



**GTA BOARD OF DIRECTORS MEETING**

Greenlink Conference Room, 100 W. McBee Avenue, Greenville, SC

**MINUTES**

April 25, 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, Amanda Warren
- Greenlink Staff:** Jasmin Curtis (Safety & Training Officer), James Keel (Asst. Director), Nicole McAden (Marketing and Public Affairs Manager), Jason Sanders (Fleet Manager I) Gary Shepard (Transportation Director), Kayleigh Sullivan (Transit Planner and Grants Coordinator)
- Other City Staff:** Micah Snead (Sr. Accountant)
- Others in Attendance:** Asangwua Ikein (County Transit Planner), Eric Richey (Citizen)

**Quorum established.**

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

**Mr. Dick O'Neill made a motion to approve the March 28, 2019 GTA Board Meeting Minutes.**

**Mr. David Mitchell seconded the motion. There is no opposition. The motion carries.**

Board Chairman, Mr. George Campbell, welcomed Amanda Warren to her first official meeting.

**Director's Report (Gary Shepard):**

- Staff working on FTA "Low No" application due by May 14. City Council just had first reading to appropriate Prisma Health settlement funds of \$425,000. Greenlink staff submitted proposal to use \$300,000 of this money as local match for "Low No" for purchase of two 35 foot Proterra buses. Staff anticipates 5339 bus and bus facilities grant to soon be announced. We are seeking letters of support from our Federal legislators.
- Staff conducted interviews for a summer intern last week. They reviewed 21 applications and interviewed 5 candidates. Next steps in process are background and drug screens.
- County Council's calendar lists meetings on May 7 and May 21. It is anticipated that the County Finance Committee will vote on the two year budget on May 14. The first reading of the biennial budget may occur on May 21.
- Transit land use forum at Hyatt on Tuesday, April 30 beginning at 11:30. Gary Shepard is on the panel.

**Finance Committee Report from Joint Meeting with Development Committee (Addy Matney):**

Financials reviewed which included discussion of increased cost of fuel. Invoices were reviewed and submitted for payment. Correction made to the SCDMV invoice changing amount from \$54 to \$68.

**The Finance Committee recommends paying invoices in the amount of \$2,593,888.70 subject to the availability of funds. Since this is a recommendation from the Finance Committee, a second is not required. There is no opposition. The motion carries.**

**Board Invoice**

Date	Vendor	Description	Invoice #	Amount
4/8/2019	City of Greenville	March 2019 expenses	8449	430,499.97
3/31/19	Coach Crafters	Bus 312 parts and labor for midlife overhaul	FL19386	48,185.34

3/31/19	Coach Crafters	Bus 304 parts and labor for midlife overhaul	FL19387	26,644.67
3/1/19	Delerrok	Readers, installation for back office	18-GTA-02	71,120.00
3/21/19	Ivey Communications	Camera and installation for back office	22126	1,043.16
3/21/19	Ivey Communications	HDML cables, monitors and other upgrades	22128	690.80
3/25/19	Mohawk Resources	Tire dolly	47443	3,859.73
4/12/19	Proterra	Chargers and installation of chargers	1006075	261,600.00
4/12/19	Proterra	Bus 3 of 4	1006076	871,757.00
4/12/19	Proterra	Bus 4 of 4	1006078	871,757.00
4/4/19	SCDMV	Sales taxes on buses	442019-BOARD	2,000.00
4/4/19	SCDMV	Registration fees	442019-BOARD2	68.00
4/9/19	TD Card Services	Board lunches	442019JC-BOARD	65.67
4/9/19	TD Card Services	Terminal upgrades and furniture	442019JK-BOARD	1,480.36
3/28/19	Willis of Tennessee	Added temporary bus to business auto	2340181	3,117.00
Total				\$2,593,888.70

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47 **Development Committee (Inez Morris):**

- 48 • Ridership is up 8% from prior month. Ridership is down 6% from last ytd. Trolley ridership is consistent.
- 49 • On time performance report showed 51% on time, 11% early and 38% late.
- 50 • We signed one new advertising contract for \$7,668. Received \$95,019.89 in advertising revenue since July 1.
- 51 • Fare Free Day on Friday, March 1 sponsored by the Jolley Foundation and the Piedmont Health Foundation.
- 52 • Met with GPATS and Greenville County regarding Transit Oriented Development Planning grant where they were
- 53 awarded \$300,000 to hire a consultant to discuss zoning ordinance along potential high capacity corridors.
- 54 Presented to Olli Senior Leadership for "Transportation Day". Gary and Nicole met Citizens Transit Academy
- 55 graduates and Budget Teach-in attendees for coffee to discuss transit and answer any questions.
- 56 • Upstate Transit Coalition plans for future meetings include riding a Greenlink Proterra bus in June.
- 57 • Monthly fare pass product and implementing route changes are two remaining items on milestone report.
- 58 • Kayleigh Sullivan stated we have eight bus stops for Greenville and eight for Simpsonville remaining. There is one
- 59 DOT stop left for Mauldin. There are 42 stops remaining for the County.

60 **New Business:**

61 **Human Trafficking pledge Action item:** The FTA is providing money for training for operators and transit employees

62 for this voluntary program to help combat human trafficking. Pledge states as an agency, we are pledging to educate

63 employees on human trafficking, raise awareness among the traveling public, and measure our collective impact by

64 tracking and sharing key data points. We will do surveys and work with the Sheriff Department and Department of

65 Homeland Security. By signing the pledge and returning to the SCDOT, we will gain access to their videos, etc. We are

66 asking for funds to pay for overtime for education and printing material on buses. There will be video production costs.

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68 **Ms. Addy Matney made a Motion to authorize the Board Chair to sign the pledge against human trafficking and**

69 **submit it to the SCDOT. Ms. Inez Morris seconded the motion. There is no opposition. The motion carries.**

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71 **Mr. David Mitchell made a motion to adjourn. Mr. Darren Scott seconded the motion. There is no opposition. The**

72 **motion carries.**

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Prepared by:          Date:     5/23/19      
 Lorrie Brown, Greenlink Administrative Asst.

Approved by:          Date:     6/27/19      
 Mr. George Campbell, GTA Board Chairman

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