



GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

Thursday, December 18, 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)

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

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

Quorum Established.

Mr. David Mitchell made a motion to approve the November 20, 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):

- Recruiting continues for Safety and Training Manager.
- Relative to Bus Stop Upgrades, waiting on TIP transmission from SCDOT to GPATS.
- Budget amendment # 4 being presented today.
- Six Fixed Route openings and six in hiring process. Two mechanic positions open with one in hiring process. We were ready to implement later hours; however, two mechanics are currently out on extended leave. Expect to implement 30-minute service on select routes beginning in January.
- Awarded "Low No" grant. Grant work and procurement work will begin in Quarter 1 of 2026.
- Working on a couple of procurements. Engine swaps are complete for diesel buses. Radios should be installed today. Buses have new wraps and new radios.
- Transit Development plan has kicked off. First meeting to be held on Friday, January 30.
- Two electric buses arrived and are parked in maintenance.
- Concrete pad for the monument was poured yesterday. Mounting will take place next year.
- Fleet is in state of good repair. Engine swaps are complete. Radios installs taking place today. New wraps of buses have taken place. Still need to replace cameras.

City's Monthly Financial Report for October 2025 (Presented by City Budget Administrator Kristina Junker):

- Passenger fares reflect 2% decrease from the prior year.
- Salaries, wages and fringe benefits are 19% higher than prior year.
- Fuel reflects a 3% decrease.
- Temporary personnel costs are down 21%.
- Federal Operating grants are higher by 20% due to higher percentage of reimbursable operating expenses.
- Federal Capital grants reflect 89% decrease due to not having constructions costs.
- Accounts Receivable at end of October is \$997,156.96. Everything has been received except \$14,744.96.
- Accounts Payable at end of October is \$1,227,551.93. Everything has been paid.

GTA Board Invoices (Presented by City Budget Administrator Kristina Junker):

Date	Vendor	Description	Invoice #	Amount
11-24-25	AmeriTran dba Transit Resource Center	Two Bus Inspections	11210	1,000.00
11-1-25	Astrodyne Corporation	10 Proterra Converters	69928	37,270.00

11-1-25	Astrodyne Corporation	10 Proterra Converters Tariffs	70730	16,792.30
11-26-25	Brasco International	11 Bus Shelters & 8 Solstops	50597	198,300.00
10-31-25	Burr Forman	General Counsel/Facility Relocation through 10-30-25	1606227	2,895.00
12-1-25	Capstone Landscape Management LLC	Monthly Landscaping Services	103904	4,532.00
11-26-25	Cintas	Sprinkler Fire Pump Inspection	OF51633777	825.00
11-26-25	Cintas	Backflow Inspection	OF51633818	400.00
11-26-25	Cintas	Sprinkler System Wet Type Inspection	OF51633766	713.50
11-26-25	Cintas	Alarm System Inspection	OF51633852	2,192.50
11-30-25	City of Greenville	November Expenses	92917	740,030.49
11-1-25	Exult Engineering	Engineering Services for RAISE Phase N R-1,2 & 3; Project Management Year 1, Bus Stop Design Phase NR 1-3	3380	35,393.16
11-1-25	Exult Engineering	Engineering Services for RAISE Phase N R-1,2 & 3; Project Management Year 1, Bus Stop Design Phase NR 1-3	3404	12,854.65
11-27-25	Gillig	Low Floor Electric Bus	77813	1,212,560.00
11-27-25	Gillig	Low Floor Electric Bus	77814	1,212,560.00
11-16-25	National Power	Generator Maintenance Agreement-Change Oil/Filter	PSI-0098011	1,850.00
10-31-25	Nelson Nygaard	Title VI Update & Public Engagement	91333	5,504.64
11-21-25	Parks Ford	2026 Ford-350	13102	57,600.90
11-20-25	Piedmont Natural Gas	CNG Station Maintenance-40-hr Inspection Service	41837-949	950.00
11-24-25	Piedmont Natural Gas	Callout Service-Replacement of part (part under warranty)	41837-953	692.76
12-11-25	SCDMV	License Plate for Gillig BEB Bus	SCDMV12202 5-1	17.00
12-11-25	SCDMV	License Plate for Gillig BEB Bus	SCDMV12202 5-2	17.00
12-11-25	SCDMV	License Plate for Gillig BEB Bus	SCDMV12202 5-3	17.00
12-11-25	SCDMV	License Plate for Gillig BEB Bus	SCDMV12202 5-4	17.00
12-11-25	SCDMV	License Plate for Gillig BEB Bus	SCDMV12202 5-5	17.00
11-10-25	Sportworks Global LLC	3 Bike Racks	162142	7,641.27
11-11-25	Temple Inc.	Transit Signal Priority Equipment for 27 Buses	INV0272949	120,204.00
11-26-25	Travelers	Insurance Deductibles	667999	546.00
11-24-25	Turbo Images	Decals & Graphics Installed on Buses	134586	17,841.00
11-28-25	WSP USA, Inc.	Bus Stop Design Guidelines	40278646-02	30,031.94
Total				\$3,721,266.11

Mr. Sean Rusnak made a motion to pay invoices totaling \$3,721.266.11 subject to the availability of funds.
Mr. John Slipke seconded the motion. There is no opposition. The motion carries.

Action Item: Resolution 2025-25 – Adoption of the 2025 Title VI Plan (Presented by Public Engagement Manager Andrea Gray):

- There was an update to the plan where Vietnamese was added as part of Safe Harbor provision used by the Department of Transportation where vital documents are translated into languages with LEP populations constituting 5% of the population or 1,000 people. The addition of Vietnamese was based on data taken from the census. All route maps and signage have been updated to include English, Spanish and Vietnamese.
- CSRs have been instructed on how to use Language Line. We now have a CSR who speaks Spanish. Signs on buses are in the process of being updated. Relative to this change, no public comment was received.

Mr. David Mitchell made a motion to adopt the 2025 Title VI Plan Update through Resolution # 2025-25.

Mr. Sean Rusnak seconded the motion. There is no opposition. The motion carries.

Action Item: Resolution 2025-26 – FY26 Budget Amendment #4 & Authorization for Purchase of CNG Spare Parts and Toolboxes (Presented by Transit Finance and Compliance Administrator Katerina Moreland):

Resolution 2025-26 will allow the purchase of CNG spare parts. PNG recently serviced the CNG station, and these are the spare parts they recommended to be purchased. In addition to this, Snap-on toolboxes which have a lifetime warranty were added. This will be paid for from proceeds from the sale of the Augusta Street Property. The total amount is \$210,707.57

Mr. David Mitchell made a motion to approve and adopt the fiscal year 2025-26 Capital Budget Amendment #4 and authorize expenses related to the CNG fueling station spare parts and purchase of toolboxes. Ms. Walker Smith seconded the motion. There is no opposition. The motion carries.

Presentation of Board of Directors Slate of Officers (Presented by Mr. David Mitchell, GTA Nominating Committee Chair):

Slate of Officers:

- Mr. Sean Rusnak (Chair),
- Mr. John Slipke (Vice Chair)
- Ms. Amanda Warren (Treasurer).

Note: A vote will be taken at the Annual meeting in January.

GTA/Staff Member Reports:

- Mr. Keel stated that the Holiday bus compete with lights is now running.
- Amanda Warren, Chair, stated that she and Erin Predmore from Greenville Connects tag teamed on two presentations. One was current Leadership Greenville class, and the other was OLLI Seniors Leader Class. She thanked Ms. Predmore for her advocacy for the public transit system.
- The next Board meeting is January 23, 2026, at 11:00 a.m. where invoices will be approved. Annual Meeting to follow.

No Public Comments related to items not on the agenda:

Mr. David Mitchell made a motion to adjourn. Mr. John Slipke seconded the motion. There is no opposition. The motion carries. The meeting was adjourned.

Prepared by: Lois Brown
Lois Brown, Board Secretary

Date: 2/13/26

Approved by: Amanda Warren
Amanda Warren, Chair

Date: 1/23/26