



Meeting Minutes Management / Financial Advisory Committee of Hampton Roads Transit

Monday February 23, 2026, 1:30 p.m. In-Person
2nd floor Board Room, 509 East 18th St. – Norfolk, VA
Zoom Teleconference for Non-Committee Members and Guests

Call to Order

Lisa Cipriano of The City of Newport News called the MFAC meeting to order which began at 1:29pm.

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

Committee Members in attendance

Lisa Cipriano – Newport News
Enzo Lundy – Chesapeake
Hank Morrison – Virginia Beach
John Stevenson – Norfolk
Angelique Shenk – Hampton

Committee Members in virtual attendance

James Burke – Portsmouth
Constantinos Velissarios – Newport News
Jamik Alexander – Virginia Beach
Avery Daugherty – DRPT

Hampton Roads Transit Staff in attendance

William Harrell, President and Chief Executive Officer
Angela Glass, Chief Financial Officer
Ashley Johnson, Acting Director of Budgets and Financial Analysis
Jessika Jemmott, Comptroller & Acting Director of Finance
Adrian Tate-Baker, Assistant Director of Finance
John Powell, Telecommunications Specialist
Karen Kitsis, Chief Plan & Develop Officer
Micheal Price, Chief Information Officer/Chief Technology Officer
Kim Wolcott, Chief Human Resources Officer
Brenda Green, Accounting Supervisor
Robert Travers, Attorney
E. Noelle Pinkard, Organizational Advancement Officer
Sonya Luther, Director of Procurement
Alexis Majied, Chief Communications and External Affairs Officer



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Hampton Roads Transit Staff in virtual attendance

April Garrett, Sr. Executive Assistant
Sheri Dixon, Director of Revenue Services
Sibyl Pappas, Chief Engineering and Facilities Officer
Benjamin Simms IV, Chief Transit Operations Officer
Amy Braziel, Director of Contracted Services and Operational Analytics
Toni Hunter, Staff Auditor
Matthew Stumpf, Budget Analyst
Kevin Shaw, Director of Bus Maintenance
Shleaker Rodgers, Staff Auditor
Tracy Moore, Director of Transportation
Misty Gordon, Risk Manager
Dawn Sciortino, Chief of Safety, Risk and Emergency Management
Justin Kahler, Grants Program Analyst
Gavin Dorsey, Budget Analyst
Blue Bell, Budget Analyst
Malika Blume, Director of Internal Audit
Keisha Branch, Director of Capital Programs
James Lyons, Sr. Staff Accountant
Keianna Harris, Executive Project Analyst
Monique Battle, Ops Project & Contract Administrator
Tammara Askew, Sr. Data Analyst
Trevia Taylor, Sr. Manager of Scheduling

Others in virtual attendance

Angela Hopkins, City of Newport News
Shelia McAllister, City of Newport News
Brian Hostetter, City of Norfolk
Margaret Kelly, City of Norfolk
Hunter Anderson, City of Virginia Beach
Jeff Sanchez, Key Performance LLC

The following January 2026 MFAC documents were posted on the GoHRT.com website and distributed electronically to Committee members. The meeting package includes:

- Agenda – January 20, 2026
- Meeting Minutes – January 20, 2026
- Financials – December 2025



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Approval of Meeting Minutes

John Stevenson, City of Norfolk, made a motion to approve January 20, 2026, meeting minutes. Enzo Lundy, City of Chesapeake, properly seconded. The January 20, 2026, meeting minutes were approved by unanimous vote.

January 2026 FY2026 Financial Report

Angela Glass presented the January Financial Report in detail. After the presentation, discussion was held regarding the following items:

- Reclass from Operating to RTS O&M
 - Difference between catch up maintenance and regular maintenance
- Contractor Fuel Usage Rate
- Contract Services variance timing differences
- Relationship between bus service costs as it relates to the change in bus service
- Cost Allocation presentation
- State Deferred Revenue
- Vacation Payout

FY2027 Preliminary Operating Budget

Ashley Johnson presented the Preliminary Operating Budget in detail. After the presentation, discussion was held regarding the following items:

- Line-item comparison of FY24 audited actuals, FY25 unaudited actuals, FY26 adopted budget, FY27 draft budget, and FY27 preliminary budget
- Retirement and Health Insurance expense percentage increase
- Planning and Development contracted services increase
- Private security contract covered under RTS
- Technology contract services under RTS
- Utility cost specific to light rail
- Funding structure layout
- Additional questions related to the Operating Budget to be sent via email

Old Business

The following old business was discussed with the Committee:

- Sustainability Study Status (WSP) – E. Noelle Pinkard stated that the anticipated presentation of the report is March 2026.



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- Project Reconciliation Report (WSP) – Angela Glass stated that the anticipated presentation of the report is March 2026.
- Budget Projection Update – April 2026
- Monthly Balance Sheet – June 2026
- Audit Status – FY2025 – June 2026 – Angela Glass stated the anticipated start is mid-March with an estimated completion of June 2026.
- SOP Status Update – Karen Kitsis stated that in the first two weeks of March 2026, an open house will be held in each city. Additionally, popups will be held at transfer centers, and an online survey will be available. Karen will follow up with each city’s Communication Department to get the word out and potentially add more public meetings to discuss the changes with the affected communities. After the open houses, popups, and online survey period changes to the SOP will be discussed at the March 2026 Commission meeting. SOP adoption is targeted for April 2026.
- HR Position Update – Kim Wolcott presented the update in detail. The presentation will be shared with MFAC after the meeting.
- Pending Action Items –
 - Revenue Expense Reconciliation of Capital Projects – Angela Glass stated the anticipated completion is Spring 2026 timeframe and provided an update that Capital Program now is now part of the Finance function and reports to the CFO.
 - FY2023-FY2024 Reconciliation Letters Update – Discussion around timing of the letters going out to the municipalities.

New Business

- General Assembly Update – E. Noelle Pinkard provided an update in detail. Monitoring two legislation initiatives HJ28 and HB1241.
- Transfers – Fare Policy Review – Karen Kitsis stated HRT is looking at options for potential transfers between OnDemand, Microtransit, and fixed routes.

Upcoming Meetings

- Monday, April 20, 2026 — Regular MFAC Meeting, Norfolk
- Tuesday, May 26, 2026 — Regular MFAC Meeting, Hampton

Adjournment

The meeting was adjourned at 2:59 pm.