

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

**Operations and Finance Committee
Meeting Minutes
June 9, 2010**

COMMITTEE MEMBERS PRESENT:

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

BOARD MEMBERS PRESENT:

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

COMMITTEE MEMBERS ABSENT:

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 10:50 a.m.

APPROVAL OF COMMITTEE MINUTES OF THE MAY 12, 2010 MEETING

Minutes for the meeting of May 12, 2010 were reviewed and approved as circulated.

APPROVAL OF COMMITTEE AGENDA FOR THE JUNE 9, 2010 MEETING

The agenda for the June 9, 2010 committee meeting has been circulated. The agenda was approved as circulated.

Monthly Financial Report

Mark Peoples gave the financial report. The net change in fund balance as of April 30, 2010 was \$887,296.00 resulting from activities during the period's income statement. He reported that no significant changes appear on the balance sheet. On the income statement, the \$915,000.00 variance was from a carryover from transferred to cover McKinsey contracts as well as other items paid from the fund. This offset the \$855,000.00 deficit in contractual services or expenses. There were no other significant variances to report. Mr. Peoples did note that there was an increase in computer and voice data services, which covered annual license fees.

Monthly Operations Report

Jim Ritchey reported that the recovery ratio is down 33.6%. GRTA's expense side is at 12.5 million dollars YTD. Fuel costs are running under budget with diesel fuel down from \$2.70 per gallon to \$2.12. This has helped drive the budget under projected costs.

Xpress Fare Increase

Mr. Ritchey reported on the Xpress Fare Increase. A PowerPoint presentation was shown on the proposed changes, which are intended to charge higher fare for longer distance trips, resolve customer service problems with fare media, and increase revenues. Three primary fare policy changes were recommended. Overall, the recommended fare policy changes will result in increased passenger revenues of approximately \$600,000.00 annually. A loss of approximately 400 daily passenger trips (6.7%) is expected.

Parking Fee Feasibility Study

Mr. Ritchey provided an analysis on the effort to bridge a gap between Xpress operating costs and system revenue. The county funds used to support Xpress services through the 4th quarter of 2011 will run out. Parking fees will apply to all users of park and ride lots including carpools, vanpools and other miscellaneous users. The parking price feasibility will impact some Xpress ridership loss as well as fares; there will also be some negotiations w/property owners in about half of the Xpress lots. Assuming current analysis, a small annual net loss of approximately \$66,000.00 is estimated. A discussion regarding the feasibility and pricing following Mr. Ritchey's analysis. GRTA does not recommend parking pricing at this time. This study and its feasibility will be revisited in the future.

Xpress Service Changes/Public Comment

Jim Ritchey reported to the committee that GRTA customer service staff solicited public comment on proposed change in Xpress changes affecting 29 routes. The changes are intended to eliminate trips that are not carrying enough people. Notices were posted on coach fare boxes as well as the GRTA website. In addition, two public meetings were held at GRTA on May 11 and May 26, 2010. GRTA received 89 comments from the public, most by email. A spreadsheet summary outlining these changes was attached for board review. In total, the changes are expected to save Xpress over \$500,000.00 during fiscal year 2011.

Contract Amendment with Veolia re: route 408

Jim Ritchey requested board approval to amend Contract No. 09-024 between GRTA and Veolia Transportation services, Inc. for the operation of Xpress Route 408. This contract amendment is required to update the contract rates paid by GRTA to Veolia to keep them consistent. Xpress Route 408 is a commuter route, involving nine CNG buses, with limited stop service in Forsyth, Fulton, Gwinnett and DeKalb counties that operate between John's Creek in Forsyth County and the Doraville MARTA station in DeKalb County. GRTA negotiated with Veolia to continue service for one year. Mr. Ritchey asked the committee to recommend to the board that they authorize the Executive Director to negotiate and execute a contract amendment to GRTA Contract No. 09-24 with Veolia Transportation Services, inc. for the operation of Xpress Route 408 through June 30, 2011.

COMMITTEE MOTION:

Mike Byrd moved that the committee recommend to the board authorization of the Acting Executive Director to negotiate and execute a contract amendment with Veolia Transportation Services, Inc. for the operation of Xpress Route 408 through June 30, 2011. The motion was seconded by Caric Martin. A vote was taken and the motion carried unanimously.

Intergovernmental Agreement between GSFIC and GRTA for Construction Supervision

Jim Ritchey presented a proposed MOU Agreement between GSFIC and GRTA for Construction supervision by GSFIC for GRTA construction on the Hamilton Mill Xpress Station. This will be the first of three agreements between GSFIC and GRTA, which will later include Frontage Road and Thornton Road. Construction of buildings for state agencies is normally managed through GSFIC. Construction of highways is typically managed through GDOT.

GDOT's design development process is geared to large highway projects and typically takes a year or more for a project to meet the plan development process milestones. Necessary coordination between utilities, local governments, environmental agencies and multiple property owners results in prolonged design periods for highway projects. GSFIC's design and bidding process is geared toward facilities on a defined tract of land with significantly fewer coordination issues. Consequently, GSFIC's process is somewhat faster than GDOT's process.

Xpress stations are a combination of horizontal parking lots and buildings. For past projects, GRTA has used GDOT for constructing Xpress stations. For the Hamilton Mill Xpress Station, GRTA has decided to use GSFIC for construction in order to deliver the project by mid-summer 2011 before the I-85 North HOT Lanes open.

Under the normal GSFIC process, the state agency constructing a building provides GSFIC the funds for project design and construction. GSFIC then hires the design professional and bids the construction contract. In this case, GRTA is utilizing Federal Transit Administration funds that it receives on a reimbursement basis. GRTA and GSFIC have agreed that for this project, GRTA will hold the design and construction contracts and GSFIC will act as the owner's representative in the management of the construction process. In this capacity, GSFIC will supervise the letting of the Project and the Project's construction and will provide official communication on behalf of GRTA to the construction contractor and Design Professional.

GRTA requests Board approval of an Intergovernmental Agreement between GRTA and the Georgia State Financing and Investment Commission (GSFIC) for construction management services related to the Hamilton Mill Xpress Station.

COMMITTEE MOTION:

Caric Martin moved that the committee recommend to the board that they authorize the Acting Executive Director to negotiate and execute GRTA Contract No. 10-078, which is the Intergovernmental Agreement between GSFIC and GRTA that defines the roles of each party for the construction of the Hamilton Mill Xpress Station. The motion was seconded by Dwight Evans. A vote was taken and the motion carried unanimously.

ADJOURNMENT

Mr. Knight adjourned the meeting at 11:50 am.