GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

Thursday, September 25, 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), Mr. Stephen Astemborski, Ms. Walker Smith, Mr. Barry Strohl, Ms. Amanda Warren (Chair)
Greenlink Staff: James Keel (Director)

Ms. Amanda Warren, Chair, called the meeting to order at 12:30 p.m.

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

Quorum Established.

Ms. Walker Smith made a motion to approve the August 28, 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):

- Received proposals from firms for 2026 Transportation Development Plan (TDP). Dr. Kat Moreland will be reaching out to board members relative to scoring.
- Recruitment is ongoing for the Safety & Training Manager position.
- Relative to Bus stop improvements, an application is being drafted in TRAMS to access this funding. Awaiting an agreement with the SCDOT.
- Next session of the Citizens Transit Academy will be October 7 and will last 6 weeks.
- GTA Budget Amendment 1 is being presented to the Board today.
- Relative to later hours implementation, there are 6 Bus Operator vacancies with 0 in the hiring process. One mechanic has been hired. There are still 2 Mechanic positions to be filled.
- Procurements are ongoing. Reviewing Bus Video Systems & Video Based Driver Behavior Monitoring. Negotiating Digital Signage.

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

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

- Passenger fares down by 3 % from the prior year. No park and ride revenue to report. Fuel has decreased from $2.82/gallon to $2.72/gallon and gas decreased from $2.59/gallon to $2.32/gallon.
- Federal Capital grants down by 97% due to less construction related expenses for the new maintenance facility.
- Accounts Payable at 7-31-25 was $476,443.25. Everything has been paid.
- Accounts Receivable at 7-31-25 was $341,986.00. Everything has been received.

GTA Board Invoices:

Date	Vendor	Description	Invoice #	Amount
8-26-25	Burr Forman	General Counsel/Facility Relocation	1586296	947.50
8-29-25	Burr Forman	General Counsel/Disposition of Real Property	1587045	5,977.50
9-1-25	Capstone Landscaping Management, LLC	Monthly Landscaping Services	103404	4,532.00
8-31-25	City of Greenville	August Expenses	92676	1,110,035.22

9-12-25	Cooper Motor Company	2025 Chevy Tahoe	21428	72,262.00
8-1-25	Exult Engineering	Engineering Services for RAISE Phase NR-1, 2 & 3; Project Management Year 1	3278	24,517.84
	Federal Transit Authority	Refund of Sale Proceeds Nissan Frontier		4,080.00
	Federal Transit Authority	Refund of Sale Proceeds Ford Ecoline		351.10
8-19-25	INEO Equans	Paratransit Software	9532700981	136,800.00
9-13-25	Ivey Communications	Camera Installation, Updates & Movements	INV-25597	4,919.99
8-27-25	Jericho Palm, Inc.	Bus Stop Infrastructure (Benches, Rails, Trash Cans, Poles)	18106	51,361.00
9-16-25	Jericho Palm, Inc.	Bus Stop Infrastructure (Trash Cans, Schedule Holders)	18110	58,305.00
9-4-25	JF Petroleum	CNG Piping Repair	325056-01	1,374.97
9-4-25	JF Petroleum	Compressor Oil	325057-01	4,835.11
8-31-25	Nelson Nygaard	Title VI Update & Public Engagement	90854	7,447.14
8-14-25	Snap-on Industrial	Shop Tools	ARV/65506529	2,268.00
8-21-25	Snap-on Industrial	Software for Shop Scan Tool	ARV/65564084	1,908.00
8-29-25	Travelers	Insurance Deductibles	665380	5,400.91
8-27-25	Young Office	Storage Cabinet for Fleet Office	231399	1,751.93
9-11-25	Young Office	Handle Pulls for Fleet Office	231698	70.00
8-31-25	Wendel	Architectural Services thru 8-31-25	608201-43	11,921.16
Total				**$1,511,066.37**

Mr. Sean Rusnak made a motion to pay invoices totaling $1,511,066.37 subject to the availability of funds. Mr. Stephen Astemborski seconded the motion. There is no opposition. The motion carries.

Bus Stop Infrastructure Preview (William Flake, Transit Projects Coordinator):
- Bus stop improvements: 1) Redesigning signage. 2) Making stops more visible. 3) Placing route maps at every stop. 4) Capability to post service notices. 5) More sleek and professional appearance. 6) Digital signage with real time updates.
- Digital signage will be at 35 of the highest traffic stops with multiple routes. Live updates will occur all day long.
- Expect to be done by the first half of 2029. Expect to have 44 stops completed by the end of the year, with 60 in the design phase. Prioritization based on population, ridership, complexity of design, etc. Large infrastructure has been planned in advance; additional shelters beyond plan are future direction. New posts planned for stops. Working on SCDOT permits for a few stops. Current work is upgrading current stops, not expanding. Working with developers for new installations as well.

Resolution 2025-20 – FY26 Budget Amendment #1 Change Order with Reeves Young (Presented by James Keel, Director):

- Budget amendment allocates $1,061,275.47 to complete additional projects with Reeves & Young Reeves at the Operations and Maintenance building associated with change order 001.
- Budget amendment also allocates $136,800.00 for the replacement of the existing paratransit software to Ecolane's "Evolution" paratransit software through the existing EQUANS contract.
- Amendment will include $1,198,075.47 of increased funding. Clean up of budget issue now ready to amend. There are17 changes, using Reeves and Young. Funding will come from the sale of the Augusta Street property. This is not the only change order. Staff will obtain pricing for a second bus wash. Paving of the gravel lot is the largest item. Flooring also needs to be installed downstairs. Vinyl doors need to be installed in front of the bus wash. Heat trays

are needed on the irrigation system. There are small and large items. Equipment needed for build out for wash bay.

Mr. Sean Rusnak made a motion through Resolution 2025-20 to approve and adopt the fiscal year 2025-2026 capital budget amendment #1 and authorize Reeves & Young facility change order and Ecolane Paratransit software. Mr. Stephen Astemborski seconded the motion. There is no opposition. The motion carries.

Resolution 2025-21 – Authorization to enter into a contract for MSS Solutions for HVAC & BMS Support (Presented by James Keel, Director): An RFP was done.

Mr. David Mitchell made a motion to authorize and direct the Board Chair to execute and deliver a contract for HVAC & Building Management Software Maintenance with MSS Solutions LLC through Resolution 2025-21. Mr. John Slipke seconded the motion. There is no opposition. The motion carries.

GTA/Staff Member Reports:

- Mr. Mitchell stated that the Washington High Alumni Association used the pavilion Saturday, September 20. He commended Thomas Harper for the great job he did in putting together the furniture in the pavilion in a short amount of time. He also thanked Lorrie Brown for her contribution.
- Relative to repairs for electric buses, staff trying to get a ship date which keeps getting pushed back. Staff went to the actual component manufacturer. Phoenix has hired a new CEO. Great potential for parts going forward. Can do cell level repairs. Have four batteries.
- Gillig buses to go into production next month.
- Mr. Slipke stated that a representative of Thomas Vehicles reached out to him. Mr. Slipke will have conference call with Thomas Vehicle representative to learn more about what they offer. Thomas Vehicle is based out of Jacksonville, Florida. Mr. Keel stated that their vehicles sell for around $500,000.

No Public Comments related to items not on the agenda.

Mr. Stephen Astemborski made a motion to adjourn. Mr. Sean Rusnak seconded the motion. There is no opposition. The motion carries. The meeting adjourned at approximately 1:00 p.m.

Prepared by: Lorrie Brown Date: 10/23/25
Lorrie Brown, Board Secretary

Approved by: Amanda Warren Date: 10/23/25
Amanda Warren, Chair