

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

Operations and Finance Committee  
Meeting Minutes  
December 8, 2010

**COMMITTEE MEMBERS PRESENT:**

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

**BOARD MEMBERS PRESENT:**

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

**COMMITTEE MEMBERS ABSENT:**

\*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 NOVEMBER 10, 2010 MEETING**

Minutes for the meeting of November 10, 2010 committee meeting were reviewed and approved as circulated.

**APPROVAL OF COMMITTEE AGENDA FOR THE DECEMBER 8, 2010 MEETING**

The agenda for the December 8, 2010 committee meeting has been circulated. The agenda was approved as circulated.

**Monthly Financial Report**

Mark Peoples gave the financial report. The fund balance increased by \$18, 849, the period ending October 31<sup>st</sup>. The entire fund balance is reserved for pending and future commitments. There are no reportable issues for the balance sheet. Other Revenues of \$151,576 is income from the GDOT planning MOU, reimbursing planning staff salaries, benefits plus overhead. The real estate rentals appear high at 41.4%, but YTD includes rent for the subsequent month; rent is paid in advance.

**Monthly Operations Report**

Jim Ritchey gave the monthly operations report. Ridership is slightly higher than budget for the year. Overall revenues are higher than budget. Operating expenses are \$5,573,975, which is 10% less than budget. The net cost of service is under budget. October ridership increased by 1.6% from October of last year, and 8% over budget. November ridership has also increased. Next month the operations reports will be revised, to show comparisons to prior years and budgets. There have been no reports of overcrowding even though gas prices have increased. There was a lengthy discussion about gas prices, fare changes, and accidents over the year.

**Vanpool Contract Approval (Action Item)**

The purpose of the recommended action is to authorize the GRTA Executive Director to negotiate and execute contracts with two service providers (VPSI, Inc. and Enterprise) for the 2011 Vanpool Program. A lengthy presentation was made in November. Ms. Wade described the process for reaching the staff recommendation. Contracts will be negotiated prior to December 31, 2010. The total amount of the two annual contracts will not exceed \$1,600,000.00.

**Formal Action**

A motion was made by Charlotte Nash and seconded by Dwight Evans recommending authority for the Executive Director to negotiate and execute two annual vanpool contracts not to exceed a cumulative total of \$1,600,000.00. The VPSI contract is authorized for an amount not to exceed \$1,200,000.00, and the Enterprise contract is authorized for an amount not to exceed \$400,000.00. The motion was approved unanimously.

**ADJOURNMENT**

Mr. Knight adjourned the meeting at 11:06 a.m.

**APPROVED:**

  
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Alton Knight, Chairman

**APPROVED AS TO FORM:**

  
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Kirk R. Fjelstul, Chief Counsel

**ATTEST:**

  
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Benecia I. Dennard, Recording Secretary