



1 **GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING**

2 Greenville County Administrative Building (Committee Room)
3 301 University Ridge
4 Greenville, SC 29601

5
6 **MINUTES**

7 **October 26, 2023**

8
9 **Members Present:** Mr. Stephen Astemborski, Ms. Santora Bowling, Ms. Addy Matney (Vice Chair),
10 Mr. David Mitchell, Ms. Walker Smith (Chair), Ms. Amanda Warren (Treasurer)

11 **Absent Members:** Mr. Sean Rusnak

12 **Greenlink Staff:** James Keel (Director), Nicole McAden (Public Affairs Mgr.)

13 **Other City Staff:** Kristina Junker (Budget Administrator)

14
15 **Ms. Walker Smith, Chair, called the meeting to order at 12:30 p.m.**

16
17 **Mr. Stephen Astemborski made a motion to approve the September 28, 2023 GTA Board Meeting Minutes.**
18 **Ms. Amada Warren seconded the motion. There is no opposition. The motion carries.**

19
20 **No Public Comments related to items on the agenda.**

21
22 **Director's Report (Presented by Director James Keel):**

- 23 • Bids will be opened at 2 p.m. on November 1 for the sale of the Augusta Street property. A public Teams
24 meeting will be held to open the bid envelopes.
- 25 • Relative to later Saturday hours implementation, there are a few openings that must be filled for Fixed
26 Route.
- 27 • Relative to procurements, there is an on-call planning scope, engineering and construction management for
28 bus stop installs, bus stop amenities, and bus stop construction procurements being worked on. Construction
29 management piece should be up some time early next year. Received several proposals back on electronic
30 ticketing system which currently is a TouchPass/UMO product. The evaluation team should have a
31 recommendation for award at the next Board meeting.
- 32 • Construction Updates: Doing boring needed to put in CNG lines. Walls on maintenance building almost
33 complete. Painting inside of Admin building will soon start. Finished pouring slab for inside of maintenance
34 building. Getting ready to set fuel tanks. Sixty-foot bridge will arrive in the next two weeks. Duke Energy
35 informed staff that transformers are scheduled be delivered by the end the week. A third transformer is
36 scheduled to come in 150 days. June is the scheduled completion date. However, schedule expected to be
37 moved up since transformers came in earlier than expected.
- 38 • Ms. Matney questioned whether there was something the Board could do relative to increased pay for
39 drivers. It appears driver pay is preventing implementation of later hours which is in our TDP. Mr. Keel
40 stated that some things are in play which may help in terms of hiring drivers. The United Way has funded
41 Greenville Connects to hire a recruiter. This should help garner interest. Erin Predmore stated that with the
42 recruiter, they are considering doing a salary survey to see what the competition is being paid. The recruiter
43 will also act as a case manager and take new hires through the steps including obtaining a CDL. Targeted
44 quotas will be set each quarter. Discussion ensued regarding justifying increasing wages and recruitment.
45 Also, discussed ways to shorten the hiring process.

46
47 **Public KPI Dashboard – <https://info.greenvillesc.gov/pages/greenlink-peformance>**

48
49 **City's Monthly Financial Report for August 2023 (Presented by Budget Administrator Kristina Junker):**

- 50 • Passenger fares up 7% over this time last year. Advertising revenue is down with the elimination of external
51 bus advertising. Salaries and wages are 14% higher. Fuel costs lower than this time last year but up from
52 last month. State grants reflect 17% increase. Federal capital grants up \$4.6 million over prior year due to
53 Vehicle Maintenance facility grants.



- 54 • AR at the end of August was \$2,723,354.00. Everything received except \$235,974.00.
- 55 • AP at the end of August was \$2,865,376.56, which was paid last month.

56
57 **Action Item: GTA Invoices:**

Date	Vendor	Description	Invoice #	Amount
9-30-23	Burr & Forman, LLP	Legal counsel thru 9-30-23 re: facility relocation	1420397	60.00
9-30-23	Burr & Forman, LLP	Legal counsel thru 9-30-23 re: Proterra	1420529	570.00
10-4-23	Burr & Forman, LLP	Legal counsel re: real property disposition	1420401	2,040.00
10-12-23	City of Greenville	September operating expenses	90616	902,766.14
10-10-23	DISYS Solutions	8 wall mount phones	IN36452	520.08
9-12-23	Hall Signs	Qty: 500 6"x10" bus signs	73796	2,862.70
9-30-23	Reeves + Young	O&M construction services thru 9-30-23	APP014	2,358,842.16
9-30-23	Skanska	O&M professional services thru 9-30-23	2121803-32	27,800.00
8-10-23	Snap-on Industrial	Diagnostic tool Zeus plus in workstation	ARV/58343138	15,869.29
10-12-23	Travelers Insurance	Insurance premium-yr. 3 of crime policy renewal	8338FA176_101223	775.00
9-30-23	Wendel	Architectural services thru 9-30-23	608201-32	22,773.80
Total				\$3,334,879.17

58
59 **Mr. Stephen Astemborski made a motion to pay invoices totaling \$3,334,879.17 subject to the availability of**
60 **funds. Ms. Addy Matney seconded the motion. There is no opposition. The motion carries.**

61
62 **Resolution 2023-21 – FY24 Budget Amendment #2 (Presented by Director James Keel):** Resolution is to
63 amend the budget to authorize expenses. Total budget amendment is \$5,293,565 for A/V equipment, office
64 furniture, gym equipment, fareboxes, Gillig/CNG buses and funds to Wendel for CNG design. Purchased new
65 fare collection system during pandemic. Genfare agreed to honor pricing from 2 years ago. Office furniture
66 being purchased off state contract which has a 50% savings. CNG funding for 6 buses (4 replacements and 2
67 expansions). All local match comes out of GTA investment account from County overture.

68
69 **Ms. Addy Matney made a motion to approve and adopt the fiscal year 2023-2024 Capital budget**
70 **amendment #2 and authorize equipment purchases by way of Resolution 2023-21. Ms. Amanda Warren**
71 **seconded the motion. There is no opposition. The motion carries.**

72
73 **Resolution 2023-22 – Authorize Contract for Compressed Natural Gas Buses with Gillig (Presented by**
74 **Director James Keel):** It will take 14 months to get buses. There are two funding sources to pay for the CNG
75 buses (Low No Grant from 2023 and money from 2019 which was earmarked for through Bus Facilities Grant).
76 This resolution is for 6 buses at around \$738,000 for a total cost of \$4.4 million. Clause implements 10%
77 changeover authority.

78
79 **Mr. David Mitchell made a motion to authorize and direct the Board Chair to execute and deliver a contract**
80 **for Compressed Natural Gas Buses with Gillig by way of Resolution 2023-22. Ms. Santora Bowling**
81 **seconded the motion. There is no opposition. The motion carries.**

82
83 **Resolution 2023-23 – Authorize Renewal of Streetlevel Media Sales Contract (Presented by Public Affairs**
84 **Manager Nicole McAden):** Proposing to approve the amended contract minus wraps with Interior bus ads and
85 bus shelter ads only. The last fiscal year \$150,000 was brought in from this contract. This has gone down due to
86 no longer doing bus wraps. For the prior month, the amount brought in was \$7,500. Ads were put up for the fire
87 department. When a shelter is damaged, we replace the ad. The contract runs November 1, 2023 through
88 October 31, 2024 for the 3rd year. We have an option to continue to renew for years 4 and 5 through October
89 2026.

90
91 **Mr. David Mitchell made a motion to authorize and direct the Board Chair to execute and deliver a renewal**
92 **contract for transit advertising sales with Street Level Media by way of Resolution 2023-23. Ms. Santora**
93 **Bowling seconded the motion. There is no opposition. The motion carries.**

94

95 **GTA/Staff Member Reports:**

- 96 • Ms. Warren stated that she, Councilwoman Dowe, Kayleigh Cleek and James Keel toured the new facility.
97 Tomorrow the Mayor of Travelers Rest, two council members from Travelers Rest and the Mayor of Fountain
98 Inn will tour the facility.
- 99 • Chairman Walker touted the success of ride-alongs for Try Transit Month. A ride-along was done in Mauldin
100 and Simpsonville City, and County Council participated in addition to Board Members.
- 101 • Chairman Smith stated that there was a lot of misinformation about Greenlink during City elections. She had
102 private conversations with those involved to try and correct the misinformation. She has not seen the
103 misinformation since the conversations occurred.

104
105 **Public comments related to items not on the agenda:**

106 Mr. McFadden has a bus stop request related to Route 503: Poinsett. He stated years ago, there was a bus stop
107 across from Crestwood Drive. He stated that bus drivers have told him the biggest problem was merging over
108 onto State Park Road. Only stop is down the road by Cherrydale. He is requesting that a bus stop be put in
109 across from Mulligan Street where there is a Speedway, since there is an existing stop light. The bus stop could
110 serve the residential area and still have more space available to merge over. He used the bus stop a lot before
111 it was removed. Staff will follow-up with Mr. McFadden next month.

112
113 **Ms. Santora Bowling made a motion to adjourn. Mr. David Mitchell seconded the motion. There is no**
114 **opposition. The motion carries. Meeting adjourned.**
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Prepared by: Lorrie Brown Date: 11/16/23
Lorrie Brown, Board Secretary

Approved by: Walker Smith Date: 11/14/23
Walker Smith, Chair

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