



MINUTES

Greenville Transit Authority
Finance Committee Meeting
 May 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), Mr. Darren Scott, Ms. Amanda Warren
Other Board Members: Mr. George Campbell (Board Chair)
Others Present: Asanguwa Ikein (County Planning)
City Staff in Attendance: Caleb Cousins (Advertising Business Development Intern), James Keel (Interim Transit Director) Nicole McAden (Program and Public Affairs Specialist), Jason Sanders (Fleet Manager), Micah Snead (Sr. Accountant), Kayleigh Sullivan (Transit Planner and Grants Coordinator)

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

A quorum is established.

REVIEW OF MARCH FINANCIALS BY MICAH SNEAD, SR. ACCOUNTANT

Statement of Activities:

- Operating Passenger Revenue year to date is 9% lower than the prior YTD. Total passenger rides decreased by 6%.
- Salaries, wages and fringe benefits are above the total for the prior YTD by \$270,674.
- Materials & supplies have increased by \$139,973 due to non-capitalizable purchases during FY2019.
- Fuel costs are higher than the prior year by \$63,577. Average cost per gallon in FY2018 was \$2.04. At March 31, 2019 average cost per gallon is \$2.31. Fuel refunds for July through December of \$22,693 were received in the current year and netted against the fuel expenses.
- Federal grants are \$322,961 above the prior year due to more budgeted "capital grant" items purchased in the current year that are not capitalizable (over \$5,000).
- For local contributions, Greenville County revenue reflects an increase in the contributions in accordance with the budgeted local match needs for Fixed Route, CUICAR and Mauldin/Simpsonville service areas in the current year.
- Local contributions "Other" has decreased by \$83,026 from the prior year. The funds received in the prior year relate to matches for the last of the COA and the TDP funding needs.
- Federal capital revenue include grant funding for two electric buses and smaller items for around \$1,448,072 and \$268,418 for bus refurbishments. This caused an increase in net position.

Accounts Payable: At March 31 we owed \$2,488,898.47. Everything was paid except \$141,164.80 owed to the FTA.

Accounts Receivable: At March 31 we were due to receive \$2,100,071.49. We have received \$1,823,880.59 thru May 10 leaving a balance owed of \$276,190.90.

Board Invoices

Date	Vendor	Description	Invoice #	Amount	
5/10/19	City of Greenville	April 2019 expenses	84588	460,845.17	4
4/19/19	Coach Crafters	Midlife overhaul for 312	FL19520	31,505.23	1
4/19/19	Coach Crafters	Midlife overhaul for 304	FL19521	21,047.13	1
4/30/19	Coach Crafters	Midlife overhaul for 304	FL19673	2,566.61	1
4/30/19	Coach Crafters	Midlife overhaul for 310	FL19704	109,240.32	1
4/30/19	Coach Crafters	Midlife overhaul for 311	FL19705	67,178.32	1
4/15/19	D&B Glass	Bus shelter glass	190419	696.00	1
4/23/19	HD Supply Construction	Proterra bus installation supplies	50010219257	1,226.70	1
4/24/19	Home Depot	Proterra bus installation supplies	9011285	88.82	1
4/29/19	Home Depot	Proterra bus installation supplies	4575573	39.84	1
5/7/19	TD Card Services	Board lunches	572019JK-BOARD	70.70	4



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4/30/19	Yarder Manufacturing	Advertising frames for buses	69007	791.40	1
Total				\$695,296.24	

41 1 The invoice relates to various items, applicable portion grant funded, GTA responsible for 20%.

42 4 The invoice relates to Board Operating expenses

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44 **Mr. Darren Scott made a motion to recommend to the full board payment of total invoices in the amount of**
 45 **\$695,296.24. This is subject to the availability of funds. Mr. George Campbell, Board Chair, seconded the motion.**
 46 **There is no opposition. The motion carries and will go to the full Board for approval.**

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48 **NEW BUSINESS:**

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50 **Monthly Pass Fare Product (Nicole McAden):**

51 We currently sell a 20 ride pass product for \$27.00. Youth fare is \$22.50 and \$13.50 for Medicare, seniors and disabled
 52 passengers. When using these products on TouchPass, you must have stored value on pass to pay for transfers. If using a
 53 paper punch pass you must have coins for transfers. A monthly pass could increase rides. We used peer comparisons when
 54 looking at setting the price for the proposed monthly pass. TouchPass has the capability to issue a fare cap product.

55 Ms. McAden stated that Title 6 states we cannot disproportionately impact lower income passengers. We will probably
 56 retain the 20 ride product just for non-profit customers. Mr. Keel stated that staff would like to have this product ready to
 57 launch in July when COA changes are made. We will do full marketing of this product such as putting up flyers and utilizing
 58 other various marketing tools. We will eventually charge for TouchPass cards. Mr. Keel stated we have an option in
 59 TouchPass which would allow non-profits to sell TouchPass products at their locations. We would have to work through how
 60 payments would be processed.

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62 **31-day Monthly Pass Proposal:**

- 63 • \$50 full fare ($\$1.50 \times 90\% \times 37$) = 33 x full cash fare
- 64 • \$42 student/youth ($\$1.25 \times 90\% \times 37$)
- 65 • \$25 senior/Medicare/disability ($\$0.75 \times 90\% \times 37$)
- 66 • Fare cap all TouchPass users at \$50/month for customers who cannot afford \$50 upfront

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68 **Mr. George Campbell, Board Chair, made a motion to recommend to the full board moving forward with the monthly**
 69 **pass. Mr. Darren Scott seconded the motion. There is no opposition. This item will go to the full board for a vote.**

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71 **Additional Updates from Interim Transit Director (James Keel):**

- 72 • The County is voting on budget next Tuesday at 6 pm. The funding package they are considering giving us will go a
 73 long ways towards implementing a lot of the TDP items such as extending service by 4 hours. The City has committed to
 74 funding at a level of 45% next year.
- 75 • FTA announced \$400 million being put on the table for buses. We currently do not have matching dollars needed to
 76 apply.
- 77 • We applied for "Low No". With help from the City of Greenville and the Hollingsworth Foundation we have \$606,000
 78 in commitments needed to apply for four additional electric vehicles through "Low No".
- 79 • We are still \$1.35 million short of the local match needed for the new vehicle maintenance facility. We have spoken
 80 with the County relative to a land donation from them. As far as implementation of the TDP, we must have a new
 81 maintenance facility first.

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83 **Mr. George Campbell made a motion to adjourn. Ms. Amanda Warren seconded the motion to adjourn. There is no**
 84 **opposition. The motion carries.**

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86 Minutes were transcribed by Lorrie Brown and distributed via email on Wednesday, May 22, 2019.