



GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

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

**MINUTES
 May 25, 2023**

- Members Present:** Ms. Santora Bowling, Ms. Addy Matney (Vice Chair), Mr. David Mitchell, Ms. Walker Smith (Chair), Ms. Amanda Warren (Treasurer)
- Absent Members:** Mr. Stephen Astemborski, Mr. Sean Rusnak
- Greenlink Staff:** James Keel (Director), Jasmin Curtis (Transit Safety Mgr.), Nicole McAden (Public Affairs Mgr.)
- Other City Staff:** Tammy Seel (Financial Analyst)

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

Quorum established.

Ms. Amanda Warren made a motion to approve the April 27, 2023 GTA Board Meeting Minutes. Ms. Addy Matney 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):

- Still awaiting an announcement on two congressional directed spending requests, (5339(b/c) and RAISE. Expect answers for these opportunities by July 1.
- Sale of Augusta St. property going as planned. Expect to close on June 20.
- County budget includes \$3 million line item for GTA in FY24 and \$3.5 million in FY25.
- ITS implementation underway. Mini pilot is up and working well.
- Five drivers are in the hiring process, 1 additional interview is scheduled, and 1 referral has been received.
- Seven transit planner applicants. Five interviewed and two on short list.
- Pictures of progress for new operations and maintenance facility reviewed. Have roof decking on building, exterior studs going up, and electrical contractors running conduits.

Public KPI Dashboard – <https://info.greenville.org/pages/greenlink-peformance>

City’s Monthly Financial Report for March 2023 (Presented by Financial Analyst Tammy Seel):

- Revenue continues to increase over last year. Passenger fares is \$68,608 higher than last year.
- Salaries and fringes up 17%. Fuel costs 39% higher, but the price if diesel is still coming down.
- Federal grant revenue significantly higher and reflects over \$6 million in grant draws related to maintenance facility costs. YTD cost on this project is \$10,291,928.
- Accounts Receivables at 3-31-23 was \$2,435,448.06. Total receipts balance at 5/15/23 was \$57,156.16.
- Accounts Payable at 3/31/23 was \$3,196,459.98. Everything paid except for money owed to the FTA.

Action Item: GTA Invoices:

Date	Vendor	Description	Invoice #	Amount
5/22/23	AOS Specialty Contractors	Architectural services-bus stops/shelters	App #5 (final)	40,883.00
5/19/23	APTA (American Public transportation Assoc)	Membership dues for FY24 (7-1-23 – 6-30-24)	408005	18,000.00
5/3/23	Burr & Forman	Legal Contract/General counsel	1386211	3,590.00
5/2/23	Burr & Forman	Legal Contract/Property disposition	1386213	4,080.00
5/2/23	Burr & Forman	Legal Contract/Facility relocation	1386212	502.50
4/30/23	City of Greenville	April expenses	90117	623,748.60

5/22/23	INEO Systrans USA, Inc.	ITS System	9532700026	118,485.38
5/12/23	Michael Conda	UMO refund	MC51223	4.50
4/26/23	Mobile Communications	Vehicle Equipment/Perimeter lighting w install	283001477-1	2,460.00
4/26/23	Mobile Communications	Vehicle Equipment/Perimeter lighting w install	283001465-2	784.00
4/26/23	Mobile Communications	Vehicle Equipment/Perimeter lighting w install	283001476-1	2,445.00
4/26/23	Mobile Communications	Vehicle Equipment/Perimeter lighting w install	283001475-1	784.00
4/30/23	Reeves Young	O&M construction services thru 4-30-23	009	2,468,813.70
4/30/23	Skanska	O&M professional services thru April 2023	2121803-27	35,955.55
4/25/23	Springfield Baptist Church	Men's Day Journal Advertisement	Springfield042523	250.00
4/16/23	TD Card – J. Curtis	Misc. shop tools (Amazon)	592023JC-1	1,603.39
4/28/23	Travelers Collections	Insurance deductibles	627479	9,942.46
4/28/23	Travelers Collections	Insurance deductibles	629985	3,594.43
4/30/23	Wendel	Architectural services thru 4-30-23	608201	39,446.87
5/4/23	Young Office	7" room scheduling panels w/light bars O&M Bldg.	214825	6,933.72
TBD	Federal transit Authority	Federal portion of sale proceeds* placeholder	TBD	12,800.00
Total				\$3,395,107.10

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Ms. Addy Matney made a motion to pay invoices totaling \$3,395,107.10 subject to the availability of funds. Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.

Resolution 2023-06 – FY24 Budget Amendment #6 (Presented by Director James Keel): There are multiple components associated with this. First is Reeves + Young Guaranteed Maximum Price component #3. Total appropriation increase is \$,9836,864. Funds coming from SCDOT funds which were transferred over to GTA. Second piece is project management services with Skanska with increase of \$316,946. Next piece is Equans ITS additional features for \$136,490. Lastly, Transit App cost of \$9,600 to provide mobile bus tracking service. The total budget increase is \$10,299,900.

Ms. Amanda Warren made a motion to approve resolution # 2023-06 to adopt the fiscal Year 2022-2023 Capital budget # 6. Ms. Addy Matney seconded the motion. There is no opposition. The motion carries.

Resolution 2023-07 – Authorize Guaranteed Maximum Price Component #3 with Reeves + Young (Presented by Director James Keel): GMP total is \$10,500,000. This will extend out to 80% of project.

Ms. Addy Matney made a motion to approve resolution # 2023-07 to authorize and direct the Board Chair to execute and deliver guaranteed maximum price (GMP) component #3 with Reeves + Young. Ms. Amana Warren seconded the motion. There is no opposition. The motion carries.

Resolution 2023-08 – Authorize Change Order to Extend Contract with Skanska USA (Presented by Director James Keel): Contract expires at the end of the month. Resolution will extend contract through July 2024.

Mr. David Mitchell made a motion to approve resolution # 2023-08 to authorize and direct the Board Chair to execute and deliver a change order with Skanska USA. Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.

Resolution 2023-09 – Authorize a Contract with Quebec Inc/Transit App – (Presented by Director James Keel): This is for the Transit app which will replace the FindGreenlink app for live bus tracking. Annual cost is \$9,600 with a 5% increase per year.

Mr. David Mitchell made a motion to approve resolution # 2023-09 to authorize and direct the Board Chair to executive and deliver a contract with Quebec Inc (DBA Transit). Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.

Resolution 2023-10 – Authorize Contract Extension with Cubic – (Presented by Public Affairs Manager Nicole McAden): This would extend the contract with Umo by one year (thru July 5, 2024). Original contract was with Delerrok, who was acquired by Cubic. Original contract was for five years.

88 **Ms. Addy Matney made a motion to approve resolution # 2023-10 to authorize and direct the Board Chair**
89 **to execute and deliver an amendment (#1) renewing the contract for electronic ticketing service with Cubic**
90 **Inc. Mr. David Mitchell seconded the motion. There is no opposition. The motion carries.**

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92 **Resolution 2023-11 – Authorize Change Order with Equans – (Presented by Director James Keel):** This is
93 for interactive voice response (IVR) and SMS messaging. Additionally, Greenlink can exercise option to stream
94 real-time video using the in-bus infotainment system to deter bad behavior on buses. Change order is for
95 \$136,490 and covers 5 years.

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97 **Mr. David Mitchell made a motion to approve resolution # 2023-11 to authorize and direct the Board Chair**
98 **to execute and deliver a change order with INEO Systrans USA, Inc. (EQUANS). Ms. Santora Bowling**
99 **seconded the motion. There is no opposition. The motion carries.**

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101 **Discussion of Mauldin and Simpsonville Contributions for Service in their Municipalities – (Presented by**
102 **Director James Keel):**

- 103 • The Mauldin urbanized area line runs across I-85. This has a different pot of money and cannot be
104 blended with Greenville's service area. Rt. 14 was originally the Mauldin/Simpsonville Route, and it ran
105 down Laurens Road into Simpsonville and was a 2-hour route. During this time there was STMF money
106 which served as the local match, bearing 50% of operating expenses required to operate the route. There
107 were no contributions for this route by either Mauldin or Simpsonville. The State, Greenville City and
108 County are currently paying for this service. Costs increased over time; however, Mauldin and Simpsonville
109 still do not contribute. The argument has come up as to why the City of Greenville should be paying for
110 service for Mauldin and Simpsonville. Need to determine appropriate costs for service for cities of Mauldin
111 and Simpsonville. Letters will be sent informing Mauldin and Simpsonville that if they are not interested in
112 providing funds for routes in their area that the service would go away in FY25. Staff needs to get a
113 model with forecast and test before providing cost for existing service and for enhanced service to Mauldin
114 and Simpsonville. Will do cost projections before sending letters.
- 115 • GTA has been approached by the City of Fountain Inn, who is interested in transit service. They question
116 why they would not benefit from SMTF money. Conversations have also taken place with Greer regarding
117 transit service, but Greer falls in the Greenville urbanized area and there is no additional federal money in
118 the Greenville urbanized area that Greer would benefit from. Staff provided total cost for service to
119 Greer but cannot forecast where revenue will come from. If and municipality provides money for service,
120 then their municipality could have board representation.

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122 **Important Updates (GTA Board/Staff):**

- 123 • GTA 50th anniversary is next year.
- 124 • Ms. McAden said SCDOT training will be held Thursday, June 29 in Columbia. Early bird registration for
125 the July APTA Board Member Conference closes tomorrow.
- 126 • Ms. Matney and Mr. Keel were part of the selection process for the selection of an artist for the
127 Washington High School Monument on the new maintenance facility site. The Alumni Association for
128 Washington High School has raised \$50,000, and they hope to raise a total \$150,000. The artist selected
129 is Frederick Hightower.

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131 **No public comments related to items not on the agenda.**

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133 **Mr. David Mitchell made a motion to adjourn. Ms. Addy Matney seconded the motion. There is no**
134 **opposition. The motion carries. Meeting adjourned at approximately 12:38 p.m.**

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Prepared by: *Lorrie Brown* Date: 6/22/23
Lorrie Brown, Board Secretary
Approved by: *Walker Smith* Date: 6/22/23
Walker Smith, Chair

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