



GTA BOARD OF DIRECTORS VIRTUAL MEETING

March 25, 2021

12:30pm

MINUTES

Members Present: Mr. Stephen Astemborski, Mr. Scott Craig (Treasurer), Ms. Addy Matney, Mr. David Mitchell, Mr. Dick O'Neill (Board Chair), Ms. Amanda Warren (Vice Chair)
Greenlink Staff: James Keel (Transit Director), Nicole McAden (Marketing and Public Affairs Manager)
Other City Staff: Dorothy Dowe (City Council), Kristina Junker (Budget Administrator)

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

Quorum established by roll call.

Ms. Amanda Warren made a motion to approve the February 25, 2021 GTA Board Meeting Minutes. Mr. David Mitchell seconded the motion. There is no opposition. The motion carries.

No Public Comments related to items on the agenda.

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

- For later hours implementation, there are 6 driver openings with 2 in hiring process. Eleven total positions are open. Five drivers on FMLA.
- Fleet in State of Good Repair. The last replacement vehicle will arrive in June or July.
- No TDP update.
- For new maintenance facility, second stakeholder meeting held on 3/18. Public Meeting (drop-in) will be held 3/30 at 5:30 p.m. at Kroc Center. Skanska contract is finalized. NEPA is ongoing.
- For procurements, working with Procurement for bus shelter relocation/installations. Advertising, CMAR upcoming.
- No County funding update.
- O&M Facility Communication Plan information available on website.
- For COVID, no passenger limits in place. Masks are required on board per TSA.
- FY 22 budget has been developed. Presentation planned for April at COW Meeting.

Unfinished Business:

Mr. Scott Craig made motion to adopt Resolution 2021-10 to set key performance indicator goals for monthly reporting. On-time performance target for Fixed Route and GAP set at 85%, GAP excessive trip length threshold set at 60 minutes and Vehicle Up Time Target set at 90%. Ms. Addy Matney seconded the motion. There is no opposition. The motion carries.

New Business:

GTA Invoices (Presented by Kristina Junker, Budgets Administrator)

Date	Vendor	Description	Invoice #	Amount
3/10/21	City of Greenville	February 2021 expenses	87439	481,633.83
3/1/21	CTG	TDP update consulting services	1 GSP-TDP UPDATE	12,088.12
2/28/21	Greene Finney	Audit services for February	17494	6,000
3/4/21	Mike's Body Shop	Painting on bus 2022	4354	3,422.14
3/11/21	Mike's Body Shop	Painting on bus 2023	43541	3,422.14
2/28/21	Roe Cassidy Coates	Legal services rendered	1033097	100
3/2/21	Samsara	License fees for cameras and support	3051335304	1,073.10
3/10/21	Wendel	Professional services rendered for property	501420	48,798.49
2/24/21	Willis Towers Watson SE	Insurance installment	2790936	90,121.00
Total				\$646,658.82



44 **Ms. Addy Matney made a motion to pay invoices totaling \$646,658.82. Mr. Scott Craig seconded the motion. This**
45 **is subject to the availability of funds. There is no opposition. The motion carries.**

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47 **Ms. Amanda Warren made a motion to adopt Resolution 2021-11 to amend the fiscal year 2020-22021 Capital**
48 **Budget and authorize a change order with Wendel Companies. The budget amendment is necessary to allocate**
49 **funding to cover two change orders for the design of the new maintenance facility. This budget amendment**
50 **allows for expense of designing a slow fill compressed natural gas (CNG) station in the amount of approximately**
51 **\$94,666 funded from the CARES Act and allocates \$92,691 in funding to design a residual park/parcel that would**
52 **be available for use by the New Washington Heights neighborhood. Ms. Addy Matney seconded motion. There is**
53 **no opposition. The motion carries.**

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55 **Other Important Updates (GTA Board):**

- 56 • Mr. Scott Craig rode Greenlink bus to CUICAR, and the bus was on time outbound and inbound. Bus was very
57 clean, and everyone was a wearing mask.
- 58 • Mr. David Mitchell commended Nicole McAden for her part in obtaining submissions of artwork for contest
59 sponsored by Art in Public Place Commission & Youth Commission for bus shelters. Great artwork submitted.
60 Greenville Center for Creative Arts takes applications for artwork, and Ms. McAden will check with them on having
61 gallery showing of artwork after selection of 10 finalists.
- 62 • Ms. Amanda Warren and her co-worker are trying to engage Furman students who are interested in working on
63 Projects for Greenlink.
- 64 • Dorothy Dowe, City Council, stated interviews taking place to fill open board position.
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66 **No public comments related to items not on the agenda.**

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68 **Mr. Scott Craig made a motion to adjourn. Ms. Addy Matney seconded the motion. There is no opposition. The**
69 **motion carries. The meeting adjourned at 12:47 p.m.**

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72 **Prepared By:**  **Date: 4/22/2021**
73 **Lorrie Brown, Board Secretary**

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77 **Approved By:**  **Date: 4/22/2021**
78 **Richard O'Neill, GTA Board Chair**
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