

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY d/b/a
THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
OCTOBER 28, 2015
9:30 AM

AGENDA

1. CALL TO ORDER
2. INVOCATION/PLEDGE OF ALLEGIANCE
3. ROLL CALL - ANNOUNCEMENT OF QUORUM
4. ACKNOWLEDGEMENT OF VISITORS
5. PUBLIC COMMENT* (3 minute limit)
6. EMPLOYEE RECOGNITION
7. APPROVAL OF MINUTES
8. COMMITTEE REPORTS
 - A. FINANCE
 - B. SERVICE
 - C. COMMUNICATIONS & PUBLIC AFFAIRS
 - D. FUND DEVELOPMENT
9. GENERAL MANAGER'S REPORT
 - A. Intro Ron Prater – new CFO
 - B. Update on A133 Audit
 - C. Update on fleet/service/financial plan
 - D. Complaint Procedure
 - E. Update on Presentations/ Myrtle Beach/City of Georgetown/
Georgetown Co.
10. APPROVAL OF RESOLUTIONS
 - A. Resolution to authorize the General Manager to Apply for FTA 5307
FY16 Grant
11. EXECUTIVE SESSION
12. OLD BUSINESS
13. NEW BUSINESS
14. ANNOUNCEMENTS
15. ADJOURNMENT

**THE NEXT BOARD OF DIRECTORS MEETING WILL BE HELD WEDNESDAY, DECEMBER 2, 2015,
AT 9:30 AM IN THE COAST RTA CONFERENCE ROOM, 1418 THIRD AVENUE, CONWAY, SC.**

**2015 BOARD OF DIRECTORS
ATTENDANCE ROSTER**

	JAN. 28	FEB. 25	MAR. 13	MAR. 19	MAR. 25	APR. 29	MAY 8	MAY 27	JUN. 24	JUL. 10	JUL. 29	SEPT. 30	OCT. 28	DEC. 2
D'Angelo, Katharine	X	X	X	X	X	X	X	X	X	X	X	X		
Blackwelder, Sid										X	X	X		
James, Wilbur G.	X	X	X	X	X	X	X	X	E	E	X	E		
Johnson, Lillie Jean	X	X	X	X	X	X	X	X	X	X	X	X		
Keene, Marvin, Ph.D. CFA										X	X	E		
Lazzara, Joseph	X	X	X	X	X	X	X**	X	X	X	X	X		
Ottwell, Chuck	X	X	X	X	X	X	X	X	X	X**	X	X		
Sheehan, Robert	X	X	X	X	X	X	X	X	E	E	E	X		
Silverman, Bernard	X	X	E	X	X	X	X	X	X	X	X	X		
Wilson, Ivory	X	X	X	X	X	X	X	X	X	E	X	X		
Loftus, Gary	X	X	X	X	E	X	X	X						
Twigg, Nicholas	X	X	E	X	X	X	X							
Vaught, Johnny	X	X	X	X	E	X	X	X	X					

X = In Attendance

A = Absent

E = Excused Absence

* = Arrived after roll call

**= In attendance via conference call

UPDATED 10/26/15

**THE COAST RTA-WACCAMAW RTA
BOARD OF DIRECTORS MEETING
SEPTEMBER 30, 2015
9:30 AM**

Board Present: Joseph Lazzara, Chair
Robert Sheehan
Bernard Silverman
Katharine D'Angelo
Lillie Jean Johnson
Chuck Ottwell
Ivory Wilson
Sidney Blackwelder

Staff Present: Brian Piascik, General Manager/CEO
Lynette Nobles, Executive Assistant/Board Liaison
Michelle Cantey, Marketing & Communications Manager
Tom Arends, IT
Candace Brown, Material Control & IT Analyst
Kevin Parks
John Glover, Transportation and Service Planning Manager

Also Present: Darrell Eickhoff, AARP
Nicholas Twigg, concerned citizen

In accordance with the Freedom of Information Act (FOIA), the 2015 meeting schedule was provided to the press at the beginning of the 2015 calendar year, stating the date, time and location. In addition, notice of this meeting was provided to the press, stating the date, time, and place on Monday, September 28, 2015.

CALL TO ORDER: Chairman Lazzara called the meeting to order at 9:30 AM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mr. Lazzara gave the invocation and the Pledge of Allegiance was recited.

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

ACKNOWLEDGEMENT OF VISITORS: Mr. Lazzara welcomed Mr. Eickhoff.

PUBLIC COMMENT: None

EMPLOYEE RECOGNITION: Mr. Piascik began by recognizing Mr. Curtis Fike, one of our drivers

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who passed away recently, as an inspiration to all of us and that when we receive the buses from Dallas, we would like to honor him in some way. Mr. Piascik then shared that seven of our drivers had attended the Regional Roadeo training in Florence on September 19th. Casper Allison finished second in the forty-foot bus division and Christina Ryan won the paratransit vehicle division. He then recognized Kevin Parks for writing two (2) grants in two (2) days (5310 and 5339), which we were awarded at the end of that week. Mr. Piascik expressed how proud he is of Kevin and that this would go a long way in helping us get to that September date.

APPROVAL OF MINUTES: There was a motion and a second to approve the minutes from the July board meeting. A voice vote was taken, with no nays being heard, the minutes were approved.

COMMITTEE REPORTS: Mr. Piascik began with the Finance Committee by asking Mr. Ottwell for his comments. Mr. Ottwell shared that he likes the new format of the reports that Mike has developed and that we are raising the threshold from zero to \$5,000. He went on to say that instead of reviewing the checks each month, the bank give a password so that he would be able to review the account on line. He also would like to see how we track all revenue. Mr. Silverman asked about the financials and the check register (redacted) being posted on line. Mr. Piascik said that our financials are posted on line, but not the check register. We will begin posing the redacted check register on line, for transparency. Mr. Lazzara asked if we have received anything from Horry County that they received our FY2016 budget; to which Mr. Piascik stated that he has received an e-mail saying that they did receive it.

Mr. Piascik shared that he presented to county council (Transportation Committee) on the 22nd, about the issue of the financial plan and let them know that we're not 100% sure that we're going to the September time frame, but as soon as we made that decision, we would come back to them with the details for then to weigh in on that decision. Mr. Ottwell asked about our audit; to which Mr. Piascik replied that our audit is already in process and will, possibly, have a draft report for the October board meeting.

Regarding CFO, Mr. Piascik said that he has a candidate he would like to offer and if the offer is accepted, he would be full time. In addition to the financial roles he will also be doing the NTD reporting. He is currently working for a Head Start program, so he has a lot of public entity financial experience, has done a lot of grant work, and is a CPA. He lives in Little River. Mr. Silverman asked if he would be able to get us through FMO. Mr. Piascik said that we will retain Mike for training and getting us through FMO. Ms. D'Angelo asked about his experience. Mr. Piascik shared that he has over 30 years' experience and he's excited to bring him on board.

Service Committee: The committee did not meet in September, but will have quite a bit coming up in the meeting in October. Mr. Piascik went over slides reviewing the fall service. There were 95 surveys taken on the Entertainment Shuttle, which is a sample of two (2) nights of service and the data is being input by students at CCU. We should have the results to bring to the Service Committee in October. Fall service, we added an evening trip on the Georgetown/Myrtle Beach Route 16, so now the last trip is leaving Myrtle Beach at 6:30 going to Georgetown, so you can do a full day of work in Myrtle Beach and still get home. That route goes to Georgetown and then leaves at 8:00 PM, traveling Highway 701, and we've had people use this to get into Bucksport and some other areas. We also added a mid-day trip

and Sunday service on the Conway Circulator, so now you can do a half-day trip instead of having to wait until 3:00 to get back home. It will be interesting to see how the mid-day trip improves ridership across the board. We added trips between Myrtle Beach and Conway that we haven't had in the past, that are all done with dead-head buses, so there's very little increase in cost and these have been well received. Mr. Silverman expressed the committee's desire to get the transfer center in Georgetown set up because our riders are dealing with having to wait out in the weather with no shelter. Mr. Piascik said that he has news on that front that he will talk about later in his report.

COMMUNICATIONS & PUBLIC AFFAIRS COMMITTEE: Mr. Piascik began by saying that we will be talking more about surveys over the course of the fall. We're really happy to have HTC come in and do a soup-to-nuts review of all of our technology and looking at hosting and web development, etc.

Mr. Piascik asked Mr. Arends to turn off the Power Point and bring up the Route 10 pilot. Mr. Arends demonstrated the tracking of Route 10 that he has set up using Transit Systems aka Ride Systems, the same software that CCU uses. Mr. Arends shared that he had gotten three (3) quotes from different vendors and this is, by far, the least expensive because they allow us to do the install and updates ourselves. He added that it takes only ten (10) minutes to set up a bus. He demonstrated the real-time tracking of the bus on Route 10. You click on the bullets on the route and it shows when the bus will arrive that that point. You simply go to the website and download the app to your mobile device. The cost is \$250 per GPS, with a \$75 monthly subscription, which comes to, for thirty (30) buses, \$7500 for a one-time purchase, plus \$2250 per month for thirty (30) buses, or about \$27,000 per year. Mr. Blackwelder asked what other functionality for information we would be able to gain from this system; to which Mr. Arends replied that this system could be expanded to provide an automatic passenger counter, which would provide the boardings and the alightings. Currently, our fare boxes provide information on boardings but not alightings. This system also has the capability of performing AVA's (Automated Voice Announcing), which keeps us in compliance with ADA. This can be posted on our website or we can have our own app. Mr. Arends e-mailed the link to all board members. Mr. Arends thanked Professor Twigg for suggesting he contact CCU to get information on their system for tracking buses. Mr. Blackwelder asked if we have the ability to see if a driver is driving recklessly or speeding through a school zone etc. Mr. Arends replied that there are other modules that will be available to us through this same system. Mr. Blackwelder asked for a list of all the functionality and price points of the software for the board to review. Mr. Arends said that he would get copies for the board.

Mr. Piascik began the update regarding the customer complaint process by saying that Mr. Arends has developed an electronic system for handling the process and asked him to demonstrate. He began by saying that there are numerous people who take complaints. Regardless of how a complaint is received, It will be entered into the electronic system in the same manner one would enter a Help Desk ticket. The person entering the complaint into the system will fill in their information and complete the ticket, which is saved into a database. The complaint is then tracked through the system and is closed out once it has been resolved. There is an on-line form on our web site where customers can enter their complaint. It is then entered into the database and tracked throughout until it is closed. This will allow us to look for trends and be able to better utilize the information.

FUND DEVELOPMENT COMMITTEE: Mr. Piascik began by talking about the transportation

summit; who should lead it (us or the county). We will be continuing the discussions. If we want to go for a referendum for 2018 (the earliest we could possibly hope to do that), we have to get started now. During the committee meeting, we talked about initiating the screening evaluation of funding sources. This is a very systematic way to eliminate options. We look at all of the funding sources enabled in South Carolina; other sources that are used in other areas of the country that we might want to get enabled in South Carolina; the legislative viability of some of these funding sources, looking at precedents in the state; both Charleston and Columbia have fractions of sales tax in place for their bus systems, so we want to look at those processes and begin the conversations now. We've talked a little bit about who we might hire to help us with this and will continue going through that committee. Even though you may not sit on this committee, Mr. Piascik encouraged everyone to attend the meetings in order to be knowledgeable as to the progress. The next committee meeting will be held October 14th.

GENERAL MANAGER'S REPORT:

Mr. Piascik began the General Manager's report by reviewing the financials, saying that in June, we are a little over budget due to getting the buses from DART. We are right on target for August and doing pretty well financially. These two (2) new grants will help us extend our fiscal year. We have a question with the state on drawing on our state budget's 5311 and SMTF funding after June 30th. If we can get all of that worked out, he sees no issue with our going through September. It's just a contractual thing, as the contracts were to end on June 30th. We did really well in July and August on ridership; 26% increase over July and August of last year, which was shared with the Transportation Committee. Our in-service breakdowns decreased from 13 to 7 per month. The service reliability has really helped us. We had a couple of days around 3,000 riders. Mr. Piascik stated that he has talked with the Transportation Committee about paratransit; that it is very restrictive now based on the 3/4 mile buffer and how we're running it at the bare minimums of the federal mandate. We've cut out the critical massive trips that you need to have good stats; so we want to take a look at how we're doing paratransit. It also relates to improving rural service and getting more people on those buses. It's a double-edged sword; it's going to be more money to do that, but we would be better community partners if we're able to increase the service on that part of what we do. We'll reap some benefits, in terms of ridership and our service stats. Dr. Sheehan asked how far back the decision was made to cut the service back to the minimums. Mr. Silverman answered that it was back towards the end 2013, early 2014. Dr. Sheehan then asked if this was a group decision. Mr. Silverman said that he, Ms. Norton-Dew and the previous administration were involved, as we were doing a lot of trips (\$100 per trip). Ms. D'Angelo responded that the board made the decision because it was costing us too much money. We were driving anybody, anywhere in the two counties for \$6.00. Dr. Sheehan expressed the need to present who is served (the nature of the population), the need of that population, with visuals, which shouldn't be too hard to get.

Fleet update – the board approved a resolution for us to buy ten (10) buses from DART, we already have five (5); we will be getting the other five (5) and we will also get four (4) new paratransit vehicles, which will be replacements for four (4) vehicles we now have. When we receive the other five (5) buses from DART, we will be disposing of another eight (8) buses from our fleet. They will be advertised on govdeals.com and see what we can get for them. That will get our fleet size down to about 30 vehicles, both transit and paratransit. If we can dispose of another couple of buses, we will. Mr. Silverman asked if we're still working with Halsey King to get rid of the two (2) lemon-law buses. Mr. Piascik said that

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we are. We have a meeting with Navstar in a couple of weeks to have that discussion. It will be an arduous process. Hopefully, we will get some retribution (compensation); we can't sell them because they're not safe, but we need to get them out of here. Coast should never have purchased those buses, as they are pieced together; 2010 chassis, 2012 engines and they're calling them 2011 models. The National Traffic Safety Board (NTSB) has been notified and they have started a ticket on it. Halsey will be there to help get us through the process. Halsey still has one more trip remaining on his contract with us and he will be here in November conducting a three-day training that we will be hosting. After that, it should be done. South Carolina is paying for the training (November 11-13). The tracking would not be available, for the paratransit vehicles, to the public, only for internal purposes. The history for the system will be stored in the cloud. Dr. Sheehan asked if we might be able to get some funding to purchase the tracking system. Mr. Piascik said that we will look into it. Mr. Blackwelder asked a question as to how we communicate a major service interruption, such as in case of a storm and we're involved with evacuation. Mr. Arends replied that we communicate through our Facebook account, our website, public service announcements, as well as the Horry County Emergency Operations Center site (Coast RTA is the transportation component of the county emergency plan). It was also suggested that we do a text or e-mail blast.

Mr. Piascik then called the board members' attention to the list of training that has been done since July 1, 2015, well under budget. Mr. Blackwelder suggested using webinars when possible. However, none of the training on the list was available through a webinar. Some board members are interested in attending a Defensive Driving session. The dates will be sent to the board. Dr. Sheehan asked if Mr. Piascik has contacted any of the community foundations that he had recommended. Mr. Piascik said that he has not, but will certainly do so.

Regarding shelters, Mr. Piascik reported that he spoke with City of Myrtle Beach. The agreement at that meeting was that we look for locations off of the boulevard for them to implement early and get some shelters out on the street. There's one on 501, there's a couple in the neighborhood on the west side of the transfer center that we want and they've agreed to work with us on that. We're holding off on the boulevard because we want to look at the surveys and see if it makes sense to pull some service off the boulevard and put it on Kings Highway. In that case, it would make more sense to put the shelters on Kings Highway. He also spoke with Georgetown County and they want to meet. They have a list of locations; one in Andrews, a couple in Pawley's Island, and one in Murrells Inlet, where they want to place shelters. They e-mailed Mark Hoeweler asking who to contact at Coast and Mr. Piascik was sent a copy of the e-mail and contacted them, asking that they contact him or Mr. Glover. However, no one ever called. Mr. Piascik reported that he has also spoken with the City of Georgetown, they gave us a list of locations, and they have poured some of the pads. Mr. Blackwelder asked if we have the ability to sell advertising on the shelters. We are not, as they are not our shelters. Within the city, we are not allowed to.

Dr. Sheehan expressed his respect for Mr. Piascik and the staff for the progress that has been made since the last board meeting, in areas for which the board had concerns.

Regarding funding, Mr. Piascik reported that there was a meeting with Brunswick County, North Carolina regarding their 5307 funding for 2013 and 2014, and they were agreeable to our using those

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funds. Those funds will be integrated into our new 5307 grant as soon as the TEAM/TRAM grant management system is back up so we can go in and enter the application for the FY2016 grant.

Our A133 audit is underway and we should have a draft report for the October board meeting. We have executed our FY2016 contracts with SCDOT.

We're on track with quarterly payments from the county and City of Myrtle Beach. Mr. Piascik expressed a concern with the \$4000 funding from City of Conway, because they are using tourist-based funding. Mr. Piascik plans to meet with them sometime in October.

We're on track with Coats 4 Kids and have some new sponsorships and partnerships.

Mr. Piascik expressed that he plans to schedule meetings (presentations) with all councils to let them know what's going on at Coast. He reviewed the schedule for October with the board.

Mr. Piascik called attention to page 39 of the packet, the 2016 calendar for both committee meetings and board meetings. The December board meeting is scheduled for Wednesday, December 2, 2015.

Ms. Nobles read the following resolutions into the record:

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. JUL2015-30**

APPROVAL OF ACCEPTANCE OF 5310 FY16 FUNDING FROM GSATS

There was a motion and a second. There being no discussion, a voice vote was taken; no nays being heard, the motion passed.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. JUL2015-31**

APPROVAL OF ACCEPTANCE OF 5339 FY16 FUNDING FROM GSATS

There was a motion and a second. There being no discussion, a voice vote was taken. No nays being heard, the motion passed.

Mr. Wilson asked that he be advised of the meeting with City of Conway, as he would like to attend.

Mr. Wilson thanked Coast for the plant sent to him, and everyone who called to check on him.

ADJOURNMENT: It was properly moved and seconded that the Board adjourn. A voice vote was taken. No nays being heard, the meeting was adjourned at 11:25AM.

SEPTEMBER 30, 2015



FINANCIALS

September 30, 2015

FY 2016

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
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September 30, 2015**

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WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
INCOME STATEMENT
FOR THE PERIOD ENDED SEPTEMBER 30, 2015

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY 16 Budget
Operating Revenue						
Passenger Fares and Passes	43,001	157,572	133,866	23,706	17.7%	461,577
Local Contracts	0	0	0	0	0.0%	0
Auxiliary Transit Revenue	0	0	0	0	0.0%	0
Total Operating Revenue	43,001	157,572	133,866	23,706	17.7%	461,577
Operating Expenses						
Salaries	162,066	575,250	605,565	(30,315)	-5.0%	2,233,581
Overtime	12,251	63,265	28,629	34,636	121.0%	104,286
Benefits	66,221	221,603	233,469	(11,866)	-5.1%	861,485
Contract Maintenance	17,150	25,483	16,251	9,232	56.8%	65,004
Custodial Service	1,273	2,884	3,000	(116)	-3.9%	12,000
Vehicle Maintenance	8,106	24,810	41,925	(17,115)	-40.8%	150,000
Fuel & Oil	30,432	119,384	145,947	(26,563)	-18.2%	526,655
Vehicle Registration Fees	0	50	0	50	100.0%	0
Tires & Tubes	3,592	7,455	12,857	(5,402)	-42.0%	46,001
Liability Insurance	28,803	45,599	38,751	6,848	17.7%	155,004
Utilities	2,707	8,497	9,450	(953)	-10.1%	36,000
Telephone	2,393	7,956	8,499	(543)	-6.4%	33,996
Postage & Freight	45	295	801	(506)	-63.2%	3,204
Office Supplies	543	5,845	5,451	394	7.2%	21,804
Operational Supplies	4,746	17,532	15,932	1,600	10.0%	57,002
Legal & Professional Services	1,348	2,928	11,250	(8,322)	-74.0%	45,000
Advertising & Marketing	300	8,610	5,001	3,609	72.2%	20,004
Dues & Subscriptions	741	2,225	3,249	(1,024)	-31.5%	12,996
Property Leases	931	2,793	2,751	42	1.5%	11,004
Travel & Training	4	211	1,320	(1,109)	-84.0%	4,950
Other Misc. Administrative Expenses	0	0	0	0	0.0%	0
Accident Expense	0	0	0	0	0.0%	0
Total Operating Expenses	343,652	1,142,675	1,190,098	(47,423)	-4.0%	4,399,976
Operating Profit (Loss)	(300,651)	(985,103)	(1,056,232)	71,129	-6.7%	(3,938,399)
Non-Reimbursable Expenses						
Depreciation	41,585	122,472	120,000	2,472	2.1%	480,000
Gain (Loss) on Fixed Assets	0	0	0	0	0.0%	0
Capital Grant Purchases under 5K	0	2,259	0	2,259	100.0%	0
Bad Debt Expense	0	0	0	0	0.0%	0
Interest Expense	0	0	0	0	0.0%	0
Other Non-Reimbursable Expense	25,764	49,554	5,431	44,123	812.4%	21,054
Pension Expense-Net Pension Liability	0	0	0	0	0.0%	0
Total Non-Reimbursable Expenses	67,349	174,285	125,431	48,854	38.9%	501,054
Total Operating and Non-Reimbursable Expenses	411,001	1,316,960	1,315,529	1,431	0.1%	4,901,030

Statements have been downloaded from Sage 100 and consolidated for reporting purposes.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
INCOME STATEMENT
FOR THE PERIOD ENDED SEPTEMBER 30, 2015**

	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>YTD \$ Variance</u>	<u>YTD % Variance</u>	<u>TOTAL FY 16 Budget</u>
Operating Grant Revenue						
Federal Grants	255,251	617,516	499,451	118,065	23.6%	1,997,804
State Grants	24,891	55,529	130,146	(74,617)	-57.3%	253,384
Preventive Maintenance-Federal	48,584	222,074	263,188	(41,114)	-15.6%	1,052,752
Preventive Maintenance-State	4,316	10,395	10,000	395	3.9%	40,000
Local Grants	131,250	393,750	394,752	(1,002)	-0.3%	1,579,000
Total Operating Grant Revenue	464,292	1,299,264	1,297,537	1,727	0.1%	4,922,940
Capital Grant Revenue						
Federal Grants	(23,341)	1,659	0	1,659	100.0%	0
Federal Grants-ARRA	0	0	0	0	0.0%	0
State Grants	0	0	0	0	0.0%	0
Total Capital Grant Revenue	(23,341)	1,659	0	1,659	100.0%	0
Total Grant Revenue	440,951	1,300,923	1,297,537	3,386	0.3%	4,922,940
Other Revenue						
Bus Advertising Revenue	300	2,482	3,000	(518)	-17.3%	12,000
Audit-Disallowance FTA/SCDOT	0	0	0	0	0.0%	0
Other Revenue	2,046	11,194	0	11,194	100.0%	0
Total Other Revenue	2,346	13,676	3,000	10,676	355.9%	12,000
Total Non-Operating Revenue	443,297	1,314,599	1,300,537	14,062	1.1%	4,934,940
Net Income (Loss)	75,297	155,211	118,874	36,337	30.6%	495,487
Actual Net Income (Loss) without Adjustment for Audit Disallowance	75,297	155,211	118,874	36,337	30.6%	495,487
Capital Expenditures						
Administrative Vehicles	56,866	56,866	0	56,866	100.0%	0
Bus (JARC)	0	0	0	0	0.0%	0
Bus Purchases/Engine Replacement	46,860	46,860	50,000	(3,140)	-6.3%	244,000
Computer Hardware	19,001	19,001	20,000	(999)	-5.0%	25,000
Computer Software	0	0	0	0	0.0%	10,000
Facility Rehabilitation	0	0	0	0	0.0%	50,000
Feasibility Study	0	0	0	0	0.0%	220,000
On-Board Survey & Planning Study	0	0	0	0	0.0%	30,000
Security Project	0	0	0	0	0.0%	20,000
Total Capital Expenditures	122,727	122,727	70,000	52,727	75.3%	599,000
Net Change in Financial Position	(5,845)	154,956	168,874	(13,918)	-8.2%	376,487

Statements have been downloaded from Sage 100 and consolidated for reporting purposes.

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
INCOME STATEMENT NOTES
September 30, 2015

These notes represent September 30, 2015 Income Statement variances of \$5,000 per MTD and YTD budget line item on pages 2 and 3, in accordance with Section 2.3 of Waccamaw Regional Transportation Authority Month-End Procedures (Rev. 04/01/09).

Operating Revenues is over budget YTD \$23.7K (page 2) due to an increase in ridership during the extended summer time hours partially offset by a lower average fare.

Salaries Overtime and Benefits is under YTD (\$7.5K) (page 2) for multiple reasons: Three pay periods were budget for in July however, the first pay day in July was for labor costs that were incurred and accrued in June. The overtime portion of that amount is over budget by \$34.6K due to a change in policy that pays Customer Service Representatives overtime in order to make up for a shortage of 5 to 7 drivers during the increased summer time hours. Additional savings are related to the delay in hiring the full-time CFO which was budgeted beginning on August 1.

Contract Maintenance is over budget YTD \$9.2K (page 2) due to work on the fuel system of one bus and the construction of the fence around the bus yard.

Vehicle Maintenance is under budget YTD (\$17.1K) (page 2) due to budget based on prior years' experience and savings from budget have resulted from newer buses and bus disposals.

Fuel and Oil is under budget YTD (\$26.6K) (page 2) due to continued low fuel prices.

Tires and Tubes is under budget YTD (\$5.4K) due to the fact that the new DART buses arrived with new tires (the cost of these tires was covered in FY15).

Liability Insurance is over budget YTD \$6.8K due to timing issues. This line items was budgeted monthly but is paid quarterly.

Legal and Professional Services is under budget YTD (\$8.3K). This was budgeted evenly on a monthly basis but will be used on an as-needed basis and through September, we haven't needed the full budgeted allocation.

Other Non-reimbursable Expense is over budget YTD \$44.1K (page 2) due to expenses related to transporting the five new bus from Dallas, TX to Conway, SC, payment of the General Managers moving expenses and Halsey King's consulting contract.

Other Revenue is over budget YTD \$11.2K due to receipt of insurance proceeds from accidents.

Capital Expenditures are over budget by \$57K due to the purchase of two Ford Explorer non-revenue vehicles originally programmed for FY15 but purchased in FY16. 80% of this amount (\$45.5K) will be reimbursed from the state.

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
COMPARATIVE BALANCE SHEET
September 30, 2015

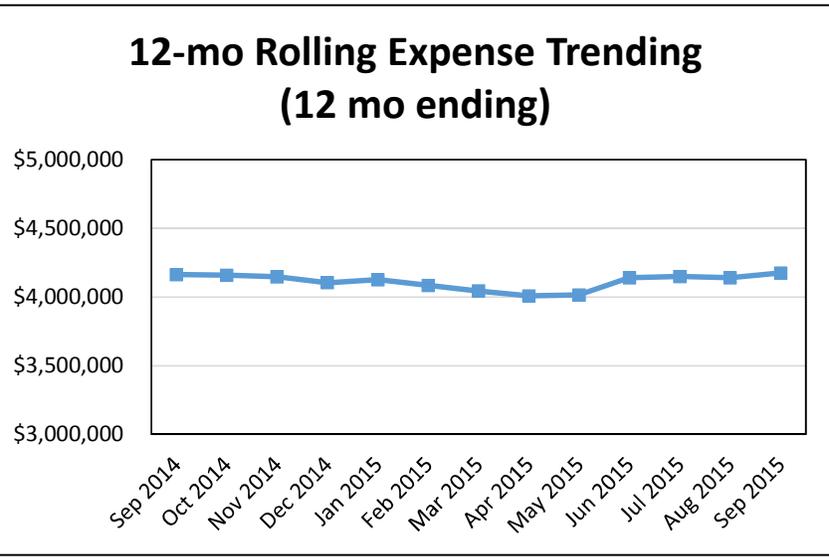
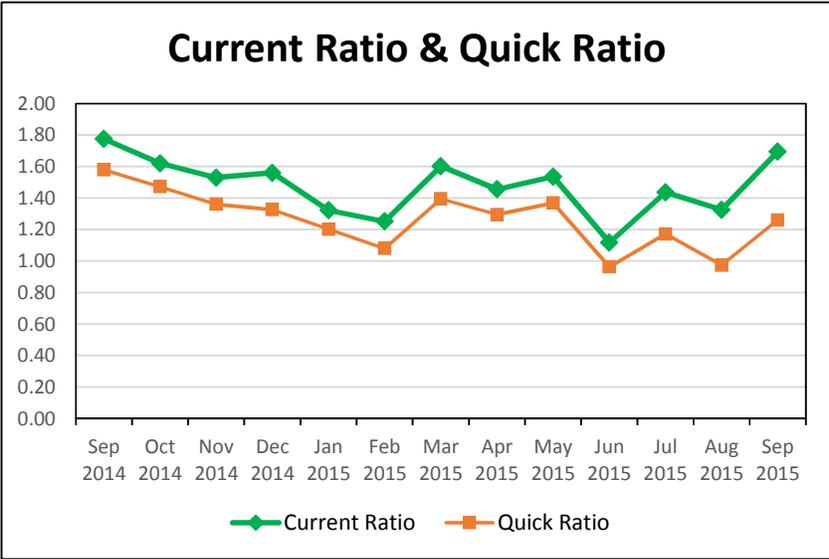
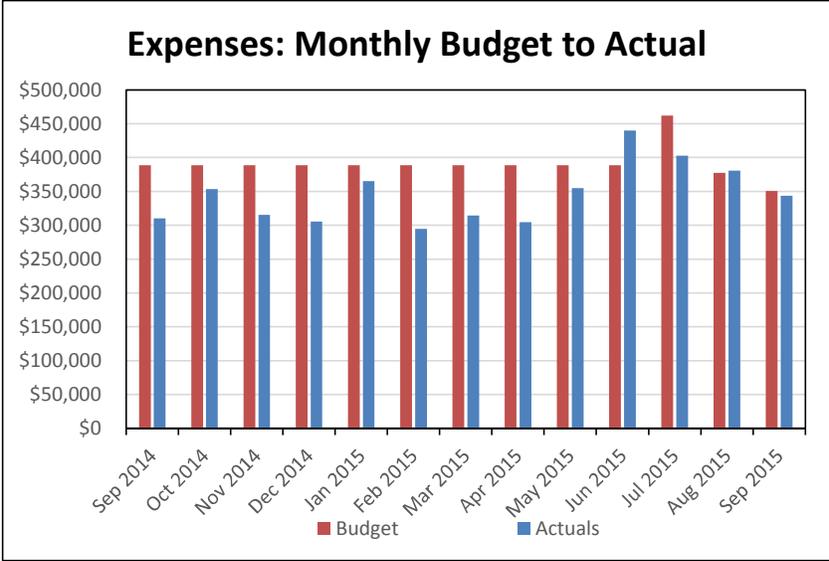
	Sep-15	Sep-14
ASSETS		
Current Assets:		
Cash	150,496	185,131
Accounts Receivable - Ridership and Other Services	294,761	203,991
Accounts Receivable - Federal and State Grants	128,556	418,801
Accounts Receivable - Employees and Other	8,680	12,293
Inventory	122,971	111,197
Prepaid Expenses	78,591	72,209
Deferred Outflows of Resources-NPL	<u>105,589</u>	<u>105,590</u>
 Total Current Assets	 <u>889,644</u>	 <u>1,109,212</u>
Long-Term Assets		
Property Plant & Equipment	<u>2,292,735</u>	<u>2,712,446</u>
 Total Long-Term Assets	 <u>2,292,735</u>	 <u>2,712,446</u>
 Total Assets	 <u><u>3,182,379</u></u> *	 <u><u>3,821,658</u></u>
LIABILITIES & EQUITY		
LIABILITIES		
Current Liabilities:		
Accounts Payable	113,003	115,595
Accrued Payroll and Withholdings	99,127	103,425
Accrued Compensated Absences	28,518	56,697
Accrued Interest Payable	0	0
Note Payable - CNB	0	0
Obligation Payable - FTA	31,099	31,099
Obligation Payable - SCDOT	0	0
Capital Lease Obligations	30,000	30,000
Deferred Revenue	162,876	168,440
Revolving Fund Balance	<u>60,000</u>	<u>60,000</u>
 Total Current Liabilities	 <u>524,623</u>	 <u>565,256</u>
Non-Current Liabilities:		
Note Payable - CNB, Net of Current Portion	0	0
Accrued Compensated Absences, Net of Current Portion	74,866	53,783
Capital Lease Obligations, Net of Current Portion	34,651	64,651
Obligation Payable-FTA, Net of Current Portion	0	0
Obligation Payable-SCDOT, Net of Current Portion	589,598	536,190
Net Pension Liability	3,728,372	3,728,372
Deferred Inflows of Resources-NPL	<u>315,410</u>	<u>315,410</u>
 Total Non-Current Liabilities	 <u>4,742,897</u>	 <u>4,698,406</u>
 Total Liabilities	 <u><u>5,267,520</u></u> **	 <u><u>5,263,662</u></u>
EQUITY		
Restricted Contributed Capital	2,784,120	2,784,120
Earnings - prior years	(1,348,195)	(361,492)
Retained earnings current year	155,211	(188,355)
Unrestricted Capital-Net Pension Liability	<u>(3,676,277)</u>	<u>(3,676,277)</u>
 Total Fund Equity	 <u><u>(2,085,141)</u></u> ***	 <u><u>(1,442,004)</u></u>
 Total Liabilities and Fund Equity	 <u><u>3,182,379</u></u>	 <u><u>3,821,658</u></u>

*Total Assets Excluding Deferred Outflows-NPL: 3,076,790

**Total liabilities excluding offset to Net Pension Liability & Deferred Inflows-NPL: 1,223,738

***Total Fund Equity Excluding the Offset to Net Pension Liability: 1,853,050

***Statements have been downloaded from SAGE100 and consolidated for reporting purposes.



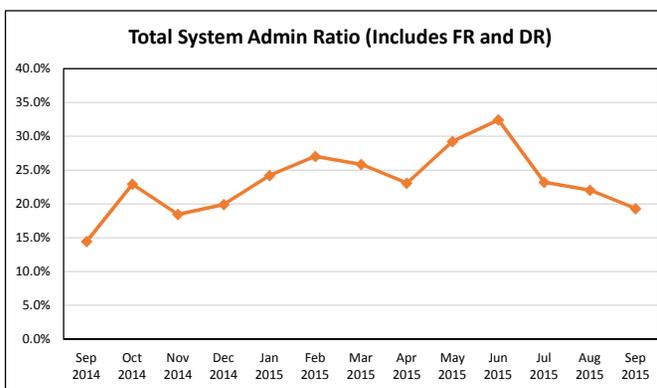
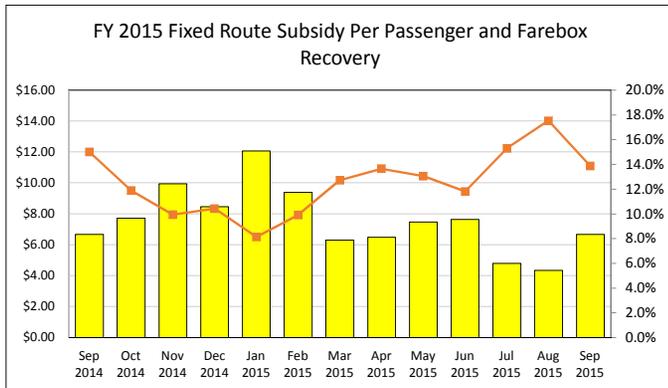
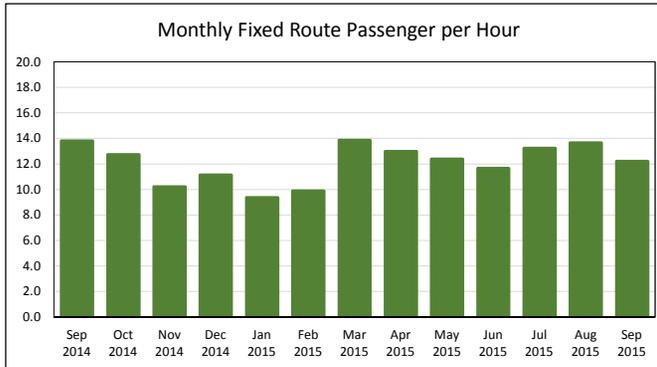
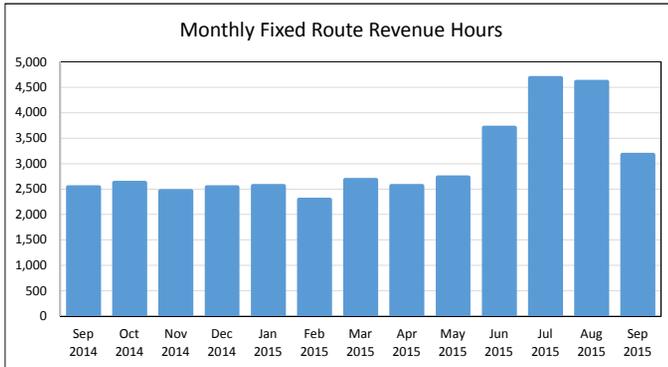
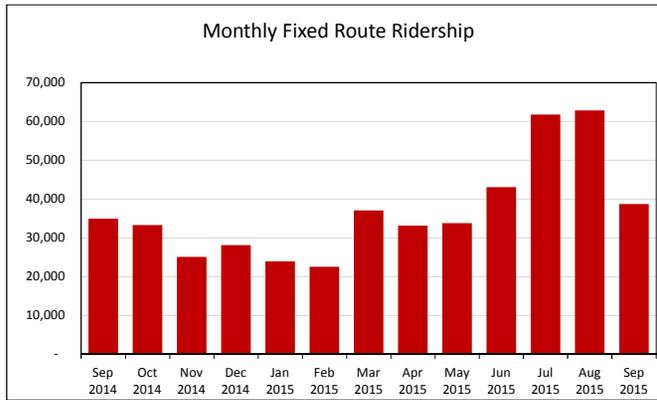
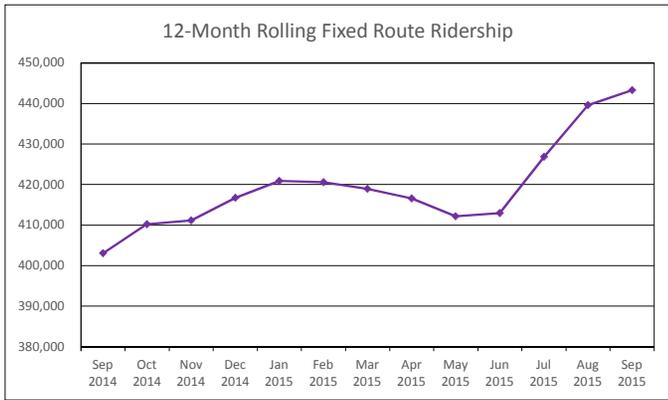
WACCAMAW REGIONAL TRANSPORTATION AUTHORITY					
DBA THE COAST RTA					
CASH REQUIREMENTS					
10/14/2015					
	Income	Expense	Balance	Date	Notes
Cash Balance			24,997	10/12/15	Cash Balance October 12, 2015
			6,384	10/12/15	Deposits not recorded
Accounts Payable		5,000	26,381	10/13/15	Estimate
SC - Health & Human Services		2,500	23,881	10/15/15	
Cash Fares	2,000		25,881	10/16/15	Weekly Estimate
City of Myrtle Beach	75,000		100,881	10/17/15	2nd Quarter FY16 Local Grant
Horry County	263,750		364,631	10/17/15	2nd Quarter FY16 Local Grant
Utilities		3,300	361,331	10/20/15	Estimate
Payroll		90,000	271,331	10/23/15	
Cash Fares	8,300		279,631	10/23/15	Weekly Estimate
Fuel		13,300	266,331	10/25/15	Estimate
Accounts Payable		25,000	241,331	10/28/15	
Pension		31,000	210,331	10/28/15	Month of October, 2015
5311 Federal PM	23,234		233,565	10/28/15	July Draw
5311 Federal OPS	44,480		278,045	10/28/15	July Draw
5311 Federal PM	26,260		304,305	10/28/15	August Draw
5311 Federal OPS	39,897		344,202	10/28/15	August Draw
5311 Federal OPS	48,039		392,241	10/28/15	September Draw
5311 Federal PM	34,528		426,769	10/28/15	September Draw
Fuel Refund	1,191		427,960	10/29/15	Fuel Refund September, 2015
Cash Fares	8,300		436,260	10/30/15	Weekly Estimate
			436,260		Cash Balance 10/31/2015
Time Clock		13,000	423,260	11/03/15	
Accounts Payable		25,000	398,260	11/03/15	Estimate
Payroll		85,000	313,260	11/06/15	Estimate
PEBA - Health Insurance		40,000	273,260	11/08/15	Month of November, 2015
Cash Fares	6,400		279,660	11/09/15	Weekly Estimate
Accounts Payable		20,000	259,660	11/10/15	Estimate
5311 State PM	2,904		262,564	11/12/15	July Draw
5311 State OPS	12,694		275,258	11/12/15	July Draw
5307 State PM	5,121		280,379	11/12/15	July Draw
5307 State OPS	35,199		315,578	11/12/15	July Draw
Fuel		12,000	303,578	11/12/15	Estimate
Cash Fares	6,400		309,978	11/13/15	Weekly Estimate
5311 State PM	3,283		313,261	11/15/15	August Draw
5311 State OPS	10,925		324,186	11/15/15	August Draw
5307 State PM	4,662		328,848	11/15/15	August Draw
5307 State OPS	30,272		359,120	11/15/15	August Draw
5311 State PM	4,316		363,436	11/15/15	September Draw
5311 State OPS	16,331		379,767	11/15/15	September Draw
5307 State OPS	25,619		405,386	11/15/15	September Draw
SC - Health & Human Services		2,500	402,886	11/15/15	
Accounts Payable		25,000	377,886	11/17/15	Estimate
Powertrain, transmissions		31,000	346,886	11/20/15	
Cummins, engine		19,000	327,886	11/20/15	
Payroll		85,000	242,886	11/20/15	Estimate
Cash Fares	6,500		249,386	11/20/15	Weekly Estimate
Utilities		3,100	246,286	11/20/15	Estimate
5311 State Capital	45,493		291,779	11/20/15	Ford Explorers
Accounts Payable		20,000	271,779	11/24/15	Estimate
Fuel		13,000	258,779	11/26/15	Estimate
Cash Fares	6,500		265,279	11/27/15	Weekly Estimate
Fuel Refund	2,300		267,579	11/28/15	Fuel Refund October - estimated
Pension		32,000	235,579	11/28/15	Month of November, 2015
			235,579		Cash Balance 11/30/15

Key Performance Indicators - Fixed Route

Fixed Route Measures	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	12-Month Total
Ridership	34,938	33,315	25,055	28,148	23,936	22,559	37,050	33,140	33,753	43,076	61,762	62,826	38,672	443,292
Revenue Hours	2,533	2,620	2,461	2,533	2,562	2,288	2,678	2,557	2,731	3,703	4,679	4,604	3,174	36,589
Total Hours	2,812	2,900	2,738	2,818	2,846	2,554	2,996	2,852	3,036	4,055	5,161	5,086	3,449	40,491
Revenue Miles	54,991	56,912	53,578	56,151	55,754	49,244	58,240	55,616	57,553	70,575	88,845	88,308	67,919	758,695
Total Miles	62,624	64,121	60,925	64,186	63,862	55,627	66,577	63,522	65,877	80,942	102,035	101,223	75,378	864,275
Accidents	1	1	0	0	0	0	0	0	0	2	3	4	1	11
Breakdowns	16	9	16	13	13	5	14	11	11	13	4	7	6	122
Complaints											9	11	4	24
Transit & Maintenance Expense	\$231,397	\$252,797	\$236,112	\$224,547	\$255,710	\$183,535	\$211,549	\$201,477	\$223,788	\$283,912	\$283,702	\$271,584	\$251,077	\$2,879,790
Administrative Expense	\$30,377	\$52,348	\$40,395	\$41,688	\$58,459	\$51,515	\$56,387	\$47,332	\$66,449	\$89,178	\$65,979	\$59,907	\$48,572	\$678,209
Total Operating Expenses	\$261,774	\$305,145	\$276,507	\$266,235	\$314,169	\$235,050	\$267,936	\$248,809	\$290,237	\$373,090	\$349,681	\$331,491	\$299,649	\$3,557,999
Fare Revenues	\$39,260	\$36,265	\$27,444	\$27,743	\$25,563	\$23,307	\$34,069	\$33,977	\$37,883	\$44,045	\$53,462	\$58,133	\$41,603	\$443,493

Efficiency Metrics	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	12-Month Total	Coast Goal
Operating Expense per Revenue Hour	\$103.35	\$116.49	\$112.36	\$105.11	\$122.61	\$102.75	\$100.07	\$97.29	\$106.26	\$100.76	\$74.73	\$72.01	\$94.40	\$97.24	
Average Fare	\$1.12	\$1.09	\$1.10	\$0.99	\$1.07	\$1.03	\$0.92	\$1.03	\$1.12	\$1.02	\$0.87	\$0.93	\$1.08	\$1.00	
Farebox Recovery	15.0%	11.9%	9.9%	10.4%	8.1%	9.9%	12.7%	13.7%	13.1%	11.8%	15.3%	17.5%	13.9%	12.5%	
Subsidy per Passenger	\$6.37	\$8.07	\$9.94	\$8.47	\$12.06	\$9.39	\$6.31	\$6.48	\$7.48	\$7.64	\$4.80	\$4.35	\$6.67	\$7.03	
Deadhead Ratio (Miles)	14%	13%	14%	14%	15%	13%	14%	14%	14%	15%	15%	15%	11%	14%	
Administrative Ratio	13%	21%	17%	19%	23%	28%	27%	23%	30%	31%	23%	22%	19%	24%	

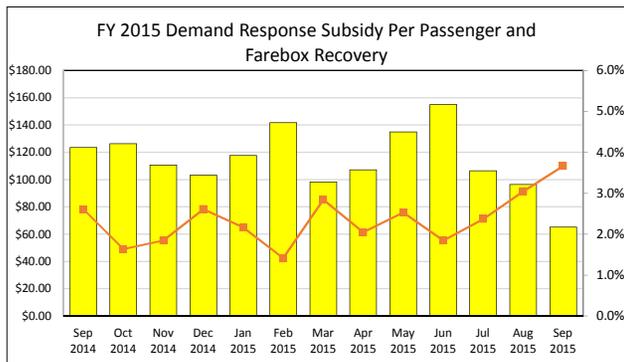
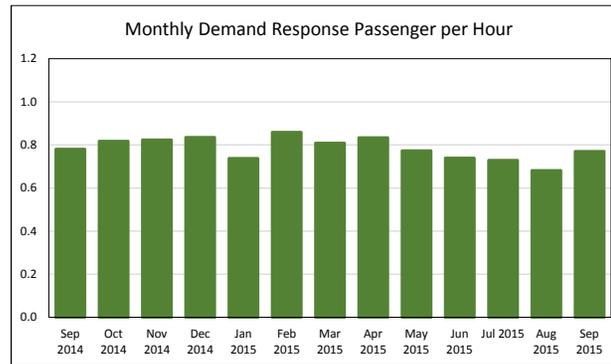
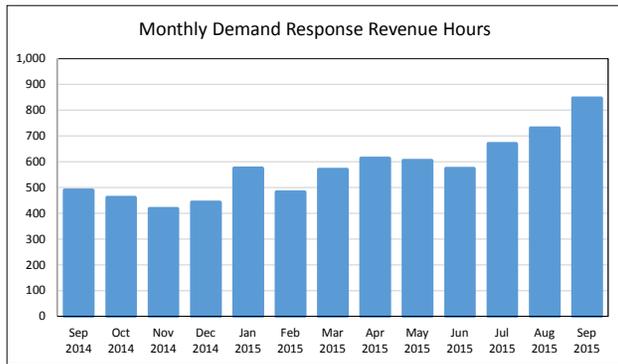
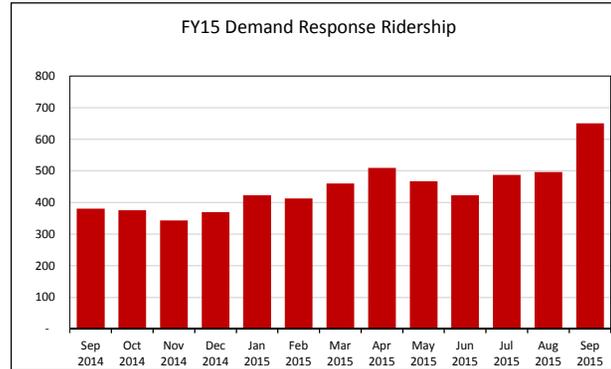
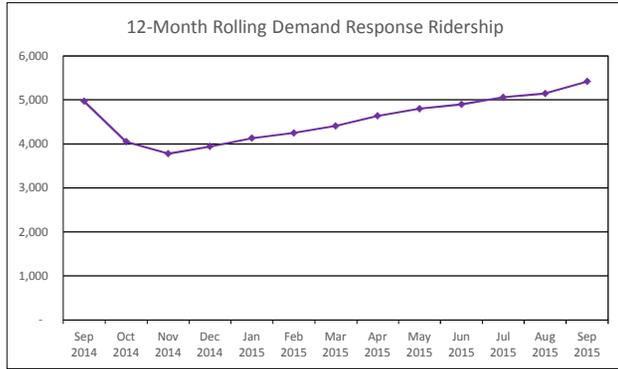
Effectiveness Metrics	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	12-Month Total	Coast Goal
Passengers per Revenue Hour	13.8	12.7	10.2	11.1	9.3	9.9	13.8	13.0	12.4	11.6	13.2	13.6	12.2	12.1	
Mean Distance between Accidents	62,624	64,121	n/a	40,471	34,012	25,306	75,378	78,570							
Mean Distance between Breakdowns	3,914	7,125	3,808	4,937	4,912	11,125	4,756	5,775	5,989	6,226	25,509	14,460	12,563	7,084	
# of Riders per Complaint	n/a	6,862	5,711	9,668	6,229										
On-Time Performance											57%	57%	55%	56%	



Key Performance Indicators - Demand Response

Demand Response Measures	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	12-Month Total
Ridership	381	376	343	369	423	413	460	510	467	423	487	496	651	5,418
Revenue Hours	488	461	417	442	574	481	570	612	604	573	669	729	846	6,979
Total Hours	609	566	499	536	698	605	716	733	733	734	884	931	1,036	8,672
Revenue Miles	6,154	5,487	5,345	5,727	6,725	6,253	7,114	7,752	8,419	7,186	7,896	8,590	10,288	86,782
Total Miles	7,902	7,031	6,576	7,250	8,579	7,988	9,086	9,510	10,639	9,481	10,596	11,091	12,828	110,655
Accidents	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Breakdowns	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Complaints											0	0	0	0
Transit & Maintenance Expense	\$39,488	\$34,652	\$29,872	\$30,064	\$38,183	\$48,266	\$38,273	\$45,949	\$50,782	\$48,192	\$43,050	\$40,470	\$36,871	\$484,624
Administrative Expense	\$8,849	\$13,663	\$8,782	\$9,063	\$12,708	\$11,148	\$8,295	\$9,861	\$13,844	\$18,578	\$10,012	\$8,927	\$7,133	\$132,014
Total Operating Expenses	\$48,337	\$48,315	\$38,654	\$39,127	\$50,891	\$59,414	\$46,568	\$55,810	\$64,626	\$66,770	\$53,062	\$49,397	\$44,004	\$616,638
Fare Revenues	\$1,260	\$789	\$713	\$1,021	\$1,103	\$840	\$1,324	\$1,141	\$1,633	\$1,233	\$1,258	\$1,505	\$1,612	\$14,172

Efficiency Metrics	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	12-Month Total	Coast Goal
Operating Expense per Revenue Hour	\$98.97	\$104.91	\$92.74	\$88.44	\$88.66	\$123.44	\$81.76	\$91.15	\$106.94	\$116.62	\$79.29	\$67.73	\$51.99	\$88.36	
Average Fare	\$3.31	\$2.10	\$2.08	\$2.77	\$2.61	\$2.03	\$2.88	\$2.24	\$3.50	\$2.91	\$2.58	\$3.03	\$2.48	\$2.62	
Farebox Recovery	2.6%	1.6%	1.8%	2.6%	2.2%	1.4%	2.8%	2.0%	2.5%	1.8%	2.4%	3.0%	3.7%	2.3%	
Subsidy per Passenger	\$123.56	\$126.40	\$110.62	\$103.27	\$117.70	\$141.83	\$98.36	\$107.19	\$134.89	\$154.93	\$106.37	\$96.56	\$65.12	\$111.20	
Deadhead Ratio (Miles)	28%	28%	23%	27%	28%	28%	28%	23%	26%	32%	34%	29%	25%	28%	
Administrative Ratio	22%	39%	29%	30%	33%	23%	22%	21%	27%	39%	23%	22%	19%	27%	
Effectiveness Metrics	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	12-Month Total	Coast Goal
Passengers per Revenue Hour	0.78	0.82	0.82	0.83	0.74	0.86	0.81	0.83	0.77	0.74	0.73	0.68	0.77	0.78	
Mean Distance between Accidents	n/a														
Mean Distance between Breakdowns	n/a														
# of Riders per Complaint	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
On-Time Performance											80%	81%	100%	87%	



WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. OCT2015-34

**AUTHORIZATION FOR THE GENERAL MANAGER TO APPLY FOR
FEDERAL 5307 FY2016 FUNDING**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to apply for federal 5307 FY2016 funding to be used for mass public transportation.

Background:

Waccamaw Regional Transportation Authority receives on behalf of the Waccamaw Region, Urbanized Formula funds under Federal Transit Administration (FTA) §5307. The program is used for capital, preventive maintenance and operating costs of providing transit services.

Motion:

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the General Manager/Secretary Treasurer be authorized to apply for federal 5307 FY2016 funding to be used for mass public transportation.

Requested by:

Brian Piascik, General Manager/Secretary Treasurer

APPROVED by the Waccamaw Regional Transportation Authority Board of Directors at a special called meeting hereof held on October 28, 2015.

ATTEST:

Joseph Lazzara, Board Chair

Robert Sheehan, Ph.D. Vice-Chair

Ivory Wilson

Katharine D'Angelo

Wilbert G. James

Lillie Jean Johnson

Chuck Ottwell

Bernard Silverman

Marvin Keene, Ph.D.

Sid Blackwelder

VACANT