

ITEM #16: APPROVAL OF CONSENT ITEMS [*Action Requested*]

A. Minutes from the October 21, 2021 HRTPO Board Meeting

Minutes from the October 21, 2021 HRTPO Board meeting are attached.

Attachment 16A

RECOMMENDED ACTION:

Approve the minutes.

B. HRTPO Financial Statement

The Statement of Revenues and Expenditures for the activities of September 2021 is attached. This statement reflects the financial status of the HRTPO as a whole.

Attachment 16B

RECOMMENDED ACTION:

Accept the HRTPO Financial Statement.

C. Community Advisory Committee Appointment

The following individual has been recommended for CAC membership:

- Ms. Shawnta R. Howard-Spence, a Virginia native and resident of Virginia Beach, is a Risk Manager with The Visionary Marketing Company and a Small Business Owner. Ms. Howard-Spence has experience in contact center support and customer service and volunteer experience with the Women's Leadership Council, United Way of Southampton Roads, Boys and Girls Club of America, New Beginnings Community Redevelopment Council Columbus Ohio, National Black MBA Association, and Republican Party of Virginia Beach Membership Department.

RECOMMENDED ACTION:

Approve the Recommended CAC Appointment.

FISCAL YEAR 2021
9/30/21
STATEMENT OF REVENUES AND EXPENDITURES
25% OF FISCAL YEAR COMPLETE

REVENUES	<u>Budget</u>	<u>Previous YTD</u>	<u>Current Month</u>	<u>YTD</u>	<u>% Received /Expended</u>
VDOT-PL SEC 112	\$ 3,344,641	\$ -	\$ -	\$ -	0%
HRTAC	261,900	-	-	-	0%
HRTAC - SEIS Feasibility Study	2,909,149	-	-	-	0%
VDRPT 5303/ Pass Through	804,406	-	-	-	0%
SP&R	72,500	-	-	-	0%
Total Revenue	<u>7,392,596</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
EXPENDITURES					
PERSONNEL	\$ 2,608,281	\$ 321,682	\$ 168,596	\$ 490,278	19%
STANDARD CONTRACTS	60,916	-	1,609	1,609	3%
SPECIAL CONTRACTS/PASS THROUGH	4,446,439	19,258	13,617	32,875	1%
OFFICE SERVICES	276,960	21,532	2,190	23,722	9%
INDIRECT COSTS	-	101,026	52,948	153,974	0%
Total Expenses	<u>7,392,596</u>	<u>463,498</u>	<u>238,960</u>	<u>702,458</u>	10%
TOTALS	<u>\$ -</u>	<u>\$ (463,498)</u>	<u>\$ (238,960)</u>	<u>\$ (702,458)</u>	*

* HRTPO grants operate on a quarterly reimbursement basis; as such the total YTD does not reflect the commission's current financial position.