



# Special Management / Financial Advisory Committee

Monday, May 8, 2023, • 1:30 p.m.  
Virtual / Zoom Teleconference

## MEETING MINUTES

### **Call to Order**

Troy Eisenberger, Chair, City of Chesapeake, welcomed everyone and called the meeting to order at 1:30 p.m.

Attendance was taken for the meeting.

### **Committee members in virtual attendance:**

Troy Eisenberger, City of Chesapeake  
James Burke, City of Portsmouth  
John Stevenson, City of Norfolk  
Lisa Cipriano, City of Newport News  
Constantinos Velissarios, City of Newport News  
Angela Hopkins, City of Newport News  
Sheila McAllister, City of Newport News  
Brian DeProfio, City of Hampton  
Karl Daughtrey, City of Hampton  
Jason Beasley, City of Norfolk  
Kaitlyn James, City of Virginia Beach

### **Hampton Roads Transit Staff in in-person attendance:**

Conner Burns, Chief Financial Officer  
James Lyons, Staff Accountant  
Adrian Tate, Assistant Director of Finance  
John Powell, Telecommunications Specialist  
Angela Glass, Director of Budget and Financial Analysis  
Robert Travers, Attorney  
Brenda Green, Accounting Coordinator (recorder)

### **Hampton Roads Transit Staff in virtual attendance:**

Brian Smith, Deputy Chief Executive Officer  
Dawn Sciortino, Chief Safety Officer  
Donna Brumbaugh, Director of Finance  
Mindy Sweeney, Staff Accountant  
Ashley Johnson, Assistant Director of Budget and Financial Analysis  
Vanity Faulkner, Budget Analyst



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Benjamin Simms, Chief Transit Operations Officer  
Sheri Dixon, Director of Revenue  
Sibyl Pappas, Chief Engineering and Facilities Officer  
Kim Wolcott, Chief Human Resources Officer  
Noelle Pinkard, Organizational Advancement Officer  
Kristy Lockhart, Management Analyst  
Amy Braziel, Director of Contracted Services and Operational Analytics  
Alexis Majied, Chief Communications and External Affairs Officer  
Danielle Hill, Director of Human Resources  
Sophia Owen-Allen, Staff Auditor  
Sonya Luther, Director of Procurement  
William Harrell, President and Chief Executive Officer  
Michael Price, Chief Information Office/Chief Technology Officer  
Ray Amoruso, Chief Planning and Development Officer  
Malika Blume, Director of Internal Audit

The May 8, 2023, Special Management/Financial Advisory Committee (MFAC) package was distributed electronically to the Committee Members and in advance of the meeting. The meeting package consisted of:

- FY2024 Preliminary Budget Questions/Responses
- FY2024 Final Operating Budget

## **FY2024 Preliminary Budget Questions/Responses**

Angela Glass, Director of Budget and Financial Analysis gave an overview of the responses raised by the MFAC members, as it related to the March 21, 2023, presentation of the FY2024 Preliminary Operating Budget. HRT provided responses to the following questions:

- A better understanding of the potential impact from any fluctuations that may occur in the FY2024 Operating Budget upon the implementation of the Regional Transit System (RTS).
- The estimated funding sources of each of the ten positions requested and their hiring dates.
- How much overall attrition is taken into consideration in building the FY2024 Budget.



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- For each position, a determination of the new positions that will enhance capabilities or meet current service levels.
  - For those positions that enhance capabilities, explain how.
  - For those being requested to meet current service, explain why.
- Provide the current organizational chart for the divisions where the new positions are being added, noting which positions are being requested.
- Provide the Transportation District Commission of Hampton Roads (TDCHR) Board with a full understanding of what they are being asked to approve, as it impacts those they represent.

Ms. Glass provided the MFAC members a detailed outline of the response to the requested questions.

### **HRT- Looking Ahead**

The Agency discussed future source funding including State, Federal and Local increases. HRT stated that an update covering the FY2025-FY2034, 10-year financial plan, the Capital Improvement Plan (CIP) and Transit Strategic Plan updates will be completed in October 2023. This will include the updated revenue assumptions from all funding sources, an updated phasing for RTS and planning and operations for all the Agency's services over the ten-year period. If present trends continue unchanged, HRT will fully utilize its American Rescue Plan (ARP) COVID funds prior to the September 15, 2029 deadline.

### **Adjournment**

There being no further business, Karl Daugherty, City of Hampton adjourned the meeting at 2:46 p.m.