



MINUTES

Greenville Transit Authority
Finance Committee Meeting
 October 17, 2019 - 9:30 a.m.

Greenlink Administrative Office, 100 W. McBee Avenue, Greenville SC 29601

Attending

- Finance Committee Members:** Ms. Addy Matney (Finance Chair), Ms. Amanda Warren
Absentee Committee Member(s): Mr. Darren Scott
City Staff in Attendance: Karen Crawford (Comptroller), Jasmin Curtis (Safety and Training Officer), James Keel (Transit Director), Jason Sanders (Fleet Manager)

Ms. Addy Matney, Finance Chair, called the meeting to order at approximately 9:30 a.m.

A quorum is established.

Welcome and Introductions given.

Review of August financials by Karen Crawford, City Comptroller (August):

Statement of Activities

- Operating Passenger Revenue down 20%. Ridership down 10%. Demand Response down 15%. Revenue from Advertising less in part due to refurbished buses with ads taken out of commission.
- Salaries, wages and fringe benefits decreased.
- Materials & supplies decreased due to non capitalizable purchases this year vs. last year.
- Fuel costs went down by approximately \$11,000. Tracking at \$2.38 per gallon last year. This year tracking at \$2.16. Transit Director and OMB discussed possible changes to fuel and hedging. Checking with other transit agencies regarding how hedging is working for them.
- Utilities went up by almost \$4,000 due to Proterra chargers. We will monitor this number and analysis the data once we have a few more months of full operations for the electric buses.
- Depreciation is up by around \$38,000 due to Proterra bus part purchases not occurring in the previous year.
- Miscellaneous revenue is higher due to APTA membership dues.
- Federal grants up by \$32,000. We are able to draw Proterra bus parts on grant. Capital grants are up. We purchased 3 cutaways for \$215,000 and bus refurbishments money of \$140,000.
- Local contribution for the City and County are up by almost \$100,000.
- Greenville County one time capital money being set aside in investment account.

Accounts Payable: At August 31 total amount outstanding was \$616,946.76. All paid except what is owed to FTA.

Accounts Receivable: At August 31 we were due to receive \$636,491.91. We have received \$525,222.16.

Board Invoices

| Date | Vendor | Description | Invoice # | Amount | |
|---------|----------------------|------------------------------|-----------------|------------|---|
| 9/25/19 | CDW-G | HP printer for planner | VBZ0701 | 3,632.40 | 1 |
| 9/30/19 | City of Greenville | September expenses | 85264 | 391,124.49 | 4 |
| 9/1/19 | Coach Crafters | Bus 301 midlife overhaul | FL20859 | 103,605.20 | 1 |
| 9/1/19 | Coach Crafters | Bus 302 midlife overhaul | FL20568 | 42,467.16 | 1 |
| 9/30/19 | Coach Crafters | Bus 301 midlife overhaul | FL21032 | 23,805.69 | 1 |
| 9/30/19 | Coach Crafters | Bus 302 midlife overhaul | FL21033 | 55,286.98 | 1 |
| 9/30/19 | Coach Crafters | Bus 306 midlife overhaul | FL21035 | 28,568.34 | 1 |
| 9/30/19 | Coach Crafters | Bus 303 midlife overhaul | FL21036 | 28,996.74 | 1 |
| 9/25/19 | Dell | Monitor for transit center | 10342864796 | 397.47 | 1 |
| 9/25/19 | Herald Office Supply | Furniture for transit center | 66831-0 | 1,597.72 | 1 |
| 10/8/19 | TD Card Services | Board Meeting lunches | 1082019JC-BOARD | 98.35 | 4 |
| Total | | | | 679,580.54 | |

1 The invoice relates to various items, applicable portion grant funded, GTA responsible for 20%.

4 The invoice relates to Board Operating expenses

Ms. Amanda Warren made a motion to recommend to the full board payment of total invoices in the amount of \$679,580.54. This is subject to the availability of funds. Ms. Addy Matney seconded the motion. There is no opposition. The motion carries and will go to the full Board for approval.



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44 **Ms. Amanda Warren made a motion to adjourn. Ms. Addy Matney seconded the motion to adjourn. There is no opposition.**
45 **The motion carries.**

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47 Minutes were transcribed by Lorrie Brown and distributed via email on Tuesday, October 22, 2019.