



Meeting of the Transportation District Commission of Hampton Roads

Thursday, January 23, 2025, at 1:00 p.m.
3400 Victoria Boulevard, Hampton, VA – In Person - Zoom

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, January 23, 2025, at 1:00 p.m. at 3400 Victoria Boulevard, Hampton, Norfolk, VA.

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, January 23, 2025, 3400 Victoria Boulevard,
Hampton, VA at 1:00 p.m. in Person – Zoom

AGENDA

Call to Order & Roll Call

1. Public Comments
2. Approval of December 12, 2024, Meeting Minutes
3. President's Monthly Report - William Harrell
 - A. Board Updates
4. Committee Reports
 - A. Audit & Budget Review Committee - Commissioner White/
Conner Burns, Chief Financial Officer
 - December 2024 Financial Report
 - B. Management/Financial Advisory Committee – Alternate Commissioner DeProfio/
Conner Burns, Chief Financial Officer
 - C. Operations & Oversight Committee - Commissioner Glover/
Sonya Luther, Director of Procurement
 - **Contract No. 19-00004 – Modification No. 5 Oracle Peoplesoft Annual Support Services Renewal**

Commission Consideration: Award of a modification to increase the not-to-exceed amount of the Oracle PeopleSoft Annual Support Services Renewal Contract by \$177,962.74, from \$1,562,501.39 to \$1,740,464.13.
 - **Contract No. 24-00306 Human Resources Temporary Staffing Services**

Commission Consideration: Award of a contract to Sparks Group, Inc. and Talantage, LLC to provide human resources temporary staffing services to HRT.

The cumulative amount of all Task Orders issued under these contracts will not exceed \$660,000.00.

- D. Planning/New Starts Development Committee – Commissioner Ross-Hammond/
Ray Amoruso, Chief Planning & Development Officer
- E. External/Legislative Advisory Committee - Commissioner Goodwin/
Alexis Majied, Chief Communications and External Affairs Officer
- F. Smart Cities & Innovation Committee –Michael Price, Chief Information/Technology
Officer
 - See below Recommendation under Old and New Business
- G. Paratransit Advisory Subcommittee – Ms. Alicia Griffin, Chair/Barry Bland,
Paratransit Services Contract Administrator
- H. Transit Ridership Advisory Sub-Committee – Ms. Denise Johnson, Chair/
Rodney Davis, Director of Customer Relations
- 5. Old and New Business
 - Recommend a motion to consolidate the technology focus of the Smart Cities
& Innovation Committee as part of the Operations & Oversight Committee.
- 6. Comments by Commission Members
- 7. Closed Session
- 8. Adjournment

**The next meeting will be held on Thursday, February 27, 2025, at 1:00 p.m.
at 509 E. 18th Street, Norfolk, VA**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, December 12, 2024 • 1:00 p.m. 509 E. 18th Norfolk, VA, and Hybrid (Zoom) Meeting

Call to Order.

A quorum was attained, Chairman Carey called the meeting to order at 1:00 p.m.

Commissioners in attendance:

Chair, Carey, Chesapeake
Past-Chair Woodbury, Newport News
Commissioner McClellan, Norfolk
Commissioner Bullock, Newport News
Commissioner Ross-Hammond, Virginia Beach
Commissioner Gray, Hampton
Commissioner White, Hampton
Commissioner Johnson, Chesapeake
Commissioner Houston, Norfolk,
Commissioner Goodwin, Portsmouth
Alt. Commissioner Daughtery, VDRPT
Commissioner Askew, House of Delegates Representative

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief Planning and Development
Tammara Askew, Administrative Support Technician (Zoom)
Monique Battle, Ops Project and Contract Administrator (Zoom)
Thomas Becher, Communications Manager (Zoom)
Blue Bell, Budget Analyst (Zoom)
Barry Bland, Paratransit Services Contract Administrator
Malika Blume, Director of Internal Audit (Zoom)
Claudette Boneparte, Human Resource Analyst (Zoom)
Keisha Branch, Director of Capital Programs
Amy Braziel, Director of Contracted Services and Operational Analytics
David Burton, William Mullens, General Counsel
Donna Brumbaugh, Director of Finance (Zoom)
Conner Burns, Chief Financial Officer
Sherri Dawson, Director of Transit Development
Rodney Davis, Director of Customer Relations
Sheri Dixon, Director of Revenue Services (Zoom)
Jennifer Dove, Civil Rights/Grants Program Manager (Zoom)
Katie Fenimore, Marketing Communications Strategist (Zoom)
April Garrett, Sr. Executive Assistant
Angela Glass, Director of Budget & Financial Analysis
Wayne Groover, Director of Rail Maintenance (Zoom)

William Harrell, President and CEO
Keianna Harris, Special Projects Assistant (Zoom)
Danielle Hill, Director of Human Resources
Toni Hunter, Staff Auditor
Ashley Johnson, Assistant Director of Budget and Financial Analysis (Zoom)
Shane Kelly, Sr. Manager Security & Emergency Preparedness
Justin Kahler, Grants Program Analyst (Zoom)
Sonya Luther, Director of Procurement
Alexis Majjed, Chief Communications & External Affairs Officer
Patrick McGowan, Manager of Rail Transportation, (Zoom)
Tracy Moore, Director of Transportation (Zoom)
John Nason, Director of Bus Maintenance
Sibyl Pappas, Chief Engineering & Facilities Officer (Zoom)
Noelle Pinkard, Organizational Advancement Officer (Zoom)
Luis R. Ramos, Senior Executive Administrator/Commission Secretary
Alex Ridley, Northside Maintenance Shop Steward
Shleaker Rodgers, Staff Auditor (Zoom)
Dawn Sciortino, Chief Safety Officer
Liliana Scott, HR Training Development Specialist (Zoom)
Ben Simms, Chief Transit Operations Officer
Brian Smith, Deputy CEO
Paula Studebaker, HR Executive Assistant
Matthew Stumpf, Budget Analyst
Adrian Tate, Assistant Director of Finance (Zoom)
Alex Touzov, Senior Director of Tech Services
Fevrier Valmond, Deputy Director of Procurement (Zoom)
Jessica White, Contract Administrator
Keishia Williams, Operations Support Technician
Kim Wolcott, Chief Human Resources Officer
Robert Travers, HRT Corporate Counsel
Teri Winfield-Wiley, Payroll Technician

Others in attendance via phone/(Zoom)/In-Person:

Alt. Commissioner Cipriano, City of Newport News
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT
Angela Hopkins, City of Newport News
Denise Johnson, Chair, Transit Riders Advisory Committee
Ina Kreps, Portsmouth, Citizen
Sheila McAllister, City of Newport News (Zoom)
Alt. Commissioner Sparks, VDRPT
Janice Taylor, League of Women Voters (Zoom)
Constantinos Velissarios, City of Newport News (Zoom)

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
- Financial Reports
- Committee Reports

Public Comments

Mr. Tom Scott, on behalf of ETI, Inc., expressed concerns regarding the fact that his company was not recommended for award of Contract 24-000310. Mr. Scott suggested that the evaluation process for the award of the contract was flawed.

Commissioner McClellan stated that if there is a need for the Commission to go into closed session to review and discuss Mr. Scott comments after Public Comments portion of the meeting.

A motion to close public comments was made by Commissioner McClellan and properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes: Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, Gray, White, Johnson, Houston, Goodwin, and Askew.

Nays: None

Abstain: None

Approval of November 14, 2024, Meeting Minutes

A motion to approve the November 14, 2024, minutes was made by Commissioner Woodbury and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioner Carey, Woodbury, McClellan, Bullock, Ross-Hammond, Gray, White, Johnson, Houston, Goodwin, and Askew.

Nays: None

Abstain: None

President's Monthly Report

Mr. Harrell welcomed everyone to the meeting. Mr. Harrell encouraged the Board to review the Presidents' Report. Mr. Harrell stated that he would forego the Presidents' Report to allow time for acknowledgement for outgoing Commissioners.

Mr. Harrell identified the following Commissioners as concluding their terms of service: Mr. August Bullock, the Honorable Don Carey, the Reverend Kirk Houston, and the Honorable Andrea McClellan. Mr. Harrell recognized and summarized the contributions each had made to Hampton Roads Transit.

Audit & Budget Review Committee

Chairman Carey called upon Commissioner Gray for a report from Audit & Budget Review Committee report.

Commissioner Gray stated the Budget & Audit Committee met on December 9, 2024. Commissioner Gray stated that Fiscal Year 2022 audit is completed. Commissioner Gray asked for a motion for approval for the Fiscal Year 2022 Audit; due to not having a quorum at the regular December 9, 2024 Audit & Budget meeting.

A motion to approve Fiscal Year 2022 Audit was made by Commissioner Woodbury and properly seconded by Commissioner McClellan. A roll call vote resulted as follows:

Ayes: Commissioner Carey, McClellan, Bullock, Ross-Hammond, Gray, White, Johnson, Daugherty, Houston, Goodwin, and Askew.

Nays: None

Abstain: None

Mr. Burns provided the Commission with October's financial report.

Management and Financial Advisory Committee (MFAC)

Chairman Carey called for the MFAC report. Alt Commissioner DeProfio stated that the Committee met on December 9, 2024. Mr. DeProfio mentioned that the October 2024 financials were presented to the committee, along with an update on HRT staffing and the Quarterly Grants report. MFAC received an update on the Fiscal Year 2022 financial audit.

Mr. DeProfio stated that draft operating budgets were discussed and thoroughly reviewed.

Operations and Oversight Committee

Chairman Carey called for the O&O Committee report. Ms. Sonya Luther presented the contracts eligible for Commission consideration and approval.

There were five contracts presented and approved by the O&O Committee and brought to the Commission as a motion for approval:

Contract No. 24. Contract No. 24 – 00316 – Architectural and Engineering Services (Renewal) Recommended that Commission approve a renewal contract to STV Group, Inc. to provide architectural and engineering services. The cumulative amount of all Task Orders issued under this contract will not exceed \$13,400,000.00 over the five-year period.

Contract No. 23 –00248 – Database Administration Managed Services (Renewal)

Recommend that the Commission award a renewal contract to B2B Acquisitions, Inc., d.b.a. Solvaria to provide database administration managed services to HRT in the not-to exceed amount of \$532,654.04 over five (5) years.

Contract No. 24 – 00327 – Purchase of Four (4) 40’ Suburban Buses

Recommend that the Commission award a contract to Gillig, LLC to procure four (4) 40’ suburban buses, in the total amount of \$2,811,928.00.

Contract No. 24 – 00325 – Purchase of One (1) Suburban 40’ Bus

Recommended that the Commission award of a contract to Gillig, LLC to procure one (1) 40’ suburban bus, in the total amount of \$702,982.00.

Contract No. 24 – 00289 – Wi-Fi/and Networking System Services

Recommended that the Commission award of contracts to Technology, Inc. and The GBS Group to provide Wi-Fi and networking system services. The cumulative amount of all Task Orders issued under this contract will not exceed \$5,000,000.00 over the five-year period.

A motion to approve **Contract No. 24. Contract No. 24 – 00316 – Architectural and Engineering Services (Renewal), Contract No. 23 –00248 – Database Administration Managed Services (Renewal), Contract No. 24 – 00327 – Purchase of Four (4) 40’ Suburban Buses, Contract No. 24 – 00325 – Purchase of One (1) Suburban 40’ Bus, Contract No. 24 – 00289 – Wi-Fi/and Networking System Services** was made by the Operations and Oversight Committee and properly seconded by Commissioner White. A Roll Call vote resulted as follows:

Ayes: Commissioner Carey, Woodbury, McClellan, Bullock, Ross-Hammond, Gray, White, Johnson, Houston, Goodwin, and Askew.

Nays: None

Abstain: None

Ms. Luther separately presented **Contract No. 24 – 00310 – Transit Amenity Services (Renewal)** a recommendation for approval from the O&O Committee. The Committee recommended that the Commission award a renewal contract to DBS, Inc. to provide transit amenity services in the not-to exceed amount of \$8,599,434.00 for three (3) years.

Commissioner Johnson requested a briefing from staff in light of the remarks made by Mr. Scott during public comments.

Mr. Burton stated if the Commission would like to discuss the procurement evaluation process, it would need to be done during closed session as it involved legal opinions, legal advice and a pending competitive negotiation. Mr. Burton noted that the open discussion of the pending award could negatively impact the agency’s bargaining position and financial interests.

Closed Session

Commissioner McClellan made a motion to convene into a closed session for consultation with legal counsel pertaining to the open procurement and where such consultation or briefing in an open meeting would adversely affect the negotiating posture of the public body as provided by Virginia Code Sections 2.2-3711 (A)(6) and (8). The motion was properly seconded by Commissioner White. A roll call vote resulted as follows:

Ayes: Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, DeProfio White, Johnson, Houston, Goodwin, and Askew.

Nays: None

Abstain: None

At the conclusion of the closed session, the Chair entertained a motion of certification that the Commissioners of the Transportation District Commission of Hampton Roads certify that, to the best of each member's knowledge:

(i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act law were discussed in the closed meeting to which this certification resolution applies, and

(ii) only such public business matters as were identified in the motion convening the closed session meeting were heard, discussed, or considered in the closed meeting just concluded.

The motion was made by Commissioner McClellan and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, DeProfio, White, Johnson, Houston, Goodwin, and Askew.

Nays: None

Abstain: None

A motion to approve **Contract No. 24 – 00310 – Transit Amenity Services (Renewal)** was made by the Operations and Oversight Committee and properly seconded by Commissioner Woodbury. A roll call vote resulted as follows:

Ayes: Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, DeProfio, White, Johnson, Houston, Goodwin, and Askew.

Nays: None

Abstain: None

Planning and New Starts Committee.

Chairman Carey called on Commissioner Ross-Hammond for an update. Commissioner Ross-Hammond stated that the committee did not meet in the month of November. The next Planning and New Starts Committee meeting will be January 23, 2025.

External Legislative Affairs Committee (ELAC)

Chairman Carey called for the ELAC report. Commissioner Bullock provided a State and Federal update, which included the following items:

Federal Legislative Update:

Squire Patton Boggs provided the federal legislative update reporting that Congress has just over 2 weeks to avert a government shutdown; it is likely that Congress will consider a Continuing Resolution (CR) prior to the current government funding deadline on December 20. A stopgap CR will push the government funding deadline and final consideration of Fiscal Year (FY) 2025 funding bills to March or early April 2025. Earmarks will not be included in a year-end CR but will likely be reincluded in future spending bills.

Congress will begin to consider surface transportation reauthorization in 2025 with oversight hearings; Republicans may not support continuing IIJA's record-high funding for transit and passenger rail.

State Legislative Update:

Access Point Public Affairs provided the state legislative update reporting on revenue outlooks. FY 2024 general fund (GF) revenue increased by \$1.5 billion (5.5%) over FY 2023, exceeding the official forecast by \$1.2 billion. All but \$150 million of this funding has already been committed. Year to date, revenue growth has been 8.6%, compared to a forecasted 3.1% decline. General Assembly finance staff recommend that the General Assembly use one-time resources for one-time items, including those that reduce future liabilities.

Marketing Update:

The Marketing and Communications team debuted two microtransit video ads. The ads can be seen on WAVY, WTKR, Disney Plus, Hulu, Cox, Spotify and YouTube and the Public Outreach team has distributed over 750 Student Freedom Passes so far this school year. This outpaces previous years' distribution numbers.

The next ELAC meeting is scheduled for January 17th in Hampton.

Smart Cities and Innovation Committee

Commissioner McClellan called on Mr. Price for an update on the Go Mobile. Mr. Price gave a brief update to the commission on Go Mobile Ticketing. Commissioner McClellan stated Go Mobile will be game changer for Hampton Roads Transit. Commissioner McClellan stated that she appreciated and thanked the IT/HRT staff for the hard work that has been done during her tenure as Chair of Smart Cities and Innovation Committee.

Commissioner McClellan stated that all the buses have wi-fi availability.

Paratransit Advisory Sub-Committee (PAC)

Mr. Bland, Director of Paratransit, stated that the Paratransit Advisory Committee met on December 13th, it was a very positive meeting, paratransit service and call center continue to excel.

Next meeting will be February 12th.

Transit Riders Advisory Sub-Committee (TRAC)

Ms. Denise Johnson stated that TRAC did not meet in the month of December, the next Transit Riders Advisory Sub-Committee meeting will be held on January 8, 2025, in Hampton.

Old and New Business

Mr. David Burton, General Council, read **Resolution 02-2024 A Resolution of the Transportation District Commission of Hampton Roads adopting the updated Hampton Roads Transit (HRT) Capital Improvement Plan (CIP) for fiscal years 2026 through 2035.**

A motion to adopt Resolution 02-2024 was made by Commissioner McClellan and properly seconded by Commissioner Woodbury. A roll call vote resulted as follows:

Ayes: Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, DeProfio, White, Johnson, Houston, Goodwin, and Askew

Nays: None

Abstain: None

Mr. David Burton, General Council, read **Resolution 03 – 2024 – A Resolution of the Transit Strategic Plan Annual Update (FY2026-2035).**

A motion to adopt **Resolution 03-2024** was made by Commissioner Woodbury and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, DeProfio, White, Johnson, Houston, Goodwin, and Askew

Nays: None

Abstain: None

A motion to accept the PTASP Safety Plan was made by Commissioner Woodbury and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, DeProfio, White, Johnson, Houston, Goodwin, and Askew

Nays: None

Abstain: None

Comments from Commissioners

Chairman Carey stated that this is his last Commission meeting as Chair, thanked HRT staff and Commissioners. Commissioner Carey asked Mr. Burton to facilitate a motion to appoint Commissioner Johnson as Chair of the TDCHR.

Attorney Burton stated that Commissioner Johnson has indicated his willingness to serve in the role of Chair. Mr. Burton asked for a motion to approve Commissioner Stephens Johnson becoming the chair for the remainder of the fiscal year.

Commissioner Ross-Hammond, motioned for Commissioner Johnson to serve as Chair for the remainder of the fiscal year 2026 and properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes. Commissioners Carey, Woodbury, McClellan, Bullock, Ross-Hammond, DeProfio, White, Johnson, Houston, Daughtery, Goodwin, and Askew

Nays: None

Abstain: None

Adjournment

With no further business to conduct, the meeting was adjourned.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

Don Carey

**Luis Ramos
Commission Secretary
December 12, 2024**



TRAFFIX is Now goCommute

Hampton Roads Transit is excited about the rebranding of TRAFFIX to goCommute. The new name, new look, and accompanying website launched on Nov. 8. goCommute gives customers smart time and money-saving commuting solutions. The goal is to reduce the number of cars on the road, create sustainable commuting habits, and help the environment.



Base Express Turns Two

Cheers to the “Blue” and “Gold”! The Base Express just celebrated its second anniversary. The service officially began at Naval Station Norfolk on Dec. 2, 2022. The Blue and Gold routes have carried more than 90,000 passengers in the first two years. The two routes average nearly 5,000 passengers per month. Base Express provides free public transit to service members, government contractors, and veterans with easy and convenient access to major points of interest seven days a week.



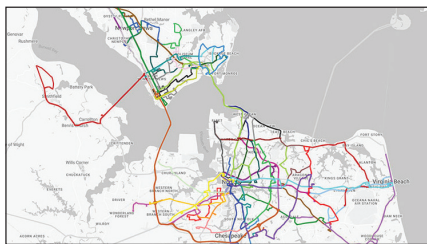
Bus Operator Mentorship Program Featured in HRT Blog

Last fall, HRT partnered with the Amalgamated Transit Union Local 1177 to launch a bus operator mentorship program. This peer-to-peer initiative allows experienced operators to enhance their leadership skills while providing vital support to new drivers during their first year on the job. The program has been a resounding success, with 82% of participants from its inaugural year remaining with the company. To learn more about the program and hear directly from those involved, visit the On the Move blog.



Director of Transit Development Delivers Keynote at WTS Annual Reception

The Women's Transportation Seminar (WTS) Hampton Roads Chapter hosted its 14th Annual Reception on November 7, with Sherri Dawson, HRT's director of transit development, delivering the keynote address. In her speech, Ms. Dawson shared an insightful and inspiring journey of her career in public transit, captivating an audience of over 100 attendees. Her remarks were met with applause and appreciation. We were proud to have HRT represented so prominently, with Ms. Dawson and other staff members contributing to the success of the event.



All Systems Go on New System Map

Customers now have a new tool to help navigate the HRT transit system. At the suggestion of Commissioner Andria McClellan, Technology Services created a digital System Map. It features every route and each of our 2,500 bus stops. Currently, only major stops are visible on other map providers such as Google Maps. The new digital System Map is designed to help with trip planning and increase customer confidence while using our system.



'Tis The Season for a Holiday Parade

Santa has been making the rounds, spreading holiday cheer throughout Hampton Roads. And so has HRT. Over a dozen staff members participated in the 38th Annual Grand Illumination Parade in Downtown Norfolk on Nov. 23. Operations provided an electric bus decorated in a holiday theme, inviting paraders to “Jingle all the way to a new career at HRT.” The holiday spirit spread to the Oceanfront. On Dec. 7, Virginia Beach City Council members were invited to ride a VB Wave Trolley in the annual Bayport Credit Union Holiday Parade at the Beach.



HRT's Commitment to Communication and Collaboration

Collaboration and innovation have always been at the heart of our work to create a reliable, safe, efficient, and sustainable public transit system. Through several initiatives, we are enhancing our commitment to communication and collaboration in 2025.

CEO Luncheons

In December, I hosted a CEO Luncheon with over two dozen staff members from every department across the agency. It was a great opportunity to engage some of our rising stars and hear directly from fellow team members.

The next CEO Luncheon will be held in the spring, and I look forward to meeting personally with another group of our talented team members.

CEO Roundtables

Later this year, we'll hold the first CEO Roundtables for 2025, where we plan to discuss some of HRT's major initiatives. This is an opportunity for all staff to learn about what we're working on and voice any questions, comments, or concerns.

The senior executive team and I are committed to ensuring every team member feels heard and valued.

During the last series of CEO Roundtables, the maintenance team highlighted specific concerns. We are working diligently to address them. Within two months of the June roundtables, we had 17 outreach meetings between senior executives, human resources, operations leadership, and maintenance staff.

As a result of those initial meetings, we've taken steps to improve communication between management and maintenance staff, including the creation of a Joint Safety Tool Committee. The committee consists of two mechanics selected by the union and two managers. Committee members meet twice monthly to ensure mechanics get what they need to perform their duties.

Another concern raised by mechanics was training. We want to ensure new mechanics receive the best on-the-job training available and that trainers are compensated for their time. We are working with the union to create a policy allowing First Class Mechanics and Fleet Technicians to sign up to help train new mechanics and receive extra pay. The new policy will be implemented this year once all of the details are finalized.



President's Letter

January 2025

Employee survey

The second annual employee survey is out this month and is another great opportunity for leadership to hear from staff. The survey can be completed online via Insite or in person at various locations throughout the agency. The survey is completely anonymous, and we encourage all employees to complete it. We cannot make meaningful changes if we do not hear from you.

One of the areas of concern from last year's employee survey was the need for improvements in communication. As a result, we've begun rolling out email accounts for all staff. This significant accomplishment ensures that everyone is updated on HRT news and information.

All successful organizations face challenges. We're in the middle of celebrating HRT's 25th anniversary. It's a celebration that came about by merging two agencies – a merger that was fraught with challenges. It took effective communication, collaboration, and commitment to reach the finish line. Those tactics worked then, and they will work now.

I look forward to hearing from all of you as we work to make public transit better, together.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Harrell", with a large, sweeping flourish at the end.

William E. Harrell
President and CEO
Hampton Roads Transit

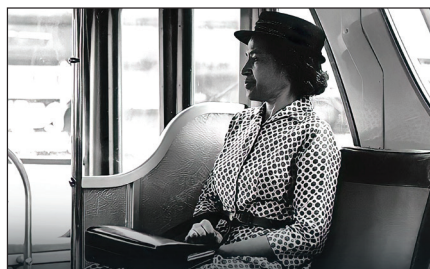


HRT Prepares for Transit Advocacy Day

The 2025 Virginia General Assembly session is underway with a range of legislative and budgetary issues of interest to HRT. We have identified three major legislative priorities for the session:

- Increased funding for statewide transit capital and operating needs: HRT supports a budget amendment to raise overall state funding that is being championed by the Virginia Transit Association.
- Sustainable and predictable Light Rail funding: HRT supports an update to Virginia's MERIT program, which provides operating and capital support for transit systems across the Commonwealth, to address the unique needs of the Tide light rail system.
- Public transportation toll relief: HRT is pursuing a budget amendment to help defray public transportation costs on tolled facilities in Norfolk and Portsmouth.

HRT is joining other members of the Virginia Transit Association (VTA) at Virginia's Capitol on Jan. 27 for the annual Transit + Rail Advocacy Day. We'll be attending a briefing about the future of transit and rail, visiting with lawmakers to share the legislative priorities above, and joining a reception with VTA members, legislators, and decision-makers.



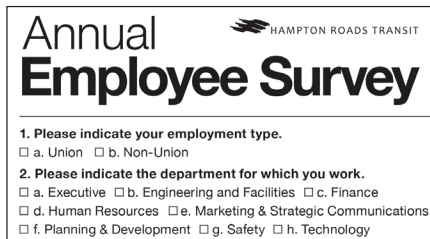
Transit Equity Day 2025

On Monday, Feb. 10, HRT will honor Rosa Parks by offering free fares on all bus, light rail, ferry, OnDemand, and paratransit services. This is the fourth year HRT has honored Parks, who paved the way for equity in public transportation. Transit Equity Day is a great opportunity to highlight her life and legacy while giving people who might not usually use public transit a chance to try it for free.



Drive Out Hunger Food Drive

January is Poverty Awareness Month, and HRT Cares, an employee group supporting fellow employees and community organizations, is sponsoring the second annual HRT Drive Out Hunger Food and Fund Drive. All donations will benefit the Virginia Peninsula Foodbank and the Foodbank of Southeastern Virginia and the Eastern Shore. Last year, HRT employees donated nearly 700 meals for families in need. This year, in addition to collection bins set up for employees, we also will accept donations from the public. The goal is to collect enough food to provide 1,000 meals. The drive runs through Jan. 26.



Second Annual Employee Survey

HRT is now conducting our second annual employee survey. The survey can be completed online via Insite or in person at locations throughout the agency. The survey is anonymous, and we encourage all employees to complete it. This is a great opportunity for leadership to hear from staff. We cannot make meaningful changes without input from staff. The last day to complete the survey is Friday, Feb. 14.



CEO Luncheon

In December, I hosted a CEO Luncheon in Hampton. More than two dozen staff from every department were invited to attend, including Operations. Kim Wolcott, Chief Human Resources Officer, and Alexis Majied, Chief Communications Officer, were also there on behalf of the senior executive team. This event provides an excellent opportunity to engage with team members. The conversation centered around HRT's successes in 2024, ongoing initiatives in the New Year, and feedback on how to improve the workplace.



Gus The Bus Makes Admirals Debut

"Gus the Bus" made his professional hockey debut when the Norfolk Admirals took on the Wheeling Nailers on Jan. 4. Gus and a dozen of his closest friends made a special appearance for Mascot Mania night. The beloved Gus appeared alongside local favorites, including Salty, Hat Trick, Pucky the Panda, Rip Tide, and Tango Tiger. Gus and the others took to the ice after the first intermission. They signed autographs and took photos with adoring fans. Be on the lookout for Gus! You never know where he might show up in the community next.



Operators to Represent HRT at State "Roadeo"

Three bus operators are headed to Fairfax after finishing in the top three at the annual bus "Roadeo" held on Dec. 8 at Todd Stadium in Newport News. Ten HRT operators competed, navigating a 40-foot bus through several obstacles within a designated timeframe. Operators Reginald Charity, Jr., Shawn Washington, and Jimmy Brown will represent HRT at the state competition this spring.



Holiday Festivities Around HRT

The halls and offices of HRT were decked in garland and lights as staff looked to spread holiday cheer throughout December. Operations continued its tradition of hosting celebrations on the North and South sides, including a day that's always a favorite among operators – trading in their uniforms for holiday sweaters. The Recognition and Reward Committee encouraged employees to get in the holiday spirit by sponsoring a photo contest and inviting staff to "capture the magic."



HAMPTON ROADS
TRANSIT

Draft Financial Statement

NOVEMBER 2024
FISCAL YEAR 2025
FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

November 2024

FISCAL YEAR 2025 Dollars in Thousands	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 8,823.3	\$ 718.5	\$ 630.1	\$ (88.4)	(12.3) %	\$ 3,699.5	\$ 3,645.8	\$ (53.7)	(1.5) %
Passenger Revenue - RTS	881.3	73.4	58.5	(14.9)	(20.4) %	367.2	343.3	(23.9)	(6.5) %
Advertising Revenue	800.0	66.7	79.9	13.2	19.8 %	333.3	399.9	66.5	20.0 %
Other Transportation Revenue	2,975.3	247.9	235.6	(12.4)	(5.0) %	1,239.7	1,171.0	(68.7)	(5.5) %
Non-Transportation Revenue	60.0	5.0	(320.6)	(325.6)	(6,512.6) %	25.0	(186.0)	(211.0)	(844.1) %
Total Operating Revenue	13,539.8	1,111.5	683.4	(428.2)	(38.5) %	5,664.7	5,374.0	(290.7)	(5.1) %
Non-Operating Revenue									
Federal Funding (5307/5337)	46,120.7	3,663.0	2,672.9	(990.1)	(27.0) %	19,604.8	16,908.0	(2,696.8)	(13.8) %
HRRTF Funding	10,517.6	876.5	658.5	(218.0)	(24.9) %	4,382.3	3,550.2	(832.1)	(19.0) %
State Funding	24,937.8	2,078.1	2,078.1	0.0	0.0 %	10,390.7	10,390.7	0.0	0.0 %
Local Funding	50,258.9	4,188.2	4,188.2	0.0	0.0 %	20,941.2	20,941.2	0.0	0.0 %
Total Non-Operating Revenue	131,834.9	10,805.9	9,597.7	(1,208.1)	(11.2) %	55,319.1	51,790.1	(3,529.0)	(6.4) %
TOTAL REVENUE	\$ 145,374.7	\$ 11,917.4	\$ 10,281.1	\$ (1,636.3)		\$ 60,983.8	\$ 57,164.1	\$ (3,819.7)	
TOTAL EXPENSE	\$ 145,374.7	\$ 11,917.4	\$ 10,510.5	\$ 1,406.9		\$ 60,983.8	\$ 56,783.2	\$ 4,200.6	
SURPLUS (DEFICIT)			\$ (229.4)				\$ 380.9		

1. Line of Credit balance as of December 16, 2024 is \$15,322,188.20.
 2. Line of Credit Average Daily balance for November 2024 was \$13,200,298.46.

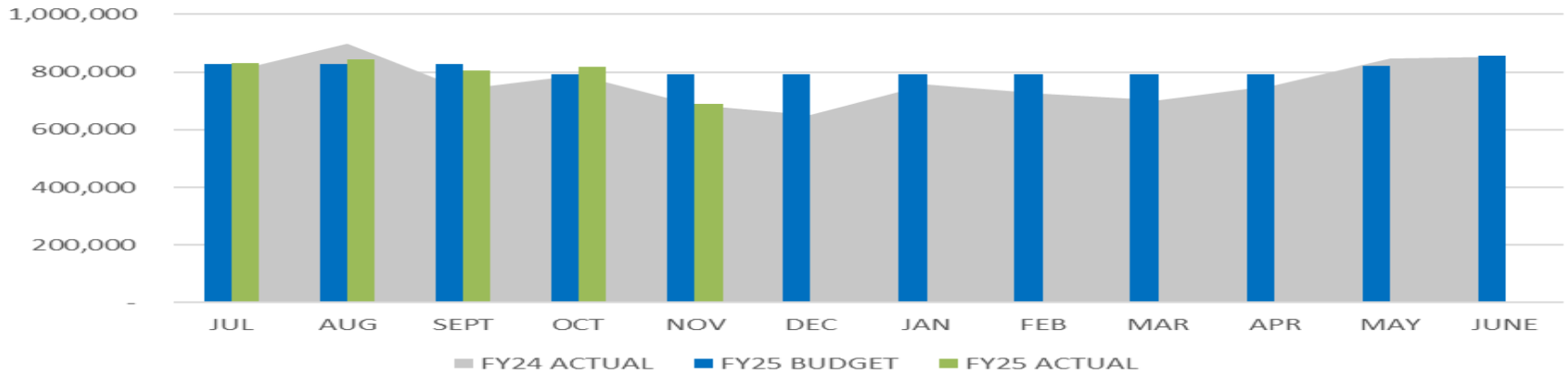
OPERATING FINANCIAL STATEMENTS

November 2024

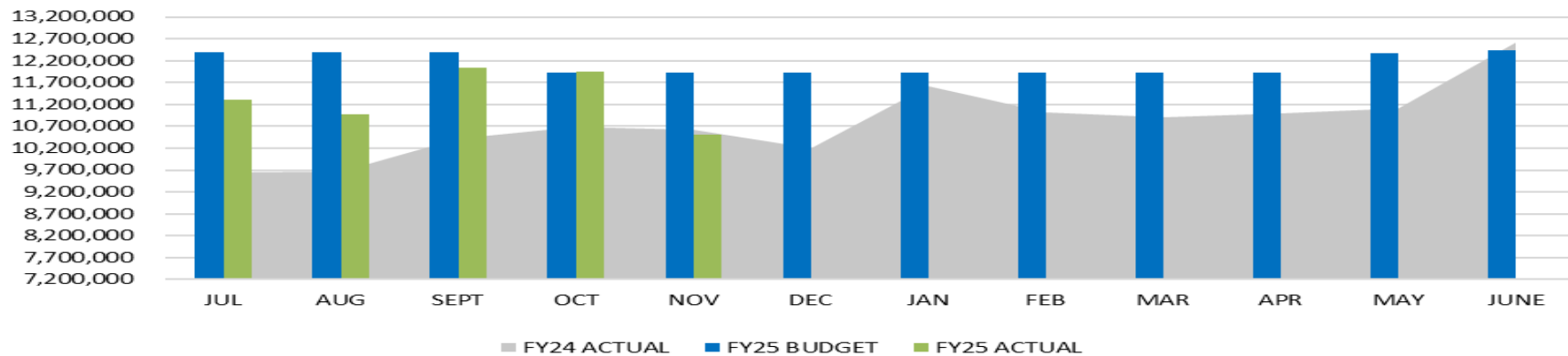
757 EXPRESS, 15-MINUTE INCREMENT

FISCAL YEAR 2025	Annual		Month to Date			Year to Date			
	Dollars in Thousands								
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 881.3	\$ 73.4	\$ 58.5	\$ (14.9)	(20.4) %	\$ 367.2	\$ 343.3	\$ (23.9)	(6.5) %
RTS Service	10,517.6	876.5	658.5	(218.0)	(24.9) %	4,382.3	3,550.2	(832.1)	(19.0) %
TOTAL REVENUE	\$ 11,398.9	\$ 949.9	\$ 717.0	\$ (232.9)		\$ 4,749.5	\$ 3,893.5	\$ (856.0)	
Operating Expenses									
Personnel Services	\$ 8,402.3	\$ 700.2	\$ 543.5	\$ 156.7	22.4 %	\$ 3,501.0	\$ 2,989.6	\$ 511.3	14.6 %
Contract Services	1,187.4	99.0	76.9	22.0	22.3 %	494.7	317.3	177.5	35.9 %
Materials & Supplies	1,352.6	112.7	73.2	39.5	35.1 %	563.6	478.5	85.1	15.1 %
Utilities	81.6	6.8	6.2	0.6	9.1 %	34.0	28.0	6.0	17.5 %
Casualties & Liabilities	375.0	31.3	17.2	14.0	44.9 %	156.3	80.1	76.2	48.7 %
TOTAL EXPENSE	\$ 11,398.9	\$ 949.9	\$ 717.0	\$ 232.9		\$ 4,749.5	\$ 3,893.5	\$ 856.0	
SURPLUS (DEFICIT)			\$ -				\$ -		

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

November 2024

YEAR-TO-DATE					
FISCAL YEAR 2025 (Dollars in Thousands)	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 4,066.7	\$ 3,574.3	\$ 414.8	\$ 3,989.1	\$ (77.6)
Advertising Revenue	\$ 333.3	\$ 361.3	\$ 38.6	\$ 399.9	\$ 66.6
Other Transportation Revenue	\$ 1,239.8	\$ -	\$ 1,171.0	\$ 1,171.0	\$ (68.8)
Non-Transportation Revenue	\$ 25.0	\$ 46.4	\$ (232.4)	\$ (186.0)	\$ (211.0)
Federal Funding (PM 5307/5337)	\$ 19,604.8	\$ 16,908.0	\$ -	\$ 16,908.0	\$ (2,696.8)
HRRTF Funding ¹	\$ 4,382.3	\$ -	\$ 3,550.2	\$ 3,550.2	\$ (832.1)
State Funding	\$ 10,390.7	\$ 10,390.7	\$ -	\$ 10,390.7	\$ -
Local Funding	\$ 20,941.2	\$ 20,941.2	\$ -	\$ 20,941.2	\$ -
TOTAL REVENUE:	\$ 60,983.8	\$ 52,221.9	\$ 4,942.2	\$ 57,164.1	\$ (3,819.7)
EXPENSE					
Personnel Services	\$ 36,583.9	\$ 31,967.2	\$ 3,019.6	\$ 34,986.8	\$ 1,597.1
Services	\$ 6,698.2	\$ 4,226.7	\$ 400.6	\$ 4,627.3	\$ 2,070.9
Materials & Supplies	\$ 5,811.8	\$ 4,970.6	\$ 471.1	\$ 5,441.7	\$ 370.1
Utilities	\$ 643.6	\$ 561.2	\$ 53.2	\$ 614.4	\$ 29.2
Casualties & Liabilities	\$ 2,186.3	\$ 1,602.9	\$ 151.9	\$ 1,754.8	\$ 431.5
Purchased Transportation	\$ 8,252.9	\$ 7,785.7	\$ 737.9	\$ 8,523.6	\$ (270.7)
Other Miscellaneous Expenses	\$ 807.1	\$ 762.3	\$ 72.3	\$ 834.6	\$ (27.5)
TOTAL EXPENSE:	\$ 60,983.8	\$ 51,876.6	\$ 4,906.6	\$ 56,783.2	\$ 4,200.6
BUDGET STATUS TO DATE²:	\$ -	\$ 345.3	\$ 35.6	\$ 380.9	\$ 380.9

1. Hampton Roads Regional Transit Funding for 757 Express and 15-minute increment.
 2. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

Draft Financial Statement

LOCALITY RECONCILIATION

November 2024

FISCAL YEAR 2025 (\$ in thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 50,259.0	\$ 20,941.2	\$ 20,941.2	\$ -
Plus: Local Farebox	\$ 8,650.6	\$ 3,604.5	\$ 3,574.3	\$ (30.2)
Locality Share - Sub-Total:	\$ 58,909.6	\$ 24,545.7	\$ 24,515.5	\$ (30.2)
Plus: Federal Aid	\$ 46,120.7	\$ 19,604.8	\$ 16,908.0	\$ (2,696.8)
State Aid	\$ 24,937.9	\$ 10,390.7	\$ 10,390.7	\$ -
Total Revenue Contribution:	\$ 129,968.2	\$ 54,541.2	\$ 51,814.2	\$ (2,727.0)
Operating Expenses:	\$ 129,968.2	\$ 54,541.2	\$ 51,468.9	\$ (3,072.3)

Locality Budget Status to Date¹: \$ 345.3

KPI

Farebox Recovery:	6.6%	6.9%
Farebox % of Budgeted Expense:		6.6%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

November 2024

FISCAL YEAR 2025 (\$ in thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 3,018.0	\$ 1,257.5	\$ 1,257.5	\$ -
Plus: Local Farebox	\$ 420.9	\$ 175.4	\$ 189.5	\$ 14.1
Locality Share - Sub-Total:	\$ 3,438.9	\$ 1,432.9	\$ 1,447.0	\$ 14.1
Plus: Federal Aid	\$ 3,433.7	\$ 1,430.7	\$ 1,190.0	\$ (240.7)
State Aid	\$ 1,592.5	\$ 663.5	\$ 632.7	\$ (30.8)
Total Revenue Contribution:	\$ 8,465.1	\$ 3,527.1	\$ 3,269.7	\$ (257.4)
Operating Expenses:	\$ 8,465.1	\$ 3,527.1	\$ 3,217.7	\$ (309.4)
Locality Budget Status to Date¹:				\$ 52.0

KPI

Farebox Recovery:	5.0%	5.9%
Farebox % of Budgeted Expense:		5.4%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

November 2024

FISCAL YEAR 2025 (\$ in thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 5,237.4	\$ 2,182.2	\$ 2,182.2	\$ -
Plus: Local Farebox	\$ 743.4	\$ 309.8	\$ 357.0	\$ 47.2
Locality Share - Sub-Total:	\$ 5,980.8	\$ 2,492.0	\$ 2,539.2	\$ 47.2
Plus: Federal Aid	\$ 5,267.5	\$ 2,194.8	\$ 2,368.3	\$ 173.5
State Aid	\$ 2,647.6	\$ 1,103.2	\$ 1,219.8	\$ 116.6
Total Revenue Contribution:	\$ 13,895.9	\$ 5,790.0	\$ 6,127.3	\$ 337.3
Operating Expenses:	\$ 13,895.9	\$ 5,790.0	\$ 6,080.1	\$ 290.1
Locality Budget Status to Date¹:				\$ 47.2

KPI

Farebox Recovery:	5.4%	5.9%
Farebox % of Budgeted Expense:		6.2%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

November 2024

FISCAL YEAR 2025 (\$ in thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 8,300.7	\$ 3,458.6	\$ 3,458.6	\$ -
Plus: Local Farebox	\$ 1,426.3	\$ 594.3	\$ 652.3	\$ 58.0
Locality Share - Sub-Total:	\$ 9,727.0	\$ 4,052.9	\$ 4,110.9	\$ 58.0
Plus: Federal Aid	\$ 7,959.9	\$ 3,316.6	\$ 3,297.8	\$ (18.8)
State Aid	\$ 4,200.2	\$ 1,750.1	\$ 1,862.3	\$ 112.2
Total Revenue Contribution:	\$ 21,887.1	\$ 9,119.6	\$ 9,271.0	\$ 151.4
Operating Expenses:	\$ 21,887.1	\$ 9,119.6	\$ 9,213.0	\$ 93.4
Locality Budget Status to Date¹:				\$ 58.0

KPI

Farebox Recovery:	6.5%	7.1%
Farebox % of Budgeted Expense:		7.2%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

November 2024

FISCAL YEAR 2025 (\$ in thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 21,795.0	\$ 9,081.3	\$ 9,081.3	\$ -
Plus: Local Farebox	\$ 4,191.4	\$ 1,746.4	\$ 1,544.5	\$ (201.9)
Locality Share - Sub-Total:	\$ 25,986.4	\$ 10,827.7	\$ 10,625.8	\$ (201.9)
Plus: Federal Aid	\$ 17,677.5	\$ 7,365.6	\$ 5,378.5	\$ (1,987.1)
State Aid	\$ 10,464.1	\$ 4,360.0	\$ 4,064.2	\$ (295.8)
Total Revenue Contribution:	\$ 54,128.0	\$ 22,553.3	\$ 20,068.5	\$ (2,484.8)
Operating Expenses:	\$ 54,128.0	\$ 22,553.3	\$ 19,948.6	\$ (2,604.7)
Locality Budget Status to Date¹:				\$ 119.9

KPI

Farebox Recovery:	7.7%	7.7%
Farebox % of Budgeted Expense:		6.8%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

November 2024

FISCAL YEAR 2025 (\$ in thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 3,182.0	\$ 1,325.8	\$ 1,325.8	\$ -
Plus: Local Farebox	\$ 514.1	\$ 214.2	\$ 230.4	\$ 16.2
Locality Share - Sub-Total:	\$ 3,696.1	\$ 1,540.0	\$ 1,556.2	\$ 16.2
Plus: Federal Aid	\$ 3,747.3	\$ 1,561.4	\$ 1,343.8	\$ (217.6)
State Aid	\$ 1,730.1	\$ 720.9	\$ 708.6	\$ (12.3)
Total Revenue Contribution:	\$ 9,173.5	\$ 3,822.3	\$ 3,608.6	\$ (213.7)
Operating Expenses:	\$ 9,173.5	\$ 3,822.3	\$ 3,587.6	\$ (234.7)
Locality Budget Status to Date¹:				\$ 21.0

KPI

Farebox Recovery:	5.6%	6.4%
Farebox % of Budgeted Expense:		6.0%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

November 2024

FISCAL YEAR 2025 (\$ in thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 8,725.9	\$ 3,635.8	\$ 3,635.8	\$ -
Plus: Local Farebox	\$ 1,354.5	\$ 564.4	\$ 600.6	\$ 36.2
Locality Share - Sub-Total:	\$ 10,080.4	\$ 4,200.2	\$ 4,236.4	\$ 36.2
Plus: Federal Aid	\$ 8,034.8	\$ 3,735.7	\$ 3,329.6	\$ (406.1)
State Aid	\$ 4,303.4	\$ 1,793.0	\$ 1,903.1	\$ 110.1
Total Revenue Contribution:	\$ 22,418.6	\$ 9,728.9	\$ 9,469.1	\$ (259.8)
Operating Expenses:	\$ 22,418.6	\$ 9,728.9	\$ 9,421.9	\$ (307.0)
Locality Budget Status to Date¹:				\$ 47.2

KPI

Farebox Recovery:	5.8%	6.4%
Farebox % of Budgeted Expense:		6.2%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.



HAMPTON ROADS
TRANSIT

Draft Financial Statement

DECEMBER 2024
FISCAL YEAR 2025
FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

December 2024

FISCAL YEAR 2025 Dollars in Thousands	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 8,823.3	\$ 718.5	\$ 651.2	\$ (67.3)	(9.4) %	\$ 4,418.0	\$ 4,297.0	\$ (121.0)	(2.7) %
Passenger Revenue - RTS	881.3	73.4	66.1	(7.3)	(10.0) %	440.6	409.4	(31.3)	(7.1) %
Advertising Revenue	800.0	66.7	8.6	(58.1)	(87.2) %	400.0	408.4	8.4	2.1 %
Other Transportation Revenue	2,975.3	247.9	235.6	(12.4)	(5.0) %	1,487.6	1,406.6	(81.0)	(5.4) %
Non-Transportation Revenue	60.0	5.0	128.1	123.1	2,461.1 %	30.0	(58.0)	(88.0)	(293.2) %
Total Operating Revenue	13,539.8	1,111.5	1,089.5	(22.1)	(2.0) %	6,776.2	6,463.4	(312.8)	(4.6) %
Non-Operating Revenue									
Federal Funding (5307/5337)	46,120.7	3,663.0	4,122.2	459.2	12.5 %	23,267.8	21,030.2	(2,237.6)	(9.6) %
HRRTF Funding	10,517.6	876.5	790.0	(86.5)	(9.9) %	5,258.8	4,340.2	(918.6)	(17.5) %
State Funding	24,937.8	2,078.1	2,078.1	0.0	0.0 %	12,468.9	12,468.9	0.0	0.0 %
Local Funding	50,258.9	4,188.2	4,188.2	0.0	0.0 %	25,129.4	25,129.4	0.0	0.0 %
Total Non-Operating Revenue	131,834.9	10,805.9	11,178.6	372.7	3.4 %	66,124.9	62,968.7	(3,156.2)	(4.8) %
TOTAL REVENUE	\$ 145,374.7	\$ 11,917.4	\$ 12,268.0	\$ 350.7		\$ 72,901.2	\$ 69,432.1	\$ (3,469.0)	
Personnel Services	\$ 86,923.5	\$ 7,001.7	\$ 7,398.8	\$ (397.1)	(5.7) %	\$ 43,585.5	\$ 42,385.5	\$ 1,200.0	2.8 %
Contract Services	15,970.6	1,384.9	1,403.0	(18.1)	(1.3) %	8,083.1	6,030.3	2,052.8	25.4 %
Materials & Supplies	6,464.5	538.6	404.8	133.8	24.8 %	3,233.2	2,829.4	403.8	12.5 %
Gas & Diesel	6,139.0	494.8	404.0	90.8	18.4 %	3,097.6	3,061.5	36.0	1.2 %
Contractor's Fuel Usage	1,262.5	106.9	64.0	42.9	40.1 %	621.2	423.6	197.7	31.8 %
Utilities	1,544.6	128.7	122.0	6.7	5.2 %	772.3	736.3	35.9	4.7 %
Casualties & Liabilities	5,849.2	523.3	365.0	158.3	30.2 %	2,709.6	2,119.8	589.8	21.8 %
Purchased Transportation	19,205.1	1,564.6	1,726.9	(162.3)	(10.4) %	9,817.5	10,250.6	(433.0)	(4.4) %
Other Miscellaneous Expenses	2,015.8	174.0	159.6	14.4	8.3 %	981.1	994.1	(13.0)	(1.3) %
TOTAL EXPENSE	\$ 145,374.7	\$ 11,917.4	\$ 12,048.1	\$ (130.7)		\$ 72,901.2	\$ 68,831.3	\$ 4,069.9	
SURPLUS (DEFICIT)			\$ 220.0				\$ 600.9		

1. Line of Credit balance as of January 15, 2025 is \$11,943,104.17.
 2. Line of Credit Average Daily balance for December 2024 was \$12,520,089.42.

OPERATING FINANCIAL STATEMENTS

December 2024

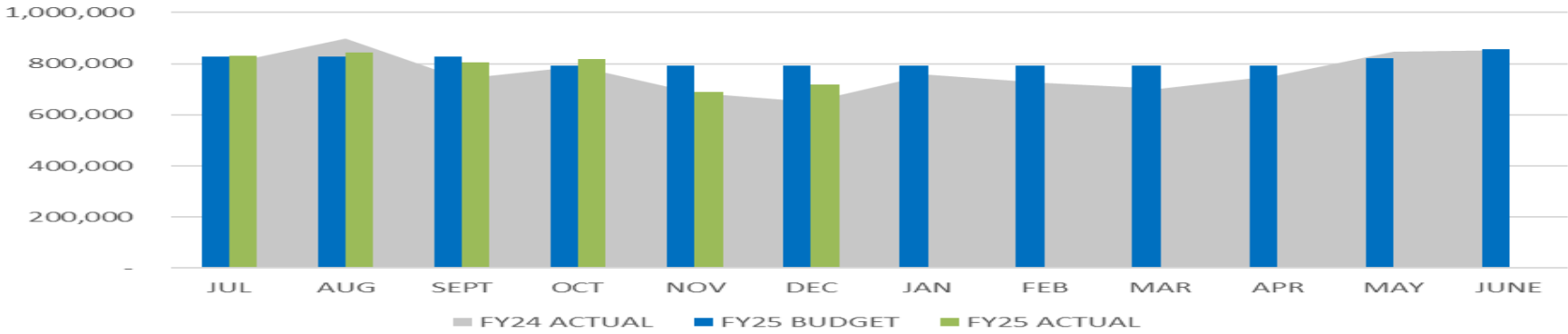
757 EXPRESS, 15-MINUTE INCREMENT

FISCAL YEAR 2025

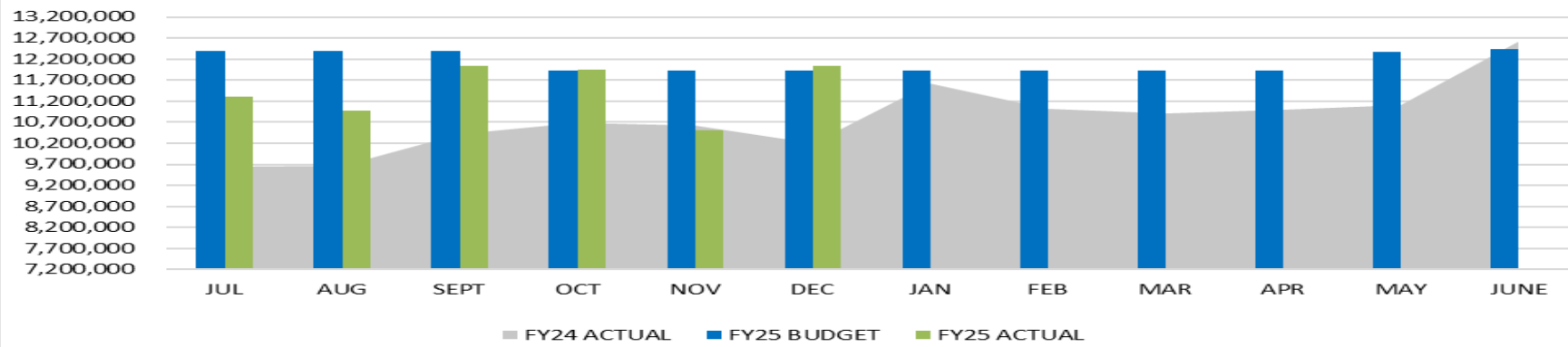
Dollars in Thousands

	Annual		Month to Date			Year to Date		
	Budget	Budget	Actual	Variance		Budget	Actual	Variance
Operating Revenue								
Passenger Revenue	\$ 881.3	\$ 73.4	\$ 66.1	\$ (7.3) (10.0) %		\$ 440.6	\$ 409.4	\$ (31.3) (7.1) %
RTS Service	10,517.6	876.5	790.0	(86.5) (9.9) %		5,258.8	4,340.2	(918.6) (17.5) %
TOTAL REVENUE	\$ 11,398.9	\$ 949.9	\$ 856.1	\$ (93.8)		\$ 5,699.4	\$ 4,749.6	\$ (949.9)
Operating Expenses								
Personnel Services	\$ 8,402.3	\$ 700.2	\$ 662.3	\$ 37.9 5.4 %		\$ 4,201.2	\$ 3,652.0	\$ 549.2 13.1 %
Contract Services	1,187.4	99.0	85.2	13.7 13.9 %		593.7	402.5	191.2 32.2 %
Materials & Supplies	1,352.6	112.7	85.9	26.8 23.8 %		676.3	564.4	111.9 16.5 %
Utilities	81.6	6.8	4.7	2.1 31.6 %		40.8	32.7	8.1 19.9 %
Casualties & Liabilities	375.0	31.3	17.9	13.3 42.6 %		187.5	98.0	89.5 47.7 %
TOTAL EXPENSE	\$ 11,398.9	\$ 949.9	\$ 856.1	\$ 93.8		\$ 5,699.4	\$ 4,749.6	\$ 949.9
SURPLUS (DEFICIT)			\$ -				\$ -	

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

December 2024

FISCAL YEAR 2025 (Dollars in Thousands)	YEAR-TO-DATE				
	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 4,858.6	\$ 4,212.8	\$ 493.6	\$ 4,706.4	\$ (152.2)
Advertising Revenue	\$ 400.0	\$ 368.9	\$ 39.5	\$ 408.4	\$ 8.4
Other Transportation Revenue	\$ 1,487.7	\$ -	\$ 1,406.6	\$ 1,406.6	\$ (81.1)
Non-Transportation Revenue	\$ 30.0	\$ 55.6	\$ (113.5)	\$ (57.9)	\$ (87.9)
Federal Funding (PM 5307/5337)	\$ 23,267.8	\$ 21,030.2	\$ -	\$ 21,030.2	\$ (2,237.6)
HRRTF Funding ¹	\$ 5,258.8	\$ -	\$ 4,340.2	\$ 4,340.2	\$ (918.6)
State Funding	\$ 12,468.9	\$ 12,468.9	\$ -	\$ 12,468.9	\$ -
Local Funding	\$ 25,129.4	\$ 25,129.4	\$ -	\$ 25,129.4	\$ -
TOTAL REVENUE:	\$ 72,901.2	\$ 63,265.8	\$ 6,166.4	\$ 69,432.2	\$ (3,469.0)
EXPENSE					
Personnel Services	\$ 43,585.5	\$ 38,710.5	\$ 3,675.1	\$ 42,385.6	\$ 1,199.9
Services	\$ 8,083.1	\$ 5,507.5	\$ 522.9	\$ 6,030.4	\$ 2,052.7
Materials & Supplies	\$ 6,952.0	\$ 5,767.0	\$ 547.4	\$ 6,314.4	\$ 637.6
Utilities	\$ 772.3	\$ 672.5	\$ 63.8	\$ 736.3	\$ 36.0
Casualties & Liabilities	\$ 2,709.6	\$ 1,936.0	\$ 183.8	\$ 2,119.8	\$ 589.8
Purchased Transportation	\$ 9,817.5	\$ 9,361.8	\$ 888.8	\$ 10,250.6	\$ (433.1)
Other Miscellaneous Expenses	\$ 981.2	\$ 907.9	\$ 86.3	\$ 994.2	\$ (13.0)
TOTAL EXPENSE:	\$ 72,901.2	\$ 62,863.2	\$ 5,968.1	\$ 68,831.3	\$ 4,069.9
BUDGET STATUS TO DATE²:	\$ -	\$ 402.6	\$ 198.3	\$ 600.9	\$ 600.9

1. Hampton Roads Regional Transit Funding for 757 Express and 15-minute increment.
 2. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

Draft Financial Statement

LOCALITY RECONCILIATION

December 2024

FISCAL YEAR 2025 (\$ in thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 50,259.0	\$ 25,129.4	\$ 25,129.4	\$ -
Plus: Local Farebox	\$ 8,650.6	\$ 4,325.5	\$ 4,212.8	\$ (112.7)
Locality Share - Sub-Total:	\$ 58,909.6	\$ 29,454.9	\$ 29,342.2	\$ (112.7)
Plus: Federal Aid	\$ 46,120.7	\$ 23,267.8	\$ 21,030.2	\$ (2,237.6)
State Aid	\$ 24,937.9	\$ 12,468.9	\$ 12,468.9	\$ -
Total Revenue Contribution:	\$ 129,968.2	\$ 65,191.6	\$ 62,841.3	\$ (2,350.3)
Operating Expenses:	\$ 129,968.2	\$ 65,191.6	\$ 62,438.7	\$ (2,752.9)
Locality Budget Status to Date¹:				\$ 402.6

KPI

Farebox Recovery:	6.6%	6.7%
Farebox % of Budgeted Expense:		6.5%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

December 2024

FISCAL YEAR 2025 (\$ in thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 3,018.0	\$ 1,509.0	\$ 1,509.0	\$ -
Plus: Local Farebox	\$ 420.9	\$ 210.5	\$ 224.5	\$ 14.0
Locality Share - Sub-Total:	\$ 3,438.9	\$ 1,719.5	\$ 1,733.5	\$ 14.0
Plus: Federal Aid	\$ 3,433.7	\$ 1,716.9	\$ 1,518.5	\$ (198.4)
State Aid	\$ 1,592.5	\$ 796.2	\$ 766.2	\$ (30.0)
Total Revenue Contribution:	\$ 8,465.1	\$ 4,232.6	\$ 4,018.2	\$ (214.4)
Operating Expenses:	\$ 8,465.1	\$ 4,232.6	\$ 3,953.4	\$ (279.2)
Locality Budget Status to Date¹:				\$ 64.8
KPI				
Farebox Recovery:		5.0%	5.7%	
Farebox % of Budgeted Expense:			5.3%	

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

December 2024

FISCAL YEAR 2025 (\$ in thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 5,237.4	\$ 2,618.7	\$ 2,618.7	\$ -
Plus: Local Farebox	\$ 743.4	\$ 371.7	\$ 426.5	\$ 54.8
Locality Share - Sub-Total:	\$ 5,980.8	\$ 2,990.4	\$ 3,045.2	\$ 54.8
Plus: Federal Aid	\$ 5,267.5	\$ 2,633.8	\$ 2,952.6	\$ 318.8
State Aid	\$ 2,647.6	\$ 1,323.8	\$ 1,469.5	\$ 145.7
Total Revenue Contribution:	\$ 13,895.9	\$ 6,948.0	\$ 7,467.3	\$ 519.3
Operating Expenses:	\$ 13,895.9	\$ 6,948.0	\$ 7,412.5	\$ 464.5
Locality Budget Status to Date¹:				\$ 54.8

KPI

Farebox Recovery:	5.3%	5.8%
Farebox % of Budgeted Expense:		6.1%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

December 2024

FISCAL YEAR 2025 (\$ in thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 8,300.7	\$ 4,150.4	\$ 4,150.4	\$ -
Plus: Local Farebox	\$ 1,426.3	\$ 713.2	\$ 777.3	\$ 64.1
Locality Share - Sub-Total:	\$ 9,727.0	\$ 4,863.6	\$ 4,927.7	\$ 64.1
Plus: Federal Aid	\$ 7,959.9	\$ 3,980.0	\$ 4,108.6	\$ 128.6
State Aid	\$ 4,200.2	\$ 2,100.1	\$ 2,242.4	\$ 142.3
Total Revenue Contribution:	\$ 21,887.1	\$ 10,943.7	\$ 11,278.7	\$ 335.0
Operating Expenses:	\$ 21,887.1	\$ 10,943.7	\$ 11,214.6	\$ 270.9
Locality Budget Status to Date¹:				\$ 64.1

KPI

Farebox Recovery:	6.5%	6.9%
Farebox % of Budgeted Expense:		7.1%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

Draft Financial Statement

LOCALITY RECONCILIATION

December 2024

FISCAL YEAR 2025 (\$ in thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 21,795.0	\$ 10,897.4	\$ 10,897.4	\$ -
Plus: Local Farebox	\$ 4,191.4	\$ 2,095.7	\$ 1,819.7	\$ (276.0)
Locality Share - Sub-Total:	\$ 25,986.4	\$ 12,993.1	\$ 12,717.1	\$ (276.0)
Plus: Federal Aid	\$ 17,677.5	\$ 8,838.8	\$ 6,897.1	\$ (1,941.7)
State Aid	\$ 10,464.1	\$ 5,232.1	\$ 4,916.9	\$ (315.2)
Total Revenue Contribution:	\$ 54,128.0	\$ 27,064.0	\$ 24,531.1	\$ (2,532.9)
Operating Expenses:	\$ 54,128.0	\$ 27,064.0	\$ 24,369.7	\$ (2,694.3)
Locality Budget Status to Date¹:				\$ 161.4

KPI

Farebox Recovery:	7.7%	7.5%
Farebox % of Budgeted Expense:		6.7%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

December 2024

FISCAL YEAR 2025 (\$ in thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 3,182.0	\$ 1,591.0	\$ 1,591.0	\$ -
Plus: Local Farebox	\$ 514.1	\$ 257.1	\$ 269.1	\$ 12.0
Locality Share - Sub-Total:	\$ 3,696.1	\$ 1,848.1	\$ 1,860.1	\$ 12.0
Plus: Federal Aid	\$ 3,747.3	\$ 1,873.7	\$ 1,711.3	\$ (162.4)
State Aid	\$ 1,730.1	\$ 865.0	\$ 859.6	\$ (5.4)
Total Revenue Contribution:	\$ 9,173.5	\$ 4,586.8	\$ 4,431.0	\$ (155.8)
Operating Expenses:	\$ 9,173.5	\$ 4,586.8	\$ 4,412.9	\$ (173.9)
Locality Budget Status to Date¹:				\$ 18.1

KPI

Farebox Recovery:	5.6%	6.1%
Farebox % of Budgeted Expense:		5.9%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

LOCALITY RECONCILIATION

December 2024

FISCAL YEAR 2025 (\$ in thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 8,725.9	\$ 4,362.9	\$ 4,362.9	\$ -
Plus: Local Farebox	\$ 1,354.5	\$ 677.3	\$ 695.7	\$ 18.4
Locality Share - Sub-Total:	\$ 10,080.4	\$ 5,040.2	\$ 5,058.6	\$ 18.4
Plus: Federal Aid	\$ 8,034.8	\$ 4,224.6	\$ 3,842.1	\$ (382.5)
State Aid	\$ 4,303.4	\$ 2,151.7	\$ 2,214.3	\$ 62.6
Total Revenue Contribution:	\$ 22,418.6	\$ 11,416.5	\$ 11,115.0	\$ (301.5)
Operating Expenses:	\$ 22,418.6	\$ 11,416.5	\$ 11,075.6	\$ (340.9)
Locality Budget Status to Date¹:				\$ 39.4

KPI

Farebox Recovery:	5.9%	6.3%
Farebox % of Budgeted Expense:		6.1%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

Contract No: 24-00306	Title: Human Resources Temporary Staffing Services	Contract Amount: \$660,000.00 1 yr. w/2 1-yr. options
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Acquisition Description: Enter into a contract with two (2) Contractors to provide Hampton Roads Transit's (HRT's) Human Resources (HR) Department with temporary staffing services on a Task Order basis.

Background: HRT is currently in the process of implementing a new Human Resources Management System (HRMS). Throughout this implementation period, staff from the HR Department will be reassigned to work on the project. HRT requires a qualified Contractor to assist in its recruitment and placement of temporary HR personnel to fill the vacancies created during the HRMS implementation. Under the terms of this agreement, the Contractors will carefully screen candidates and submit names and resumes of qualified candidates with the appropriate skills, qualifications, and educational background for the positions, as specified by HRT's HR Department.

Contract Approach: A Request for Proposals (RFP) was issued on July 18, 2024. Fifty-one (51) proposals were received on September 3, 2024, from the following firms:

- A & Associates, Inc.
- Abbttech Professional Resources, Inc.
- Alineds, LLC
- Ampcus, Inc.
- Apple One, Inc.
- BI Fact, LLC
- Eight Eleven Group, LLC dba Calculated Hire
- Capricorn Systems, Inc.
- Centstone Services, LLC
- Centurion Consulting Group, LLC (Centurion)
- Changing Technologies, Inc.
- Cilable, LLC
- Cogent Infotech Corporation
- Complete Staffing Solutions, Inc.
- Comtech, LLC
- Consult Staff, Inc.
- Crystal L. Dunson & Associates, Inc.
- Cynet Systems, Inc.
- Data Soft Technologies, Inc.
- Diskriter, Inc.
- eNcloud Services, LLC (eNcloud)
- FedTec, LLC (FedTec)
- GovFirst, LLC
- Hanker Systems, Inc.
- Health Advocates Network, Inc. dba Staff Today
- Hire One Personnel Services of Washington, D.C. LLC
- Ignitec, Inc.
- Infojini, Inc.
- Innova Solutions, Inc.
- Intellibee, Inc.
- iQuasar, LLC dba iQ Gov Solutions
- Lakarya, LLC
- LanceSoft, Inc.
- Maganti IT Resources, LLC
- Metropol-Tech Consulting, Inc.
- Noor Staffing Group, LLC
- Ojasys, LLC
- Omega Solutions, Inc.
- Pinnacle Tek, LLC
- RADgov, Inc.

Contract No: 24-00306	Title: Human Resources Temporary Staffing Services	Contract Amount: \$660,000.00 1 yr. w/2 1-yr. options
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- Russell Tobin & Associates, LLC
- SoftSages, LLC
- Sparks Personnel Services, Inc. dba
Sparks Group, Inc. (Sparks Group)
- SpearMC Management Consulting
- Talantage, LLC (Talentage)
- Techgene Solutions, LLC
- Technostaff, LLC dba HonorVet
Technologies
- Techstad, Inc.
- Vtech Solutions, Inc.
- V3iT Consulting, LLC
- Zensa, LLC

Upon review and evaluation of the technical proposals, Centurion, eNcloud, FedTec, Sparks Group, and Talantage were rated best to meet the Scope of Work requirements; therefore, no presentations or proposal clarifications were required.

In response to the RFP, proposers were required to provide rates for various anticipated job titles specified in the Price Schedule. The rates will be utilized by the successful Contractors to establish pricing for temporary staffing services requested.

All five (5) firms were invited for discussions and negotiations, which focused on reducing the proposed hourly rates and achieving the most competitive pricing. At the conclusion of negotiations, Best and Final Offers (BAFOs) were requested.

After review and evaluation of the BAFOs received, HRT staff determined that Talentage and Sparks provided the best value to HRT, based on a combination of technical capability and price. As a result of the negotiations Talantage's and Sparks' average rates decreased by approximately 5.45% and 0.14%, respectively.

In order for HRT to have the ability to obtain the most skilled and experienced resources at the most favorable price when services are required, a decision was made to award to Sparks Group and Talantage. Their proposed rates are deemed fair and reasonable based on a price analysis performed and the fact that pricing was obtained in a competitive environment. A contractor responsibility review performed confirmed that the firms are technically and financially capable of performing the services.

Sparks Group is headquartered in Rockville, MD and has provided similar services to Washington Metropolitan Area Transit Authority in Landover, MD; the City of Alexandria in Alexandria, VA; and Xerox in Ashland, VA.

Contract No.: 24-00306	Title: Human Resources Temporary Staffing Services	Contract Amount: \$660,000.00 1 yr. w/2 1-yr. options
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Talantage is headquartered in Atlanta, GA and has provided similar services to the Atlanta Housing Authority in Atlanta, GA; Deloitte Touche in Atlanta, GA; and Steccons, Inc. in Newark, DE.

The period of performance for this contract is one (1) base year with two (2) additional one-year options.

No DBE Goal was assigned for this solicitation.

Cost/Funding: This contract will be funded with operating and grant funds, dependent upon the work requested.

Project Manager: Monique Strickland, Talent Acquisition Manager

Contracting Officer: Donald Shea, Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Sparks Group, Inc. and Talantage, LLC to provide human resources temporary staffing services to HRT. The cumulative amount of all Task Orders issued under these contracts will not exceed \$660,000.00.

Contract No: 19-00004, Modification No. 5	Title: Oracle PeopleSoft Annual Support Services Renewal	Modification Amount \$177,962.74
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Acquisition Description: Award a contract modification to increase the Oracle PeopleSoft Annual Support Services Contract value by an additional \$177,962.74.

Background: In April 2019, the Commission approved the award of a Contract to Mythics, Inc. (Mythics), in the not-to-exceed amount of \$1,293,113.84, to provide Oracle PeopleSoft annual support services to HRT for a period of three (3) base years, with two (2) additional one-year options. The Contract was awarded through a competitive Invitation for Bids process.

Two (2) Modifications in the total amount of \$269,387.55, were issued in July 2023 and May 2024, to accommodate incremental licenses and support and a seven-month extension of the contract. An additional six-month extension is required to complete the Scope of Work revision and conduct the solicitation process for a new contract, based on HRT’s approved direction for Oracle Software support, taking into account the new Human Resource Management System (HRMS) project currently being implemented.

The current Contract will be terminated upon award of the new Contract.

This Modification No. 5 will provide the required funds to cover the cost of the Oracle PeopleSoft annual support services for six (6) months, to June 27, 2025.

Contract Approach: The estimated amount of \$177,962.74 is based on updated pricing provided by Mythics for the six-month extension period.

Cost/Funding: This modification will be funded with operating funds.

Project Managers: Glenda Dixon, Senior Director of ERP System and Services

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a modification to increase the not-to-exceed amount of the Oracle PeopleSoft Annual Support Services Renewal Contract by \$177,962.74, from \$1,562,501.39 to \$1,740,464.13.

TRAC Board Report

January 2025

Hampton Roads Transit's Transit Riders Advisory Committee (TRAC) met on January 8, 2025. The meeting was convened at 6:10 P.M. by TRAC Secretary Heather Cutrone.

TRAC members in attendance were Heather Cutrone, Ben Grau, and Wendy Matthis.

HRT staff in attendance were Rodney Davis, Kevin Brown, Michele Dearing-Hopson, Corliss Bernard, and Henry Ryto.

The minutes for July, September, and November 2024 were approved.

Rodney Davis informed the committee that the Information Technology Department is in the process of installing mobile fare payment validators on buses. He said the IT Department has requested to meet with TRAC members in February to discuss their participation in the testing of the mobile fare payment software.

Michele Dearing-Hopson gave a presentation on the interactive transit center maps developed by Planning and IT. The maps are now available on HRT's gohrt.com website.

During his "Director's Remarks", Rodney Davis said:

1. Newport News Shipyard changed the hours for its first shift on January 6,
2. HRT is in the process of updating its computer aided dispatch and automatic vehicle location software.
3. Transit Development and Communications Outreach representatives will host "Connecting Chesapeake" popup meetings at various locations in Chesapeake in January.
4. HRT will celebrate Transit Equity Day on February 10.
5. HRT will conduct Career Fairs on January 10, February 7, and February 28.

Mr. Davis reviewed the CAFs submitted by TRAC since the last meeting.

Under Roundtable:

1. Wendy Matthis asked for more details on the Chesapeake popup meetings.
2. Kevin Brown said the new online transit center maps were being used to train bus operators.
3. Ben Grau requested Noelle Pinkard provide a legislative update during the March meeting.

The meeting adjourned at 6:40 P.M. The next meeting will be in Norfolk on March 5, 2025, at 6pm.