

**MINUTES**  
**MEETING OF THE BOARD OF DIRECTORS**  
**BUSINESS MANAGEMENT COMMITTEE**  
**METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY**

**February 25, 2016**

The Board of Directors Business Management Committee met on February 25, 2016 at 10:29 a.m. in the Board Room on the 6<sup>th</sup> Floor of the MARTA Headquarters Building, 2424 Piedmont Road, Atlanta, Georgia.

**Board Members Present**

Robert F. Dallas  
Frederick L. Daniels, Jr., *Chair*  
Jim Durrett  
Jerry Griffin  
Freda B. Hardage

MARTA officials in attendance were: General Manager/CEO Keith T. Parker, AICP; Chief Operating Officer Rich A. Krisak; Chief Financial Officer Gordon L. Hutchinson; Chief Administrative Officer Edward L. Johnson; Chief Counsel Elizabeth O'Neill; AGMs Elayne Berry (Interim), Michael Burrows (Acting), Robin Henry, Ming Hsi, Benjamin Limmer, Ryland McClendon and Terry Thompson; Executive Director Ferdinand Risco; Sr. Directors Joseph Erves and Amanda Rhein; Directors Onyinye Akujuo, Farouk Baksh, James Biscoe (Interim), Lisa DeGrace, Johnathan Hunt and John Murdock (Interim); Manager Sherma Sobers; Executive Manager to the Board Rebbie Ellisor-Taylor; Finance Administrative Analyst Tracy Kincaid. Others in attendance Davis Allen, Abebe Girmay, Nicholas Gowens, LaTonya Pope, William Scott and Randy Williams.

Also in attendance was Jack Buckingham and Helen McSwain of MATC; Jim Schmidt of HNTB.

**Consent Agenda**

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- a) Approval of the January 28, 2016 Business Management Committee Meeting Minutes
- b) Resolution to Approve Disposal of Parcel C7033B, Various Property Rights in 7 Tracts Along Georgia 400 to the Georgia Department of Transportation (GDOT)

On motion by Mr. Durrett seconded by Mrs. Hardage, the Consent Agenda was unanimously approved with a vote 5 to 0, with 5 members present.

**Individual Agenda**

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On motion by Mr. Griffin seconded by Mr. Durrett, the Committee unanimously agreed to go into Executive Session at 10:47 a.m. to discuss a real estate matter.

On motion by Mr. Griffin seconded by Mr. Durrett, the Committee unanimously agreed to adjourn the Executive Session at 10:56 a.m.

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**Resolution Authorizing the Rejection of the Single Proposal Received for Request for Proposals (RFP) Number P35487 – Transit Oriented Development at Oakland City Station**

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Ms. Rhein presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or his delegate to reject the single proposal received for Request for Proposals (RFP) Number P35487 – Transit Oriented Development at Oakland City Station, in accordance with the provisions of Section 14(j) of the MARTA Act of 1965, as amended.

On motion by Mr. Durrett seconded by Mr. Dallas, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

**Resolution Authorizing the Award of a Contract for Brokerage Services for the Sale of Lease of Excess Properties, Request for Proposals (RFP) Number P33467**

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Ms. Rhein presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or his delegate to enter into a contract with Red Rock Global, LLC for Brokerage Services for Sale or Lease of Excess Properties.

On motion by Mr. Durrett seconded by Mr. Dallas, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

**Briefing – FY2016 December Budget Variance Analysis and Performance Indicators**

Mr. Hutchinson briefed the Committee on the FY2016 December Budget Variance Analysis and selected Performance Indicators.

## **Business Management Committee**

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- Revenues for the month of December were \$35M, \$2.4M below projections, and Expenditures were \$4.8M less than budget – MARTA finished the month with a surplus of \$2.1M, \$2.4M better than budget
- Sales Tax Revenues were weaker than expected, and there was softening in Passenger Revenues
- On the expense side, MARTA was net positive, but Overtime continues to run high
- Healthcare costs were lower than expected, and Benefits were positive
- Year-to-Date (YTD) Expenditures are running lower than budget
- YTD Sales Tax is \$7.5M weaker than anticipated
- MARTA is using about 38% of the Sales Tax required to fund operations
- Gross Labor is above prior year as expected, but MARTA has stayed below budget in this area due to positive Benefits
- Combined Ridership has been on a downward trend the past couple of months
- Bus Ridership has been the area of highest decline
- Average Call Wait Time usually correlates with the Call Abandonment Rate, both are running above target
- Bus On-Time Performance (OTP) has run slightly below target for the past four months
- Mobility Mean Distance Between Failure (MDBF) is on an upward trend
- Bus Collisions are on a downward trend but slightly below target

Mr. Daniels asked where is MARTA experiencing Overtime.

Mr. Hutchinson said primarily in Bus and Rail Operations, Police, and Mechanics.

Mr. Krisak said Overtime is an ongoing result of Vacancies and Employee Availability.

Mr. Daniels asked what has the consultant found to the issues to be.

Mr. Parker said the consultant is finding that FMLA, more specifically, the abuse of it; plus recordkeeping are the main issues. He added that improving Overtime is a primary goal for MARTA this fiscal year.

Mr. Daniels asked if MARTA will see an improvement in Ridership with the implementation of the Comprehensive Operations Analysis (COA).

Mr. Parker said people who ride the bus tend to be more sensitive to declines in gas prices, but MARTA will be able to stem the tide of decline with the COA.

Mr. Dallas asked if the increases in Average Call Wait Time and Call Abandonment Rate are a result of receiving more calls.

Mrs. McClendon said it has more to do with staffing, which is an issue the Authority has to continue to address.

**Other Matters**

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- a) The Committee was provided the FY2016 December Key Performance Indicators as informational only.

**Adjournment**

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The meeting of the Business Management Committee adjourned at 11:05 a.m.