



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

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

5 **MINUTES**  
6 **August 24, 2023**

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

12 **Absent Members:** Mr. Stephen Astemborski

13 **Greenlink Staff:** James Keel (Director), Kayleigh Cleek (Transit Planning Mgr.), Nicole McAden (Public Affairs  
14 Mgr.)

15 **Other City Staff:** Karen Crawford (OMB Deputy Director), Kristina Junker (Budget Administrator)

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

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20 **Ms. Santora Bowling made a motion to approve the July 27, 2023 GTA Board Meeting Minutes.**  
21 **Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.**

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23 **No Public Comments related to items on the agenda.**

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

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- 27 • Still hiring to fill vacancies.
  - 28 • Planning position posted as Transit Projects and Planning Coordinator.
  - 29 • Construction update given on new maintenance facility. Dry wall going in, caulking around windows, skylights  
30 being built in, prep work on parking lot to get it ready for first layer of asphalt and stairs in maintenance  
31 building have been constructed. Trenching for battery electric bus chargers is in progress. Curbs will be  
32 going in. In process of pouring more concrete around bus lifts. Ivey Communications is on site putting in  
33 network cabling. HVAC is in and plumbing work is wrapping up. Storm water ponds are being maintained.  
34 Construction is on schedule.

35 **[Public KPI Dashboard – https://info.greenvillesc.gov/pages/greenlink-peformance](https://info.greenvillesc.gov/pages/greenlink-peformance)**

36  
37 **City's Monthly Financial Report for June 2023 (Presented by Budget Administrator Kristina Junker):**

- 38
- 39 • This report closes out the 2023 fiscal year. Financial statements are unaudited.
  - 40 • Passenger fares revenue increased by 17% over prior year. Advertising revenue increased by 30%.  
41 Salaries, Wages and Fringe benefits increased by 14%. Fuel costs remain higher than prior year by 12%.  
42 Unleaded gasoline decreased from \$3.61 in June 2022 to \$2.46 in June 2023 and diesel cost-per-gallon  
43 decreased from \$4.65 to \$2.75 for the same period. Services costs are higher related to professional  
44 services for grant applications and additional legal fees. Temporary services up 34%. Maintenance facility  
45 expenses for FY 2023 thru June total \$14,749,007. Grant draws for the year were \$12,903,869 for  
46 construction expense. Total costs incurred for the project since inception are \$17,573,767.64.
  - 47 • A/P at end of June was \$3,831,608.52. Everything has been paid except what is owed to the FTA.
  - 48 • A/R at end of June was \$2,667,795.79. As of 8/21/23, everything received except for \$50,991.48.

49 **Action Item: GTA Invoices:**

Date	Vendor	Description	Invoice #	Amount
7-1-23	Accufund	Annual support/maintenance software	20231483	5,263.75
8-8-23	B&H Photo	Dell 34" curbed LCD Monitors	215607686	1,273.94
8-3-23	Burr & Forman, LLP	Legal Svs/General Counsel	1406070	1,473.00

8-1-23	Burr & Forman, LLP	Legal Services/Disposition of Real Property	1406071	112.50
8-3-23	Burr & Forman, LLP	Legal Services /Disposition of Real Property	1406072	5,175.00
8-15-23	City of Greenville	July Expenses	90421	401,489.04
8-16-23	D&B Glass Inc.	¼ tempered glass for Bus Shelter	201163	950.00
7-31-23	DISYS	IT expenses for O&M Facility	IN35583	5,393.96
8-16-23	MCA	48" vehicle light bar with install	283001611-1	1,610.00
8-10-23	Palmetto State Appraisal	Appraisal review for 106/154 Augusta	2023-023	350.00
7-31-23	Quebec Inc dba Transit	12 months subscription Transit Royale	1269	9,600.00
7-31-23	Reeves Young	O&M construction Services thru 7-31-23	APP#012	2,400,038.03
7-31-23	Skanska	O&M professional Services thru 7-31-23	2121803-30	11,861.78
7-1-23	Snap-on	Shop Tools: 6 pc ¼" socket set	ARV	174.64
7-1-23	Snap-on	Shop Tools: 6 pc ¼" socket set	ARV	174.64
7-1-23	Snap-on	Shop Tools: 6 pc ¼" socket set	ARV	174.64
7-3-23	Snap-on	Shop Tools: 8 – 12pc ½" impact drive	ARV	2,967.52
7-11-23	Snap-on	Shop Tools: 12 pc ¼" impact drive	ARV	2,518.88
7-31-23	Traveler's Insurance	Deductible	8C717108-810	993.07
7-31-23	Traveler's Insurance	Deductible	25964335-810	5,190.75
8-8-23	TD Card/James Keel	Greenville Chamber (Travel Walker Smith)	882023JK-2	1,995.00
7-31-23	Wendell	Architectural Services thru 7-31-23	608201-30	29,249.56
<b>Total</b>				<b>\$2,888,029.70</b>

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51 **Ms. Addy Matney made a motion to pay invoices totaling \$2,888.029.70 subject to the availability of funds.**  
52 **Ms. Amanda Warren seconded the motion. There is no opposition. The motion carries.**

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

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56 **Discussion of GTA Board Meeting Location (Presented by Public Affairs Manager Nicole McAden):** There is a  
57 monthly scheduled meeting (Construction Board of Appeals) in County Committee Room that meets at 2 p.m. on  
58 the same day that the GTA Board meets, which requires the GTA meetings to have a hard stop at 1:30 p.m. The  
59 meeting was cancelled this month. When they meet, the GTA Board meeting is limited to one hour. Staff seeks  
60 input from the Board as to whether a change needs to occur. Unity Park Welcome Center will have space  
61 available for standing dates and time the GTA Board meets starting in November 2023. The Board asked staff  
62 to contact the County regarding moving the meeting up to 11:30 a.m.  
63 Karen Crawford stated that parking is an issue with meeting at Unity Park.

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65 **Mr. David Mitchell made a motion to enter Executive session pursuant to (S.C. Code §30-4-70) to discuss**  
66 **sale of property with GTA Board Attorney, Adam Artigliere, presiding. Ms. Santora Bowling seconded the**  
67 **motion. There is no opposition. The motion carries.**

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69 **Mr. David Mitchell made a motion to exit Executive session. No action was taken. Ms. Addy Matney**  
70 **seconded the motion. There is no opposition. The motion carries.**

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72 **No actions were taken during Executive session.**

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74 **Mr. David Mitchell made a motion to adjourn. Ms. Santora Bowling seconded the motion. There is no**  
75 **opposition. The motion carries. Meeting adjourned.**

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Prepared by: Loerie Brown Date: 9/28/23  
Loerie Brown, Board Secretary  
Approved by: Walker Smith Date: 9/28/23  
Walker Smith, Chair