



Management / Financial Advisory Committee

Monday July 21, 2025 • 1:30 p.m.
2nd Floor Board Room, 3400 Victoria Blvd, VA
Hybrid In-Person/Zoom Teleconference

MEETING MINUTES

Call to Order

Lisa Cipriano of The City of Newport News called the MFAC meeting to order which began at 1:30pm.

Roll Call was taken for the meeting resulting in a quorum.

Committee members in in-person attendance

Andrea Kerley, City of Chesapeake
Brian DeProfio, Chair, City of Hampton
Constantino Velissarios, City of Newport News
Hank Morrison, City of Virginia Beach
John Stevenson, City of Norfolk
Laura Fitzpatrick, City of Chesapeake
Lisa Cipriano, City of Newport News

Committee members in virtual attendance

Angela Hopkins, City of Newport News
Avery Daugherty, DRPT
Brian Hostetter, City of Norfolk
Grant Sparks, DRPT
Hunter Anderson, City of VA Beach
Trista Pope, City of Norfolk

Hampton Roads Transit Staff (in-person)

Adrian Tate, Assistant Director of Finance
Angela Glass, Director of Budget, and Financial Analysis
Ashley Johnson, Assistant Director of Budget and Financial Analysis
Conner Burns, Chief Financial Officer
Donna Brumbaugh, Director of Finance
Jamira DeWeese, Accounting Coordinator
John Powell, Telecommunications Specialist
Kim Wolcott, Chief Human Resources Officer
Malika Blume, Director of Internal Audit
Noelle Pinkard, Organizational Advancement Officer



Management / Financial Advisory Committee

Monday July 21, 2025 • 1:30 p.m.
2nd Floor Board Room, 3400 Victoria Blvd, VA
Hybrid In-Person/Zoom Teleconference

Ray Amoruso, Chief Planning and Development Officer
Robert Travers, Attorney
William Harrell, President and Chief Executive Officer

Hampton Roads Transit Staff in virtual attendance

Benjamin Simms, Chief Transit Operations Officer
Blue Bell, Budget Analyst
Brenda Green, Accounting Supervisor
Dawn Sciortino, Chief Safety Officer
Danielle Hill, Director of Human Resources
Dudley Clarke, Contract Budget Analyst
Farahnaz Karimi Tabrizi, Staff Accountant
Heather Harmon, Senior Staff Accountant
James Lyons, Staff Accountant
Keianna Harris, Special Project Assistant
Kiesha Branch, Director of Capital Programs
Matthew Stumpf, Budget Analyst
Michael Price, Chief Information Officer/Chief Technology Officer
Shleaker Rodgers, Staff Auditor
Sibyl Pappas, Chief Engineering & Facilities Officer
Sonya Luther, Director of Procurement
Tammara Askew, Data Analyst II
Tracy Moore, Director of Transportation
Tresha White, Data Analyst II

Others in virtual attendance

Jeff Raliski, HRTPO
Jeff Sanchez, Key Performance LLC

June 2025's MFAC documents below were posted on the GoHRT.com website and distributed electronically to Committee members. The meeting package consisted of:

- Agenda
- Approval of Meeting Minutes – July 21, 2025
- June 2025 FY2025 Financial Report



Management / Financial Advisory Committee

Monday July 21, 2025 • 1:30 p.m.
2nd Floor Board Room, 3400 Victoria Blvd, VA
Hybrid In-Person/Zoom Teleconference

Approval of Meeting Minutes

Lisa Cipriano made the motion for approval of the following MFAC meeting minutes:

- **Approval of Meeting Minutes – June 23, 2025**
- **Approval of Meeting Minutes – July 21, 2025**

Old Business

The following old business was discussed with the Committee:

- Quarterly Staff Update – Kim Wolcott
- Free Fare Update – Juneteenth
- Action Items

June 2025 FY2025 Financials

Conner Burns, Chief Financial Officer, welcomed everyone to the meeting. Mr. Burns presented the June 2025 Draft Financial Statement included with the meeting agenda.

Quarterly Staff Update

Kim Wolcott, Chief Human Resources Officer, presented staff updates for the current quarter. There are 428 active *Bus Operators* for the Agency. Mechanics total 78 active. On the *Administrative* side, HRT has a total of 364 active employees out of 422 budgeted FTE's (full-time employees) and the 47 available positions are being actively recruited for. The remaining 11 positions are pending or on hold/frozen.

Free Fare Day Update – Juneteenth

Ray Amoruso, Chief Planning and Development Officer, presented the attached update on the free ride status for the Juneteenth Holiday.



Management / Financial Advisory Committee

Monday July 21, 2025 • 1:30 p.m.
2nd Floor Board Room, 3400 Victoria Blvd, VA
Hybrid In-Person/Zoom Teleconference

Action Items – June

- Personnel Service Question
 - Mr. Burns addressed the variance in personnel services.
- Balance of ARPA
 - Mr. Burns stated the balance of the ARPA Discretionary Grant and mentioned that the Agency will continue drawing these funds in lieu of Traditional 5307 funds.
- Reasonable Line of Credit Projection
 - Mr. Burns stated that he is approaching the LOC projection conservatively and anticipates \$10.5 Million with associated swings above and below the projection.
- Strategic Allocation vs Traditional Allocation
 - There was discussion regarding the presentation of traditional vs strategic allocation. The Agency will continue to review the best way to present to the localities.
- Revenue Expense Reconcile
 - Mr. Burns briefed the committee on the drawdown status of the WSP reconciles.

Adjournment

The meeting was adjourned at 2:08 pm.