

Georgia Regional Transportation Authority
245 Peachtree Center Avenue, NE, Suite 800
Atlanta, Georgia 30303-1223

Operations and Finance Committee
Meeting Minutes
March 9, 2011

COMMITTEE MEMBERS PRESENT:

Alton Knight (Chair)
Walter M. Deriso, Jr.
Narender Reddy
Dick Anderson
Mike Byrd

BOARD MEMBERS PRESENT:

John A. Sibley, III
Jerry Bowman
Bob Voyles
Al Nash
J. T. Williams

COMMITTEE MEMBERS ABSENT:

Dwight Evans
Charlotte Nash

*A quorum was present

All notice having been duly given, the Operations and Finance Committee of the Georgia Regional Transportation Authority was held at the Georgia Regional Transportation Authority office, 245 Peachtree Center Avenue, Suite 800, Atlanta, Georgia.

Alton Knight called the meeting to order at 10:43 a.m.

APPROVAL OF COMMITTEE MINUTES OF THE FEBRUARY 9, 2011

Minutes for the meeting of February 9, 2011 committee meeting were reviewed and approved as circulated.

APPROVAL OF COMMITTEE AGENDA FOR THE MARCH 9, 2011

The agenda for the March 9, 2011 committee meeting has been circulated. The agenda was approved with one amendment. Item 10 will be discussed, but will not require any action at this time.

Monthly Financial Report

Mark Peoples gave the financial report. The fund balance increased by \$603,237 the period ending January 31, 2011. A/R balance is reasonable and there are no issues that would result in non-payment. A/P balance is related to payroll withholdings and part of the normal business process. The entire fund balance is reserved for pending and future commitments. There are no reportable issues for the balance sheet. Other Revenues is a result of the invoices generated from the planning MOU with GDOT. All other expense line balances are appropriate and budgets are tracking according to forecast.

Monthly Operations Report

Jim Ritchey gave the monthly operations report. Total operating revenue is up 12.4% over last year which is an increase over fiscal year 2010, due to fare and ridership increases. Operating expenses are up 15.4% from last year. Transportation is up 0.9%, fuel is up 42.9% from last year due to the increase in price. Park and Ride expenses are up 15.2% due to the opening of new park and ride lots. Operations cost overall are up 9.2%, compared to last year.

However, operating costs are down per unit (revenue hour), if fuel costs are excluded; and up 4.9% per unit including fuel.

Mr. Ritchey presented the Xpress Operations Statistical Report, which included information on operating statistics and operating ratios for Xpress including CCT, GCT, and GRTA operated routes. The report also included information on boardings, security, passenger miles, revenue hours, road calls, complaints and accidents.

Mr. Ritchey presented a report on Xpress ridership by corridor, which included information on the locations and the number of riders for the Xpress routes. Mr. Ritchey provided a chart to the Board members of the Xpress accident history.

Resolution Amending FTA Grant Authority (Action)

A request for approval was presented to the Board to recommend approval of a Resolution authorizing the Chief Financial Officer to be added to the list of GRTA employees who can have the additional Recipient PIN Functions of "Submit Application" and "Execute Awards" in the Transportation Electronic Award Management System (TEAM). The addition of the Chief Financial Officer would allow a second person for PIN functions when the Deputy Director is unavailable.

Formal Action

A motion was made by Narender Reddy and seconded by Mike Byrd recommending a Resolution adding the CFO as a position authorized to submit FTA grant applications and execute awards. The motion was approved unanimously.

Amendment to Church In The Now Park and Ride Lease (Action)

A request for approval was presented to the Board to authorize the Executive Director to negotiate and execute a park and ride lease agreement with the Evangelical Christian Credit Union for the Church in the Now park and ride lot for the lease of 415 parking spaces. Without a new park and ride agreement Xpress Route 425 would have to be terminated.

Formal Action

A motion was made by Narender Reddy and seconded by Mike Byrd to recommending authorization for the Executive Director to negotiate and execute a park and ride lease agreement with Evangelical Christian Credit Union for the Church in the Now park and ride lot. The motion was approved unanimously.

Transfer of Clayton Breeze Equipment to MARTA (Action)

A request for approval was presented to the Board to authorize the Executive Director to transfer the Federal Interest in the Breeze Fare Collection Equipment to MARTA. MARTA has need of this equipment to support revenue service and agrees to maintain the equipment in accordance with FTA requirements and the transferred equipment will be recorded in the Authority's property records.

Formal Action

A motion was made by Mike Byrd and seconded by Narender Reddy to recommend authorizing the Executive Director to transfer the Federal Interest in the Breeze Fare Collection Equipment to MARTA. The motion was approved unanimously.

ADJOURNMENT

Mr. Knight adjourned the meeting at 11:12 a.m.

APPROVED:



Alton Knight, Chairman

APPROVED AS TO FORM:


Kirk R. Fjelstul, Chief Counsel

ATTEST:


Benecia I. Dennard, Recording Secretary