

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

**Operations and Finance Committee
Meeting Minutes
February 11, 2009**

COMMITTEE MEMBERS PRESENT:

Alton Knight, Chair
Sonny Deriso
Dwight Evans
Mike Byrd
Caric Martin
Charlotte Nash
Narender Reddy
Jeanie Thomas

BOARD MEMBERS PRESENT:

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

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 900, Atlanta, Georgia.

Alton Knight called the meeting to order at 10:30 a.m.

APPROVAL OF COMMITTEE MINUTES OF THE JANUARY 14, 2008 MEETING

Minutes for the meeting of January 14, 2009 were reviewed and approved as circulated.

APPROVAL OF COMMITTEE AGENDA FOR THE FEBRUARY 11, 2009 MEETING

The agenda for the February 11, 2009 committee meeting has been circulated. The agenda was accepted without objection.

Monthly Operations Report

Jim Ritchey gave the monthly report. Breeze card use began in October. The Breeze numbers are not included in the report. Ridership may be above the numbers shown. Revenue has a slight increase. Administration is under budget. Operating expenses are ahead and fuel continues to be below the yearly estimates. Additional trips from Newnan and Douglasville were added to help with overcrowding. Stockbridge and Covington continue to have overcrowding problems. Rob Alexander reported that customer communication is good and that no customers were being turned away. Mr. Ritchey stated more coaches are being delivered and he believes that there will be fewer people standing.

Monthly Financial Report

Monique Simmons reported that the fund balance is strong. On the balance sheet it appears that we have over spent in contractual services. The reason for that is the revenue for the TRIP program has not been added. GRTA is working with GDOT concerning grant funds. The entry will be corrected in January after the timing issue of grant funds is resolved. The remaining expenditures are on target. Expenditures for computers will increase before the end of the year. GRTA staff appeared before the legislative budget committee. There were no questions at that time, but at the present many questions are being asked about salaries and services. GRTA has no plans to furlough at

this time. Dick Anderson reported that travel expenses were being curtailed and that a vacancy would not be filled when one of the currently employed planners leaves at the first of March.

Jim Ritchey mentioned that the transfer in the fund balance relates to the McKinsey study. Monique Simmons stated that is the appropriate accounting method to record the revenue.

Operations Facility Alternatives and Short Term Agreement

Jim Ritchey reported that a goal of Xpress was to assist with interstate congestion. The Xpress operation has outgrown the Forest Park facility. Todd Long further reported on overcrowding at the facility and gave an overview of several sites that had been reviewed. A recommendation is made that an unoccupied 115,000 square foot building at 5250 Frontage Road in Forest Park for a permanent Xpress operations facility. In order to keep the property unoccupied during the acquisition process a six month protective rent agreement of \$20,000 per month from March 2009 through August 2009 is proposed with a first right of refusal.

COMMITTEE MOTION:

Charlotte Nash moved that the committee authorize the Executive Director to negotiate and execute a license agreement for use of the property at 5250 Frontage Road in Forest Park, Georgia. The motion was seconded by Al Nash. A vote was taken and the motion carried unanimously.

Park and Ride Agreements – His Hands Church

Jim Ritchey brought a park and ride agreement before the committee for consideration. It is requested that the Executive Director be approved to negotiate and execute an agreement with His Hands Church in Woodstock, Georgia for 400 parking spaces at the rate of \$10.00 per space per month.

COMMITTEE MOTION:

Mike Byrd moved that the committee accept the recommendation to authorize the Executive Director to negotiate and execute the standard park and ride agreement with His Hands Church in Woodstock, Georgia for 400 parking spaces at the rate of \$10.00 per space per month. The motion was seconded by Narender Reddy. A vote was taken and the motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 11:15 a.m.