

*Draft*  
**OPERATIONS AND FINANCE COMMITTEE MEETING**

Georgia Regional Transportation Authority  
245 Peachtree Center Avenue, NE, Suite 900  
Atlanta, Georgia 30303-1223

**Minutes**

January 14, 2004

**COMMITTEE MEMBERS PRESENT:**

Alton Knight, Chairman  
Sonny Deriso  
Narender Reddy  
Richard Tucker

**COMMITTEE MEMBERS ABSENT:**

Jeff Anderson  
Ken Bernard  
Sam Gude

**BOARD MEMBERS PRESENT:**

Andrella Baylis  
Shi Shailendra

\*A quorum was present.

**CALL TO ORDER:**

Mr. Knight called the meeting to order at 10:10 a.m.

**MINUTES:**

Motion was made by Mr. Deriso and seconded by Mr. Tucker to approve the minutes of the November 12, 2003 meeting. The meeting minutes were approved unanimously.

**APPROVAL OF AGENDA:**

Motion was made by Mr. Tucker and seconded by Mr. Deriso to approve the agenda for the January 14, 2004 committee meeting. The meeting agenda was approved unanimously.

## OPERATIONS AND FINANCE DISCUSSION

### Operations Monthly Report

Mr. Ritchey presented an update on the C-TRAN service. Ridership numbers for the service have stabilized.

Rob Alexander presented the monthly vanpool report. Mr. Alexander discussed rider fluctuation and gave details regarding an accident that occurred earlier in the year.

### GRTA Vanpool Marketing

Mr. Alexander presented marketing strategies for the vanpool program. The program goals are to develop 300 vanpools by 2005, to establish vanpool service in the region, and to service the regional activity centers. Despite the current market conditions, vanpool formation has grown in the past two years. A recording of a radio commercial was played for the members of the committee.

### Monthly Financial Report

Mr. Ritchey presented the financial report for November and December. A balance sheet for the General Fund and a comparative statement of revenues and expenditures was provided to the committee members. The proposed 2004 amended budget will reduce state funding for GRTA by \$796,000.

### CAFR Annual Report

Mr. Ronnie Mesimer discussed the draft Comprehensive Annual Financial Report. State auditors will be issuing the final report in the near future.

**Formal Action:** Motion was made by Mr. Tucker and seconded by Ms. Baylis to hold an Executive Session to discuss a personnel matter. The motion was approved unanimously.

The committee then went into Executive Session at 10:50 a.m.

The committee returned from Executive Session at 11:09 a.m. to reconvene the meeting.

## ADJOURNMENT

With nothing further to discuss, Mr. Knight adjourned the meeting at 11:10 a.m.