



**GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING**

County Square – Conference Room D  
301 University Ridge  
Greenville, SC 29601

**MINUTES**

**March 31, 2023**

- Members Present:** Mr. Stephen Astemborski, Ms. Santora Bowling, Ms. Addy Matney (Vice Chair), Mr. David Mitchell, Mr. Sean Rusnak, Ms. Walker Smith (Chair)
- Absent Member(s):** Ms. Amanda Warren (Treasurer)
- Greenlink Staff:** James Keel (Director)
- Other City Staff:** Rebecca Edwards (Senior Financial Analyst)

**Ms. Walker Smith, Chair, called the meeting to order at 12:30 p.m.**

**Quorum established.**

**Mr. Sean Rusnak made a motion to approve the January 20, 2023 GTA Committee of the Whole Meeting Minutes.**

**Ms. Addy Matney seconded the motion. There is no opposition. The motion carries.**

**Ms. Santora Bowling made a motion to approve the February 23, 2023 GTA Board Meeting Minutes.**

**Mr. Sean Rusnak 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):**

- SCDOT Commission voted to provide GTA with \$8,603,597 in federal funding and \$1,800,000 in state mass transit funding for a total of \$10.7 million for the new maintenance facility. With the current appraisal of Augusta Street properties, the new OEM facility is tentatively funded excluding the CNG station.
- 2023-2024 budget will be presented in April or in May.
- There are 8 Operator openings with 3 in hiring process. There are 5 trolley Operator openings.
- After the APTA Legislative Conference held in Washington D.C., Greenlink Director, James Keel, was asked to testify before the U.S. Senate Committee on Banking, Housing and Urban Affairs. Director Keel met with FTA Region IV staff in Atlanta to provide in-person updates.
- Transit Planner, Liston Mehserle, has resigned.
- ITS system implementation is underway. March 28 was launch day for Via, the new Paratransit system. The Equans system for fixed route is progressing and is expected to launch July 1.
- Reviewed pictures showing progress for new Operations & Maintenance facility. Stormwater maintenance has been happening and Administration pad is getting prepped for concrete.

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

**City's Monthly Financial Report for January 2023 (Presented by Senior Financial Analyst Rebecca Edwards):**

- Passenger fares increased 17% over this time last year. Advertising revenue is \$37,177 higher. Park and Ride revenue is trending 27% higher.
- Salaries, Wages, and fringe benefits are 10% higher. Materials and supplies increased by 7%. Fuel costs higher by 56%. Parts costs 21% higher. Temporary personnel increased 39%. Insurance increased by 22% due to a new contract provider.
- State Grants receipts 8% higher. Federal capital grants 215% higher and reflects over \$4 million in grant draws related to the new maintenance facility. Maintenance facility expenses for FY23 through January 2023 are \$4,341,255. Total Project costs to date are \$7.1 million.
- Accounts Receivable \$1.5 million with everything received except \$69,000.
- Accounts Payables \$1.7 million with everything paid except what is owed to the FTA.



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**Action Item: GTA Invoices:**

Date	Vendor	Description	Invoice #	Amount
2/14/23	AOS Specialty Contractors	Architectural services – bus stops/shelters	App #4	92,451.20
3/6/23	Burr Forman, LLP	Legal Services/Facility Relocation	1373124	1,817.74
3/6/23	Burr Forman, LLP	Legal Services/Property Disposition	1373125	2,225.00
3/9/23	Burr Forman, LLP	Legal Services/General Counsel	1374063	5,290.00
2/28/23	City of Greenville	February expenses	89922	589,024.28
3/14/23	Coach Crafters, Inc.	Invoice for #401 collision repair	FL25034	17,993.23
3/132/23	DISY Solutions, Inc.	Cisco network/communication upfits	IN33566	1,594.12
3/15/23	DISY Solutions, Inc.	Cisco network/communication upfits	IN33623	45,518.00
2/27/23	Emedia Group	Vinyl decals for SUVs	509644	725.93
2/28/23	Greene Finney Cauley, LLP	Final invoice for FY2022 financial statement	18389	8,350.00
3/8/23	HDR Engineering Inc, of the Carolinas	RAISE Grant benefit Cost Analysis 1/29/23-2/25/23	1200506037	24,047.47
2/3/23	Home Depot	Steel pipe wrench	8172295	69.97
2/28/23	Home Depot	18-V battery	6272018	555.95
2/28/23	Home Depot	Toolkit with battery	2756420	458.00
2/28/23	Home Depot	Painter's tool	2645282	7.48
2/28/23	Home Depot	18V cordless impact wrench and mid torque	2896166	579.00
2/28/23	Home Depot	Butane micro torch	9414413	32.97
2/28/23	Home Depot	12V cordless ratchet combo kit	2760463	429.00
3/9/17	HRP Associates	Phase 1 ESA 154/106 Augusta St.	136851	5,500.00
3/17/23	INEO Systrans USA, Inc.	ITS System	9532700003	187,948.53
2/28/23	Reeves Young	O&M construction services thru 2/28/23	007 02282023	1,003,088.50
2/24/23	Samsara	Annual license for driver behavior system	3105195274091	510.05
2/28/23	Skanska	O&M professional services thru February 2023	2121803-25	43,300.60
3/7/23	Stone & Associates	Third party appraisal 154/106 Augusta St.	23108-ADM	1,000.00
2/28/23	Travelers Collections	Insurance deductibles	624501	619.20
2/28/23	Valbridge Property Advisors	Third party appraisal 154/106 Augusta St.	SC03-23-059	2,000.00
2/28/23	Wendel	Architectural services thru 2/28/23	701422	77,668.02
<b>Total</b>				<b>\$2,112,804.24</b>

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OMB asks that April installment for insurance also be approved in motion to approve invoices.

**Ms. Addy Matney made a motion to pay invoices totaling \$2,112,804.24 and approve April insurance installment for \$112,322 subject to the availability of funds. Mr. Sean Rusnak seconded the motion. There is no opposition. The motion carries.**

Mr. Keel was informed by Greenville County that GTA may be required to pay to have the street paved on Arcadia Drive, which was not communicated previously. There were other permitting costs not originally communicated. A meeting with the County will take place next week.

**Resolution 2023-04 - Authorizing the Board Chair to enter into a Purchase and Sale Agreement for Real Estate Property located on Augusta Street (Presented by GTA Attorney Adam Artigliere)**

Mr. Artigliere stated that Resolution # 2023-04 is being presented to the Board for approval to negotiate a sale to the City of Greenville for properties located at 106 Augusta Street and 154 Augusta Street. There was an issue with the appraisal. However, the new appraisal was approved by the FTA. This was finalized for the sale in the amount of \$9,705,000. GTA can transfer the property to another local government entity (City of Greenville) for appraised price. Contract negotiations had stalled due to waiting on new appraisal. Talks will resume today with the attorneys representing the City with a draft of the purchase and sale agreement with the purchase price listed as well as new terms which would provide for a lease back of the properties until the new maintenance facility property can be occupied. The resolution approves the negotiations of the purchase and sale agreement by GTA attorney, Transit Director and the Board Chair moving forward with the sale based on the appraisal. Normal terms will be in the agreement between the two local entities. This will be closed by the City Attorney. Any changes during negotiations will be brought back to the Board for final approval of the sale of properties. Terms of Agreement will have \$10 lease back. Expect to move into new facility February or March 2024.

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**Mr. David Mitchell made a motion to approve Resolution # 2023-04 which would authorize and direct legal counsel for the Greenville Transit Authority and the Executive Director of the Greenville Transit Authority to negotiate the sale of Real Properties located at 106 Augusta Street and 154 Augusta Street to the City of Greenville for \$9,705,000. Under Federal law, GTA can transfer the property to another local government entity (City of Greenville) for appraised price. Mr. Stephen Astemborski seconded the motion. There is no opposition. The motion carries.**

**GTA/Staff Member Reports:**

In relation to the January 20, 2023 motion to investigate allegations made against Director James Keel, Mr. David Mitchell stated that the complaint levied against Director Keel regarding Arcadia Drive property was thoroughly investigated. The allegations against Mr. Keel were determined to be unfounded.

**Mr. David Mitchell made a motion to close the inquiry. Ms. Addy Matney seconded the motion. There is no opposition. The motion carries.**

- Mr. Mitchell met with Washington High School Alumni Association. Their pitch to the Rose Bowl was successful and they were awarded a \$20,000 grant for a statue which would be on the Greenlink Maintenance Facility site. Mr. Mitchell presented GTA/Greenlink's position on it. He thanked Board Members who participated in the process. They were awarded the \$20,000 pending raising other money towards the statue.
- Board Chair Ms. Walker Smith, Ms. Santora Bowling and Mr. Stephen Astemborski received board training from SCDOT. Chairman Smith found the training to be very helpful and encouraged other GTA members to attend.

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

**Mr. David Mitchell made a motion to adjourn. Ms. Addy Matney seconded the motion. There is no opposition. The motion carries. Meeting adjourned at 1:05 p.m.**

Prepared by: Lorrie Brown Date: 4/27/23  
Lorrie Brown, Board Secretary

Approved by: Walker C Smith Date: 4/27/23  
Walker Smith, Chair

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