



Management / Financial Advisory Committee

Tuesday, June 20, 2023, • 1:30 p.m.
2nd Floor, 509 E 18th Street, Norfolk, VA
Hybrid In-Person/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 in-person attendance:

Troy Eisenberger, City of Chesapeake
Constantinos Velissarios, City of Newport News
John Stevenson, City of Norfolk
Lisa Cipriano, City of Newport News

Committee members in virtual attendance:

Angela Hopkins, City of Newport News
Sheila McAllister, City of Newport News
Brian Swets, City of Portsmouth
James Burke, City of Portsmouth
Rebecca Spurrier, City of Hampton
Jason Beasley, City of Norfolk

Hampton Roads Transit Staff in in-person attendance:

William Harrell, President, and Chief Executive Officer
Conner Burns, Chief Financial Officer
Brian Smith, Deputy Chief Executive Officer
Donna Brumbaugh, Director of Finance
Sibyl Pappas, Chief Engineering and Facilities Officer
Ray Amoruso, Chief Planning and Development Officer
Adrian Tate, Assistant Director of Finance
John Powell, Telecommunications Specialist
Angela Glass, Director of Budget and Financial Analysis
Robert Travers, Attorney
Keisha Branch, Director of Capital Programs
Alexis Majied, Chief Communications and External Affairs Officer
Malika Blume, Director of Internal Audit



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Brenda Green, Accounting Coordinator (recorder)
Kim Wolcott, Chief Human Resources Officer
Sheri Dixon, Director of Revenue

Hampton Roads Transit Staff in virtual attendance:

Michael Price, Chief Information Officer/Chief Technology Officer
Amy Braziel, Director of Contracted Services and Operational Analytics
Ashley Johnson, Assistant Director of Budget and Financial Analysis
Vanity Faulkner, Budget Analyst
Chad Pritchett, Senior Budget Analyst
Sherri Dawson, Director of Transit Development
Robert Lee, Regional Transit System (RTS) Program Manager
Benjamin Simms, Chief Transit Operations Officer
Sonya Luther, Director of Procurement
April Garrett, Senior Executive Assistance
Dawn Sciortino, Chief Safety Officer

Others in virtual attendance:

Jeff Raliski, Hampton Roads Transportation Planning Organization (HRTPO)

The June 2023 Management/Financial Advisory Committee (MFAC) package was posted to the GoHRT.com website and distributed electronically to the Committee Members in advance of the meeting. The meeting package consisted of:

- Meeting Agenda
- May 22, 2023 Meeting Minutes
- May FY2023 Financials
- Route Ridership FY2019-FY2023 – ALL ROUTES

The following presentation was electronically distributed to the MFAC attendees during the June 20, 2023 meeting.

- Fare Revision Presentation



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Approval of the May 22, 2023 Meeting Minutes

Lisa Cipriano, City of Newport News, made a motion to approve the May 22, 2023 meeting minutes with the following corrections.

- *The May 8, 2023 meeting minutes were approved and properly seconded.*
- **Action Item:** *MFAC to provide HRT with budgetary changes and suggestions, as it relates to presentations and financial reporting.*

John Stevenson, City of Norfolk properly seconded the May 22, 2023 meeting minutes with the adopted amendments.

The May 22, 2023 meeting minutes were approved by unanimous vote.

June 2023 FY2023 Financials

Conner Burns, Chief Financial Officer, welcomed everyone to the meeting. Mr. Burns presented the Draft Financial Statement included with the meeting Agenda.

HRT was asked to provide detail on the elements factored into the calculation of non-transportation revenue. HRT replied that this revenue data is comprised of the Agency's sale of scrap, Greyhound lease, Crown Tower lease and interest revenue.

There was discussion concerning the Agency's daily line of credit average.

The Agency has reported no COVID related expenditures since December 2022.

Reserve Funding Update

This agenda item was tabled during the June 20, 2023 MFAC meeting and will be addressed at a future meeting.

Strategic Allocation – Update

Mr. Eisenberger announced that all partnering City Councils have approved a Resolution for the proposed FY2024 Operating Budget.



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Quarterly Balance Sheet Update

This agenda item was tabled during the June 20, 2023 MFAC meeting and will be addressed at a future meeting.

Fare Policy Update

Ray Amoruso, Chief Planning and Development Officer presented an overview of the Revised Fare Policy to the MFAC members and attendees. He stated that the purpose of the Fare Policy is to set forth the principles, goals and methods that guide the establishment and/or change of the fare structure in support of HRT's vision of being a progressive mobility agency. Reviewed were the fare policy's components, existing fare policy, routine policy updates, types of services and modes, fare adjustments and proposed changes. Mr. Amoruso stated that there were discussions between staff and various Commissioners and City Representatives about the possibility of providing an optional free HRT service as a defined ridership enhancement policy for municipal employees. He stated that this optional service would have no-set time limit and that the localities could implement this enhancement at any time. However, he also stated that the implementation of this optional enhanced service will come with a cost to the participating localities. Mr. Amoruso also stated that there was a secondary presentation presented by HRT's Title VI Officer, Jennifer Dove, related to the decrease in the 757-Express passes, formally known as the Metro Area Express (MAX). HRT was required to meet its "meaningful public" obligations by briefing the Transportation District Commission of Hampton Roads (TDCHR) Board on input the Agency received from the public regarding the proposed fare changes. Mr. Amoruso stated that the TDCHR will have two resolutions placed before them at the June 22, 2023 board meeting. The first resolution is associated with Title 6 and acknowledgement of the changes in the MAX fare structure. The second resolution seeks the approval of the endorsement of the new fare policy.

Currently, City of Norfolk employees with valid City IDs can ride the Tide for free.

William Harrell, President and Chief Executive Officer, acknowledged the upward trend of ridership and stated that HRT remains dedicated to finding creative ways to continue to drive ridership. He also stated that the optional free fare enhancement for city employees provides a good ridership incentive. Mr. Harrell detailed some of the challenges that other public transportation agencies have encountered in their efforts to expand free ridership opportunities. Mr. Harrell recognized that great care will be taken to fully evaluate the cost of any municipal employee free fare programs and the potential fiscal impact to our partnering localities.



HAMPTON ROADS
TRANSIT

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Mr. Amoruso stated that his staff is working on an additional ridership forecast presentation to be presented to MFAC members in the near future.

Adjournment

There being no further business, the meeting was adjourned at 2:13 p.m.