



**GTA BOARD OF DIRECTORS MEETING**  
Greenlink Conference Room, 100 W. McBee Avenue, Greenville, SC

**MINUTES**  
September 26, 2019

- Members Present:** Mr. George Campbell (Board Chair), Ms. Addy Matney (Treasurer), Mr. David Mitchell, Ms. Inez Morris (Vice Chair), Mr. Dick O'Neill, Mr. Darren Scott, Ms. Amanda Warren
- Greenlink Staff:** Jasmin Curtis (Safety & Training Officer), Nicole McAden (Program and Public Affairs Specialist), Jason Sanders (Fleet Manager I) Kayleigh Sullivan (Transit Planner and Grants Coordinator)
- Other City Staff:** Micah Snead (Sr. Accountant)
- Others in Attendance:** Brenda Brown (Citizen), Dr. Sid Cates (County Council), Tammy Foster (Citizen), Wanda Hunt (Citizen), Fernando Urbina (Citizen)

**Mr. George Campbell, Board Chair, called the meeting to order at approximately 12:30 p.m.**

**Quorum established.**

**Mr. Darren Scott made a motion to approve the August 22, 2019 GTA Board of Directors Meeting Minutes. Mr. Dick O'Neill seconded the motion. There is no opposition. The motion carries.**

**PUBLIC COMMENTS**

Brenda Brown stated she is a rider. Her route is 508 (Boling Road and Gavin Place). She is 71 years old. She was told her bus stop would be eliminated. She already has a 20 minute walk to get to a stop. If her stop is eliminated, she will have to walk over a mile to get to the stop at the church, and she will have to go down a dangerous two lane road with no sidewalks. She is asking that her bus stop remain.

Wanda Hunt stated she rides bus 504 which is the bus that goes to the hospital. The new route cut out several stops including Roger C. Peace. Since bus no longer goes into Kmart and Bi-lo parking lot, people have to walk down to Farris to catch the bus. Eliminating the Staunton Bridge Road to Grove Road stop was also a problem as well as eliminating the stop going into Tanglewood. Not going up Haywood Road is another problem. Ms. Hunt felt the radio ads would have been advantageous. Ms. Hunt felt that GTA needed to fix problems before expanding.

Tammy Foster stated she rides bus 508. She cannot afford Uber. The bus system is her lifeline out of Taylors. She is lost if the Gavin Place (Boling Road extension) stop is eliminated; this is the last stop in Taylors. She felt bus stops in city limits should be eliminated rather than ones on the outskirts. She cannot walk all the way to Wade Hampton. She pushes herself to get to the bus stop at Gavin Place where there is no overhang and she is out in the elements. Most people in her apartment complex are below the poverty level and need public transportation. Ms. Foster suggested that instead of eliminating the route that it be ran it every two hours instead of every hour.

Fernando Urbina stated that he rides the bus occasionally. He asked for percentage of bus stops being eliminated at prior meeting, but he was not able to get this. He took the Woodside bus and a bus lady stated she now has to walk 45 minutes to get to the bus stop. He heard a similar story involving a male passenger. Greenlink is supposed to serve the people.

**COMMITTEE REPORTS**

**Development Committee Report (Inez Morris)**

KPI report and other reports were given.

**ACTION ITEM: Consider recommendation to move forward with trolley route public meetings**

**The Development Committee recommends to the full board that staff be allowed to have public meetings to solicit feedback for proposed changes to Trolley Routes based on schedules proposed by staff. Since this is a recommendation from the Development Committee, a second is not required. The motion carries.**

**NEW BUSINESS**



- 59 **Finance Committee Report City Reporting for June (Micah Snead):**
- 60 Operating passenger revenue year to date is 21% lower than the prior YTD. The average number of passenger rides has
- 61 decreased by 17% from the prior year. Demand Response ridership is down by 7%. Advertising revenue is up 5% over
- 62 prior YTD.
- 63
- 64 Salaries, wages, and fringe benefits are below the total for the prior year by \$6,017. We will have merit and driver wage
- 65 increases in October, so this number will increase.
- 66
- 67 Fuel costs lower than the prior year by \$3,163. The average cost last year was \$2.37 per gallon. This year at 7/31/19 the
- 68 average cost per gallon is \$2.21.
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- 70 Insurance this year is higher by \$58,000 due to timing of the previous year's July installment record.
- 71
- 72 Depreciation expense for this year increased by \$18,694 over prior due to Proterra bus purchases.
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- 74 Miscellaneous revenue is up due to APTA membership dues being added.
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- 76 Federal grants are \$20,679 above the prior year due to additional expenses related to parts for Proterra buses that did not
- 77 occur in the previous year.
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- 79 Local contribution for the City and County are higher this year. The split is 55% for the County and 45% for the City.
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- 81 Gain on disposal of capital assets reflects revenue received in the previous year.
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- 83 Federal capital revenue is larger due to purchase of three (3) cutaways and bus refurbishments. State capital revenue
- 84 reflects money received for our bus refurbishments.
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- 86 Local capital contributions for the County is larger and reflects the quarterly money given to GTA. This will be received each
- 87 quarter and will go into the capital reserve investment account.
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- 89 **Accounts Payable** – This is relatively normal. Everything paid except what is due to the FTA.
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- 91 **Accounts Receivable** – We have the received the larger payments.
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- 93 **Ms. Inez Morris made a motion to pay invoices in the amount \$569,006.96 subject to the availability of funds.**
- 94 **Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.**
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**Board Invoices**

Date	Vendor	Description	Invoice #	Amount
8/28/19	Alfred Williams	Chairs for the boar meeting room	351120	9,129.60
8/31/19	City of Greenville	August 2019 expenses	85130	435,521.45
8/20/19	Coach Crafters	Bus #311 midlife overhaul final parts	FL20700	775.96
8/26/19	Hall Signs	Bus route signage	345862	4,011.04
8/22/19	Morris Business Solutions	HP printer for transit center	97464	639.00
8/28/19	Parrish Tire Company	Rims for refurbished buses	1-02300011583	5,670.00
8/30/19	Proforma	Directional letters for transit enter	9079815553	1,376.85
8/16/19	Proterra	Bus parts	1009616	967.73
8/31/19	Proterra	Bus parts	1010327	320.78
8/31/19	Proterra	Bus parts	1008649	1,962.15
8/22/19	Publix	Board lunches	1631106968	97.45
8/31/19	Snider Fleet	Rims for Proterra buses	7664514	3,900.00
8/31/19	Synchromatics	Hardware tablet for new cutaway	108815	1,200.00
8/31/19	Synchromatics	Hardware and software for new buses	108987	7,560.00
8/31/19	Uline	Shelves for maintenance	112078222	2,649.95
9/19/19	Willis towers Watson	October insurance installment	2485677	93,225.00
<b>Total</b>				<b>\$569,006.96</b>

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- 98 **Review & Action Item: GAP Support Van**

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Staff is requesting that this purchase be approved to allow for quick turnaround for payment. Payment needs to be made upon acceptance of van.

**Ms. Addy Matney made a motion to allow staff to purchase of minivan in support of Paratransit Service which was in FY20 budget not to exceed \$25,000. Mr. Darren Scott seconded the motion. There is no opposition. The motion carries.**

**Review & Action item: Maintenance Lift**

Staff is requesting that this purchase be approved to allow for quick turnaround for payment. Payment needs to be made upon acceptance of maintenance lift.

**Ms. Addy Matney made a motion to allow staff to purchase scissor lift for Maintenance which was in FY20 budget not to exceed \$10,000. Mr. Darren Scott seconded the motion. There is no opposition. The motion carries.**

Congratulations to James Keel on his promotion from Interim Director of Public Transportation to full time Director. Mr. O'Neill stated that the Development Committee also discussed maintenance facility. Staff will continue to explore potential locations.

**Mr. Dick O'Neill made a motion to adjourn. Mr. Darren Scott seconded the motion. There is no opposition. The motion carries.**

Prepared by: Lorrie Brown Date: 10/24/19  
Lorrie Brown, Greenlink Administrative Asst.

Approved by: Addy Matney Date: 10/24/19  
Ms. Addy Matney, Treasurer

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