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GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

Greenlink Conference Room
100 W. McBee Avenue
Greenville, SC 29601

(Meeting previously scheduled at County Square moved due to power outage. Start time delayed.)

MINUTES June 23, 2022

Members Present: Mr. Stephen Astemborski, Ms. Addy Matney (Vice Chair), Mr. David Mitchell, Mr. Sean Rusnak, Ms. Amanda Warren (Treasurer), Ms. Walker Smith (Chair)
Greenlink Staff: Terry Dedmon (Transit Operations Manager), James Keel (Director)
Other City Staff: Karen Crawford (Deputy OMB Director), Kristina Junker (Budget Administrator)

Ms. Walker Smith, Chair, called the meeting to order at approximately 12:40 p.m.

Quorum established.

Ms. Addy Matney made a motion to approve the May 25, 2022 GTA Board Meeting Minutes. Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.

No Public Comments related to items on the agenda.

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

- Seven drivers in hiring process. Four in training and two scheduled to start Monday. Mechanic to start next month.
- For new O&M facility, 100% design drawing received from Wendel. One bid received for site utility work. Greenville County reviewed second submission of the land disturbance permit and provided comment; waiting on permit. Staff awaiting an announcement regarding potential additional funding through USDOT RAISE program and FTA 5339b.
- O&M Communications plan mailed to every address and nearby property owners in New Washington Heights Community of impending construction.
- On time performance remained consistent with a slight reduction of late departures by .8%.
- For Bus stop amenities, 4 bids received. Lowest was \$130K over budget. Cancelled solicitation. Staff plans to rebid within the next few weeks.
- Awaiting final triennial review report.
- Getting close to contract with Proterra.
- UMA will do presentation on Van Pools and partnership they hope to pursue.
- Fleet in State of Good Repair; 13 diesel buses are eligible for replacement next year.
- Game Day trolley provided as much rides as Route 507 in May.

Public KPI Dashboard available for review – <https://info.greenvillesc.gov/pages/greenlink-performance>

Hiring Report (Presented by Transit Operations Manager Terry Dedmon): Director Keel noted that Greenville County increased Bus Operator starting pay from \$16.50 to \$19.00 per hour. Staff will work with OMB regarding making further adjustments to Bus Operator pay.

City's Monthly Financial Report for April 2022 (Presented by Budget Administrator Kristina Junker): Operating Passenger revenue year to date is 9% higher. Advertising revenue lower by \$5,872. Salaries and wages higher by \$343,736. Fuel cost higher by almost \$200,000. Federal grants receipts higher by \$656,005. Federal capital grants revenue lower by \$502,234.



55 **Accounts Payable:** At 4/30/22 was \$1,170,336.76. Paid \$1,038,612.76 thru 5/30/22 leaving balance owed to
 56 FTA of \$131,724.00.

57 **Accounts Receivable:** At 4/30/22 was \$642,510.84. Received \$612,738.84 thru 5/30/22 leaving a balance of
 58 \$29,772.00.

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Action Item: GTA Invoices:

Date	Vendor	Description	Invoice #	Amount
12/6/21	B&H Photo	Videography Equipment	196591502	2,446.01
4/21/22	ChargePoint, Inc.	Datahub	IN138403	7,682.88
6/8/22	City of Greenville	May Expenses	89024	595,256.76
5/31/22	SC DHEC	FY23 UST Renewal Fees	UJ15868-3	200.00
5/31/22	Skanska	May 2022 O&M Prof Services	2121803-16	25,000.00
6/10/22	Wendell	Architectural Services	700703	137,725.01
5/27/22	Willis Towers Watson Southeast, Inc.	June 2022 Insurance Installment	3071837	109,175.00
Total				\$877,485.66

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62 **Mr. Stephen Astemborski made a motion to pay invoices totaling \$877,485.66 subject to the availability of funds.**

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

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66 **Approval of Resolution 2022-12 – Approval of the FY 2022-2023 Capital and Operations Budget (Presented by**
 67 **Deputy OMB Director Karen Crawford):** Ms. Crawford stated budget was reviewed by the Board. OMB is seeking
 68 Board approval of budget as presented.

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70 **Ms. Addy Matney made a motion to approve FY 2022-2023 Capital and Operations Budget (Operating budget of**
 71 **\$9,303,684 and Capital Budget of \$1,043,021 for total of \$10,346,705) through Resolution 2022-12.**

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73 **Mr. Stephen Astemborski seconded the motion. There is no opposition. The motion carries.**

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75 **Staff Assignee & Other Important Updates (Presented by GTA Board Members):**

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- 77 • Mr. Astemborski noted decrease in advertising funds. Mr. Keel stated full revenue for wraps has not been received. There is a guaranteed amount. GTA/Greenlink is liable for wraps damaged which reduces amount received. A major benefit of having an agency handle advertising is decreased staff time spent on advertising.
- 78 • Ms. McAden is scheduled to return from maternity leave July 18.
- 79 • Ms. Warren communicated compliment she received from family members who rode the trolley for the first time. They stated the Trolley Driver was fantastic.
- 80 • Mr. Keel noted that the Unity Park Route had more ridership than the North or South Main routes month to date.
- 81 • Chairman Smith gave presentation to Mauldin City Council providing overview of what we are doing and preview of what we hope to do. Council saw there is a Mauldin circular and will be looking for revenue sources. She will be making a similar presentation next month to Travelers Rest. A meeting took place with Mayor White and City Council Member John DeWorken which was attended by Board Chair Walker Smith, Vice Chair Addy Matney and Director James Keel who to provide an update on the maintenance facility and properties.
- 82 • Mr. Keel stated new renderings for facility have been published.

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84 **No Public Comments related to items not on the agenda.**

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86 **Ms. Addy Matney made a motion to adjourn. Mr. Stephen Astemborski seconded the motion. There is no**
 87 **opposition. The motion carries.**

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90 Prepared by: Lorrie Brown Date: 7/29/22
 91 Lorrie Brown, Board Secretary
 92 Approved by: Walker Smith Date: 7/28/2022
 93 Walker Smith, Chair

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