GTA
DRIVING GREENVILLE

GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

Thursday, August 28, 2025
GTA Operations & Maintenance Facility
205 Arcadia Drive - Board & Community Room
Greenville, SC 29609

Members Present: Mr. David Mitchell, Mr. Sean Rusnak (Vice Chair), Mr. John Slipke (Treasurer), Ms. Walker Smith, Mr. Barry Strohl, Ms. Amanda Warren (Chair)
Absent Member(s): Mr. Stephen Astemborski
Greenlink Staff: James Keel (Director)

Amanda Warren, Chair, called the meeting to order at 12:35 p.m.

Pledge of Allegiance (led by Mr. Barry Strohl).

Quorum Established.

Mr. Sean Rusnak made a motion to approve the July 24, 2025, GTA Board Meeting Minutes. Mr. John Slipke 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):

- Transit Development Plan Scope of Work is out. Deadline is the end of the month for the on-call vendor.
- Introduced newly hired Transit Finance & Compliance Administrator, Dr. Kat Moreland. Dr. Moreland served as Senior Associate Director of Clemson University Parking and Transportation Services. She holds a PhD in Transportation Engineering. She has been an active leader in professional organizations such as the Transportation Association of SC (TASC). She will be instrumental in managing our capital budget, overseeing compliance and procurement and supporting strategic and grant initiatives.
- Introduced newly hired Public Engagement Manager, Andrea Gray. Ms. Gray has 20 years of experience in strategic communications, marketing and public engagement. She served as Director of Communications for St. Joseph Catholic School where she led initiatives that significantly increased digital outreach and brand recognition. She will lead our customer service program, customer outreach, marketing and oversee Title VI compliance.
- APC certification has kicked off; this will get automatic passenger counters operating on their own.
- Augusta property closing occurred August 28.
- Relative to bus stop improvements, GTA/Greenlink has been awarded $1.6 million, which is being transferred over from guide share funds which has been matched with SCDOT funds.
- On September 15, FTA Deputy Administrator, Tariq Bokari, visited with Regional Administrator, Dr. Yvette Taylor, along with city council members. They toured the new facility and the downtown bus terminal.
- Relative to later hours implementation, there are four (4) Bus Operator openings and one Customer Service Rep. opening. One CSR started Monday. A Mechanic is in the hiring process.
- There are several procurements that are ongoing. Two contracts for award being presented today.
- Triennial Review final report has been received. There were 2 deficiencies which have been addressed and closed out. There were no recurring items.

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

City's Monthly Financial Report for June 2025 (Presented by Kristina Junker):

- June statement of activities is subject to the January audit.
- Salaries, Wages and Fringe benefits are 14% higher over the prior year. Materials and supplies increased primarily due to engineering services at bus stops which were non-capitalized purchases. Temp services are lower by 5%. Federal Grants are higher by 4% due to a larger number of operating expenses. Federal capital grants are 60% lower. Total cost for new Maintenance Facility is $51,129.149 with $40,764,608 grant funded.

- Accounts Payable at 6-30-25 is $3,416,199.03. Everything has been paid or will be paid today.
- Accounts Receivable at 6-30-25 is $2,565,547.29. Balance at 8-26-25 is $77,784.24.

GTA June 2025 Board Invoices:

Date	Vendor	Description	Invoice #	Amount
6-1-25	Accufund, Inc.	Staff Software Training-PO Report, types & demographics	202509	500.00
7-3-25	Burr Forman	General Counsel/Facility Relocation	1573783	3,000.00
7-3-25	Burr Forman	General Counsel/Disposition of Real Property	1573784	2,340.00
8-6-25	Burr Forman	General Counsel thru 7-31-25	1581046	240.00
8-6-25	Burr Forman	General Counsel/ Facility Relocation	1581047	447.50
8-6-25	Burr Forman	General Counsel/ Disposition of Real Property	1581048	902.50
8-1-25	Capstone Landscape Management, LLC	Monthly Landscaping Services	103253	4,532.00
6-30-25	City of Greenville	Late June Expenses	92592	6,399.19
7-31-25	City of Greenville	July Expenses	92593	383,697.26
8-11-25	Dick Smith Ford	Ford F250 Crew Cab	513033	70,902.00
8-11-25	Dick Smith Ford	Ford F250 Regular Cab	513040	51,299.00
8-5-25	Disys	Cisco Switch	IN44158	23,721.59
6-30-25	Exult Engineering	Engineering Services for RAISE Phase NR-1; Project Management Year 1	3110	20,783.22
6-30-25	Exult Engineering	Engineering Services for RAISE Phase NR-1; Project Management Year 1	3244	25,324.10
6-30-25	McGriff Insurance	Brokerage fee	GreenTran08192025	27,000.00
8-8-25	Myers Tire Supply	Tire Changer	54141842	8,500.00
7-31-25	Nelson Nygaard	Title VI Update & Public Engagement	90681	6,486.38
8-14-25	SEFAC	Invoice for King Pin Press	17117600	5,390.00
8-6-25	TD Card Services	Magnetic Strip for Barrier Gate	08062025JK-Board	3,289.27
7-31-25	Travelers	Insurance Deductibles	664070	913.10
Total				**$645,718.11**

Mr. John Slipke made a motion to pay invoices totaling $645,718.11 subject to the availability of funds. Mr. Sean Rusnak seconded the motion. There is no opposition. The motion carries.

Resolution 2025-18 – Authorization to enter into a contract for CNG Maintenance (Presented by Director James Keel): Resolution is to enter into a contract with Piedmont Natural Gas to maintain the CNG station. Five (5) proposals received from the RFP. This is a one-year contract with 4 renewal options. The estimated cost for five years is $311,603.00.

Mr. David Mitchell made a motion to authorize and direct the Board Chair to execute and deliver a contract for CNG station maintenance with Piedmont Natural Gas Company, Inc. The total cost is $311,603.00. Mr. John Slipke seconded the motion. There is no opposition. The motion carries.

Resolution 2025-19 – Authorization to enter into a contract for Cummins Engines (Presented by Director James Keel): This resolution is for purchase of seven (7) Cummins remanufactured engines. Cummins was the lowest bidder. This resolution also repeals Resolution #2025-13 due to the company originally awarded the bid being unable to perform in line with the pricing originally estimated.

Mr. David Mitchell made a motion to authorize and direct the Board Chair to execute and deliver a contract for Cummins remanufactured engines with Cummins Inc. The cost of work is estimated at $47,815.73 per vehicle with a total cost of $334,710.11, which is budgeted in the FY-26 capital budget. Mr. Sean Rusnak seconded the motion. There is no opposition. The motion carries.

No Public Comments related to items not on the agenda.

Mr. John Slipke made a motion to adjourn. Mr. Sean Rusnak seconded the motion. There is no opposition. The motion carries. The meeting adjourned at approximately 12:47 p.m.

Prepared by: Lorrie Brown Date: 9/25/25
Lorrie Brown, Board Secretary

Approved by: Amanda Warren Date: 9/25/25
Amanda Warren, Chair