



**GTA BOARD OF DIRECTORS VIRTUAL MEETING
August 27, 2020 at 12:30pm
MINUTES**

- Members Present:** Mr. Stephen Astemborski, Mr. Scott Craig, Ms. Addy Matney (Treasurer), Mr. David Mitchell, Ms. Inez Morris, Mr. Dick O'Neill (Board Chair), Ms. Amanda Warren (Vice Chair)
- Absent Members:**
- Greenlink Staff:** Jasmin Curtis (Operations & Safety Manager), James Keel (Transit Director), Nicole McAden (Marketing and Public Affairs Manager), Matthew Loomis Rehnberg (Transit Planner), Jason Sanders (Fleet Manager), Kayleigh Sullivan (Transit Planning Manager)
- Other City Staff:** Karen Crawford (Comptroller), Matt Efird (OMB Director), Kristina Junker (Budget Administrator), Micah Snead (Financial Analyst)
- Other Attendees:** Asangwua Ikein (County Planner)

Mr. Dick O'Neill, GTA Chairman, called the meeting to order at approximately 12:30 p.m.

Quorum established by roll call.

Approval of July 23, 2020 GTA Board of Directors Meeting Minutes:

Mr. Stephen Astemborski made a motion to approve the July 23, 2020 GTA Board Minutes. Mr. David Mitchell seconded the motion. There is no opposition. The motion carries.

No Public Comments related to items on the agenda.

NEW BUSINESS

Director's Report (Presented by James Keel, Transit Director):

- Relative to later hour implementation, first trainee completed CDL training program. Greenlink lost 7 Operators in July. Currently have 29 full time Operators. Four in the hiring process. Need 35 or 36 Operators before implementing later hours in phases.
- GTA is only one of a few agencies in the country in a "State of Good Repair". Only 2 vehicles due for replacement. Ordering a smaller cutaway due to driveway size of customers. GTA has funds to replace vehicles. Purchase orders will go out next month.
- GTA not awarded 5339(b) grant. CARTA in Charleston is the only agency in SC awarded grant.
- Deed received for property for new maintenance facility. Architecture and Engineering interviews scheduled for September 3.
- APC/AVAC replacement system ordered. Procurement request for Driver Behavior Modification system being reviewed. Bus shelter relocation still work in progress. Bus Stop Amenity scope of work is with procurement. Program Management also at procurement.
- No funding updates or COVID-19 updates.

Action Item: GTA Invoices (Presented by OMB Director, Matt Efird)

A \$37,000 wire transfer was made prior to meeting relative to land purchase for new maintenance facility.

Invoices for June

Date	Vendor	Description	Invoice #	Amount
7/1/20	AccuFund	Support agreement renewal	20201108	5,263.75
7/31/20	City of Greenville	July 2020 expenses	86644	272,643.90
7/31/20	Coach Crafters	Bus #812 midlife overhaul	FL22817	27,423.80
7/20/20	Northern Tool & Equip	Pressure washer	45587311	2,599.99
7/10/20	Proterra	Bus parts	1017862	441.10
7/15/20	Proterra	Bus parts	1018256	1,142.70
7/17/20	Proterra	Bus parts	1018280	140.64
7/17/20	Proterra	Bus parts	1018285	34.42
7/17/20	Proterra	Bus parts	1018307	1,229.80
7/21/20	Proterra	Bus parts	1018361	84.82
7/23/20	Proterra	Bus parts	1018431	70.14



7/27/20	Protterra	Bus parts	1018523	248.41
7/30/20	Protterra	Bus parts	1018662	3,397.20
7/31/20	Protterra	Bus parts	1018704	94.78
7/31/20	Protterra	Bus parts	1018724	58.67
8/3/20	Protterra	Bus parts	1018746	146.76
8/5/20	Protterra	Bus parts	1018810	4,641.00
8/18/20	Protterra	Bus parts	1019063	211.70
8/18/20	Protterra	Bus parts	1019064	2,264.80
7/29/20	Remix	Enterprise license year 1	IN-1119	11,000.00
6/30/20	Roe Cassidy Coates	Legal Services	1031594	920.00
8/13/20	Roe Cassidy Coates	Property borrower's settlement	BS81320	37,166.50
8/13/20	SCDMV	License tag	SCDMV081320-1	17.00
8/13/20	SCDMV	License tag	SCDMV081320	17.00
7/28/20	Valbridge	Appraisal fee	SC03-20-254	1,500.00
				\$372,758.88

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47 **Ms. Amanda Warren made a motion to pay invoices totaling \$372,758.88. This is subject to the availability of funds.**
48 **Ms. Addy Matney seconded the motion. There is no opposition. The motion carries.**
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50 **Ms. Inez Morris joined the GTA meeting at approximately 12:45 p.m.**

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52 **Staffing Update (Presented by James Keel, Transit Director)**

- 53 • New hire Matthew Loomis Rehnborg, Transit Planner.
54 • Nicole McAden recognized as one of "40 Under 40" by Mass Transit Magazine.
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56 **Grant Opportunity Update (Presented by James Keel, Transit Director)**

57 GTA was approached for letter of commitment by Clemson University for a grant to fund autonomous vehicle operation.
58 Initially, Clemson University did not feel they were able to apply. Greenlink looked at applying for grant with the goal of
59 getting Protterra to the table and moving to 30-minute service on Route 502. Grant did not require a cash financial
60 commitment. However, partnerships did not work out and staff did not deem this in the best interest of GTA. Since then,
61 Clemson has decided to apply have asked for a letter of support from GTA.
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63 **Staff Assignee Updates (Presented by GTA Board Members)**

- 64 • Ms. Amana Warren and Kayleigh Sullivan have a meeting on the calendar for next week.
65 • Ms. Matney discussed long term funding with James Keel. This is in the research phase. She met with "Impact Greenville"
66 who have interest in transit and training. They may have a public hearing with transit recommendations. County Comp
67 plan in process of looking at policies on land use.
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69 **Other Important Updates (Presented by Greenlink Staff)**

70 Board instructed to let James Keel know if they are interested in link to interviews for new maintenance facility.
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72 **No Public Comments related to items not on the agenda.**
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74 GTA Board Agenda posted on City Meeting Calendar and at City Hall. Agenda also posted on Twitter page and added to
75 Greenlink homepage with instructions.
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77 **Mr. Stephen Astemborski made a motion to adjourn. Ms. Addy Matney seconded the motion. There is no opposition.**
78 **The motion carries. Meeting adjourned at approximately 12:55 p.m.**
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Prepared by: Lorrie Brown
Lorrie Brown, Board Secretary

Date: 9/25/20

Approved by: Richard O'Neill
Richard O'Neill, GTA Board Chair

Date: 9/24/20

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