

**THE COAST-WACCAMAW RTA  
BOARD MEETING  
May 29, 2013  
12:00 p.m.**

**Board Present:** Ivory Wilson, Chair  
Bernard Silverman  
Lillie Jean Johnson  
Joseph Lazzara (via conference)  
Nicholas Twigg  
Covia Stanley, MD  
Gary Loftus  
Katharine D'Angelo

**Staff Present:** Myers Rollins, General Manager  
John Glover, Transportation & Service Planning Manager  
Julie Norton-Dew, DGM of Finance & Administration – CFO  
Yvette Jefferson, Director of Marketing and Community Relations  
Joe Ponticello, Director of Internal Controls  
Barbara Blain-Olds, Staff Attorney  
Kevin Parks, Grants and Procurement Manager  
Cathy Hennessy, Staff Accountant  
Rick Carroll, Street Supervisor  
Lynette Nobles, Executive Assistant  
Doug Herriott, Transportation Manager  
Ericka Hill, Business Development Specialist

**Also Present:** Pam Creech, Citizens Advisory Committee Chair  
Harold Stowe, Chairman: Transportation Task Force  
Bobby Lamb, Coast Rider

*In accordance with the Freedom of Information Act (FOIA), notices of the meeting were provided to the press, stating the time, date, and place of the meeting on Friday, May 24, 2013.*

**CALL TO ORDER:** Chairman Wilson called the meeting to order at 12:00 p.m.

**INVOCATION/PLEDGE OF ALLEGIANCE:** Dr. Covia Stanley gave the invocation. The Pledge of Allegiance was recited.

**ANNOUNCEMENT OF QUORUM/ROLL CALL:** Roll call was taken. A quorum was present.

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**ACKNOWLEDGMENT OF VISITORS:**

Harold Stowe, Chairman: Transportation Task Force  
Bobby Lamb, Coast Rider

Mr. Rollins introduced Mr. Harold Stowe, who has agreed to take on the “mammoth challenge” of laying out a growth strategy for Coast RTA. Mr. Stowe thanked Mr. Rollins for the kind introduction, and commented that he looked forward to the opportunity to work with Coast RTA on the project. Mr. Loftus made some positive comments as well, and Chairman Wilson thanked Mr. Stowe as well for his contribution.

**PUBLIC COMMENT:** (none)

**EMPLOYEE RECOGNITION:** (none)

**APPROVAL OF MINUTES:** It was properly moved and seconded that the minutes from the previous meeting of April 24, 2013 and the special called meeting on May 14, 2013 be approved. There being no questions, a voice vote was taken. No nays being heard, the motion carried.

**CITIZENS ADVISORY COMMITTEE:** Ms. Pam Creech represented the Citizens Advisory Committee. Ms. Creech reported that she has given Yvette Jefferson a list of names that she would like to have added to the Committee of 30, noting that a lot of these people already have compiled statistics that can be used, so a duplication of effort is not necessary. Ms. Creech has heard a lot of talk about there being no routes in some areas, but it was good to hear that there were no “critical” concerns voiced, other than the lack of routes, especially in North Myrtle Beach. Residents are finding that alternative transportation due to lack of bus routes is proving to be costly, time consuming, and frustrating. Ms. Creech is encouraged that the Committee will soon meet with the right people from North Myrtle Beach, who can help move this initiative along. The Ad Hoc Committee members will be Pam Creech, Bo Ives, and Don Neptune. The next Citizens Advisory Committee will be June 6 at 10:00 a.m. There was discussion about the Committee representative from North Myrtle Beach, and Ms. D’Angelo advised that she has been working to get someone from the Barefoot area to represent NMB on the Committee. Some of County Council has also expressed interest in the CAC. Chairman Wilson thanked Ms. Creech for her work in the community and increased ridership as a result of their hard work.

**MASS TRANSIT PRESENTATION:** CEO Rollins reported that plan was to share the inner workings of fare collections, but in the interest of time, would like to defer this presentation to the June Board meeting.

**APPROVAL OF RESOLUTIONS:**

Lynette Nobles read the following resolutions into the record:

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**Res. MAY2013-19: Authorization to Award Contract to Cintas Corporation to Service and Furnish Bus Operator, Dispatch, and Maintenance Uniforms** – A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to execute a contract with Cintas Corporation for furnishing and servicing bus operator, dispatch, and maintenance employee uniforms for a two (2) year term with options to renew for a period up to three (3) additional years, not to exceed five (5) years.

**Res. MAY2013-20: Approval of Revisions to Procurement Policy** – A motion of the Board of the Waccamaw Regional Transportation Authority to revise the Procurement Policy detailing the use of Disadvantaged Business Enterprises and Requisition / Purchase Order procedures.

**Res. MAY2013-21. Authorization to Commission the Horry-Georgetown County Task Force** – A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to commission an Horry-Georgetown County Transportation Task Force to work to identify both short and long-term transit enhancement solutions for Horry and Georgetown counties.

It was properly moved and seconded that each of the above resolutions be approved. There being no further questions, a voice vote was taken. No nays being heard, the resolutions carried.

#### **MONTHLY REPORTS:**

**Finance and Procurement:** Mr. Lazzara reported that the committee met that morning with the Board and discussed the financial report with Ms. Norton-Dew. Ms. Norton-Dew continued the report, and advised that Coast RTA is currently under budget YTD by \$130K. Currently establishing a Website Committee that will be responsible for keeping the website up to date and in good working order. A maintenance report will now be provided on a monthly basis. Version 4 of the budget was distributed this morning and will be put on the website for 30 days for comment. The final budget will be presented in the June Board meeting. Also, due to the length of the budget presentation next month, the Committee meetings will be backed up to 8:30 a.m., instead of 9:00 a.m. The meetings may not be held at this building due to renovations, but members will be contacted as to meeting location.

**Planning and Operations Committees:** Ms. Lille Jean Johnson reported. The Coastal Carolina service overview has been deferred to the June Board meeting. The Myrtle Beach Airport Shuttle kickoff will be Saturday, with the ribbon cutting on June 3. There was also discussion about emergency services, e.g., natural disasters, etc., there was discussion about the various municipalities, along with Horry County, pooling their resources to help cover Coast RTA's expenses in the event of natural disasters.

**Planning:** Professor Twigg noted that there are some exciting things going on and deferred to Mr. Rollins to report further. Mr. Rollins reported the following:

1. Provided the Board with a comprehensive update on progress with regards to installing shelters;
2. Reminded that there will be a public hearing to discuss the impact of the elimination of the CCU routes. This hearing will be at 5:00 p.m. on Monday, June 3;

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3. Shared updated information on the intra-modal transit center project feasibility study, including the Gantt chart and timeline;
4. Discussed the work that will be performed by the new Transportation Task Force; and
5. An update on the Safety and Customer First program.

**Bylaws:** (none)

**General Manager:** Mr. Rollins advised that he had no additional report to the Committee report just provided.

**OLD BUSINESS:** Mr. Silverman commented that he is very impressed with staff's hard work, and the Task Force with Mr. Stowe is an exciting beginning. Mr. Silverman stated that the good ideas are finally coming to fruition, and everything is moving in a great direction. Dr. Stanley also commented that he was very impressed with the staff and Board.

**NEW BUSINESS:** The Chairman reported that Ms. Johnson has been appointed Chairman of the Operations Committee. The Chairman asked Mr. Loftus if he would consider Chairing the Fund Development Ad Hoc Committee. Mr. Rollins interjected by stating that he proposed this to Mr. Wilson as a means to develop new funding and new revenue streams. Mr. Loftus stated that he needed to do some research to ensure that he had no conflicts of interest prior to accepting the Chairman position. Ms. Julie Norton-Dew will be the staff liaison to support the Fund Development Ad Hoc Committee.

**Vice-Chair Nominations:** The Vice-Chair nominations are made in May, and the election is held in June. Ms. Blain-Olds distributed paper ballots; however, Ms. D'Angelo made a voice nomination for Mr. Joseph Lazzara, and Mr. Lazzara accepted the nomination. The Chairman reminded the Board that the Chairman is not elected, but rather the elected Vice-Chairman serves under the present Chairman for a period of two years and then automatically becomes Chairman after that period is complete. Mr. Loftus nominated Mr. Mickey James, who had verbally accepted the nomination when Mr. Loftus asked him about it. The gavel passes to the current Vice-Chairman, Mr. Silverman, at the end of the June meeting. Messrs. Lazzara and James are charged with the task of providing their qualifications to the Board ahead of the election in June.

It was properly moved and seconded that the nominations be closed. There being no further questions, a voice vote was taken. No nays being heard, the nominations carried.

It was properly moved and seconded that the regular Board meeting conclude and commence with Executive Session to discuss personnel matters. There being no further questions, a voice vote was taken. No nays being heard, the motion carried.

**EXECUTIVE SESSION:** It was properly moved and seconded that the Board enter into Executive Session. A voice vote was taken. No nays being heard, the Board entered in Executive Session at 12:42 p.m.

The Board of Directors came out of Executive Session at 1:20 PM, with no vote being taken or any decision made.

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It was properly moved and seconded that Mr. Rollins's amended and restated employment agreement be approved. There being no further questions, a voice vote was taken. No nays being heard, the motion carried.

**ANNOUNCEMENTS:** (none)

**ADJOURNMENT:** There was a motion and a second that the meeting be adjourned. A voice vote was taken. No nays being heard, the meeting adjourned at 1:22 PM.

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