ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY
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July 14, 2004

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Ms. Carmen Maldonado
Office of the State Comptroller
State Audit Bureau
110 State Street – 11th Floor
Albany, NY 12236-001

Re: **Final Audit Report 2003-S-46**
Greater Rochester Community Transportation Foundation
Audit Response

Dear Ms. Maldonado:

On behalf of the Greater Rochester Community Transportation Foundation (the "Foundation"), listed below are the actions taken to implement the recommendations contained in the above referenced report.

1. Recommendation: Do not provide Authority transportation service in connection with Foundation transportation grants without documenting that the private charter operator is unable or unwilling to provide such services.

   Response: Protocol for use of Authority provided transportation in connection with Foundation transportation grants now requires documentation that the private charter operator is unable or unwilling to provide such services. This documentation is retained in Foundation files.

2. Recommendation: Maintain a copy of the golf tournament registration and a copy of the check with each deposit to document the purpose of the check.

3. Recommendation: Reconcile the number of golf tournament participants and sponsorship level to total bank deposits as evidence of total revenue earned.

   Response: Recommendations number two and three are now established protocol for accounting for golf tournament registrations and receipts. Staff of the Authority will provide assistance to the Foundation in this task with subsequent chargebacks to the Foundation for the cost of Authority staff time.

4. Recommendation: Invest excess funds to generate higher interest income.

   Response: Authority staff will provide assistance to the Foundation with regard to investing excess funds. Subsequent chargebacks to the Foundation for the cost of Authority staff time related to this assistance will also be implemented.

5. Recommendation: Have Foundation financial statements verified or audited annually.

   Response: An independent auditor will be hired within the next 90 days to verify or audit the Transportation Foundations financial statements.

Very truly yours,

Robert W. Frye
Chief Financial Officer

/grc

c: Mark Aesch, Treasurer, Rochester Community Transportation Foundation
Governor George E. Pataki
Alan G. Hevesi, State Comptroller
Assemblyman Sheldon Silver
Senator Joseph L. Bruno
Senator Owen H. Johnson
Assemblyman Herman D. Farrell Jr.