

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY d/b/a  
THE COAST RTA  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 28, 2016  
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 JUNE BOARD MEETING MINUTES
8. SERVICE COMMITTEE REPORT
  - Entertainment Shuttle Survey results
  - Emergency Management Update
9. PAC COMMITTEE REPORT
  - APP Update
  - Service Advisory Group update
  - Paratransit Information Presentation Video
10. FINANCE COMMITTEE REPORT
  - FY16 Budget Revision
  - FY17 Budget
11. GENERAL MANAGER’S REPORT
12. APPROVAL OF RESOLUTIONS
  - SEP2016-22 Approval of Revised FY2016 Budget
  - SEP2016-23 Approval of FY2017 Budget
  - SEP2016-24 Authorization to Retain Audit Firm
13. OLD BUSINESS
14. NEW BUSINESS
15. EXECUTIVE SESSION
16. ANNOUNCEMENTS
17. ADJOURNMENT

**THE NEXT BOARD OF DIRECTORS MEETING IS WEDNESDAY, OCTOBER 26, 2016  
AT 9:30 AM IN THE COAST RTA CONFERENCE ROOM, 1418 THIRD AVENUE,  
CONWAY, SC**

**2016 BOARD OF DIRECTORS  
ATTENDANCE ROSTER**

	JAN. 27	FEB. 24 (MARCH 2)	MAR. 30	APR. 27	MAY 25	JUNE 2 29		JUL. 27	AUG. 20 31		SEPT. 28	OCT. 26	NOV.	DEC.
<b>D'Angelo, Katharine</b>	X	X	X	X	X	X**	X	X	X	X				
<b>Blackwelder, Sid</b>	E	X	E	X	X	X**	E	X	X	X				
<b>Eickhoff, Darrell</b>	X	X	X	X	X	X	X**	X	X	X				
<b>James, Wilbur G.</b>	X	E	X	X	X	E	X	E	X	E				
<b>Johnson, Lillie Jean</b>	X	X	E	X	X	X**	X	E	X	E				
<b>Keene, Marvin, Ph.D. CFA</b>	X	X	X	X	E	X**	X	X	X	X				
<b>Lazzara, Joseph</b>	X	X	X	X	X	X**	X	X	X	X				
<b>Ottwell, Chuck</b>	X*	X	X	X	X	X**	X	X	X	X				
<b>Sheehan, Rob, Ph,D.</b>	X	X	X	X	X	E	X	E	X	X				
<b>Silverman, Bernard</b>	X	X	X	X	X	X	X	X	X	E				
<b>Wilson, Ivory</b>	X	X	X	X	X	X	X	X	X	X				

X = In Attendance

A = Absent

E = Excused Absence

\* = Arrived after roll call

\*\*= In attendance via conference call

**JUNE 2 – SPECIAL CALLED BOARD CALL-IN MEETING**

**UPDATED 8/19/16**

**THE COAST RTA-WACCAMAW RTA  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, AUGUST 31, 2016  
9:30 AM**

**Board Present:** Joseph Lazzara  
Sid Blackwelder  
Katharine D'Angelo  
Chuck Ottwell  
Marvin Keene  
Ivory Wilson  
Darrell Eickhoff  
Rob Sheehan

**Staff Present:** Brian Piascik, General Manager/CEO  
Lynette Nobles, Executive Assistant/Board Liaison  
Michelle Cantey, Marketing Manager

**Visitors:** Nicholas Twigg, CCU

**In accordance with the Freedom of Information Act (FOIA), the 2016 meeting schedule was provided to the press at the beginning of the 2016 calendar year, stating the date, time and location. In addition, notice of this meeting was provided to the press and stakeholders, stating the date, time, and location on August 29, 2016.**

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

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

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

**ACKNOWLEDGEMENT OF VISITORS:** Nicholas Twigg

**PUBLIC COMMENT:** None

**EMPLOYEE RECOGNITION:** Doug Herriott, Al D'Andrea, Rick Carroll, and John Glover were recognized for their efforts in keeping service going throughout the summer. Mr. Piascik also introduced and welcomed Lori Richardson, our new Finance employee. The board members introduced themselves to Ms. Richardson.

**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**

**SERVICE COMMITTEE:** In the absence of Ms. Johnson, chairperson of the committee, Mr. Piascik gave the Service Committee report. He began by reporting that on-time performance is over 80% even in summer. We also talked about the Entertainment Shuttle performing very well; more than 24,000 in July and a system-record 71,000 overall this summer season.

Mr. Piascik gave an Emergency Management update, reporting that the school system will be working with us regarding vehicles for use in the evacuation process, of which The Coast RTA will be in charge. We're still working on the details with the school system.

The Vehicle Status Report was distributed to board members showing vehicles that are out of service and why. Also, the nine (9) vehicles slated for disposal are identified. We are still waiting for the state 5311 grant which will be used to purchase new vehicles.

**PAC COMMITTEE:** Dr. Sheehan asked for an update of the SAG meeting. Mr. Piascik reported that members of the group were not happy with Route 7 and did not want to hear about the traffic on 501. There was a good discussion about the app and how it's going. SAG members conducted some surveys and will be our "Secret Shoppers". There should be more to report regarding the surveys at the next PAC meeting.

Ms. Cantey shared that filming of the paratransit video has been completed and is now in the process of editing.

We are in the process of entering about 400 surveys on the Entertainment Shuttle and the vast majority of those that have already been keyed are from visitors to the area. We should have good data from this survey to take to the chamber and the Hospitality Association to help us get some funding for the Entertainment Shuttle.

Mr. Piascik reported that the 5310 grant, in partnership with Neighbor To Neighbor and New Directions, which was approved at the Board Retreat, to develop a mobility management center, a one-call shop whether you're a provider or a person who needs transportation and use their databases to fill those needs and to bridge the gap within our paratransit program. Also, another vehicle for us and agreements with both of those entities to provide some transportation. This would result in a reduction in cost of our paratransit program.

Mr. Piascik announced that Dr. Twigg's class will be conducting surveys for us this year.

**FINANCE COMMITTEE:** Mr. Ottwell began by reporting that the committee met and went over the financials and the notes. A time will be set up for some time in September to revise the 2016 budget, in accordance with the Budget Review and Revision Policy, approved by the board in May 2016. He also said that he feels we're doing fine. Mr. Eickhoff recommended budgeting by seasonality rather than just

allocating equally over a 12-month period. Mr. Piascik said that he feels that budgeting by seasonality would be the better way to budget.

Mr. Piascik spoke briefly regarding the FMO audit that is in progress. The FMO audit team will be back in late September for two (2) - four (4) weeks for testing. He went on to say that this will be a strain on staff, so he requested that the board skip the August financials.

**GENERAL MANAGER'S REPORT:** Mr. Piascik began his report by saying that he has been responding to e-mails with FTA regarding the audit; they picked up on the transaction regarding the Explorers, thinking that we had received the funds before we actually did the transaction, which Mr. Piascik quickly corrected and explained that it was simply a matter of when the funds were recorded (FY15) and we took delivery and paid for them in FY16. The other item was the credit draw that we did because we had underdrawn each month, drawing down \$131,000 that we had not drawn throughout the year.

**APPROVAL OF RESOLUTIONS:** None to present

**OLD BUSINESS:** The board reviewed the requested changes to Mr. Piascik's contract, which have been reviewed by the attorney. Dr. Keene called attention to one worded that should be changed prior to the board approving the changes. The change was made. A voice vote was taken, no nays being heard, it was approved that these changes be made to the contract.

Mr. Ottwell reported that he had not received the check register or credit card statements. Those will be sent to him immediately after the board meeting.

**NEW BUSINESS:** Mr. Blackwelder reported that the County had their fall retreat in November of last year.

**EXECUTIVE SESSION:** There was a motion and a second that the board go into Executive Session to discuss a personnel matter. The board went into Executive Session at 10:25 AM. There was a motion and a second that the board come out of Executive Session at 10:43 AM. No vote was taken and no decisions were made.

**ANNOUNCEMENTS:**

**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 10:43 AM.



# **FINANCIALS - Abbreviated**

**August 31, 2016**

**FY 2016**

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
DBA THE COAST RTA  
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31-Aug-16**

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31-Aug-16

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY**  
**DBA THE COAST RTA**  
**INCOME STATEMENT**  
**FOR THE PERIOD ENDED August 31, 2016**

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY 16 Budget
<b>Operating Revenues</b>						
Passenger Fares and Passes	53,792	580,937	571,667	9,270	1.6%	612,500
Local Contracts	0	0	0	0	0.0%	0
Other Operating Revenue	0	0	0	0	0.0%	0
<b>Total Operating Revenues</b>	53,792	580,937	571,667	9,270	1.6%	612,500
<b>Operating Expenses</b>						
Salaries & Benefits - Admin	69,184	903,611	903,933	322	0.0%	968,500
Salaries & Benefits - Transit	177,298	2,207,328	2,212,000	4,672	0.2%	2,370,000
Overtime - Transit	12,923	139,083	134,773	(4,310)	-3.2%	144,400
Salaries & Benefits - Maintenance	63,710	826,507	833,023	6,516	0.8%	892,525
Overtime - Maintenance	1,961	26,536	27,067	531	2.0%	29,000
Contract Maintenance	5,292	71,901	73,267	1,366	1.9%	78,500
Custodial Service	1,553	13,701	14,000	299	2.1%	15,000
Vehicle Maintenance	31,363	281,866	285,507	3,641	1.3%	305,900
Fuel & Oil	32,958	417,186	424,667	7,481	1.8%	455,000
Licenses & Permits	75	1,196	1,120	(76)	0.0%	1,200
Tires	0	38,097	42,000	3,903	9.3%	45,000
Liability Insurance	14,768	184,294	185,267	973	0.5%	198,500
Utilities	3,007	37,827	37,800	(27)	-0.1%	40,500
Telephone	4,746	48,826	49,933	1,107	2.2%	53,500
Postage & Freight	503	4,308	4,433	125	2.8%	4,750
Office Supplies	2,148	66,174	68,423	2,249	3.3%	73,310
Operational Supplies	0	85,610	86,940	1,330	1.5%	93,150
Legal & Professional Services	19,847	86,421	81,900	(4,521)	-5.5%	87,750
Advertising & Marketing	246	14,524	18,667	4,143	22.2%	20,000
Dues & Subscriptions	635	13,126	13,687	561	4.1%	14,665
Property Leases	959	13,705	13,687	(18)	-0.1%	14,665
Travel & Training	838	69,704	70,000	296	0.4%	75,000
Other Administrative Expenses	5	3,312	3,556	244	6.9%	3,810
Accident Expense	200	2,800	2,800	0	0.0%	3,000
<b>Total Operating Expenses</b>	444,219	5,557,643	5,588,450	30,807	0.6%	5,987,625
<b>Operating Profit (Loss)</b>	(390,427)	(4,976,706)	(5,016,783)	40,077	0.8%	(5,375,125)
<b>Non-Reimbursable Expenses</b>						
Depreciation	46,783	648,099	700,000	51,901	7.4%	750,000
Gain (Loss) on Fixed Assets	0	0	0	0	0.0%	0
Capital Grant Purchases under 5K	0	0	0	0	0.0%	0
Other Non-Reimbursable Expense	312	14,742	13,533	(1,209)	-8.9%	14,500
Pension Expense - Deferred Outflows	0	134,687	0	(134,687)	-100.0%	0
<b>Total Non-Reimbursable Expenses</b>	47,095	797,528	713,533	(83,995)	-11.8%	764,500
<b>Total Operating and Non-Reimbursable Expenses</b>	491,314	6,355,171	6,301,983	(53,188)	-0.8%	6,752,125

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 August 31, 2016**

	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>YTD</u> <u>Budget</u>	<u>YTD \$</u> <u>Variance</u>	<u>YTD %</u> <u>Variance</u>	<u>TOTAL FY 16</u> <u>Budget</u>
<b>Operating Grant Revenue</b>						
Federal Grants - Operating	241,814	2,845,478	2,908,653	(63,175)	-2.2%	3,116,414
State Grants - Operating	60,971	435,306	316,271	119,035	37.6%	338,862
Local Grants - Operating	135,002	1,823,070	1,827,534	(4,464)	-0.2%	1,958,072
<b>Total Operating Grant Revenue</b>	437,787	5,103,854	5,052,458	51,396	1.0%	5,413,348
<b>Capital Grant Revenue</b>						
Federal Grants - Capital	0	229,612	225,657	3,955	1.8%	241,775
State Grants - Capital	0	0	0	0	0.0%	0
Local Grants - Capital	0	61,934	57,355	4,579	8.0%	61,452
<b>Total Capital Grant Revenue</b>	0	291,546	283,012	8,534	3.0%	303,227
<b>Total Grant Revenue</b>	437,787	5,395,400	5,335,470	59,930	1.1%	5,716,575
<b>Other Revenue</b>						
Bus Advertising Revenue	2,731	28,929	29,549	(620)	-2.1%	31,660
Insurance Proceeds	0	44,998	41,998	3,000	7.1%	44,998
Misc-RTAP,F/A Disposals, Vending,Other	150	20,709	22,219	(1,510)	-6.8%	23,806
<b>Total Other Revenue</b>	2,881	94,636	93,766	870	0.9%	100,464
<b>Total Non-Operating Revenue</b>	440,668	5,490,036	5,429,236	60,800	1.1%	5,817,039
In-Kind Revenue from Federal Asset Acquisitions (NBV less Purchase Price)	0	76,677	71,565	5,112	7.1%	76,677
<b>Change in Net Position</b>	<u>3,146</u>	<u>(207,521)</u>	<u>(229,515)</u>	<u>21,994</u>	<u>-9.6%</u>	<u>(245,909)</u>
<b>YTD Capital Expenditure Activity</b>						
Administrative Vehicles	0	56,866	56,866	0	0.0%	56,866
Bus Purchases	0	199,674	199,674	0	0.0%	255,000
Bus Engine/Transmission (Expensed)	0	0	0	0	0.0%	50,000
Computer Hardware/Software	0	38,058	35,000	(3,058)	8.7%	35,000
AVL System	805	26,347	26,347	0	0.0%	75,000
Bus Stop Improvements	0	0	0	0	0.0%	202,302
Feasibility Study	0	0	0	0	0.0%	200,000
Retrofit Trolley A/C	0	0	0	0	0.0%	60,000
Security Project	0	0	0	0	0.0%	25,000
CIP	0	0	N/A	N/A	N/A	N/A
<b>YTD Capital Expenditures vs Budget</b>	<u>805</u>	<u>320,945</u>	<u>317,887</u>	<u>(3,058)</u>	<u>1.0%</u>	<u>959,168</u>

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

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
DBA THE COAST RTA  
Revised INCOME STATEMENT NOTES – August 31, 2016**

*These notes represent July 31, 2016 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 WRTA Month-End Procedures (Rev. 04/01/09).*

Legal and Professional Services is over budget YTD (\$4.5K) or (5.5%) (page 2) due to Webster-Rogers payment (expense now totals \$18K+). No additional expenditures are expected in September and variance should zero out.

Advertising and Marketing is under budget YTD \$7.4K or 34.1% however, Coast RTA will be ramping up efforts with new marketing initiatives.

Travel and training is over budget YTD (\$8.1K) or (13.2%) (page 2). Staff is still re-classing travel/training expense as well as RTAP revenues. This line item may exceed budget but the variance will be significantly reduced at the end of September.

Accident Expenses is over budget YTD (\$2.8K) or (100%) (page 2). These are glass replacement

Depreciation is under budget YTD \$51.9K or 7.4% (page 2). Amounts have stabilized with new vehicles in the fleet. This is a non-cash item.

Other Non-reimbursable Expense is over budget YTD (\$1.2K) or (8.9%) (page 2) variance should zero out after September.

Pension – Deferred Outflows is over budget YTD (\$134.7K) or (100.0%) (page 2). No budget is included for this category because the amount is assigned to Coast RTA by PEBA. This is a non-cash liability and represents one-year of future GASB 68 pension shortfall. There will be a 0.5% increase in Authority contribution to employee pensions beginning in July which in theory should reduce this liability next year.

## Coast RTA Budget Review FY 16

	Total Expense YTD	Budget YTD	Variance \$ YTD	Variance % YTD
Administration	1,262,575	1,265,866	3,291	0.3%
Operations	3,051,202	3,060,134	8,932	0.3%
Maintenance	1,258,608	1,274,863	16,255	1.3%
<b>Total</b>	<b>5,572,385</b>	<b>5,600,863</b>	<b>28,478</b>	<b>0.5%</b>
Farebox Revenue	580,937	571,667	9,270	1.6%

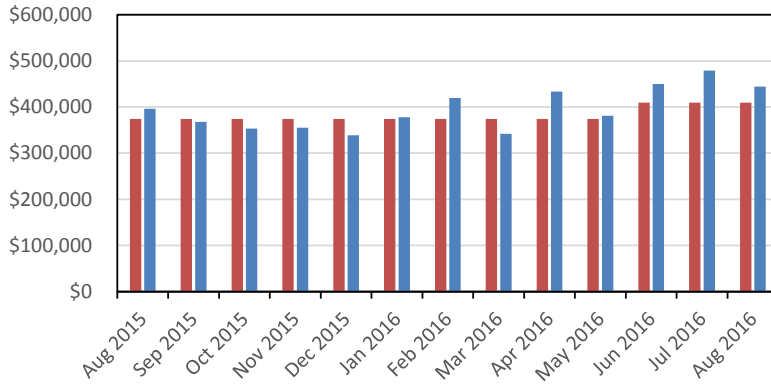
through July 2016

30-Jul-16

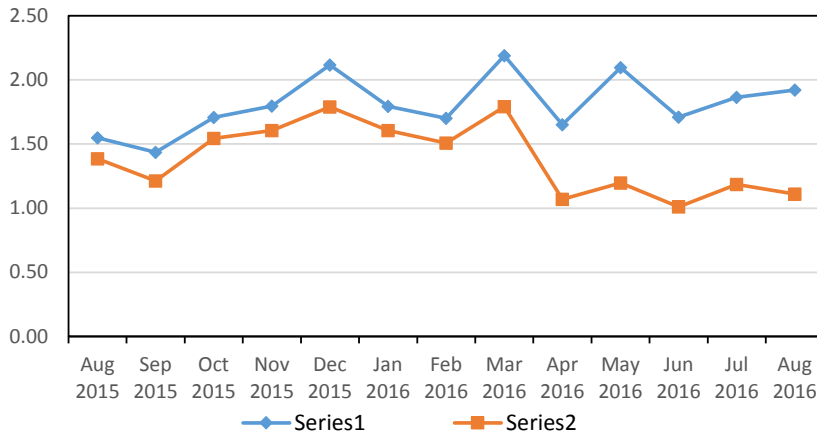
**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY**  
**DBA THE COAST RTA**  
**COMPARATIVE BALANCE SHEET**  
**August 31, 2016**

	<b>Aug-16</b>	<b>Aug-15</b>
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash	62,596	66,332
Cash Reserve (Certificate of Deposit)	25,002	0
Accounts Receivable - Federal, State & Local Grants	679,530	484,102
Accounts Receivable - Employees/Other	17,901	11,943
Inventory	173,627	117,985
Prepaid Expenses	<u>131,717</u>	<u>89,859</u>
<b>Total Current Assets</b>	<b><u>1,090,373</u></b>	<b><u>770,221</u></b>
<b>Long-Term Assets</b>		
Total Capital Assets, Net	2,089,039	2,299,454
Deferred Outflows of Resources-NPL	<u>99,372</u>	<u>298,653</u>
<b>Total Long-Term Assets</b>	<b><u>2,188,411</u></b>	<b><u>2,598,107</u></b>
<b>Total Assets</b>	<b><u><u>3,278,784</u></u></b>	<b><u><u>3,368,328</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>LIABILITIES</b>		
<b>Current Liabilities:</b>		
Accounts Payable	217,590	125,990
Accrued Payroll and Withholdings	96,790	160,863
Accrued Compensated Absences	28,518	28,518
Obligation Payable-SCDOT, Current Portion	137,488	137,488
Line of Credit - Conway National Bank	0	0
Capital Lease Obligations	30,000	35,000
Deferred Revenue	<u>193,748</u>	<u>212,192</u>
<b>Total Current Liabilities</b>	<b><u>704,134</u></b>	<b><u>700,051</u></b>
<b>Non-Current Liabilities:</b>		
Revolving Fund Balance (Due to SCDOT)	60,000	60,000
Accrued Compensated Absences, Net of Current Portion	74,866	74,866
Capital Lease Obligations, Net of Current Portion	7,151	37,151
Obligation Payable - FTA	116,641	94,699
Obligation Payable-SCDOT, Net of Current Portion	452,110	452,110
Net Pension Liability	3,566,442	3,728,453
Deferred Inflows of Resources-NPL	<u>412,485</u>	<u>315,417</u>
<b>Total Non-Current Liabilities</b>	<b><u>4,689,695</u></b>	<b><u>4,762,696</u></b>
<b>Total Liabilities</b>	<b><u><u>5,393,829</u></u></b>	<b><u><u>5,462,747</u></u></b>
<b>EQUITY</b>		
Restricted Contributed Capital	2,719,523	2,719,523
Earnings - prior years	(950,916)	(950,916)
Retained earnings current year	(207,521)	(186,546)
Unrestricted Capital-Net Pension Liability	<u>(3,676,132)</u>	<u>(3,676,480)</u>
<b>Total Fund Equity</b>	<b><u>(2,115,046)</u></b>	<b><u>(2,094,419)</u></b>
<b>Total Liabilities and Fund Equity</b>	<b><u><u>3,278,784</u></u></b>	<b><u><u>3,368,328</u></u></b>

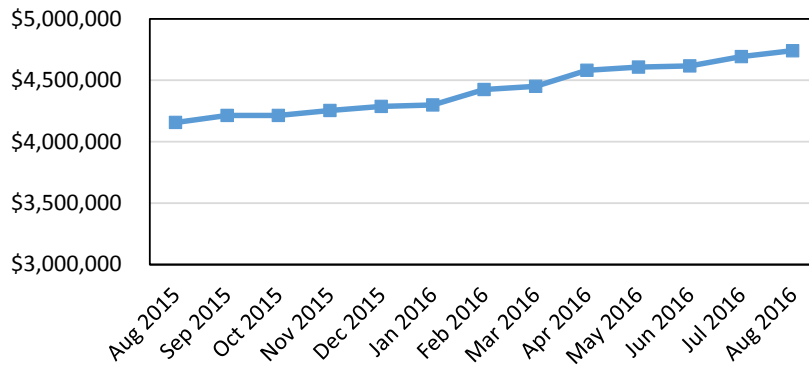
### Expenses: Monthly Budget to Actual



### Current/Quick Ratio



### 12-mo Rolling Expense Trending (12 mo ending)



**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY**

**DBA THE COAST RTA**

**CASH REQUIREMENTS**

**9/20/2016**

	Income	Expense	Balance	Date	Notes
<b>Cash Balance</b>			<b>50,127</b>	<b>09/20/16</b>	<b>Includes payroll of 09/23/16</b>
Deposits in Transit	31,044		81,171	<b>09/26/16</b>	
5307 PM May-August 2016	274,560		355,731	09/26/16	May - August
5307 Ops Sep Partial	56,427		412,158	09/26/16	Sep Partial
5307 Capital/AVL	21,077		433,235	09/26/16	June-July
FUEL		26,830	406,405	09/26/16	Estimated
ACCOUNTS PAYABLE		25,000	381,405	09/26/16	Estimated
5311 STATE OPS	35,046		416,451	09/26/16	July, 2016
5311 STATE PM	7,681		424,132	09/26/16	July, 2016
5311 Federal Ops	35,047		459,179	09/26/16	July, 2016
5311 Federal PM	31,443		490,622	09/26/16	July, 2016
5312 Federal Admin	23,771		514,393	09/26/16	July, 2016
Fares	8,000		522,393	09/26/16	Weekly Estimate
Accounts Payable		25,000	497,393	09/27/16	
WORKER'S COMPENSATION		13,000	484,393	09/27/16	Estimated
CD-Deposit		100,000	384,393	09/27/16	Estimated
Payroll Taxes		28,915	355,478	09/27/16	
ACCOUNTS PAYABLE		25,000	330,478	09/27/16	Estimated
SC RETIREMENT		38,000	292,478	09/30/16	Estimated
Fares	7,000		299,478	10/01/16	Weekly Estimate
WORKER'S COMPENSATION		13,000	286,478	10/01/16	Estimated
INSURANCE		30,000	256,478	10/01/16	Estimated
ACCOUNTS PAYABLE		25,000	231,478	10/04/16	Estimated
Payroll		90,000	141,478	10/07/16	Estimate
Fares	7,500		148,978	10/08/16	Weekly Estimate
PEBA		44,000	104,978	10/10/16	Estimated
ACCOUNTS PAYABLE		15,000	89,978	10/11/16	Estimated
5307 FEDERAL OPS Sep	20,000		109,978	10/11/16	Sep Remaining
5307 FEDERAL OPS	75,000		184,978	10/11/16	16-Oct
5307 FEDERAL PM	65,000		249,978	10/12/16	16-Sep
5307 FEDERAL PM	65,000		314,978	10/12/16	16-Oct
Fares	7,000		321,978	10/15/16	Weekly Estimate
CITY OF MYRTLE BEACH	82,500		404,478	10/15/16	2nd Quarter Grant
HORRY COUNTY TREASURY	263,750		668,228	10/15/16	2nd Quarter Grant
ACCOUNTS PAYABLE		20,000	648,228	10/18/16	Estimated
FUEL		24,000	624,228	10/20/16	Estimated
FUEL REFUND	4,700		628,928	10/20/16	August, 2016 Fuel Refund
Payroll		85,000	543,928	10/21/16	Estimate
Repayment Short-term Loan CNB		150,000	393,928	10/22/16	Estimate
Fares	7,500		401,428	10/22/16	Weekly Estimate
5311 STATE OPS	32,671		434,099	10/25/16	Aug-16
5311 STATE PM	8,017		442,116	10/25/16	Aug-16
5311 Federal Ops	31,672		473,788	10/25/16	Aug-16
5311 Federal PM	32,067		505,855	10/25/16	Aug-16
5312 Federal Admin	22,509		528,364	10/25/16	Aug-16
SC UNEMPLOYMENT		11,000	517,364	10/25/16	Estimated
ACCOUNTS PAYABLE		15,000	502,364	10/25/16	Estimated
Fares	7,000		509,364	10/26/16	Weekly Estimate
SC RETIREMENT		38,000	471,364	10/30/16	Estimated
WORKER'S COMPENSATION		13,000	458,364	11/01/16	Estimated
ACCOUNTS PAYABLE		20,000	438,364	11/01/16	Estimated

Payroll		85,000	353,364	11/04/16	Estimate
Fares	7,500		360,864	11/05/16	Weekly Estimate
ACCOUNTS PAYABLE		20,000	340,864	11/08/16	Estimated
PEBA		44,000	296,864	11/10/16	Estimated
5311 STATE OPS	28,000		324,864	11/10/16	Sep-16
5311 STATE PM	8,000		332,864	11/10/16	Sep-16
5311 Federal Ops	28,000		360,864	11/10/16	Sep-16
5311 Federal PM	30,000		390,864	11/10/16	Sep-16
5312 Federal Admin	22,500		413,364	11/10/16	Sep-16
ACCOUNTS PAYABLE		20,000	393,364	11/15/16	Estimated
Payroll		85,000	308,364	11/18/16	Estimate
Fares	7,500		315,864	11/19/16	Weekly Estimate
FUEL		24,000	291,864	11/20/16	Estimated
ACCOUNTS PAYABLE		20,000	271,864	11/22/16	Estimated
Fares	7,000		278,864	11/26/16	Weekly Estimate
ACCOUNTS PAYABLE		20,000	258,864	11/29/16	Estimated
SC RETIREMENT		38,000	220,864	11/30/16	Estimated
Fares	7,500		228,364	12/03/16	Weekly Estimate

Coast RTA														
FY17 Grant Draw-Down Schedules														
08/31/2016														
***** 5307 Federal (Urban) *****							***** 5311 Federal (Rural) *****							
	Admin &	ADA Admin &	Preventative	Capital				Preventative	Capital					
	Operating	Operating	Maintenance	Expenditures	Totals	Comments	Operating	Maintenance	Expenditures	Admin	Totals	Comments		
FY17 Grant (submitted)	\$ 1,023,805	\$ 167,000	\$ 893,048	\$ 364,000	\$ 2,447,853		\$ 228,540	\$ 294,764	\$ -	\$ 198,320	\$ 721,624	FY17 Grant		
FY16 Carryover	\$ 61,023	\$ -	\$ -	\$ 12,800	\$ 73,823	Drawn in July	\$ -	\$ -	\$ -	\$ -	\$ -			
FY16 Carryover	\$ 170,228	\$ -	\$ -	\$ -	\$ 170,228	Drawn after July	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Available for FY17	\$ 1,255,056	\$ 167,000	\$ 893,048	\$ 376,800	\$ 2,691,904		\$ 228,540	\$ 294,764	\$ -	\$ 198,320	\$ 721,624			
Monthly Draws:						Month Drawn						Month Drawn		
July 2016	\$ 73,368	\$ 18,699	\$ 72,111	\$ 33,877	\$ 198,055	Aug 16	\$ 35,047	\$ 31,443	\$ -	\$ 23,771	\$ 90,261	Aug 16		
Aug 2016	\$ 65,164	\$ 17,593	\$ 72,809	\$ -	\$ 155,566	Sept 16	\$ 31,672	\$ 32,067	\$ -	\$ 22,509	\$ 86,248	Sept 16		
Sept 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Oct 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Nov 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Dec 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Jan 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Feb 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Mar 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Apr 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
May 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
June 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
July 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Subtotal Draws	\$ 138,532	\$ 36,292	\$ 144,920	\$ 33,877	\$ 353,621		\$ 66,719	\$ 63,510	\$ -	\$ 46,280	\$ 176,509			
Remaning Balance	\$ 1,116,524	\$ 130,708	\$ 748,128	\$ 342,923	\$ 2,338,283		\$ 161,821	\$ 231,254	\$ -	\$ 152,040	\$ 545,115			
% Expended	11.04%	21.73%	16.23%	8.99%	13.14%		29.19%	21.55%		23.34%	24.46%			
% Time Elapsed	16.67%	16.67%	16.67%	16.67%	16.67%		16.67%	16.67%		16.67%	16.67%			
***** 5307 State (Urban - SMTF / SCDOT) *****							***** 5311 State (Rural) *****							
	Operating	TBD	Preventative	Capital			Operating	Preventative	Capital					
	Operating	TBD	Maintenance	Expenditures	Totals	Comments	Operating	Maintenance	Expenditures	Admin	Totals	Comments		
FY17 Grant (submitted)	\$ 99,326	\$ -	\$ -	\$ -	\$ 99,326		\$ 205,348	\$ 37,562	\$ -	\$ -	\$ 242,910	FY17 Grant		
Monthly Draws:						Month Drawn						Month Drawn		
July 2016	\$ 78,043	\$ -	\$ -	\$ -	\$ 78,043	Aug 16	\$ 35,046	\$ 7,861	\$ -	\$ -	\$ 42,907	Aug 16		
Aug 2016	\$ 21,283	\$ -	\$ -	\$ -	\$ 21,283	Sept 16	\$ 31,671	\$ 8,017	\$ -	\$ -	\$ 39,688	Sept 16		
Sept 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Oct 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Nov 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Dec 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Jan 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Feb 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Mar 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Apr 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
May 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
June 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Subtotal Draws	\$ 99,326	\$ -	\$ -	\$ -	\$ 99,326		\$ 66,717	\$ 15,878	\$ -	\$ -	\$ 82,595			
Remaning Balance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 138,631	\$ 21,684	\$ -	\$ -	\$ 160,315			
% Expended	100.00%				100.00%		32.49%	42.27%			34.00%			



Coast RTA

REVISED BUDGET for FY 16 (15 month) - September 2016

Draft

		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
		Revenue by Activity	5307 Previous Year Balance - FY 15 Grant	Local Funds - Confirmed by local funders	Previous year Balance	2016 Fares	Other Revenue*	5307 FY 15 Amendment	5311 Incoming Funds - FY 15 Grant	Grants in Effect								2017 Local Funds
		2016								SCDOT Urban - State Funding to Match 5307	SCDOT SMTF - State Funding to Match 5311	5310 for Paratransit vehicles	FTA 5307 FY 16-17 Grant	State 5311 FY 17 Grant (Q1)	State 5311 Q1 Match	SCDOT Urban - State Funding to Match 5307		
<b>Capital Program</b>		<b>2016</b>	<b>\$ 6,598,775</b>	\$ 342,608	\$ 2,020,000	\$ 189,149	\$ 612,500	\$ 100,000	\$ 1,223,800	\$ 952,478	\$ 60,584	\$ 192,800	\$ 110,245	\$ 528,727	\$ 180,406	\$ 60,728	\$ 24,750	
1	Used DART Buses (Replacement - All Local)	\$ 23,778	\$ 23,778			\$ 23,778												
2	Paratransit Vehicles (Three Replacements)	\$ 194,700	\$ 194,700		\$ 29,205				\$ 55,250			\$ 110,245						
3	Maint. Shop Improvements - improvements have been expensed	\$ -	\$ -															
4	Facility Feasibility Study - will not start until after October 1	\$ -	\$ -		* SC Toll Credits													
5	Onboard Survey - CCU conducting Fall/Spring	\$ -	\$ -															
6	Bus Stop Sign Implementation (Turnkey RFP) - after Oct. 1	\$ -	\$ -															
7	Computers	\$ 16,000	\$ 16,000		\$ 3,200			\$ 12,800										
8	Security (Added to 5307 Grant FY 17)		\$ -															
9	Retrofit Trolley A/C - deferred	\$ -	\$ -															
10	MB Transfer Center Improvements (FY 17 - Payment to MB)	\$ -	\$ -															
11	AVL System	\$ 26,346	\$ 26,346				\$ 5,269						\$ 21,077					
			\$ -															
12	Debt Repayment to FTA (2 vehicles/2 Fareboxes deferred)		\$ -															
13	O&M Reserve	\$ 25,000	\$ 25,000			\$ 25,000												
	<b>Total Capital Expenditures</b>	<b>\$ 285,824</b>																
<b>Operating Expenses</b>		<b>Total</b>																
14	Admin Wages	\$ 732,300																
15	Admin Fringe	\$ 236,200																
	<b>Admin Expense</b>	<b>\$ 1,351,975</b>	<b>\$ 1,351,975</b>	<b>\$ 83,351</b>	<b>\$ 480,331</b>			<b>\$ 49,231</b>	<b>\$ 266,068</b>	<b>\$ 275,504</b>			<b>\$ 147,910</b>	<b>\$ 49,580</b>				
16	Operations Wages	\$ 1,719,425																
17	Operations Overtime - 7% Operators 5% CSRs	\$ 144,400																
18	Operations Fringe	\$ 650,575																
	<b>O&amp;M Expense</b>	<b>\$ 3,270,715</b>	<b>\$ 3,270,715</b>	<b>\$ 246,351</b>	<b>\$ 939,423</b>	<b>\$ 140,371</b>	<b>\$ 612,500</b>	<b>\$ 45,500</b>	<b>\$ 597,602</b>	<b>\$ 313,970</b>	<b>\$ 50,801</b>	<b>\$ 156,985</b>	<b>\$ 33,990</b>	<b>\$ 57,135</b>	<b>\$ 51,337</b>	<b>\$ 24,750</b>		
19	Maintenance Wages	\$ 616,416																
20	Maint. Overtime	\$ 29,000																
21	Maint. Fringe	\$ 276,109																
22	Contract Maint	\$ 78,500																
	<b>Preventive Maint. Expense</b>	<b>\$ 1,369,125</b>	<b>\$ 1,369,125</b>	<b>\$ 12,906</b>	<b>\$ 246,705</b>			<b>\$ 347,330</b>	<b>\$ 307,754</b>	<b>\$ 9,783</b>	<b>\$ 35,815</b>		<b>\$ 325,750</b>	<b>\$ 73,691</b>	<b>\$ 9,391</b>			
23	Janitorial	\$ 15,000																
24	Vehicle Maint	\$ 304,100																
25	Fuel & Oil	\$ 455,000																
26	Tubes & Tires	\$ 45,000																
27	Insurance	\$ 198,500																
28	Operational Supplies - Includes April 1 Startup	\$ 43,150																
29	Ops Supplies xfer to Maintenance	\$ 50,000																
30	Utilities	\$ 40,500																
31	Telephone - AVL Data Package	\$ 53,500																
32	Postage & Freight	\$ 4,750																
33	Office Supplies	\$ 73,310																
34	Legal and Professional	\$ 87,750																
35	Advertising and Marketing	\$ 20,000																
36	Dues and Subscriptions	\$ 14,665																
37	Travel and Training (Incorporated into Admin)	\$ 75,000																
38	Parking Lot Lease	\$ 14,665																
39	Non Reimbursable Expense	\$ 14,000																
		\$ -																
	<b>Total Expense</b>	<b>\$ 5,991,815</b>																
	<b>Total Maint&amp; Cap.</b>	<b>\$ 6,277,639</b>	<b>\$ 6,277,639</b>															
40				\$ -	\$ 321,136	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1)	\$ -	\$ -

Coast RTA

PROPOSED BUDGET for FY 17 - September 2016

**DRAFT**

			A	B	C	D	E	F	G	H	I	I	J	K	L	M
		2016	Revenue by Activity	Local Funds - Confirmed by local funders	2016 Fares	Other Revenue (incl. 5310 Grant)	FTA 5307 FY 17 Grant	FTA 5307 FY 14 STP FLEX	5311 Incoming Funds - FY 17 Grant	SCDOT SMTF - Match 5311 FY 17/18	SCDOT SMTF - Match 5311 FY 17/18	State 5339/5307 Award FY 16	State 5339/5307 Award Match	State 5339/5311 Award FY 17	State 5339/5311 Award Match	FTA 5339 FY 17 Grant
<b>Capital Program</b>			<b>\$ 8,087,961</b>	\$ 2,025,000	\$ 500,000	\$ 161,300	\$ 2,154,906	\$ 480,000	\$ 733,598	\$ 89,826	\$ 242,910	\$ 807,500	\$ 142,500	\$ 81,842	\$ 20,460	\$ 648,119
			\$ -													
1	Paratransit Vehicles (3 Replacements)	\$ 194,964	\$ 194,964	\$ 29,245												\$ 165,719
2	MB Transit Center	\$ 94,000	\$ 94,000			\$ 18,800	\$ 75,200									
3	Buses (3-40ft, 2-24ft Replacements + parts/support equip)	\$ 1,475,000	\$ 1,475,000	\$ 105,000								\$ 807,500	\$ 142,500			\$ 420,000
4	Facility Due Diligence/Design	\$ 480,000	\$ 480,000	*SC Toll Credits and previously spent funding				\$ 480,000								
5	Bus Stop Sign Implementation (Turnkey RFP)	\$ 202,302	\$ 202,302	\$ 20,000			\$ 80,000							\$ 81,842	\$ 20,460	
6	Computers	\$ 35,000	\$ 35,000	\$ 7,000			\$ 28,000									
7	Security	\$ 20,000	\$ 20,000	\$ 4,000			\$ 16,000									
8	AVL System	\$ 53,000	\$ 53,000	\$ 10,600			\$ 42,400									
9	Equity Reconciliation for Past Disposals	\$ 150,000	\$ 150,000				\$ 150,000									
10	O&M Reserve	\$ 100,000	\$ 100,000	\$ 100,000												
	<b>Total Capital Expenditures</b>	<b>\$ 2,804,266</b>	<b>\$ 2,804,266</b>													
<b>Operating Expenses</b>			<b>\$ -</b>													
11	Admin Wages	\$ 595,780														
12	Admin Fringe	\$ 191,876														
	<b>Admin Expense</b>	<b>\$ 1,054,138</b>	<b>\$ 1,046,938</b>	<b>\$ 276,906</b>		<b>\$ 75,000</b>	<b>\$ 380,951</b>		<b>\$ 314,081</b>							
13	Operations Wages	\$ 1,537,829														
14	Operations Overtime	\$ 84,002														
15	Operations Fringe	\$ 667,027														
	<b>O&amp;M Expense</b>	<b>\$ 2,982,543</b>	<b>\$ 2,982,543</b>	<b>\$ 1,265,286</b>	<b>\$ 500,000</b>	<b>\$ 67,500</b>	<b>\$ 819,583</b>		<b>\$ 81,854</b>	<b>\$ 89,826</b>	<b>\$ 158,494</b>					
16	Maintenance Wages	\$ 510,658														
17	Maint. Overtime	\$ 24,343														
18	Maint. Fringe	\$ 223,643														
19	Contract Vehicle Maint	\$ 100,000														
	<b>Preventive Maint. Expense</b>	<b>\$ 1,125,544</b>	<b>\$ 1,125,544</b>	<b>\$ 140,693</b>			<b>\$ 562,772</b>		<b>\$ 337,663</b>		<b>\$ 84,416</b>					
20	Facility Maintenance	\$ 66,900														
21	Vehicle Maint	\$ 200,000														
22	Fuel & Oil - Ops	\$ 395,000														
23	Tubes & Tires - Ops	\$ 35,000														
24	Insurance - Ops	\$ 154,000														
25	Insurance - G&A	\$ 20,250														
26	Public Information/Brochures - Ops	\$ 25,000														
27	Utilities - Allocated	\$ 36,200														
28	Telephone - Admin	\$ 37,000														
29	Mobile App Operations - Ops	\$ 27,000														
30	Postage & Freight - Admin	\$ 3,800														
31	Office Supplies - Admin	\$ 32,500														
32	Legal and Professional - Admin	\$ 50,000														
33	Advertising and Marketing - Allocated	\$ 15,000														
34	Dues and Subscriptions - Admin	\$ 11,732														
35	Travel and Training - Allocated	\$ 60,000														
36	Leases (Copiers/Parking/MB Center) - Ops	\$ 25,800														
37	Other - Ops	\$ 31,885														
		\$ -														
	<b>Total Expense</b>	<b>\$ 5,162,225</b>														
	<b>Total Maint&amp; Cap.</b>	<b>\$ 7,966,491</b>	<b>\$ 7,966,491</b>													
38				\$ 66,270	\$ -	\$ -	\$ -	\$ -	\$ (0)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,400

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. SEP2016-22**

**APPROVAL OF REVISED FY2016 BUDGET**

A motion of the Board of the Waccamaw Regional Transportation Authority to adopt the revised FY2016 budget for the period July 1, 2015 to September 30, 2016 and authorizing the General Manager/Secretary-Treasurer to manage the fiscal affairs of the Authority in accordance to the fiscal year 2016 operating budget amounts.

**Background:**

The General Manager/Secretary Treasurer is responsible for the fiscal operations of the Waccamaw Regional Transportation Authority. The Finance Department has prepared a revised 2016 fiscal year budget which includes operating and capital expenses for the periods commencing July 1, 2015 and ending September 30, 2016. The revised budget has been reviewed by the Finance Committee of the Board of Directors, which recommends the approval and adoption of the revised budget for fiscal year 2016.

**Motion:**

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the revised FY16 budget is adopted for the period July 1, 2015 through September 30, 2016 and that the General Manager/Secretary-Treasurer is authorized to manage the fiscal affairs of the Authority in accordance with the fiscal year 2016 budget amounts.

Requested by:

\_\_\_\_\_  
Brian Piascik, General Manager/Secretary-Treasurer

APPROVED by the Board of the Waccamaw Regional Transportation Authority at a regular meeting thereof held on September 28, 2016.

ATTEST:

\_\_\_\_\_  
Joseph Lazzara, Board Chair

\_\_\_\_\_  
Robert Sheehan, Ph.D., Board Vice Chair

\_\_\_\_\_  
Katharine D'Angelo

\_\_\_\_\_  
Ivory Wilson

\_\_\_\_\_  
Wilbert G. James

\_\_\_\_\_  
Lillie Jean Johnson

\_\_\_\_\_  
Sid Blackwelder

\_\_\_\_\_  
Chuck Ottwell

\_\_\_\_\_  
Bernard Silverman

\_\_\_\_\_  
Marvin Keene, Ph.D.

\_\_\_\_\_  
Darrell Eickhoff

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. SEP2016-23**

**APPROVAL OF FY2017 BUDGET**

A motion of the Board of the Waccamaw Regional Transportation Authority to adopt the FY2017 budget for the period October 1, 2016 to September 30, 2017 and authorizing the General Manager/Secretary-Treasurer to manage the fiscal affairs of the Authority in accordance to the fiscal year 2017 budget amounts.

**Background:**

The General Manager/Secretary Treasurer is responsible for the fiscal operations of the Waccamaw Regional Transportation Authority. The Finance Department has prepared a FY2017 budget which includes operating and capital expenses for the periods commencing October 1, 2016 and ending September 30, 2017. The budget has been reviewed by the Finance Committee of the Board of Directors, which recommends the approval and adoption of the budget for fiscal year 2017.

**Motion:**

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the FY17 budget is adopted for the period October 1, 2016 through September 30, 2017 and that the General Manager/Secretary-Treasurer is authorized to manage the fiscal affairs of the Authority in accordance with the fiscal year 2017 budget amounts.

Requested by:

\_\_\_\_\_  
Brian Piascik, General Manager/Secretary-Treasurer

APPROVED by the Board of the Waccamaw Regional Transportation Authority at a regular meeting thereof held on September 28, 2016.

ATTEST:

\_\_\_\_\_  
Joseph Lazzara, Board Chair

\_\_\_\_\_  
Robert Sheehan, Ph.D., Board Vice Chair

\_\_\_\_\_  
Katharine D'Angelo

\_\_\_\_\_  
Ivory Wilson

\_\_\_\_\_  
Wilbert G. James

\_\_\_\_\_  
Lillie Jean Johnson

\_\_\_\_\_  
Sid Blackwelder

\_\_\_\_\_  
Chuck Ottwell

\_\_\_\_\_  
Bernard Silverman

\_\_\_\_\_  
Marvin Keene, Ph.D.

\_\_\_\_\_  
Darrell Eickhoff

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. SEP2016-24**

**AUTHORIZATION TO RETAIN AUDIT FIRM**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to enter into a five-year agreement with Robert E. Milhous, C.P.A., P. A. & Associates to conduct audits of the financial statements of the Authority for the five (5) fiscal years 2016 (\$22,500), 2017 (\$17,500), 2018 (\$17,500), 2019 (\$15,500), and 2020 (\$15,500), for a five-year total of \$88,500.

**Background:**

The Authority is required to perform an annual financial audit to ensure that there are effective controls over and proper accounting for revenues, expenditures, assets and liabilities. An annual audit is also required to qualify for Federal, State and local funding. The Waccamaw Regional Transportation Authority solicited formal proposals in June 2016 to solicit a qualified audit firm to conduct annual financial audits for five (5) consecutive years, for fiscal years 2016 (\$22,500), 2017 (\$17,500), 2018 (\$17,500), 2019 (\$15,500), and 2020 (\$15,500), for a five-year total of \$88,500. Robert E. Milhous, C.P.A., P.A. & Associates issued the highest ranking, responsive and responsible proposal to perform the audits.

**Motion:**

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the General Manager/Secretary Treasurer be authorized to enter into an agreement with Robert E. Milhous, C.P.A., P.A. & Associates to conduct audits of the financial statements of the Authority for the five (5) fiscal years of 2016 (\$22,500), 2017 (\$17,500), 2018 (\$17,500), 2019 (\$15,500), and 2020 (\$15,500), for a five-year total of \$88,500

Requested by:

\_\_\_\_\_  
Brian Piascik, General Manager/Secretary-Treasurer

APPROVED by the Board of the Waccamaw Regional Transportation Authority at a regular meeting thereof held on September 28, 2016.

ATTEST:

\_\_\_\_\_  
Joseph Lazzara, Board Chair

\_\_\_\_\_  
Robert Sheehan, Ph.D., Board Vice Chair

\_\_\_\_\_  
Katharine D'Angelo

\_\_\_\_\_  
Ivory Wilson

\_\_\_\_\_  
Wilbert G. James

\_\_\_\_\_  
Lillie Jean Johnson

\_\_\_\_\_  
Sid Blackwelder

\_\_\_\_\_  
Chuck Ottwell

\_\_\_\_\_  
Bernard Silverman

\_\_\_\_\_  
Marvin Keene, Ph.D.

\_\_\_\_\_  
Darrell Eickhoff