Atlanta-region Transit Link Authority  
(Virtual Meeting)  

Xpress Operations Committee Meeting Minutes  

July 2, 2020

COMMITTEE MEMBERS PRESENT  
Howard Mosby, Committee Chair  
Charlotte Nash  
Teddy Russell  
Charlie Sutlive  
Todd Ver Steeg  
Felicia Franklin Warner  
Tom Weyandt

OTHER MEMBERS PRESENT  
Steve Dickerson  
Earl Ehrhart  
Andy Macke  
Paul Radford  
Mark Toro  
Chuck Warbington

CALL TO ORDER  

Mr. Mosby, Committee Chair, called the meeting to order at 10:02 a.m. Jamie Harris, Board Secretary, then did the roll call. A quorum was confirmed for the meeting.

APPROVAL OF THE COMMITTEE AGENDA  

Mr. Mosby called for a motion to approve the agenda for the inaugural meeting of the Xpress Operations Committee. Ms. Warner made the motion, and Ms. Nash seconded. The agenda was unanimously approved by the Committee.

XPRESS OPERATIONS REPORT  

Jamie Fischer, TPI Director, provided an overview of the Xpress Regional Transit Service’s Key Ridership statistics and review of system key performance indicators, consisting of On-time Performance, Average Daily Boardings and Customer Performance. Additional metrics such as annual cost per passenger of our purchased transportation services contracts, and farebox recovery ratios will be added to future reports.

FY 21 XPRESS BUDGET PRESENTATION  

Monique Simmons, CFO, provided an overview of the Xpress Program Budget and sought the Committee’s favorable recommendation of the program budget components. The proposed
Xpress Program budget consists of a total budget of $34,089,344, which is comprised of approximately $10.7M in State appropriations, $20.2M in Federal funds and $3.2M in other funds, including fare revenue. These figures are included in the overall budget that is reviewed and considered by the Administrative Committee prior to seeking approval of the full Board.

Mr. Mosby called for a motion to recommend the FY 21 Xpress budget to the full Board for approval. Ms. Warner made the motion and Ms. Nash seconded. The Committee unanimously recommended that the Board approve the Xpress budget.

**FY 21 XPRESS CONTRACT ASSIGNMENTS**

Merryl Mandus, Chief Legal Officer, provided an overview and sought the Committee’s favorable consideration of the assignment of certain capital project-related contracts from SRTA to the ATL to effectuate the transfer of the Xpress transit service. There are six such capital contracts with values of over $1M that require Board approval. The six contracts are listed in the attachment to the Resolution.

Mr. Mosby called for a motion to recommend the resolution to the full Board for their approval. Mr. Weyandt made the motion and Ms. Nash seconded. The Committee unanimously recommended that the Board approve the resolution.

**ADJOURNMENT**

The meeting adjourned at 10:52 a.m.

---

**APPROVED:**

Howard Mosby, Committee Chair

**APPROVED AS TO FORM:**

Merryl Mandus, Chief Legal Counsel

**ATTEST:**

Jamie Harris, Board Secretary

**DATE MINUTES APPROVED:**

September 3, 2020