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GREENVILLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

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

MINUTES

October 28, 2021

Members Present: Mr. Scott Craig (Treasurer), Ms. Addy Matney, Mr. David Mitchell, Mr. Dick O’Neill (Board Chair), Ms. Amanda Warren (Vice Chair)
Absent Members: Mr. Stephen Astemborski, Ms. Walker Smith
Greenlink Staff: Jasmin Curtis (Operations and Safety Mgr.), James Keel (Director), Nicole McAden (Marketing and Public Affairs Manager), Liston Mehserle (Transit Planner), Kayleigh Sullivan (Transit Planning Manager)
Other City Staff: Karen Crawford (Deputy Director of OMB), Kristina Junker (Budget Administrator)
Government Officials: Dorothy Dowe (City Council), Paul Shewmaker (Simpsonville Mayor)

Mr. Dick O’Neill, Board Chair, called the meeting to order at approximately 12:30 p.m.

Quorum established by roll call.

Mr. David Mitchell made a motion to approve the September 23, 2021 GTA Board Meeting Minutes. Mr. Scott Craig seconded the motion. There is no opposition. The motion carries.

No Public Comments related to items on the agenda.

Introduction of, AmeriCorps member, Shavonna Glenn.

Director’s Report (Presented by James Keel, Transit Director):

- Eleven openings with 8 in hiring process. If filled, 3 openings remain. Two drivers on FMLA.
- Design drawings underway at 60%. Contract for the construction firm is on agenda today.
- Bus wash procurement is open for responses. Awarded contract to purchase fuel tanks for new facility. Scoping ITS System, new order for Diesel/CNG buses, second round of bus stop installations. Vehicle lifts and fuel tanks on today’s agenda for budget amendment. Working on scope for new Proterra buses.
- 15 bus stops in the City are nearing completion of amenity upgrades – adding shelters, benches, trashcans, and ADA compliant pads.
- Operation Manager interviews will begin in November.
- Two Greenlink trolleys in parade. Holiday Bus being scheduled on different routes. Staff is looking for a sponsor for Holiday Bus in order to offer free rides on this bus. No Christmas cards will be sent from the Board.

Discussion: Greenlink Social Media and City of Greenville Strategy:

City is now not recommending deleting Greenlink twitter account. LinkedIn will also remain and will become the main channel for original content.



50 **Action item: Resolution 2021-29: Authorize and Contract with Reeve Young for Construction**
51 **Management:**

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54 **Ms. Addy Matney made a motion to authorize and direct the Board Chair to execute and deliver a**
55 **contract for construction management as constructor services with Reeves Young for \$60,000 for the pre-**
56 **construction services phase; \$65,000 per month for general conditions/construction phase; and a profit &**
57 **home corporate office overhead rate of 2.85%. Ms. Amanda Warren seconded the motion. There is no**
58 **opposition. The motion carries.**

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60 **Action item: Resolution 2021-30: FY22 Budget Amendment #1:**

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62 **Mr. Scott Craig made a motion to approve and adopt the fiscal year 2021-2022 Capital Budget**
63 **amendment # 1 and authorize a purchase of necessary equipment for the new GTA Operations &**
64 **Maintenance Facility. This amendment includes \$60,000 for preconstruction services and \$1,040,000 for**
65 **the construction phase, assuming a 16-month timeframe, totaling \$1,100,000. This proposed budget**
66 **amendment allocates \$1,966,437 in funding to procure Construction Management Services, Bus Lifts, and**
67 **Fuel Tanks. Funding is available from the FY-18 5339b competitive grant, the CARES Act, and local**
68 **funding is available from the City of Greenville match and the in-kind property donation from**
69 **Greenville County. Ms. Addy Matney seconded the motion. There is no opposition. The motion carries.**

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71 **No staff updates.**

72
73 Chairman O'Neill stated GPATS has a resolution for the new Woodruff Road Parallel project. A new lane
74 will be added to I-85 in the future.

75
76 **Bus Stop Improvements:**

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78 Solstop two-seater bench has been installed in Nicholtown area. There is a button which lights the whole area.
79 All shelters not in service will be relocated. Bus route changes were a result of the COA in 2019. Most
80 shelters have solar lights. In order to highlight these changes, a video entitled "Move that Bus" will be filmed.
81 Schedule holders will be put in shelters in the future. Staff looking at generic schedules with time points.

82
83 **Mr. David Mitchell made a motion to adjourn. Ms. Amanda Warren seconded the motion. There is no**
84 **opposition. The motion carries. The meeting adjourned at 1:04 p.m.**

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Prepared by: Lorrie Brown Date: 11/18/21
Lorrie Brown, Board Secretary

Approved by: Richard O'Neill Date: 11/18/21
Richard O'Neill, Board Chair

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