

Greenville Transit Authority
DEVELOPMENT COMMITTEE MEETING

Greenlink Administration Office • 100 W. McBee Avenue. • Greenville, SC 29601
February 19, 2019 – 9:00 a.m.

Committee Members in Attendance: Mr. David Mitchell, Ms. Inez Morris (Committee Chair) Mr. Dick O’Neill
City of Greenville Employees in Attendance: Mike Blizzard (Technical Services Mgr.), Jasmin Curtis (Safety and Training Officer), James Keel (Asst. Transit Director), Nicole McAden (Marketing and Public Affairs Specialist), Jason Sanders (Fleet Manager I), Gary Shepard (Transit Director), Kayleigh Sullivan (Transit Planner and Grants Coordinator)
Others in Attendance: Asangwua Ikein (County Transit Planner)

Ms. Inez Morris (Committee Chair) called the meeting to order at approximately 9:00 a.m.

Quorum established.

Mr. Dick O’Neill made a motion to approve the January 18, 2019 minutes. Mr. David Mitchell seconded the motion. There is no opposition. The motion carries.

Chairman Morris asked attendees to introduce themselves.

REPORTS

KPI Report (James Keel) – Ridership is up from last month by 8.6%. Ridership is down overall for the year by 5.3%. Trolley ridership is low, which is typical for this time of the year. No significant ridership changes for the past 11 months. GAP had a significant ridership decline in November and December. Ridership increased in January. Average rides for GAP was 850 rides. PMs have improved. The first two Proterra buses are built. Charger installation is expected around March 28 or 29. Our other two Proterra buses on the line to be built.

On Time Performance Reports (James Keel): The percentage late is 32%. The percentage early is 11%. Traffic on Wade Hampton continues to cause delays.

Marketing Report (Nicole McAden):

- We have brought in \$70,817.97 in revenue thus far. Three new contacts signed in January totaling \$4,617.40.
- GSA Business did a story on the transit system being underfunded. There were stories on the trolley update given to City Council. Palmetto Business Daily picked up story on the Chamber policy agenda relative to GTA.
- Job Fair hosted by Greenlink on January 31 with six employers. We had 28 attendees. We will have a fare free day March 1 which is follow-up to Piedmont Health Foundation photo project. Photos from the contest will be displayed in the transit center.
- The Citizens Transit Academy wrapped up. Staff met with Mauldin regarding a potential new circulator route. County Comprehensive Plan Transportation Focus Group meeting was held in January, which led to public meetings. OLLI Senior leaders toured Greenlink to receive passenger orientation in January and February. Sean Rusnak did advocacy training in January with the Upstate Transit Coalition on ways community can advocate for public transportation.

Strategic Milestone Report: Implement Monthly fare product and Implement route changes are the two remaining projects. We are looking at January 1, 2020 as target date to implement route changes.

NEW BUSINESS

Free Voucher Policy – Establishing a policy came up after Sam Zimmerman (former GTA Board Member) put in a request that we honor free vouchers for the Greenville Tech Community Fest. We also have a request by Senator Karl Allen for free vouchers for the Second Chance Forum. They want to print vouchers on flyers to be torn off by participants. We have had other requests in the past. Staff is requesting standardization on free voucher requests. The consensus is that the vouchers need to be issued by Greenlink. Nicole McAden will draft an application to be reviewed at the next Development Committee Meeting.

56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74

Fiscal Cliff Contingency Plan for Fiscal Year 2020 - 2021 – Ms. McAden stated the Board Chair Mr. George Campbell asked that this item be added to Development Committee agenda for discussion. We have asked the City and County for a fiscal cliff fund for fiscal years 2020 - 2021 of approximately 1.3 million dollars. If the City and County do not give us this amount, this takes our operating budget down to 4.5 million dollars. In order to operate at this amount there must be service cuts. The Board would have to decide how to cut the service. The County sets a two-year budget. Gary Shepard stated there was discussion on the equity ratio for the City and County. Where the ratio used to be 50/50, the City has proposed that the ratio change to 55/45 the first year with 55 being for the County and 45 for the City. The proposed ratio for the next year is 60 for the County and 40 for the City. We need \$150,000 for this fiscal year from the County for local cliff funding. Ms. McAden stated if we do not get the local cliff funding we have to start making service change announcements this year to make changes to the FY20 budget. The Board has to decide whether they want staff to look at cutting hours, combining routes, etc. Staff is seeking direction from the Board. Mr. Mitchell suggests having a Board meeting to discuss options. Ms. McAden stated that the Asst. Chair would form a work session with the Board Chair.

Mr. Dick O'Neill made a motion to adjourn. Mr. David Mitchell seconded the motion. There is no opposition. The motion carries.

The Development Committee Minutes distributed by Lorrie Brown via email on Monday, February 25, 2019.