**



HAMPTON ROADS
TRANSIT

TDCHR Board Meeting April 28, 2022

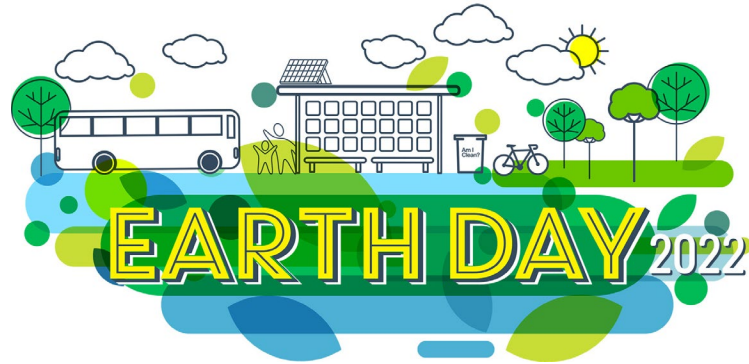
gohrt.com

President's Report

- Key Performance Indicators



- Earth Day Celebration



Earth Day Celebration



NO FARE
ON
EARTH DAY

HAMPTON ROADS TRANSIT

The central graphic features the text 'NO FARE ON EARTH DAY' in large, bold, yellow and green letters. Below the text is a colorful illustration of a sustainable community. It includes a white bus, a building with solar panels on its roof, a person standing near a bench, a bicycle, a recycling bin, and various green trees and bushes. The background is white with stylized clouds and a sun. The text 'HAMPTON ROADS TRANSIT' is written in a smaller font at the bottom of the illustration.

Elaine Luria Press Conference



Thursday, April 21, 2022 - Rep. Elaine Luria (D-Va) today presented us with a \$5 million Community Project Funding check.





HAMPTON ROADS
TRANSIT

TDCHR Board Meeting May 26, 2022

gohrt.com

Revised COVID Relief Fund Spending Plan

(Thousands of Dollars)

FY	20	21	22	23	24	25	26	27	28	Total
CARES	20,627	26,062	12,583	2,460						61,732
CRRSAA				6,651	3,010					9,661
ARPA					16,112	24,548	13,258			53,918
ARPA Supplemental							16,709	35,531	499	52,738
Total	20,627	26,062	12,583	9,111	19,122	24,548	29,967	35,531	499	178,049

- COVID Relief Funds exclusively used for operating

President's Report

- Update on electrification planning of transit fleet.
- May 15, 2022, Service Update
 - ❖ Resume normal service span on Peninsula Routes.
 - ❖ New Virginia Beach WAVE Trolley Service initiated.
- October 2022 & January 2023 Service Updates will be based on meeting hiring targets.
- Focus on customer amenities, technology including mobile fare system, & enhancing cleanliness.

President's Report

- Legislative Staff Briefing:



President's Report



TABLETOPS FOR A REASON

Organizations that succeed in times of stress or crisis are the same organizations that prepare in advance for the worst and deliver smooth, effective results.

Careful planning is vital to meeting the most essential challenges, and it's why we spend so much time working on the delivery of transit services to Hampton Roads long before the first bus hits the streets.

This approach applies to large public events as well, perhaps especially so.

Whether it's the Fourth of July or Memorial Day, Hampton Roads Transit's key operational, safety, security, and preparedness teams regularly meet to work through logistical challenges associated with all major events. When tens of thousands of citizens gather and are on public transit, it's vitally important that we plan and prepare for every possible outcome – and not just the delivery of transit services.

That's why HRT met this month on a table-top exercise with the Transportation Security Administration to work through the agency's preparedness for the Memorial Day weekend events which may deliver some of the larger crowds seen in recent years to downtown Norfolk and Portsmouth.

Concerts, baseball games, food trucks, altered street traffic, enhanced bus, ferry, and light rail services traffic all present challenges that we need to consider before the events begin. How do we prepare for these events? What if something goes wrong? What does Operations do and how will the Executive department react?

The tabletop exercise gives an opportunity for the agency to work through scenarios so that should a real event take place, say, a shooting or a major transit accident, then HRT is prepared with a coordinated response that ensures our proper role in public safety and strengthens our reputation.

This is not the only effort underway. HRT also is developing a Mass Alert Notification system that will allow the agency to communicate directly with employees during an urgent event such as a mass shooting or a chemical leak.

Crisis communications is a core capability needed to protect our workforce. We don't have a good way to disseminate information to everyone in times of emergency, but we do have equipment and our Mass Alert System will use software to give us the ability to reach our employees. We hope to actively test this in July.

All of this is part of our Ready HRT initiative.

The origin is based on a national campaign initiated by the Federal Emergency Management Agency and sponsored at all levels of federal, state, and local government. Known as Ready.gov, it has numerous subsets such as Ready.VA, Ready.CA, etc., and is intended to align us as part of a secure and resilient nation.

We want to be in lock step with preparedness officials working with our municipal partners. It will allow us to focus on an integrated approach for the communities we serve. We know that when FEMA tracks the money it spends, it is far better to prepare for something with a planned approach than reacting to one without a plan.

In the world of preparedness, we know that you don't do anything on your own.

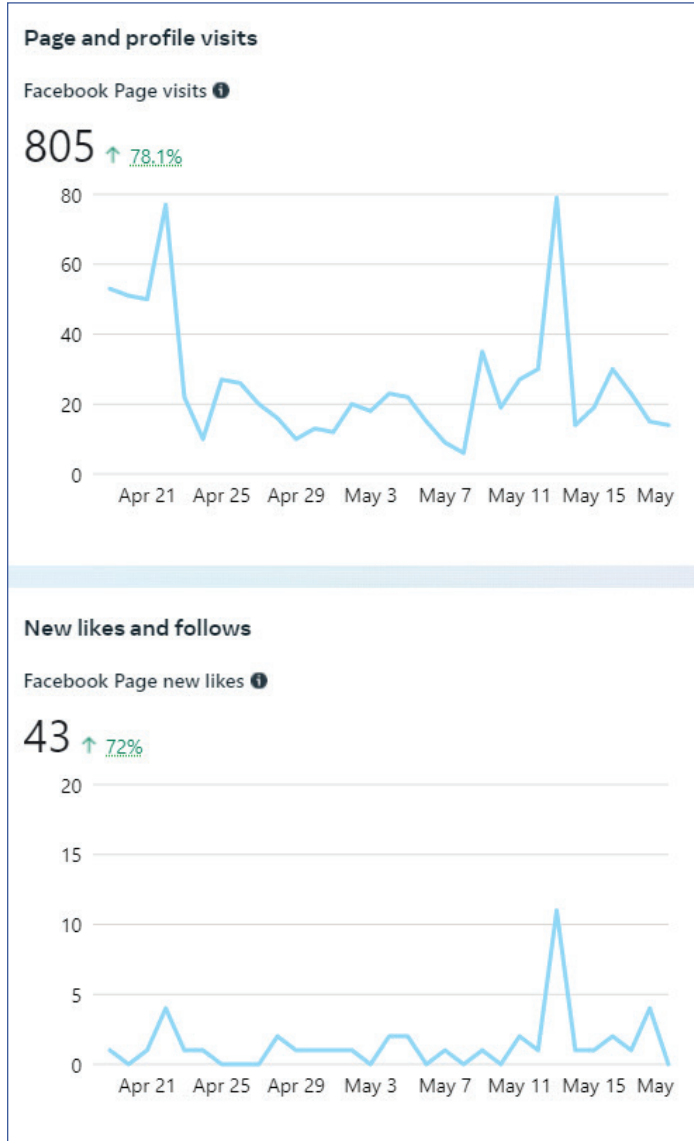
Sincerely,



William E. Harrell
President and CEO

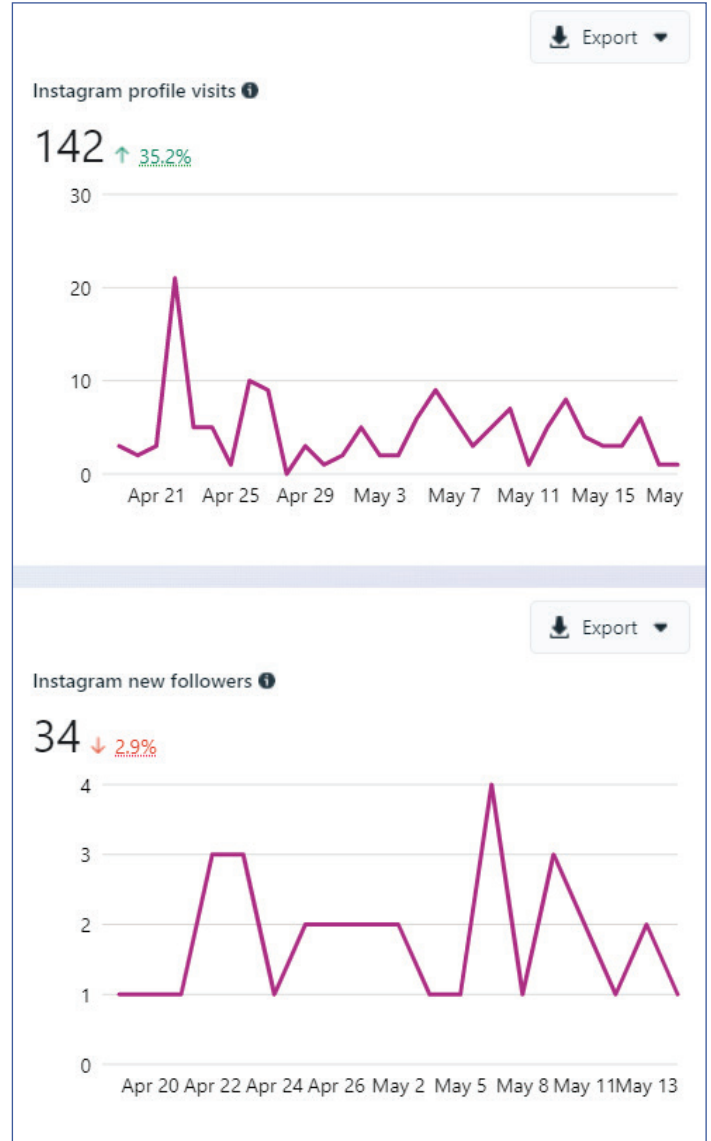
FACEBOOK STATS

facebook.com/hrtfan



INSTAGRAM STATS

instagram.com/hamptonroadstransit



TWITTER STATS

twitter.com/gohrt_com

Top Tweet earned 1,426 impressions

Happy Bike Month!

When possible, walk your bike across the tracks at a 90 degree angle. Narrow wheels can get caught between the rails.

To learn more visit gohrt.com or oli.org

#bikemonth #bikesafety #trainsafety

#seetracksthinktrain

pic.twitter.com/brek4lrk2k



1 2

View Tweet activity

View all Tweet activity

Top Follower followed by 1,417 people



Pari Cruz

@paricruz FOLLOWS YOU

@WTKR3 evening anchor and reporter | Polyglot | Chicagoan | @DePauJOUR grad | RT's are not endorsements

View profile

Top mention earned 69 engagements



Virginia Beach

@CityofVaBeach · May 13

HRT will start its new VB Wave service, the Route 34, Sunday, May 15. This new service will operate on Saturday and Sunday only every 15-minutes from 8 AM – midnight.

@gohrt_com pic.twitter.com/1i1d3TGKSc



1 1 5

View Tweet

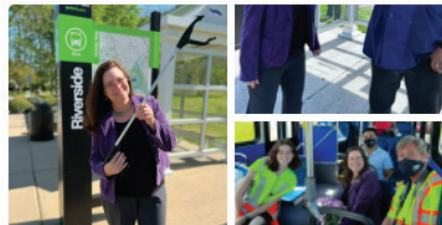
Top media Tweet earned 1,283 impressions

Thank you @shelly_simonds

Representative for the 94th House District & HRT Commissioner from Newport News for spending #EarthDay22 with us. We rode the bus, talked to customers & cleaned up litter.

She's also adopting a Newport News bus stop. #HRTCleanUp

pic.twitter.com/10z1C7ikFI



LINKEDIN STATS

linkedin.com/company/hampton-roads-transit

Analytics

Last 30 day activity

1K

▲ 8.8%

Search appearances

Last 7 days

193

▼ 23.1%

Unique visitors

Share trending articles

36

▲ 12.5%

New followers

8K

▼ 29%

Post impressions

Start a post

46

▲ 31.4%

Custom button clicks



Collect leads by adding a lead gen form to your page

Add lead gen form



HAMPTON ROADS
TRANSIT

Draft Financial Statement

APRIL 2022
FISCAL YEAR 2022
FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

April 2022

FISCAL YEAR 2022 Dollars in Thousands	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 8,442.0	\$ 703.5	\$ 608.8	\$ (94.7)	(13.5) %	\$ 7,035.0	\$ 6,707.4	\$ (327.6)	(4.7) %
Advertising Revenue	1,075.0	89.6	120.1	30.5	34.0 %	895.8	976.4	80.6	9.0 %
Other Transportation Revenue	2,335.0	194.6	203.5	9.0	4.6 %	1,945.8	2,024.8	79.0	4.1 %
Non-Transportation Revenue	60.0	5.0	16.9	11.9	238.0 %	50.0	70.1	20.1	40.3 %
Total Operating Revenue	11,912.0	992.7	949.3	(43.3)	(4.4) %	9,926.6	9,778.8	(147.8)	(1.5) %
Non-Operating Revenue									
Federal Funding (5307/5337)	22,053.7	1,837.8	(327.3)	(2,165.1)	(117.8) %	18,378.1	14,321.1	(4,057.0)	(22.1) %
HRRTF Funding	5,730.1	477.5	264.8	(212.7)	(44.5) %	4,775.1	2,900.9	(1,874.2)	(39.2) %
State Funding	21,438.3	1,786.5	3,904.6	2,118.1	118.6 %	17,865.3	21,934.5	4,069.2	22.8 %
Local Funding	44,696.1	3,724.7	3,724.7	-	- %	37,246.8	37,246.8	-	- %
Total Non-Operating Revenue	93,918.3	7,826.5	7,566.9	(259.7)	(3.3) %	78,265.2	76,403.2	(1,862.0)	(2.4) %
TOTAL REVENUE	\$ 105,830.2	\$ 8,819.2	\$ 8,516.2	\$ (303.0)		\$ 88,191.8	\$ 86,182.1	\$ (2,009.8)	
Personnel Services	\$ 67,463.2	\$ 5,543.5	\$ 5,124.3	\$ 419.2	7.6 %	\$ 56,388.2	\$ 55,219.3	\$ 1,168.9	2.1 %
Contract Services	13,812.3	1,245.1	940.8	304.4	24.4 %	11,179.0	8,402.2	2,776.8	24.8 %
Materials & Supplies	5,460.0	481.1	302.3	178.9	37.2 %	4,557.3	3,867.0	690.3	15.1 %
Gas & Diesel	3,984.7	332.1	298.0	34.1	10.3 %	3,320.6	3,412.6	(92.1)	(2.8) %
Contractor's Fuel Usage	597.3	49.8	42.9	6.9	13.8 %	497.7	427.8	69.9	14.0 %
Utilities	1,098.8	72.1	74.8	(2.7)	(3.8) %	954.6	908.4	46.2	4.8 %
Casualties & Liabilities	3,794.4	316.5	335.0	(18.5)	(5.8) %	3,161.3	3,479.6	(318.3)	(10.1) %
Purchased Transportation	7,955.7	617.1	687.3	(70.2)	(11.4) %	6,771.4	5,476.0	1,295.3	19.1 %
Other Miscellaneous Expenses	1,663.9	161.8	107.6	54.2	33.5 %	1,361.7	1,106.3	255.4	18.8 %
TOTAL EXPENSE	\$ 105,830.2	\$ 8,819.2	\$ 7,912.9	\$ 906.3		\$ 88,191.8	\$ 82,299.4	\$ 5,892.5	
SURPLUS (DEFICIT)			\$ 603.3				\$ 3,882.8		

Line of Credit balance as of April 30, 2022, is \$0

CRRSSA balance available through April 30, 2022, expenses: \$7,770,694



OPERATING FINANCIAL STATEMENTS

April 2022

MAX, PCS, 15-MINUTE INCREMENT

FISCAL YEAR 2022	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Dollars in Thousands									
Operating Revenue									
Passenger Revenue	\$ 611.1	\$ 50.9	\$ 36.7	\$ (14.3)	(28.0) %	\$ 509.3	\$ 335.5	\$ (173.8)	(34.1) %
RTS Program	5,730.1	477.5	264.8	(212.7)	(44.5) %	4,775.1	2,900.9	(1,874.2)	(39.2) %
TOTAL REVENUE	\$ 6,341.3	\$ 528.4	\$ 301.6	\$ (226.9)		\$ 5,284.4	\$ 3,236.3	\$ (2,047.9)	
Operating Expenses									
Personnel Services	\$ 4,811.0	\$ 400.9	\$ 231.4	\$ 169.5	42.3 %	\$ 4,009.1	\$ 2,489.7	\$ 1,519.4	37.9 %
Contract Services	644.0	53.7	32.3	21.4	39.9 %	536.7	291.2	245.5	45.7 %
Materials & Supplies	699.4	58.3	27.3	31.0	53.2 %	582.8	340.0	242.7	41.6 %
Utilities	48.7	4.1	1.7	2.4	58.9 %	40.6	20.2	20.3	50.1 %
Casualties & Liabilities	138.2	11.5	9.0	2.5	21.9 %	115.1	95.1	20.0	17.4 %
TOTAL EXPENSE	\$ 6,341.3	\$ 528.4	\$ 301.6	\$ 226.9		\$ 5,284.4	\$ 3,236.3	\$ 2,047.9	
SURPLUS (DEFICIT)			\$ -				\$ -		

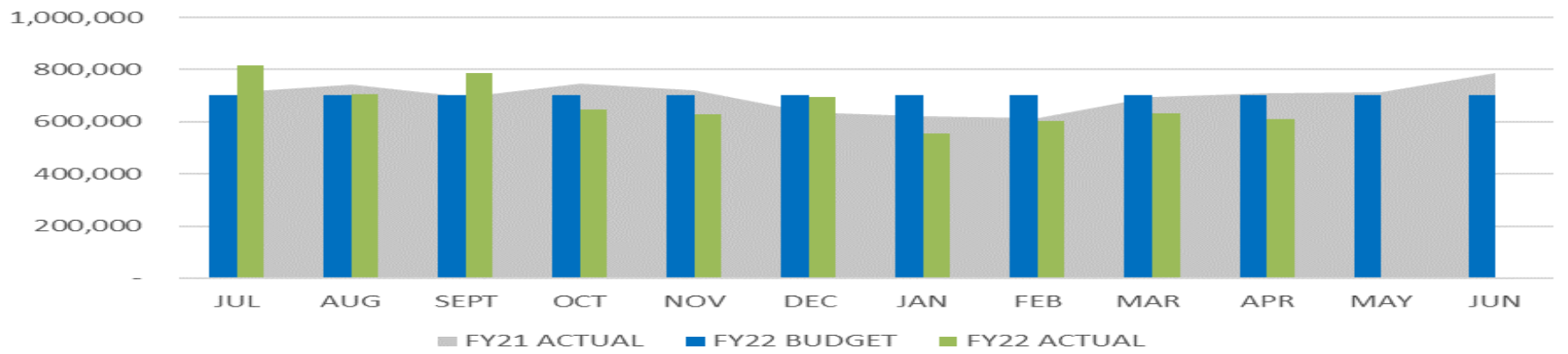
Non-Operating COVID Revenue and Expenses

Apr 2022

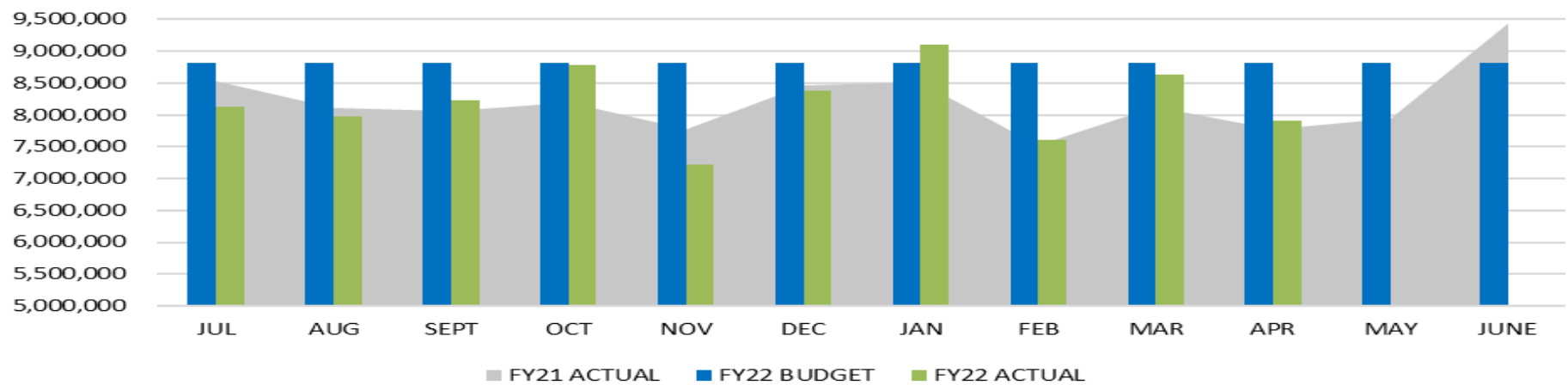
Dollars in Thousands

	Month to Date	Year to Date
Federal Funding (5307/5337)	\$ 326.0	\$ 2,035.2
Total Non-Operating Revenue	\$ 326.0	\$ 2,035.2
Personnel Services	\$ 1.3	\$ 457.2
Contract Services	26.6	1,002.8
Materials & Supplies	-	21.7
Other Miscellaneous Expenses	298.1	553.6
Total Non-Operating Expense	\$ 326.0	\$ 2,035.2
SURPLUS (DEFICIT)	\$ -	\$ -

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

April 2022

YEAR-TO-DATE					
FISCAL YEAR 2022 (Dollars in Thousands)	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 7,035.0	\$ 6,248.6	\$ 458.8	\$ 6,707.4	\$ (327.6)
Advertising Revenue	\$ 895.8	\$ 916.9	\$ 59.5	\$ 976.4	\$ 80.6
Other Transportation Revenue	\$ 1,945.7	\$ -	\$ 2,024.8	\$ 2,024.8	\$ 79.1
Non-Transportation Revenue	\$ 50.0	\$ 45.7	\$ 24.4	\$ 70.1	\$ 20.1
Federal Funding (PM 5307/5337)	\$ 18,378.1	\$ 14,321.1	\$ -	\$ 14,321.1	\$ (4,057.0)
HRRTF ¹	\$ 4,775.1	\$ -	\$ 2,900.9	\$ 2,900.9	\$ (1,874.2)
State Funding	\$ 17,865.3	\$ 21,934.5	\$ -	\$ 21,934.5	\$ 4,069.2
Local Funding	\$ 37,246.8	\$ 37,246.8	\$ -	\$ 37,246.8	\$ -
TOTAL REVENUE:	\$ 88,191.8	\$ 80,713.6	\$ 5,468.4	\$ 86,182.0	\$ (2,009.8)
EXPENSE					
Personnel Services	\$ 56,388.2	\$ 51,601.7	\$ 3,617.6	\$ 55,219.3	\$ 1,168.9
Services	\$ 11,179.0	\$ 7,851.8	\$ 550.5	\$ 8,402.3	\$ 2,776.7
Materials & Supplies	\$ 8,375.6	\$ 7,202.3	\$ 504.9	\$ 7,707.2	\$ 668.4
Utilities	\$ 954.6	\$ 848.9	\$ 59.5	\$ 908.4	\$ 46.2
Casualties & Liabilities	\$ 3,161.3	\$ 3,251.7	\$ 227.9	\$ 3,479.6	\$ (318.3)
Purchased Transportation	\$ 6,771.4	\$ 5,117.3	\$ 358.8	\$ 5,476.1	\$ 1,295.3
Other Miscellaneous Expenses	\$ 1,361.7	\$ 1,033.8	\$ 72.5	\$ 1,106.3	\$ 255.4
TOTAL EXPENSE:	\$ 88,191.8	\$ 76,907.5	\$ 5,391.7	\$ 82,299.2	\$ 5,892.6
BUDGET STATUS TO DATE²:	\$ -	\$ 3,806.1	\$ 76.7	\$ 3,882.8	\$ 3,882.8

1. Hampton Roads Regional Transit Funding for MAX, PCS and 15-minute increment.
 2. Includes estimated year-to-date Locality Service Reliability Plan credit.

Draft Financial Statement

LOCALITY RECONCILIATION

April 2022

FISCAL YEAR 2022 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 44,696.1	\$ 37,246.8	\$ 37,246.8	\$ -
Plus: Local Farebox	\$ 7,676.7	\$ 6,397.4	\$ 6,248.6	\$ (148.8)
Locality Share - Sub-Total:	\$ 52,372.8	\$ 43,644.2	\$ 43,495.4	\$ (148.8)
Plus: Federal Aid	\$ 22,053.7	\$ 18,378.0	\$ 14,321.1	\$ (4,056.9)
State Aid	\$ 21,438.3	\$ 17,865.3	\$ 21,934.5	\$ 4,069.2
Total Revenue Contribution:	\$ 95,864.8	\$ 79,887.5	\$ 79,751.0	\$ (136.5)
Operating Expenses:	\$ 95,864.8	\$ 79,887.5	\$ 75,944.9	\$ (3,942.6)
Locality Budget Status to Date¹:				\$ 3,806.1

KPI

Farebox Recovery:	8.0%	8.2%
Farebox % of Budgeted Expense:		7.8%

1. Includes estimated year-to-date Locality Service Reliability Plan credit.

LOCALITY RECONCILIATION

April 2022

FISCAL YEAR 2022 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,684.3	\$ 2,237.0	\$ 2,237.0	\$ -
Plus: Local Farebox	\$ 415.9	\$ 346.6	\$ 315.2	\$ (31.4)
Locality Share - Sub-Total:	\$ 3,100.2	\$ 2,583.6	\$ 2,552.2	\$ (31.4)
Plus: Federal Aid	\$ 1,552.6	\$ 1,293.8	\$ 1,392.4	\$ 98.6
State Aid	\$ 1,304.2	\$ 1,086.8	\$ 1,411.8	\$ 325.0
Total Revenue Contribution:	\$ 5,957.0	\$ 4,964.2	\$ 5,356.4	\$ 392.2
Operating Expenses:	\$ 5,957.0	\$ 4,964.2	\$ 4,976.0	\$ 11.8
Locality Budget Status to Date¹:				\$ 380.4

KPI

Farebox Recovery:	7.0%	6.3%
Farebox % of Budgeted Expense:		6.3%

1. Includes estimated year-to-date Locality Service Reliability Plan credit.

LOCALITY RECONCILIATION

April 2022

FISCAL YEAR 2022 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,648.3	\$ 3,873.6	\$ 3,873.6	\$ -
Plus: Local Farebox	\$ 814.9	\$ 679.1	\$ 574.4	\$ (104.7)
Locality Share - Sub-Total:	\$ 5,463.2	\$ 4,552.7	\$ 4,448.0	\$ (104.7)
Plus: Federal Aid	\$ 2,512.4	\$ 2,093.6	\$ 1,497.6	\$ (596.0)
State Aid	\$ 2,276.7	\$ 1,897.3	\$ 2,205.4	\$ 308.1
Total Revenue Contribution:	\$ 10,252.3	\$ 8,543.6	\$ 8,151.0	\$ (392.6)
Operating Expenses:	\$ 10,252.3	\$ 8,543.6	\$ 7,692.6	\$ (851.0)
Locality Budget Status to Date¹:				\$ 458.4

KPI

Farebox Recovery:	7.9%	7.5%
Farebox % of Budgeted Expense:		6.7%

1. Includes estimated year-to-date Locality Service Reliability Plan credit.

LOCALITY RECONCILIATION

April 2022

FISCAL YEAR 2022 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,374.4	\$ 6,145.3	\$ 6,145.3	\$ -
Plus: Local Farebox	\$ 1,468.5	\$ 1,223.8	\$ 972.2	\$ (251.6)
Locality Share - Sub-Total:	\$ 8,842.9	\$ 7,369.1	\$ 7,117.5	\$ (251.6)
Plus: Federal Aid	\$ 3,790.0	\$ 3,158.3	\$ 2,086.5	\$ (1,071.8)
State Aid	\$ 3,639.9	\$ 3,033.3	\$ 3,477.1	\$ 443.8
Total Revenue Contribution:	\$ 16,272.8	\$ 13,560.7	\$ 12,681.1	\$ (879.6)
Operating Expenses:	\$ 16,272.8	\$ 13,560.7	\$ 12,045.7	\$ (1,515.0)
Locality Budget Status to Date¹:				\$ 635.4

KPI

Farebox Recovery:	9.0%	8.1%
Farebox % of Budgeted Expense:		7.2%

1. Includes estimated year-to-date Locality Service Reliability Plan credit.

LOCALITY RECONCILIATION

April 2022

FISCAL YEAR 2022 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 19,408.4	\$ 16,173.7	\$ 16,173.7	\$ -
Plus: Local Farebox	\$ 3,320.4	\$ 2,767.0	\$ 2,907.4	\$ 140.4
Locality Share - Sub-Total:	\$ 22,728.8	\$ 18,940.7	\$ 19,081.1	\$ 140.4
Plus: Federal Aid	\$ 8,592.8	\$ 7,160.7	\$ 4,826.4	\$ (2,334.3)
State Aid	\$ 9,110.2	\$ 7,591.8	\$ 9,274.9	\$ 1,683.1
Total Revenue Contribution:	\$ 40,431.8	\$ 33,693.2	\$ 33,182.4	\$ (510.8)
Operating Expenses:	\$ 40,431.8	\$ 33,693.2	\$ 31,893.3	\$ (1,799.9)
Locality Budget Status to Date¹:				\$ 1,289.1

KPI

Farebox Recovery:	8.2%	9.1%
Farebox % of Budgeted Expense:		8.6%

1. Includes estimated year-to-date Locality Service Reliability Plan credit.

LOCALITY RECONCILIATION

April 2022

FISCAL YEAR 2022 (Dollars in Thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,834.9	\$ 2,362.4	\$ 2,362.4	\$ -
Plus: Local Farebox	\$ 514.3	\$ 428.6	\$ 411.6	\$ (17.0)
Locality Share - Sub-Total:	\$ 3,349.2	\$ 2,791.0	\$ 2,774.0	\$ (17.0)
Plus: Federal Aid	\$ 1,684.1	\$ 1,403.4	\$ 1,380.8	\$ (22.6)
State Aid	\$ 1,415.5	\$ 1,179.6	\$ 1,518.7	\$ 339.1
Total Revenue Contribution:	\$ 6,448.8	\$ 5,374.0	\$ 5,673.5	\$ 299.5
Operating Expenses:	\$ 6,448.8	\$ 5,374.0	\$ 5,341.7	\$ (32.3)
Locality Budget Status to Date¹:				\$ 331.8

KPI

Farebox Recovery:	8.0%	7.7%
Farebox % of Budgeted Expense:		7.7%

1. Includes estimated year-to-date Locality Service Reliability Plan credit.

Draft Financial Statement

LOCALITY RECONCILIATION

April 2022

FISCAL YEAR 2022 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,745.8	\$ 6,454.8	\$ 6,454.8	\$ -
Plus: Local Farebox	\$ 1,142.7	\$ 952.3	\$ 1,067.8	\$ 115.5
Locality Share - Sub-Total:	\$ 8,888.5	\$ 7,407.1	\$ 7,522.6	\$ 115.5
Plus: Federal Aid	\$ 3,921.8	\$ 3,268.2	\$ 3,137.4	\$ (130.8)
State Aid	\$ 3,691.8	\$ 3,076.5	\$ 4,046.6	\$ 970.1
Total Revenue Contribution:	\$ 16,502.1	\$ 13,751.8	\$ 14,706.6	\$ 954.8
Operating Expenses:	\$ 16,502.1	\$ 13,751.8	\$ 13,995.6	\$ 243.8
Locality Budget Status to Date¹:				\$ 711.0

KPI

Farebox Recovery:	6.9%	7.6%
Farebox % of Budgeted Expense:		7.8%

1. Includes estimated year-to-date Locality Service Reliability Plan credit.



FY2023 FINAL OPERATING BUDGET-IN-BRIEF MAY 2022

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OVERVIEW

FY2023 Budget Calendar..... slides 3-5

Cost Allocation Agreement: Cost Type Definitions.....slides 6-8

Operating Budget 3-Year Comparison.....slides 9-12

FY2023 Final Operating Budget: Revenue Assumptions & Cost Drivers.....slides 13-21

FY2023 Final Local Contribution, Service & TSPs.....slides 22-32

Next Steps.....slides 33-34



FY2023 BUDGET CALENDAR

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FY2023 BUDGET CALENDAR

DATE	TASK TYPE	TASK
07/19/2021	Regular Meeting	Monthly MFAC meeting
08/23/2021	Regular Meeting	Monthly MFAC meeting
09/20/2021	Regular Meeting	Monthly MFAC meeting
10/04/2021	Local TSP	FY2023 Transportation Service Plans (TSPs) submitted to Localities
10/25/2021	Regular Meeting	Audit & Budget/MFAC meetings
11/08/2021	Regular Meeting	Transit Strategic Plan Update/Draft CIP review with MFAC
11/10/2021	Work Session	Transit Strategic Plan Update/Draft CIP with Commission
11/18/2021	Local TSP	Deadline for Localities to respond with change requests to the FY2023 TSP
12/06/2021	Regular Meeting	Review FY2023 Draft Operating Budget & TSPs with MFAC
12/09/2021	Regular Meeting	Audit & Budget/Commission review and vote on Final CIP/Annual TSP Update

FY2023 BUDGET CALENDAR

DATE	TASK TYPE	TASK
01/11/2022	Special Meeting	MFAC meeting to review FY2023 Service and Draft TSPs
01/24/2022	Regular Meeting	Monthly MFAC meeting
02/14/2022	Local TSP	Deadline for Localities to make final service changes to FY2023 TSPs
02/22/2022	Regular Meeting	Review FY2023 Preliminary Operating Budget with Audit & Budget/MFAC
02/24/2022	Regular Meeting	Review FY2023 Preliminary Operating Budget with Commission
03/21/2022	Regular Meeting	Monthly MFAC meeting
04/25/2022	Regular Meeting	Monthly MFAC meeting
05/01/2022	Budget	Distribute FY2023 Final Operating Budget & TSPs to MFAC
05/23/2022	Regular Meeting	Review FY2023 Final Operating Budget with Audit & Budget/MFAC
05/26/2022	Regular Meeting	Commission vote on FY2023 Final Operating Budget



COST ALLOCATION AGREEMENT: COST TYPE DEFINITIONS

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TYPES OF COSTS

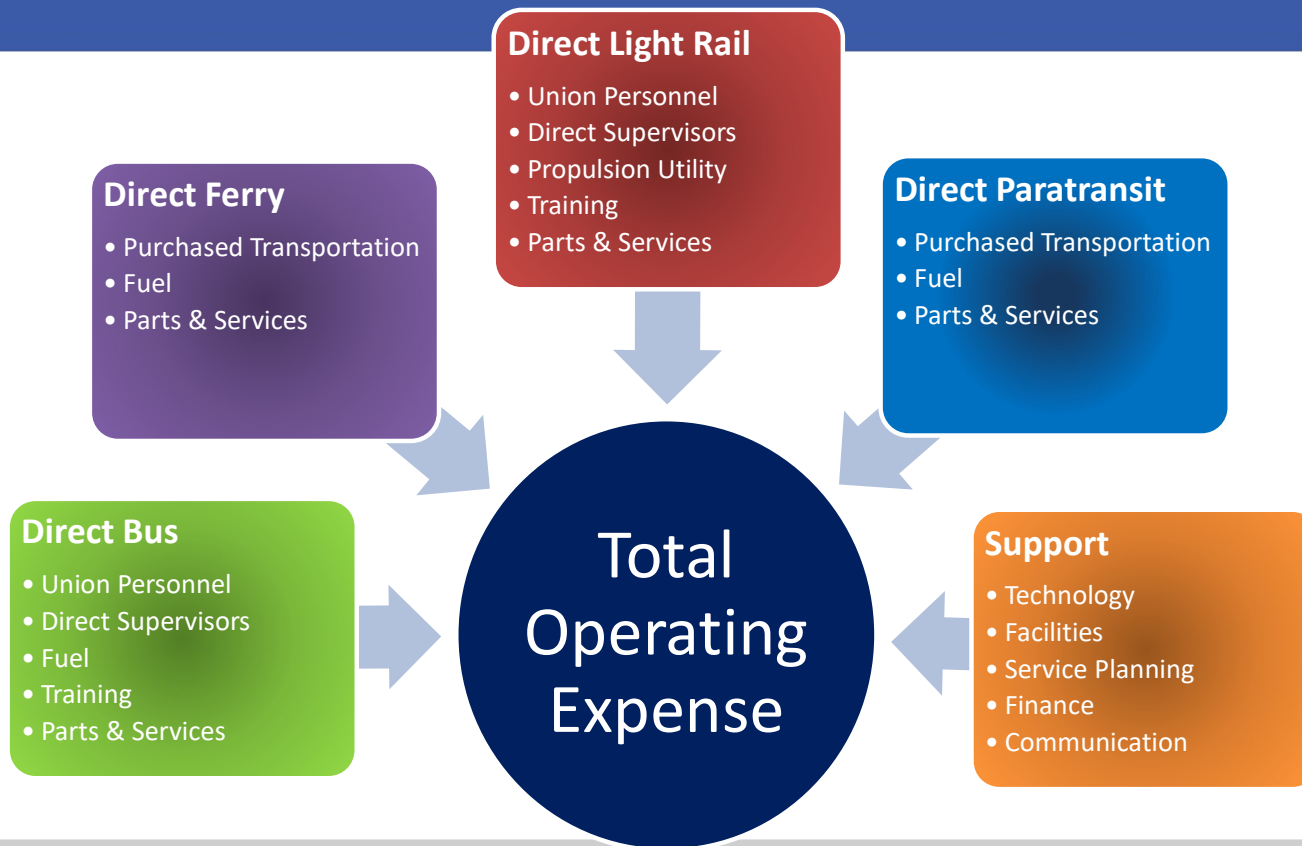
Operating Costs

- + **Direct costs** are identified with a particular transportation mode including operator/mechanic wages and benefits, fuel and maintenance materials, direct supervision, training, supplies, and scheduling.
- + **Support costs** are those costs shared by multiple modes such as facility upkeep, utilities, insurance, marketing, communications, accounting, human resources, technology, training and other incidental costs.

Administrative Costs

- + Costs associated with personnel who directly support the Commission i.e., Executive Director (President & CEO), Secretary, and Treasurer (Chief Financial Officer) and any other position so designated by the Commission.
- + Travel related to Commission matters, legal and audit professional services directly related to the support of the Commission, and any other general expense which the Commission directs to be included as an administrative cost.

COST TYPE EXAMPLES BY MODE

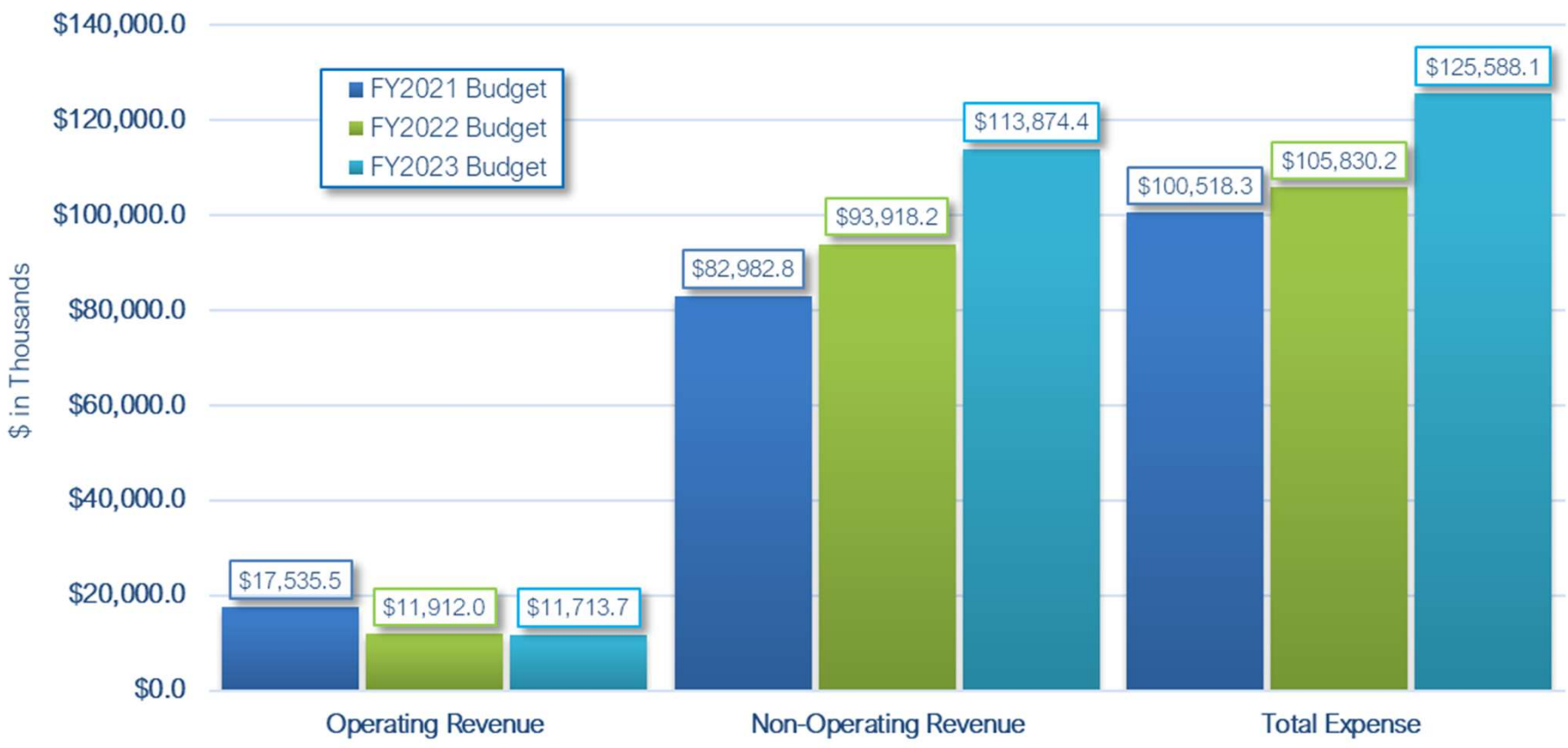




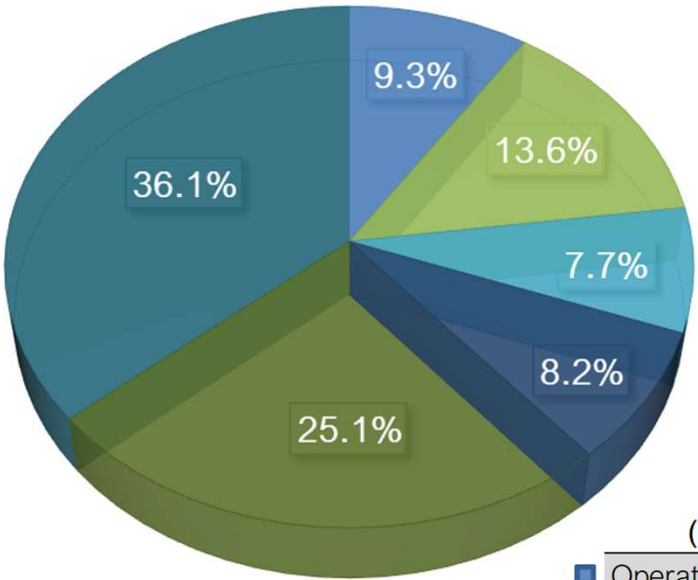
OPERATING BUDGET: 3-YEAR COMPARISON

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OPERATING BUDGET 3-YEAR COMPARISON



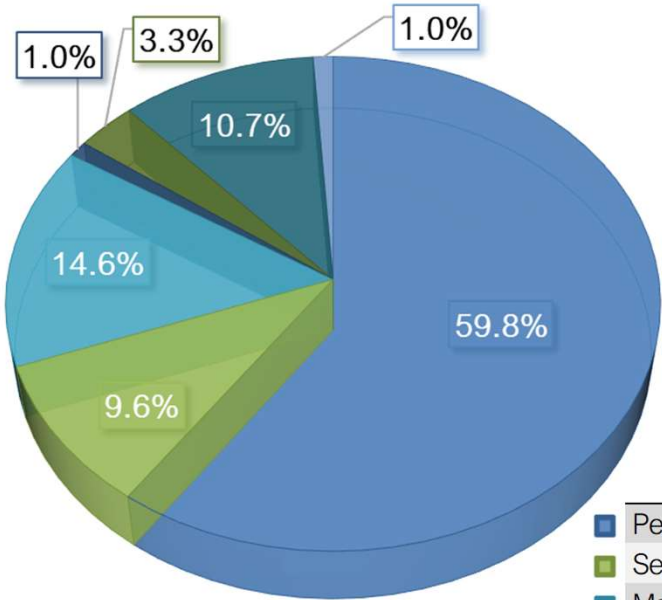
OPERATING BUDGET – REVENUE COMPARISON



- Operating Revenue net decrease of 1.7% related to auxiliary revenue adjustment
- Federal Aid net increase of \$4.6M will cover anticipated net operating expense gap created by the ongoing underperformance at the farebox
- Regional funding (HRRTF) increase of \$4.6M is attributed to the programmed implementation of Group A regional service
- State operating aid increase of 46.8%
- Local contribution of \$45.4M is carrying an escalation of 1.6% over FY2022

Revenue (in thousands)	FY2021 Adopted Budget	FY2022 Adopted Budget	FY2023 Final Budget	Prior Year \$ +/-(-)	Prior Year % +/-(-)	FY2023 Budget %
Operating Revenue	\$ 17,535.5	\$ 11,912.0	\$ 11,713.7	\$ (198.3)	(1.7%)	9.3%
Federal Aid (5307/5337)	\$ 18,316.9	\$ -	\$ 17,021.7	\$ 17,021.7	N/A	13.6%
Federal Aid (CRRSAA/ARP)	\$ -	\$ 22,053.7	\$ 9,672.3	\$ (12,381.4)	(56.1%)	7.7%
Regional HRRTF Funding	\$ -	\$ 5,730.1	\$ 10,319.0	\$ 4,588.9	80.1%	8.2%
State Operating Aid	\$ 19,969.8	\$ 21,438.3	\$ 31,464.9	\$ 10,026.6	46.8%	25.1%
Local Share-Operating	\$ 44,696.1	\$ 44,696.1	\$ 45,396.5	\$ 700.4	1.6%	36.1%
Total Revenue:	\$100,518.3	\$105,830.2	\$125,588.1	\$19,757.9	18.7%	100.0%

OPERATING BUDGET – EXPENSE COMPARISON



- Personnel Services: increase in union pay, adjusted supervisor pay, additional support staff, 3% merit for non-union staff, health insurance, pension
- Services: net increase driven by facilities contracted services
- Materials & Supplies: fuel expense estimated to increase \$7.6M
- Casualties & Liabilities: escalation in insurance premiums
- Purchased Transportation: escalation based on Paratransit vendor’s price adjustment request & implementation of same day on-demand service
- Miscellaneous: decrease driven by bus lease expiration in July 2022

Expense (in thousands)	FY2021 Adopted Budget	FY2022 Adopted Budget	FY2023 Final Budget	Prior Year \$ +/-(-)	Prior Year % +/-(-)	FY2023 Budget %
Personnel Services	\$ 63,566.5	\$ 68,326.8	\$ 75,134.6	\$ 6,807.8	10.0%	59.8%
Services	\$ 9,658.5	\$ 11,955.6	\$ 12,006.7	\$ 51.1	0.4%	9.6%
Materials & Supplies	\$ 10,523.8	\$ 10,161.0	\$ 18,313.1	\$ 8,152.1	80.2%	14.6%
Utilities	\$ 1,162.8	\$ 1,298.8	\$ 1,308.9	\$ 10.1	0.8%	1.0%
Casualties & Liabilities	\$ 4,023.9	\$ 3,798.5	\$ 4,085.1	\$ 286.6	7.5%	3.3%
Purchased Transportation	\$ 9,394.3	\$ 8,701.7	\$ 13,385.3	\$ 4,683.6	53.8%	10.7%
Miscellaneous Expense	\$ 2,188.5	\$ 1,587.8	\$ 1,354.4	\$ (233.4)	(14.7%)	1.0%
Total Expense:	\$ 100,518.3	\$ 105,830.2	\$ 125,588.1	\$ 19,757.9	18.7%	100.0%



FY2023 FINAL OPERATING BUDGET REVENUE ASSUMPTIONS & COST DRIVERS

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FY2023 FINAL OPERATING REVENUE BUDGET

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FY2023 FINAL OPERATING BUDGET – REVENUE SUMMARY

CATEGORY (Dollars in Thousands)	FY2022 ADOPTED BUDGET	FY2023 FINAL BUDGET	\$ VARIANCE + / (-)	% VARIANCE + / (-)
REVENUE				
Operating Revenue				
① Farebox Revenue	\$ 8,442.0	\$ 8,694.8	\$ 252.8	3.0%
② ERC Contract Revenue	\$ 2,335.0	\$ 2,158.9	\$ (176.1)	(7.5%)
③ Auxiliary Revenue (Advertising)	\$ 1,075.0	\$ 800.0	\$ (275.0)	(25.6%)
④ Other Non-Transportation Revenue	\$ 60.0	\$ 60.0	\$ -	0.0%
Total Operating Revenue:	\$ 11,912.0	\$ 11,713.7	\$ (198.3)	(1.7%)
Non-Operating Revenue				
⑤ Federal Aid-CRRSAA/ARP	\$ 22,053.7	\$ 7,172.3	\$ (14,881.4)	(67.5%)
⑥ Federal Aid-CRRSAA/ARP (Strategic)	\$ -	\$ 2,500.0	\$ 2,500.0	N/A
⑦ Federal Aid-5307/5337	\$ -	\$ 17,021.7	\$ 17,021.7	N/A
⑧ Regional HRRTF Funding	\$ 5,730.1	\$ 10,319.0	\$ 4,588.9	80.1%
⑨ State Operating Assistance	\$ 21,438.3	\$ 31,464.9	\$ 10,026.6	46.8%
⑩ Local Share-Operating	\$ 44,696.1	\$ 45,396.5	\$ 700.4	1.6%
Total Non-Operating Revenue:	\$ 93,918.2	\$ 113,874.4	\$ 19,956.2	21.2%
TOTAL REVENUE:	\$ 105,830.2	\$ 125,588.1	\$ 19,757.9	18.7%

REVENUE BUDGET ASSUMPTIONS:

- ① **Farebox revenue** calculated at \$8.7M is based on ridership projections and current 16-month fare-per-ride data.
- ② **Contract revenue** of \$2.2M is reflective of the funding needed to cover Elizabeth River Crossing (ERC) related operating expenses. Any contribution variances are held to fund future capital investments i.e., bus repowers and purchases.
- ③ **Auxiliary (advertising) revenue** of \$.8M is a decrease compared to prior year. Reduction is related to a change in how production expense reimbursements are booked. Future auxiliary revenue streams will reflect net advertising revenue only.
- ④ **Other non-transportation revenue** of \$60,000 includes estimates for Crown tower lease and Greyhound lease.
- ⑤ **Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and American Rescue Plan (ARP) Federal funding** of \$7.2M is earmarked to cover the net operating expense gap created by continuing losses at the farebox.
- ⑥ **CRRSAA and ARP Federal funding** of \$2.5M also covers the net operating expense gap, but is strategically allocated to keep individual locality operating contributions to a minimal increase of 1.6%.
- ⑦ **Traditional Federal Formula Funds of \$17.0M** (5307-\$15.7M and 5337-\$1.3M) is reserved for use in the operating budget to cover 80% of preventative maintenance expenses.
- ⑧ **Hampton Roads Regional Transit Fund (HRRTF) contribution** is projected at \$10.3M, an increase of 80.1% over prior year. This increase is attributed to the programmed implementation of Group A regional service.
- ⑨ **State Operating Assistance** of \$31.5M is an increase of 46.8% as compared to the FY2022 budget.
- ⑩ **Local Operating contribution** of \$45.4M is carrying an escalation of 1.6% over FY2022.



FY2023 FINAL OPERATING EXPENSE BUDGET

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FY2023 FINAL OPERATING BUDGET – EXPENSE SUMMARY

CATEGORY (Dollars in Thousands)		FY2022 ADOPTED BUDGET	FY2023 FINAL BUDGET	\$ VARIANCE + / (-)	% VARIANCE + / (-)
<u>EXPENSE</u>					
①	Personnel Services	\$ 68,326.8	\$ 75,134.6	\$ 6,807.8	10.0%
②	Services	\$ 11,955.6	\$ 12,006.7	\$ 51.1	0.4%
③	Materials & Supplies	\$ 10,161.0	\$ 18,313.1	\$ 8,152.1	80.2%
④	Utilities	\$ 1,298.8	\$ 1,308.9	\$ 10.1	0.8%
⑤	Casualties & Liabilities	\$ 3,798.5	\$ 4,085.1	\$ 286.6	7.5%
⑥	Purchased Transportation	\$ 8,701.7	\$ 13,385.3	\$ 4,683.6	53.8%
⑦	Miscellaneous Expense	\$ 1,587.8	\$ 1,354.4	\$ (233.4)	(14.7%)
TOTAL EXPENSE:		\$ 105,830.2	\$ 125,588.1	\$19,757.9	18.7%

COST DRIVERS BY CATEGORY – VARIANCE ANALYSIS

PRIMARY COST DRIVERS BY CATEGORY	COST TYPE	\$ VARIANCE + / (-) (in thousands)	DESCRIPTION
PERSONNEL			
BUS & LIGHT RAIL UNION STAFF	DIRECT	\$ 3,696.6	Collective Bargaining Unit (CBU) contractual salaries
BUS & LIGHT RAIL NON-UNION STAFF	DIRECT	\$ 907.7	Pay adjustment for direct supervisors of union personnel
MERIT OF 3% NON-UNION STAFF	SUPPORT	\$ 432.5	Merit adjustment for support staff to increase moral and attract new recruits
FRINGE BENEFITS - RETIREMENT	ALL	\$ 230.8	Increase consistant with CBU contractual rate
FRINGE BENEFITS - INSURANCE	ALL	\$ 171.0	Potential premium increase in health insurance
FRINGE BENEFITS - VACATION BUYBACK	ALL	\$ 107.7	Annual fringe benefit
REVENUE SERVICES - SALARY ADJUSTMENT	SUPPORT	\$ 79.5	Wage adjustment necessary for recruitment of frontline staff
CHIEF COMMUNICATIONS & EXTERNAL AFFAIRS OFFICER	SUPPORT	\$ 158.8	Encumbent will serve as the chief spokesperson and communications strategist for HRT
FACILITIES - PROJECT MANAGER; PT ENGINEER	SUPPORT	\$ 100.9	Project manager will maintain the exponential growth in facilities related projects; temporary part-time engineer
SECURITY - TRANSIT SECURITY OFFICERS	SUPPORT	\$ 124.9	TPO's (2) will increase on demand full-time presence on campuses & transfer centers
TECHNOLOGY - ERP/BUSINESS SYSTEMS/PROJECT MANAGEMENT	SUPPORT	\$ 588.9	Support staff for Enterprise Resource Planning (ERP) function, Business Systems and Project Management
OPPE - ENTERPRISE PROJECT MANAGER	SUPPORT	\$ 107.7	Manages the development, implementation & oversight of project management process
INTERNAL AUDIT - QUALITY ASSURANCE AUDITOR	SUPPORT	\$ 53.8	Position maintains the development and implementation of the quality improvement program
HUMAN RESOURCES - RECORDS TECHNICIAN	SUPPORT	\$ 40.4	Position supports comprehensive records management function
MISCELLANEOUS VARIANCE	ALL	\$ 6.6	
① TOTAL PERSONNEL:		\$ 6,807.8	

COST DRIVERS BY CATEGORY – VARIANCE ANALYSIS

PRIMARY COST DRIVERS BY CATEGORY	COST TYPE	\$ VARIANCE + / (-) (in thousands)	DESCRIPTION
SERVICES			
FACILITIES - CONTRACT SERVICES	SUPPORT	\$ 307.0	Increase related to projects for hazard mitigation, grant writing, GFI vault relocation, cleaning
SALES - CONTRACT SERVICES	SUPPORT	\$ (200.0)	Change in accounting treatment for production expense reimbursements
MISCELLANEOUS VARIANCE		\$ (55.9)	
② TOTAL SERVICES:		\$ 51.1	
MATERIALS & SUPPLIES			
GASOLINE	DIRECT	\$ 217.0	Contractual price per gallon estimated to increase from \$1.22 to \$4.30
DIESEL FUEL	DIRECT	\$ 6,064.1	Contractual price per gallon estimated to increase from \$1.58 to \$4.75
CONTRACTORS FUEL USAGE	DIRECT	\$ 1,283.7	Contractual price per gallon estimated to increase from \$1.22 to \$4.30
OIL & LUBRICANTS	DIRECT	\$ 228.2	Contractual price escalation
TIRES	DIRECT	\$ 133.3	Contractual price escalation
BUS - REPAIR SUPPLIES	DIRECT	\$ 291.6	Inflationary price escalation on repair parts & supplies
MISCELLANEOUS VARIANCE	ALL	\$ (65.8)	
③ TOTAL MATERIALS & SUPPLIES:		\$ 8,152.1	
UTILITIES			
ELECTRICITY/WATER/GAS	SUPPORT	\$ 10.1	Slight increase over prior year
④ TOTAL UTILITIES:		\$ 10.1	

COST DRIVERS BY CATEGORY – VARIANCE ANALYSIS

PRIMARY COST DRIVERS BY CATEGORY	COST TYPE	\$ VARIANCE + / (-) (in thousands)	DESCRIPTION
CASUALTIES & LIABILITIES			
INSURANCE PREMIUM	SUPPORT	\$ 286.6	Projected premium increase
⑤ TOTAL CASUALTIES & LIABILITIES:		\$ 286.6	
PURCHASED TRANSPORTATION			
PARATRANSIT - RIVER NORTH	DIRECT	\$ 4,609.6	Escalation based on price adjustment request & implementation of same day on-demand service
FERRY - NORFOLK BY BOAT	DIRECT	\$ 74.0	Contracted price escalation
⑥ TOTAL PURCHASED TRANSPORTATION:		\$ 4,683.6	
MISCELLANEOUS EXPENSE			
BUS & LIGHT RAIL TRAINING	DIRECT	\$ 53.7	Required training to maintain certifications
ERC-NOVA BUS LEASE	SUPPORT	\$ (408.4)	Reduction due to bus lease expiration in July 2022
LRT FACILITY LEASE	DIRECT	\$ 75.4	New LRT Coleman Place facility lease (Mangrove facility relocation)
BUS SOFTWARE	DIRECT	\$ 45.5	Bus operations related software
MISCELLANEOUS VARIANCE	ALL	\$ 0.4	
⑦ TOTAL MISCELLANEOUS EXPENSE:		\$ (233.4)	
TOTAL CATEGORICAL COST DRIVERS:		\$ 19,757.9	



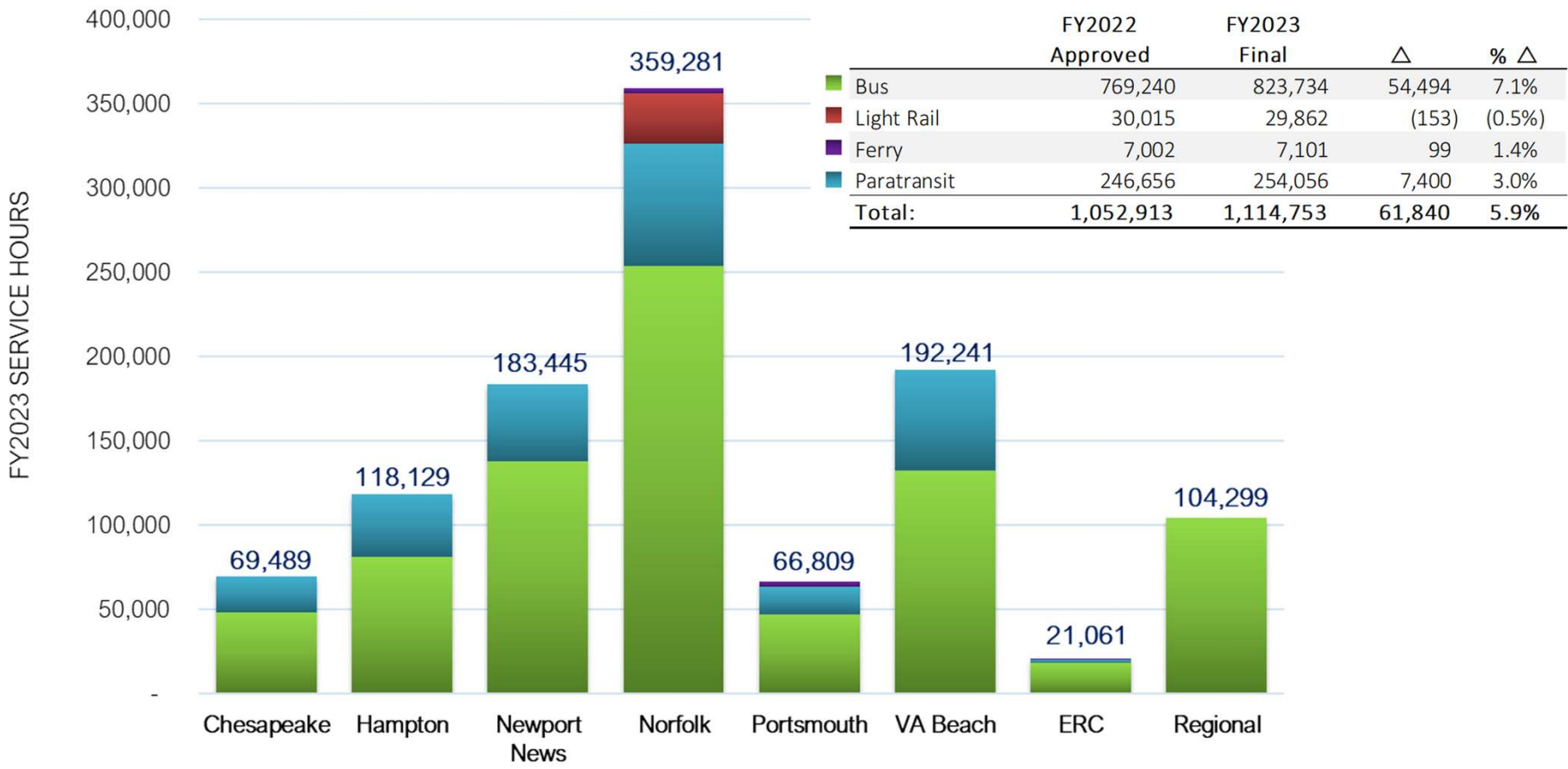
FY2023 FINAL LOCALITY CONTRIBUTION, SERVICE & TSPs

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FY2023 FINAL BUDGET – LOCAL CONTRIBUTION

LOCAL CONTRIBUTION OPERATING & ACC	FY2022 ADOPTED BUDGET	FY2023 FINAL BUDGET	\$ VARIANCE + / (-)	% VARIANCE + / (-)
OPERATING				
Chesapeake	\$ 2,685.9	\$ 2,723.7	\$ 37.8	1.4%
Hampton	\$ 4,651.6	\$ 4,722.4	\$ 70.8	1.5%
Newport News	\$ 7,370.2	\$ 7,492.8	\$ 122.6	1.7%
Norfolk	\$ 19,384.0	\$ 19,709.4	\$ 325.4	1.7%
Portsmouth	\$ 2,836.7	\$ 2,880.2	\$ 43.5	1.5%
VA Beach	\$ 7,767.7	\$ 7,868.0	\$ 100.3	1.3%
TOTAL OPERATING:	\$ 44,696.1	\$ 45,396.5	\$ 700.4	1.6%
ACC				
Chesapeake	\$ 136.0	\$ 140.5	\$ 4.5	3.3%
Hampton	\$ 236.2	\$ 238.7	\$ 2.5	1.1%
Newport News	\$ 377.2	\$ 370.8	\$ (6.4)	(1.7%)
Norfolk	\$ 749.7	\$ 726.3	\$ (23.4)	(3.1%)
Portsmouth	\$ 134.0	\$ 135.1	\$ 1.1	0.8%
VA Beach	\$ 366.9	\$ 388.6	\$ 21.7	5.9%
TOTAL ACC:	\$ 2,000.0	\$ 2,000.0	\$ -	0.0%
OPERATING+ACC				
Chesapeake	\$ 2,821.9	\$ 2,864.2	\$ 42.3	1.5%
Hampton	\$ 4,887.8	\$ 4,961.1	\$ 73.3	1.5%
Newport News	\$ 7,747.4	\$ 7,863.6	\$ 116.2	1.5%
Norfolk	\$ 20,133.7	\$ 20,435.7	\$ 302.0	1.5%
Portsmouth	\$ 2,970.7	\$ 3,015.3	\$ 44.6	1.5%
VA Beach	\$ 8,134.6	\$ 8,256.6	\$ 122.0	1.5%
TOTAL OPERATING+ACC:	\$ 46,696.1	\$ 47,396.5	\$ 700.4	1.5%

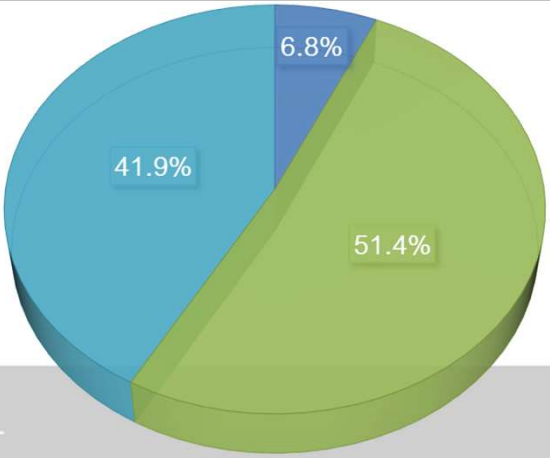
FY2023 FINAL SERVICE HOURS – BY MODE



FY2023 FINAL TSP – LOCAL SUMMARY

Local Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus	672,494	\$ 72,204.1	\$ 5,547.8	7.7%	\$ 37,416.8	52%	\$ 29,239.5	40%
Trolley	26,485	\$ 2,843.6	\$ 194.8	6.9%	\$ 1,473.6	52%	\$ 1,175.2	41%
Special Service	1,785	\$ 191.6	\$ -	0.0%	\$ 99.3	52%	\$ 92.3	48%
Total Bus:	700,764	\$ 75,239.3	\$ 5,742.6	7.6%	\$ 38,989.7	52%	\$ 30,507.0	41%
Total Light Rail:	29,862	\$ 11,816.0	\$ 812.0	6.9%	\$ 5,102.6	43%	\$ 5,901.4	50%
Total Ferry:	6,593	\$ 1,636.4	\$ 258.4	15.8%	\$ 890.4	54%	\$ 487.6	30%
Total Paratransit:	252,175	\$ 21,219.2	\$ 834.8	3.9%	\$ 10,676.3	50%	\$ 9,708.1	46%
Local Modal Total:	989,394	\$ 109,910.9	\$ 7,647.8	7.0%	\$ 55,659.0	51%	\$ 46,604.1	42%
Commission Expense							\$ 1,292.4	
Advanced Capital Contribution							\$ 2,000.0	
Federal Aid-Strategic Allocation							\$ (2,500.0)	
Local Contribution:							\$ 47,396.5	

Source of Funds	Funding \$	Funding %
Farebox Revenue	\$ 7,647.8	6.8%
Federal & State	\$ 58,159.0	51.4%
Local Funding	\$ 47,396.5	41.9%
Total Funding:	\$ 113,203.3	100.0%



FY2023 FINAL TSP – CITY OF CHESAPEAKE

Chesapeake City Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus								
6 Chesapeake	5,999	\$ 644.1	\$ 66.5	10%	\$ 333.8	52%	\$ 243.8	38%
12 Chesapeake	2,028	\$ 217.7	\$ 15.3	7%	\$ 112.8	52%	\$ 89.6	41%
13 Chesapeake	6,754	\$ 725.2	\$ 98.5	14%	\$ 375.8	52%	\$ 250.9	35%
14 Chesapeake	8,654	\$ 929.1	\$ 53.7	6%	\$ 481.6	52%	\$ 393.8	42%
15 Chesapeake	5,162	\$ 554.3	\$ 62.3	11%	\$ 287.2	52%	\$ 204.8	37%
24 Chesapeake	5,020	\$ 539.0	\$ 14.4	3%	\$ 279.3	52%	\$ 245.3	46%
44 Chesapeake	1,382	\$ 148.4	\$ 7.6	5%	\$ 76.9	52%	\$ 63.9	43%
57 Chesapeake	4,741	\$ 509.0	\$ 39.4	8%	\$ 263.8	52%	\$ 205.8	40%
58 Chesapeake	8,381	\$ 899.9	\$ 26.1	3%	\$ 466.3	52%	\$ 407.5	45%
Bus Total:	48,121	\$ 5,166.7	\$ 383.8	7%	\$ 2,677.5	52%	\$ 2,105.4	41%
Paratransit:	21,368	\$ 1,798.0	\$ 71.2	4%	\$ 904.7	50%	\$ 822.1	46%
Chesapeake Modal Total:	69,489	\$ 6,964.7	\$ 455.0	7%	\$ 3,582.2	51%	\$ 2,927.5	42%
Commission Expense							\$ 215.4	
Advanced Capital Contribution							\$ 140.5	
Federal Aid-Strategic Allocation							\$ (419.2)	
Chesapeake Local Contribution:							\$ 2,864.2	

FY2023 FINAL TSP – CITY OF HAMPTON

Hampton City Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus								
101 Hampton	6,038	\$ 648.3	\$ 50.5	8%	\$ 335.9	52%	\$ 261.9	40%
102 Hampton	4,217	\$ 452.7	\$ 29.1	6%	\$ 234.6	52%	\$ 189.0	42%
103 Hampton	9,950	\$ 1,068.3	\$ 69.1	6%	\$ 553.6	52%	\$ 445.6	42%
105 Hampton	3,007	\$ 322.9	\$ 25.0	8%	\$ 167.3	52%	\$ 130.6	40%
109 Hampton	4,279	\$ 459.4	\$ 30.0	7%	\$ 238.1	52%	\$ 191.3	42%
110 Hampton	11,025	\$ 1,183.7	\$ 61.7	5%	\$ 613.4	52%	\$ 508.6	43%
111 Hampton	3,001	\$ 322.3	\$ 8.7	3%	\$ 167.0	52%	\$ 146.6	45%
114 Hampton	16,303	\$ 1,750.4	\$ 99.8	6%	\$ 907.1	52%	\$ 743.5	42%
115 Hampton	6,167	\$ 662.1	\$ 48.6	7%	\$ 343.1	52%	\$ 270.4	41%
117 Hampton	2,423	\$ 260.1	\$ 24.6	9%	\$ 134.8	52%	\$ 100.7	39%
118 Hampton	10,980	\$ 1,178.9	\$ 76.0	6%	\$ 610.9	52%	\$ 492.0	42%
120 Hampton	3,406	\$ 365.7	\$ 30.4	8%	\$ 189.5	52%	\$ 145.8	40%
Enhancements	692	\$ 74.3	\$ -	0%	\$ 38.5	52%	\$ 35.8	48%
Bus Total:	81,488	\$ 8,749.1	\$ 553.5	6%	\$ 4,533.8	52%	\$ 3,661.8	42%
Paratransit:	36,641	\$ 3,083.2	\$ 119.2	4%	\$ 1,551.3	50%	\$ 1,412.7	46%
Hampton Modal Total:	118,129	\$ 11,832.3	\$ 672.7	6%	\$ 6,085.1	51%	\$ 5,075	43%
Commission Expense							\$ 215.4	
Advanced Capital Contribution							\$ 238.7	
Federal Aid-Strategic Allocation							\$ (567.5)	
Hampton Local Contribution:							\$ 4,961.1	

FY2023 FINAL TSP – CITY OF NEWPORT NEWS

Newport News City Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus								
64 Newport News	1,554	\$ 166.9	\$ 19.4	12%	\$ 86.5	52%	\$ 61.0	37%
101 Newport News	5,325	\$ 571.7	\$ 44.5	8%	\$ 296.3	52%	\$ 230.9	40%
103 Newport News	7,149	\$ 767.6	\$ 49.6	6%	\$ 397.8	52%	\$ 320.2	42%
104 Newport News	14,630	\$ 1,570.7	\$ 80.5	5%	\$ 814.0	52%	\$ 676.2	43%
105 Newport News	9,017	\$ 968.1	\$ 74.9	8%	\$ 501.7	52%	\$ 391.5	40%
106 Newport News	17,958	\$ 1,928.1	\$ 149.7	8%	\$ 999.1	52%	\$ 779.3	40%
107 Newport News	15,476	\$ 1,661.6	\$ 130.0	8%	\$ 861.0	52%	\$ 670.6	40%
108 Newport News	12,302	\$ 1,320.9	\$ 96.0	7%	\$ 684.5	52%	\$ 540.4	41%
111 Newport News	13,154	\$ 1,412.3	\$ 38.0	3%	\$ 731.9	52%	\$ 642.4	45%
112 Newport News	37,501	\$ 4,026.4	\$ 261.3	6%	\$ 2,086.4	52%	\$ 1,678.7	42%
114 Newport News	3,399	\$ 365.0	\$ 20.8	6%	\$ 189.1	52%	\$ 155.1	42%
Enhancements	642	\$ 68.9	\$ -	0%	\$ 35.7	52%	\$ 33.2	48%
Bus Total:	138,107	\$ 14,828.2	\$ 964.7	7%	\$ 7,684.0	52%	\$ 6,179.5	42%
Paratransit:	45,338	\$ 3,815.0	\$ 147.0	4%	\$ 1,919.5	50%	\$ 1,748.5	46%
Newport News Modal Total:	183,445	\$ 18,643.2	\$ 1,111.7	6%	\$ 9,603.5	52%	\$ 7,928.0	43%
Commission Expense							\$ 215.4	
Advanced Capital Contribution							\$ 370.8	
Federal Aid-Strategic Allocation							\$ (650.6)	
Newport News Local Contribution:							\$ 7,863.6	

FY2023 FINAL TSP – CITY OF NORFOLK

Norfolk City Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus								
1 Norfolk	13,072	\$ 1,403.5	\$ 136.0	10%	\$ 727.3	52%	\$ 540.2	38%
1 Norfolk Redesign	18,855	\$ 2,024.4	\$ 196.2	10%	\$ 1,049.0	52%	\$ 779.2	38%
2 Norfolk	9,884	\$ 1,061.2	\$ 33.6	3%	\$ 549.9	52%	\$ 477.7	45%
2 Norfolk Redesign	28,702	\$ 3,081.8	\$ 97.5	3%	\$ 1,597.0	52%	\$ 1,387.3	45%
3 Norfolk	12,232	\$ 1,313.3	\$ 189.2	14%	\$ 680.6	52%	\$ 443.5	34%
3 Norfolk Redesign	5,724	\$ 614.5	\$ 88.5	14%	\$ 318.4	52%	\$ 207.6	34%
4 Norfolk	2,992	\$ 321.3	\$ 70.7	22%	\$ 166.5	52%	\$ 84.1	26%
5 Norfolk	1,846	\$ 198.2	\$ 42.3	21%	\$ 102.7	52%	\$ 53.2	27%
6 Norfolk	3,868	\$ 415.3	\$ 42.9	10%	\$ 215.2	52%	\$ 157.2	38%
7 Norfolk Redesign	13,278	\$ 1,425.6	\$ 92.7	7%	\$ 738.8	52%	\$ 594.1	42%
8 Norfolk	8,421	\$ 904.2	\$ 65.7	7%	\$ 468.5	52%	\$ 370.0	41%
8 Norfolk Redesign	18,188	\$ 1,952.8	\$ 141.9	7%	\$ 1,012.0	52%	\$ 798.9	41%
9 Norfolk	8,568	\$ 919.9	\$ 109.9	12%	\$ 476.7	52%	\$ 333.3	36%
11 Norfolk	2,174	\$ 233.4	\$ 21.3	9%	\$ 121.0	52%	\$ 91.1	39%
12 Norfolk	667	\$ 71.6	\$ 5.0	7%	\$ 37.1	52%	\$ 29.5	41%
13 Norfolk	3,232	\$ 347.0	\$ 47.1	14%	\$ 179.8	52%	\$ 120.1	35%
15 Norfolk	19,311	\$ 2,073.4	\$ 233.0	11%	\$ 1,074.4	52%	\$ 766.0	37%
18 Norfolk	2,665	\$ 286.1	\$ 6.9	2%	\$ 148.3	52%	\$ 130.9	46%
18 Norfolk Redesign	3,476	\$ 373.2	\$ 9.0	2%	\$ 193.4	52%	\$ 170.8	46%
20 Norfolk	24,500	\$ 2,630.6	\$ 325.8	12%	\$ 1,363.2	52%	\$ 941.6	36%

FY2023 FINAL TSP – CITY OF NORFOLK

Norfolk City Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus (cont.)								
21 Norfolk	13,453	\$ 1,444.4	\$ 121.3	8%	\$ 748.5	52%	\$ 574.6	40%
21 Norfolk Redesign	12,408	\$ 1,332.2	\$ 111.9	8%	\$ 690.3	52%	\$ 530.0	40%
23 Norfolk	13,791	\$ 1,480.7	\$ 92.7	6%	\$ 767.3	52%	\$ 620.7	42%
25 Norfolk	3,246	\$ 348.6	\$ 15.0	4%	\$ 180.6	52%	\$ 153.0	44%
44 Norfolk	1,376	\$ 147.8	\$ 7.5	5%	\$ 76.6	52%	\$ 63.7	43%
45 Norfolk	7,485	\$ 803.6	\$ 70.8	9%	\$ 416.5	52%	\$ 316.3	39%
Enhancements	451	\$ 48.4	\$ -	0%	\$ 25.1	52%	\$ 23.3	48%
Bus Total:	253,865	\$ 27,257.0	\$ 2,374	9%	\$ 14,125	52%	\$ 10,757.9	39%
801 Light Rail	29,862	\$ 11,816.0	\$ 812.0	7%	\$ 5,102.6	43%	\$ 5,901.4	50%
Light Rail Total:	29,862	\$ 11,816.0	\$ 812.0	7%	\$ 5,102.6	43%	\$ 5,901.4	50%
Ferry:	3,361	\$ 834.1	\$ 131.6	16%	\$ 453.9	54%	\$ 248.6	30%
Paratransit:	72,193	\$ 6,074.6	\$ 242.9	4%	\$ 3,056.4	50%	\$ 2,775.3	46%
Norfolk Modal Total:	359,281	\$ 45,981.7	\$ 3,560.9	8%	\$ 22,737.6	49%	\$ 19,683.2	43%
Commission Expense							\$ 215.4	
Advanced Capital Contribution							\$ 726.3	
Federal Aid-Strategic Allocation							\$ (189.2)	
Norfolk Local Contribution Sub-total¹:							\$ 20,435.7	
Norfolk Network Redesign Resigning Expenses							\$ 318.0	
Norfolk Network Redesign Public Outreach Expenses							\$ 24.0	
Norfolk Contribution Total²:							\$ 20,777.7	

1. Contribution sub-total of \$20.4M includes the typical expenses related to service, Commission & ACC. These costs are reflected in the Norfolk total on slide 19.
 2. Network redesign expenses are direct charges reimbursable by Norfolk City and will not impact the other localities.

FY2023 FINAL TSP – CITY OF PORTSMOUTH

Portsmouth Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus								
41 Portsmouth	7,959	\$ 854.5	\$ 59.3	7%	\$ 442.8	52%	\$ 352.4	41%
43 Portsmouth	3,665	\$ 393.5	\$ 25.8	7%	\$ 203.9	52%	\$ 163.8	42%
44 Portsmouth	4,855	\$ 521.3	\$ 26.5	5%	\$ 270.1	52%	\$ 224.7	43%
45 Portsmouth	12,958	\$ 1,391.2	\$ 122.4	9%	\$ 721.0	52%	\$ 547.8	39%
47 Portsmouth	10,183	\$ 1,093.3	\$ 88.9	8%	\$ 566.5	52%	\$ 437.9	40%
50 Portsmouth	4,512	\$ 484.5	\$ 32.3	7%	\$ 251.1	52%	\$ 201.1	42%
57 Portsmouth	2,721	\$ 292.1	\$ 22.0	8%	\$ 151.4	52%	\$ 118.7	41%
Bus Total:	46,853	\$ 5,030.4	\$ 377.2	7%	\$ 2,606.8	52%	\$ 2,046.4	41%
Ferry:	3,232	\$ 802.3	\$ 126.8	16%	\$ 436.5	54%	\$ 239.0	30%
Paratransit:	16,724	\$ 1,407.2	\$ 55.6	4%	\$ 708.0	50%	\$ 643.6	46%
Portsmouth Modal Total:	66,809	\$ 7,239.9	\$ 559.6	8%	\$ 3,751.3	52%	\$ 2,929.0	40%
Commission Expense							\$ 215.4	
Advanced Capital Contribution							\$ 135.1	
Federal Aid-Strategic Allocation							\$ (264.2)	
Portsmouth Local Contribution:							\$ 3,015.3	

FY2023 FINAL TSP – CITY OF VIRGINIA BEACH

VA Beach City Routes (Dollars in Thousands)	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus								
1 VA Beach	3,248	\$ 348.7	\$ 33.8	9.7%	\$ 180.7	52%	\$ 134.2	38%
12 VA Beach	6,840	\$ 734.4	\$ 51.7	7.0%	\$ 380.5	52%	\$ 302.2	41%
15 VA Beach	2,065	\$ 221.7	\$ 24.9	11.2%	\$ 114.9	52%	\$ 81.9	37%
20 VA Beach	26,382	\$ 2,832.6	\$ 350.7	12.4%	\$ 1,468.0	52%	\$ 1,013.9	36%
21 VA Beach	3,248	\$ 348.7	\$ 30.4	8.7%	\$ 180.7	52%	\$ 137.6	39%
22 VA Beach	7,817	\$ 839.3	\$ 50.9	6.1%	\$ 434.9	52%	\$ 353.5	42%
24 VA Beach	7,231	\$ 776.3	\$ 20.8	2.7%	\$ 402.3	52%	\$ 353.2	45%
25 VA Beach	7,859	\$ 843.8	\$ 36.3	4.3%	\$ 437.3	52%	\$ 370.2	44%
26 VA Beach	5,330	\$ 572.3	\$ 25.5	4.5%	\$ 296.6	52%	\$ 250.2	44%
27 VA Beach	6,765	\$ 726.4	\$ 74.1	10.2%	\$ 376.4	52%	\$ 275.9	38%
29 VA Beach	7,805	\$ 838.0	\$ 57.6	6.9%	\$ 434.3	52%	\$ 346.1	41%
33 VA Beach	12,498	\$ 1,341.9	\$ 60.1	4.5%	\$ 695.5	52%	\$ 586.3	44%
36 VA Beach	8,757	\$ 940.2	\$ 77.4	8.2%	\$ 487.2	52%	\$ 375.6	40%
Bus Total:	105,845	\$ 11,364.3	\$ 894.2	7.9%	\$ 5,889.3	52%	\$ 4,580.8	40%
Trolley								
30 VA Beach	12,352	\$ 1,326.2	\$ 127.2	9.6%	\$ 687.3	52%	\$ 511.7	39%
31 VA Beach	3,270	\$ 351.1	\$ 47.1	13.4%	\$ 181.9	52%	\$ 122.1	35%
34 VA Beach	1,512	\$ 162.3	\$ 1.4	0.9%	\$ 84.1	52%	\$ 76.8	47%
35 VA Beach	7,836	\$ 841.3	\$ 19.1	0.0%	\$ 436.0	52%	\$ 386.2	46%
Enhancements	1,515	\$ 162.7	\$ -	0.0%	\$ 84.3	52%	\$ 78.4	48%
Trolley Total:	26,485	\$ 2,843.6	\$ 194.8	6.9%	\$ 1,473.6	52%	\$ 1,175.2	41%
Paratransit:	59,911	\$ 5,041.2	\$ 198.9	3.9%	\$ 2,536.4	50%	\$ 2,305.9	46%
Virginia Beach Modal Total:	192,241	\$ 19,249.1	\$ 1,287.9	6.7%	\$ 9,899.3	51%	\$ 8,061.9	42%
Commission Expense							\$ 215.4	
Advanced Capital Contribution							\$ 388.6	
Federal Aid-Strategic Allocation							\$ (409.3)	
Virginia Beach Local Contribution:							\$ 8,256.6	



NEXT STEPS

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FY2023 BUDGET CALENDAR

DATE	TASK TYPE	TASK
01/11/2022	Special Meeting	MFAC meeting to review FY2023 Service and Draft TSPs
01/24/2022	Regular Meeting	Monthly MFAC meeting
02/14/2022	Local TSP	Deadline for Localities to make final service changes to FY2023 TSPs
02/22/2022	Regular Meeting	Review FY2023 Preliminary Operating Budget with Audit & Budget/MFAC
02/24/2022	Regular Meeting	Review FY2023 Preliminary Operating Budget with Commission
03/21/2022	Regular Meeting	Monthly MFAC meeting
04/25/2022	Regular Meeting	Monthly MFAC meeting
05/01/2022	Budget	Distribute FY2023 Final Operating Budget & TSPs to MFAC
05/23/2022	Regular Meeting	Review FY2023 Final Operating Budget with Audit & Budget/MFAC
05/26/2022	Regular Meeting	Commission vote on FY2023 Final Operating Budget

<p>Contract No: 20-00108, Modification No.2</p>	<p>Title: Electrostatic Disinfection Services for COVID-19</p>	<p>Modification Amount \$29,794.35</p>
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Acquisition Description: Award a contract modification to increase the Electrostatic Disinfection Services for COVID-19 contract value by an additional \$29,794.35.

Background: In December 2020, the Commission approved the award of a contract to ETI Environmental, Inc., in the not-to-exceed amount of \$548,345.93, for electrostatic disinfection services for all HRT facilities and vehicle fleet over a one-year period. The contract was awarded through the competitive Invitation for Bids process, with a Scope of Work which required services on a daily basis.

A Modification in the amount of \$137,086.48, which increased the contract value to \$685,432.41, was issued in January 2022 to accommodate an extension to the period of performance for three (3) additional months in order to complete the procurement process for a new contract. However, with the decline of COVID-19 cases, it was determined that daily electrostatic disinfection services were unnecessary beyond the three (3) month extension and the contract was allowed to expire on April 3, 2022. A new contract will be solicited for these services on an as needed basis.

HRT developed the Price Schedule based on the estimated cleanable square footage of each facility; the square footage and estimated quantity of paratransit vehicles, trollies, ferries, light rail vehicles, and buses; and special cleanings based on an estimated number of positive COVID cases. While the square footage of each location/vehicle remains fixed, the number of vehicles can vary based on in-service versus out-of-service and the acquisition of new vehicles. Additionally, while HRT provided an estimated number of positive COVID cases which would require special cleaning, the actual number is not something that HRT could have accurately predicted. Due to these estimations, additional funds are required to pay the Contractor for its final closing invoices.

Contract Approach: The modification amount of \$29,794.35 is to supplement the remaining balance of the contract in order to cover the 4.35% estimation variance and to pay the Contractor for completed work performed.

Cost/Funding: This contract will be funded with CRSSA Funds.

Project Manager: William Collins, Facilities Maintenance Manager

Contracting Officer: Sonya Luther, Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a modification to increase the Electrostatic Disinfection Services for COVID-19 contract by \$29,794.35, to a not-to-exceed amount of \$715,226.76.

TRAC Report May 2022

HRT's Transit Riders Advisory Committee (TRAC) met on May 4, 2022, in the board room in Hampton. Chair Denise Johnson convened the meeting at 6pm. TRAC members in attendance were Denise Johnson, Robert Neely, Heather Cutrone, Melissa Osborne, and Alyson Swett.

HRT staff present were Jennifer Dove, Linda Carroll, Danielle Burton, Rodney Davis, and Henry Ryto. General public attendee was Kenneth Moore.

The March minutes were approved. The motion was made by Melissa Osborne and seconded by Alyson Swett.

Ms. Jennifer Dove, Grants and Civil Rights Coordinator, provided a presentation on HRT's Disadvantaged Business Enterprise Goal. She said, HRT's Triennial DBE goal for FY2023 to 2025 is due to the FTA on 8/1/2022, and that she is in the process of determining the goal. She said she will present the goal to TRAC and solicit its feedback during the July TRAC meeting. Ms. Dove said that the TRAC's feedback along with feedback from other agencies will be recorded and submitted to the FTA along with the goal.

Mr. Rodney Davis, Director of Customer Relations, presented the results of HRT's Transit Center Survey to the TRAC. Mr. Davis said that based on survey feedback, customers were very satisfied with the day-to-day cleaning of the Newport News Transit Center and the Hampton Transit Center. However, they were critical of the interior and exterior cleanliness of the Downtown Norfolk Transit Center. Customers complimented the customer service representatives at each of the transit centers and they were generally pleased with the amenities at each of the transit centers. Customers expressed a strong interest in electronic fare payment. Some customers indicated their concern about the elimination of Routes 4, 5, 9, 11, and 23 in accordance with the Norfolk Redesign.

Mr. Davis informed Chair Denise Johnson that during its May retreat, the Senior Executive Team, in response to customer concerns, determined it would allocate additional dollars to establish full-time all-day cleaning of the DNTC interior and exterior as well as additional cleaning on the weekends at all transit centers.

During his Director's Remarks, Mr. Davis briefed TRAC on construction progress at NNTC and said construction at the HTC would begin on May 23.

Chair's Remarks: Chairperson Denise Johnson thanked the HRT staff and TRAC for their work.

During the Roundtable, Ms. Dove stated other transit agencies in Virginia's Region 3 look at the TRAC as a model and desire to replicate it.

The meeting adjourned at 7 P.M. The next TRAC meeting will be on July 6, 2022, in the board room in Norfolk at 6pm.