

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY d/b/a
THE COAST RTA
BOARD OF DIRECTORS MEETING
NOVEMBER 30, 2016
9:30 AM**

AGENDA

1. CALL TO ORDER
2. INVOCATION/PLEDGE OF ALLEGIANCE
3. SWEARING IN OF NEW BOARD MEMBER – DEB GASQUE
4. ROLL CALL – ANNOUNCEMENT OF QUORUM
5. ACKNOWLEDGEMENT OF VISITORS
6. PUBLIC COMMENT* (3-minute limit)
7. EMPLOYEE RECOGNITION – EMPLOYEE OF THE QUARTER PRESENTATION
8. APPROVAL OF OCTOBER BOARD MEETING MINUTES
9. SERVICE AND PAC COMMITTEES REPORTS
10. FINANCE COMMITTEE REPORT
11. GENERAL MANAGER’S REPORT
12. APPROVAL OF RESOLUTIONS
 - RESOLUTION NOV2016-26 AUTHORIZATION TO APPLY FOR PARTICIPATION IN THE SOUTH CAROLINA DEFERRED COMPENSATION PROGRAM
 - RESOLUTION NOV2016-27 AUTHORIZATION TO ACCEPT FY2014 FUNDING FROM GSATS
 - RESOLUTION NOV216-28 APPROVAL TO SECURE A SHORT-TERM LOAN
13. OLD BUSINESS
14. NEW BUSINESS
15. EXECUTIVE SESSION
16. ANNOUNCEMENTS
17. ADJOURNMENT

**THE NEXT BOARD OF DIRECTORS MEETING IS WEDNESDAY, JANUARY 25, 2017
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. 30
D'Angelo, Katharine	X	X	X	X	X	X**	X	X	X	X	X	E	
Blackwelder, Sid	E	X	E	X	X	X**	E	X	X	X	X	X	
Eickhoff, Darrell	X	X	X	X	X	X	X**	X	X	X	X	X	
James, Wilbur G.	X	E	X	X	X	E	X	E	X	E	X	X	
Johnson, Lillie Jean	X	X	E	X	X	X**	X	E	X	E	X**	X**	
Keene, Marvin, Ph.D. CFA	X	X	X	X	E	X**	X	X	X	X	X	X	
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, Rob, Ph.D.	X	X	X	X	X	E	X	E	X	X	E	E	
Silverman, Bernard	X	X	X	X	X	X	X	X	X	E	X	X	
Wilson, Ivory	X	X	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 10/24/16

THE COAST RTA-WACCAMAW RTA BOARD OF DIRECTORS MEETING
WEDNESDAY, OCTOBER 26, 2016
10:00 AM

Board Present: Joseph Lazzara
Sid Blackwelder
Chuck Ottwell
Marvin Keene
Ivory Wilson
Darrell Eickhoff
Sid Blackwelder
Lillie Jean Johnson via telephone

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

Visitors: Nicholas Twigg, CCU
Deb Gasque, Citizen
Suzanne Harris, Citizen

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 October 24, 2016.

CALL TO ORDER: Chairman Lazzara called the meeting to order at 10:07 AM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mr. Lazzara 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, Deb Gasque, Suzanne Harris

PUBLIC COMMENT: None

EMPLOYEE RECOGNITION: Mr. Piascik gave kudos to staff for the evacuation and to Mr. Prater sand his staff for FMO.

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

COMMITTEE REPORTS

SERVICE COMMITTEE: Did not meet

PAC COMMITTEE: Did not meet

FINANCE COMMITTEE: Mr. Ottwell reported that the Finance Committee met and discussed the FY16 and FY17 budgets. The committee also reviewed the financial statements, in which everything was found to be in line. The committee discussed the FMO conference call, during which time we heard the results from the FMO and Brian responded and asked questions. Mr. Ottwell felt the FMO went very well. We should receive the written report in 30 days, after which we have 30 days to respond.

Mr. Piascik asked if there were any questions regarding FMO. Mr. Blackwelder asked about the two (2) International buses that have been parked due to safety issues. Mr. Piascik clarified that at some point we will have to pay money back as these two (2) buses have not met their useful life. However, he disagrees with the FMO team that this is a finding. They also questioned whether or not we have notified anyone with FTA of the situation. Further, Mr. Piascik shared that he did verbally notify FTA in his meeting with them in December 2015. If he can get FTA to corroborate, then this finding will go away. We need to finalize this in FY17. We have an open issue with NTSB.

Mr. Silverman asked if there are any open items remaining on the Triennial. Mr. Piascik replied that there are none; however, we have not received the letter. Mr. Silverman asked if the RFP for the two (2) 40' buses is out yet. Mr. Piascik said that we have already ordered those buses in a combined order with Columbia Transit. The buses are \$425,000 each. Mr. Silverman asked about the bus stop RFP. Mr. Piascik said that all of this is in his General Manager's report.

GENERAL MANAGER'S REPORT: Mr. Piascik began his report by saying that everything in the "parking lot" is still there. October has been a really busy month, so none of these have begun. The bus color is still on the table.

Regarding the Myrtle Beach Transit Center, we did lose some time due to the hurricane; however, there was no damage to the building. The City has given us an opening date of December 1st. They still have our draft agreement, so we haven't heard if there are any major issues; it's probably still being reviewed by their legal department. When we receive it, a resolution will be brought to the board authorizing the General Manager to sign the agreement. That will include their deeding the building over to us; monthly fee for cleaning of the building (\$2200/month); and the land lease. Initially, we will not be selling passes. Mr. Silverman suggested that of those stationed at the transit center be able to repair fare boxes. There are video cameras; there will be a fence around the building; and the building will be locked after hours.

Presently, we have three (3) grants in process. TrAMS is shut down during the month of October for year-end close. The grants that are in there will need to be tweaked prior to submitting for processing. One is for the Bus Stop Designation Program; one for the Myrtle Beach Transit Center; and one for the Feasibility Study. We have funding for three (3) additional cutaways.

Year-end audit will begin mid-November. We have notifications to get our NTD reports in.

APPROVAL OF RESOLUTIONS:

Ms. Nobles read the following resolution(s) into the record:

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. OCT2016-25**

**AUTHORIZATION TO SUBMIT APPLICATION FOR 5307 FUNDING FOR TWO (2)
CAPITAL PROJECTS**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary-Treasurer to submit an application for 5307 funds for two capital projects; (1) Bus Stop Designation and (2) Myrtle Beach Transit Center totaling \$293,000.

There was a motion and a second to approve the resolution. There being no discussion, a voice vote was taken; no nays being heard, the resolution was approved.

OLD BUSINESS: Mr. Piascik reported that Dr. Sheehan has done some more in-depth analysis of the Entertainment Express and he would like to take the information to North Myrtle Beach in an effort to begin something similar in that area. It will be discussed more in Service and PAC meetings. Also, there is a new meeting schedule in everyone's books.

NEW BUSINESS:

EXECUTIVE SESSION: There was a motion and a second that the board enter into Executive Session to discuss a legal issue. At 10:44 AM. Voice vote was taken; no nays being heard, the motion passed.

At 10:57 AM, there was a motion and a second that the board come out of Executive Session. Voice vote was taken; no nays being heard, the motion passed. During Executive Session, no votes were taken and no decisions were made.

ANNOUNCEMENTS: Ms. Nobles invited members of the Board to the Holiday Celebration, December 10, 2016 at the Clarion Hotel (Waccamaw Pottery) on the waterway. Invitations were given to those attending the meeting. Notices are being sent to those not in attendance.

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 11:00 AM.



FINANCIALS

October 31, 2016

FY 2017

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
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10/31/16**

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17-Nov-16

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

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY 17 Budget
Operating Revenues						
Passenger Fares and Passes	32,087	32,087	33,500	(1,413)	-4.2%	500,000
Local Contracts	0	0	0	0	0.0%	0
Other Operating Revenue	0	0	0	0	0.0%	0
Total Operating Revenues	32,087	32,087	33,500	(1,413)	-4.2%	500,000
Operating Expenses						
Salaries & Benefits - Admin	65,675	65,675	65,638	(37)	-0.1%	787,654
Salaries & Benefits - Transit	161,168	161,168	170,134	8,966	5.3%	2,204,860
Overtime - Transit	6,312	6,312	6,300	(12)	-0.2%	84,000
Salaries & Benefits - Maintenance	64,731	64,731	61,191	(3,540)	-5.8%	734,294
Overtime - Maintenance	627	627	2,029	1,402	69.1%	24,350
Facility Maintenance	1,671	1,671	5,575	3,904	70.0%	66,900
Vehicle Maintenance	73,400	73,400	25,100	(48,300)	-192.4%	301,200
Fuel & Oil	29,924	29,924	29,704	(220)	-0.7%	395,000
Tires	2,909	2,909	2,917	8	0.3%	35,000
Accident Expense	0	0	700	700	100.0%	8,400
Liability Insurance	14,768	14,768	14,521	(247)	-1.7%	174,250
Utilities	3,347	3,347	3,017	(330)	-10.9%	36,200
Telephone	4,114	4,114	5,333	1,219	22.9%	64,000
Postage & Freight	19	19	317	298	94.0%	3,800
Office Supplies	2,912	2,912	2,500	(412)	-16.5%	30,000
Legal & Professional Services	794	794	3,940	3,146	79.8%	72,285
Public Information	4,309	4,309	2,500	(1,809)	-72.4%	30,000
Advertising & Marketing	412	412	833	421	50.5%	10,000
Dues & Subscriptions	635	635	977	342	35.0%	11,732
Property Leases	1,163	1,163	2,150	987	45.9%	25,800
Travel & Training	2,503	2,503	5,000	2,497	49.9%	60,000
Other Expenses	1,669	1,669	208	(1,461)	-702.4%	2,500
Total Operating Expenses	443,062	443,062	410,584	(32,478)	-7.9%	5,162,225
Operating Profit (Loss)	(410,975)	(410,975)	(377,084)	(33,891)	-9.0%	(4,662,225)
Non-Reimbursable Expenses						
Depreciation	39,774	39,774	48,000	8,226	17.1%	576,000
Gain (Loss) on Fixed Assets	0	0	0	0	0.0%	0
Other Non-Reimbursable Expense	43	43	0	(43)	100.0%	0
Pension Expense - Deferred Outflows	0	0	0	0	0.0%	0
Total Non-Reimbursable Expenses	39,817	39,817	48,000	8,183	17.0%	576,000
Total Operating and Non-Reimbursable Expenses	482,879	482,879	458,584	(24,295)	-5.3%	5,738,225

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 October 31, 2016**

	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>YTD \$ Variance</u>	<u>YTD % Variance</u>	<u>TOTAL FY 17 Budget</u>
Operating Grant Revenue						
Federal Grants - Operating	258,421	258,421	194,912	63,509	32.6%	2,498,760
State Grants - Operating	44,618	44,618	43,784	834	1.9%	336,093
Local Grants - Operating	133,750	133,750	135,000	(1,250)	-0.9%	1,684,350
Total Operating Grant Revenue	436,789	436,789	373,696	63,093	16.9%	4,519,203
Capital Grant Revenue						
Federal Grants - Capital	0	0	0	0	0.0%	2,196,661
State Grants - Capital	0	0	0	0	0.0%	162,960
Local Grants - Capital	0	0	0	0	0.0%	175,845
Total Capital Grant Revenue	0	0	0	0	0.0%	2,535,466
Total Grant Revenue	436,789	436,789	373,696	63,093	16.9%	7,054,669
Other Revenue						
Bus Advertising Revenue	3,520	3,520	2,083	1,437	69.0%	25,000
Insurance Proceeds	0	0	2,292	(2,292)	-100.0%	27,500
Misc-RTAP,F/A Disposals, Vending,Other	2,113	2,113	2,250	(137)	-6.1%	27,000
Total Other Revenue	5,633	5,633	6,625	(992)	-15.0%	79,500
Total Non-Operating Revenue	442,422	442,422	380,321	62,101	16.3%	7,134,169
 In-Kind Revenue	 0	 0	 0	 0	 0.0%	 18,800
Change in Net Position	<u>(8,370)</u>	<u>(8,370)</u>	<u>(44,763)</u>	<u>36,393</u>	<u>-81.3%</u>	<u>1,914,744</u>
 YTD Capital Expenditure Activity						
Administrative Vehicles	0	0	0	0	0.0%	0
Bus Purchases	0	0	0	0	0.0%	1,763,964
Facility Design	0	0	0	0	0.0%	480,000
Computer Hardware/Software	0	0	0	0	0.0%	22,160
AVL System	0	0	0	0	0.0%	53,000
Bus Stop Sign Implementation	0	0	0	0	0.0%	202,302
Security	0	0	0	0	0.0%	20,000
Retrofit Trolley A/C	0	0	0	0	0.0%	0
Security Project	0	0	0	0	0.0%	0
CIP	12,840	12,840	12,840	0	0.0%	12,840
YTD Capital Expenditures vs Budget	<u>12,840</u>	<u>12,840</u>	<u>12,840</u>	<u>0</u>	<u>0.0%</u>	<u>2,554,266</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 – October 31, 2016**

These notes represent 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).

Salaries & Benefits - Transit is under budget YTD \$8.9K or 5.3% (page 2) because service was shut down for several days due to hurricane Matthew.

Vehicle Maintenance is over budget YTD (\$48.3K) or (192.4%) due to major repair expenses to buses including: accident repairs (\$5.5K), transmission/engine repair for 5740 (\$12K), engine rebuild (\$16K) and several other major repairs. During the hurricane shutdown, GM authorized additional expense to address maintenance issues with fleet overall. Staff will be tracking expenses for the next few months to see if a budget revision is necessary.

Depreciation is under budget YTD \$8.2K or 17.1% (page 2). Several vehicles have been down for more than thirty days and were not depreciated for October. The budget for this category includes new vehicles which have not been acquired.

Total Operating Grant Revenue is over budget \$63.1K or 16.9% (page 3) due to the additional expenses in maintenance which were included in the draw calculation. The Authority also recognized the revenue expected from FEMA for expenses associated with the hurricane (\$15.5K).

Coast RTA Budget Review FY 17

	Total Expense YTD	Budget YTD	Variance \$ YTD	Variance % YTD
Administration	80,411	85,058	4,647	5.5%
Operations	222,222	229,134	6,912	3.0%
Maintenance	140,429	88,320	(52,109)	-59.0%
Total	443,062	402,512	(40,550)	-10.1%
Farebox Revenue	32,087	33,500	(1,413)	-4.2%

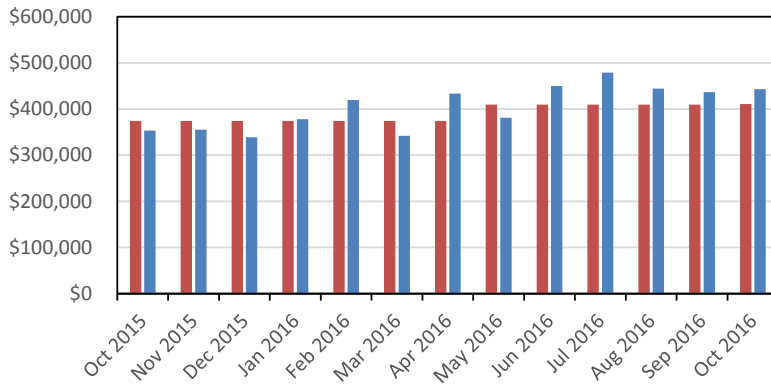
through Oct 2016

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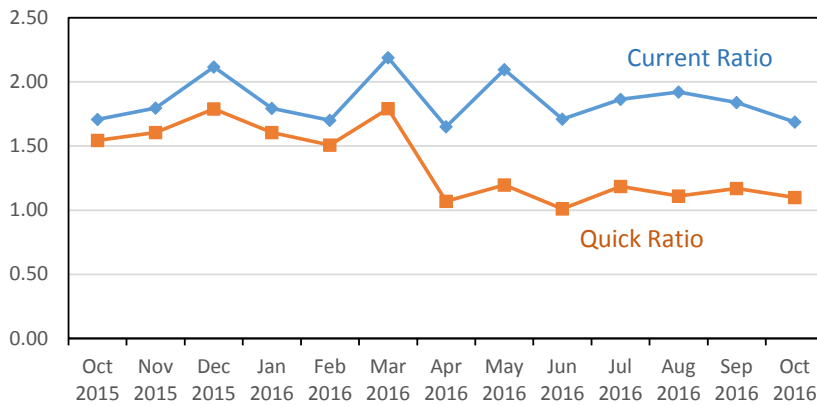
WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
COMPARATIVE BALANCE SHEET
October 31, 2016

	Oct-16	Oct-15
ASSETS		
Current Assets:		
Cash	326,897	192,267
Cash Reserve (Certificate of Deposit)	50,001	5,000
Accounts Receivable - Federal, State & Local Grants	499,563	579,253
Accounts Receivable - Employees/Other	28,923	19,865
Inventory	123,903	129,578
Prepaid Expenses	<u>129,328</u>	<u>57,082</u>
Total Current Assets	<u>1,158,615</u>	<u>983,045</u>
Long-Term Assets		
Total Capital Assets, Net	2,307,547	2,227,934
Deferred Outflows of Resources-NPL	<u>99,372</u>	<u>298,653</u>
Total Long-Term Assets	<u>2,406,919</u>	<u>2,526,587</u>
Total Assets	<u><u>3,565,534</u></u>	<u><u>3,509,632</u></u>
LIABILITIES & EQUITY		
LIABILITIES		
Current Liabilities:		
Accounts Payable	205,043	92,118
Accrued Payroll and Withholdings	104,811	189,833
Accrued Compensated Absences	75,570	28,518
Obligation Payable-SCDOT, Current Portion	137,488	137,488
Line of Credit - Conway National Bank	0	0
Capital Lease Obligations	29,651	35,000
Deferred Revenue	<u>271,252</u>	<u>288,442</u>
Total Current Liabilities	<u>823,815</u>	<u>771,399</u>
Non-Current Liabilities:		
Revolving Fund Balance (Due to SCDOT)	60,000	60,000
Accrued Compensated Absences, Net of Current Portion	49,502	74,866
Capital Lease Obligations, Net of Current Portion	0	32,151
Obligation Payable - FTA	388,542	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>
Total Non-Current Liabilities	<u>4,929,081</u>	<u>4,757,696</u>
Total Liabilities	<u><u>5,752,896</u></u>	<u><u>5,529,095</u></u>
EQUITY		
Restricted Contributed Capital	2,719,523	2,719,523
Earnings - prior years	(1,222,384)	(950,916)
Retained earnings current year	(8,370)	(111,590)
Unrestricted Capital-Net Pension Liability	<u>(3,676,132)</u>	<u>(3,676,480)</u>
Total Fund Equity	<u><u>(2,187,363)</u></u>	<u><u>(2,019,463)</u></u>
Total Liabilities and Fund Equity	<u><u>3,565,534</u></u>	<u><u>3,509,632</u></u>

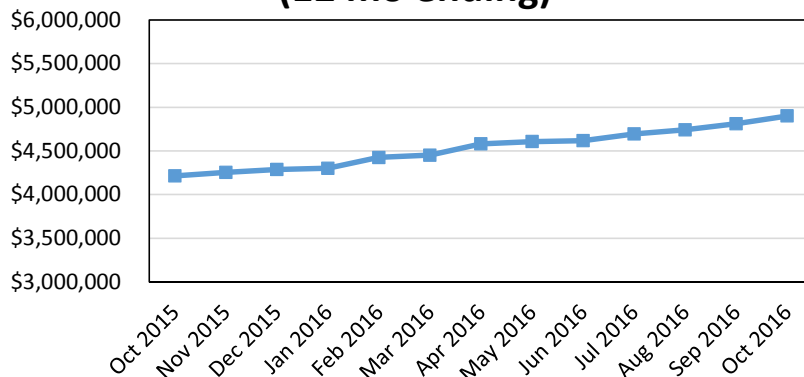
Expenses: Monthly Budget to Actual



Current/Quick Ratio



12-mo Rolling Expense Trending (12 mo ending)



WACCAMAW REGIONAL TRANSPORTATION AUTHORITY

DBA THE COAST RTA

CASH REQUIREMENTS

11/17/2016

	Income	Expense	Balance	Date	Notes
Cash Balance			72,708	11/17/16	Includes payroll of 11/18/16
Deposits in Transit	5,250		77,958		
Accounts Payable		10,000	67,958	11/18/16	Estimate
5307 Federal Ops	68,221		136,179	11/21/16	October Draw
5307 Federal PM	77,339		213,518	11/21/16	October Draw
5311 Federal Admin	23,533		237,051	11/22/16	September Draw
5311 Federal Ops	34,278		271,329	11/22/16	September Draw
5311 Federal PM	37,990		309,319	11/22/16	September Draw
5311 State Ops	34,278		343,597	11/22/16	September Draw
5311 State PM	9,498		353,095	11/22/16	September Draw
Fares	7,200		360,295	11/26/16	Estimated Week Ending 11/26/16
Pension		54,000	306,295	11/28/16	Month of October, 2016
Fuel		15,000	291,295	11/29/16	Actual Fuel Invoice
Accounts Payable		15,000	276,295	11/30/16	Estimate
Payroll		105,000	171,295	12/02/16	Thanksgiving Holiday
Fares	7,200		178,495	12/03/16	Estimated Week Ending 12/03/16
Accounts Payable		15,000	163,495	12/04/16	Estimate
Accounts Payable		15,000	148,495	12/07/16	Estimate
PEBA		40,000	108,495	12/09/16	Month of December, 2016
Fares	7,000		115,495	12/10/16	Estimated Week Ending 12/10/16
5311 Federal Admin	21,824		137,319	12/10/16	October Draw
5311 Federal Ops	34,322		171,641	12/10/16	October Draw
5311 Federal PM	41,183		212,824	12/10/16	October Draw
5311 State Ops	34,322		247,146	12/10/16	October Draw
5311 State PM	10,296		257,442	12/11/16	October Draw
Fuel		16,000	231,146	12/13/16	Estimated Fuel
Payroll		95,000	136,146	12/16/16	Estimated Payroll
Fares	7,000		143,146	12/17/16	Estimated Week Ending 12/17/16
5307 Federal Ops	68,221		211,367	12/20/16	Estimated November Draw
5307 Federal PM	60,000		271,367	12/20/16	Estimated November Draw
Accounts Payable		15,000	256,367	12/21/16	Estimate
Fares	5,800		262,167	12/24/16	Estimated Week Ending 12/24/16
Pension		38,000	224,167	12/27/16	Month of November, 2016
Accounts Payable		15,000	209,167	12/28/16	Estimate
Payroll		90,000	119,167	12/30/16	Estimate
Fares	5,800		124,967	12/31/16	Estimated Week Ending 12/31/16
Accounts Payable		20,000	104,967	01/03/17	Estimate
Fares	6,000		110,967	01/07/17	Estimated Week Ending 01/07/17
PEBA		40,000	70,967	01/09/17	Month of January, 2017
City of Myrtle Beach	82,500		153,467	01/10/17	3rd Quarter Funding
Accounts Payable		15,000	138,467	01/10/17	Estimate
Payroll		105,000	33,467	01/13/17	Holidays
Short-Term Loan CNB	109,970		143,437	01/13/17	45-day max
Two Cutaways Delivery		129,376	14,061	01/14/17	Vehicles
Fares	6,000		20,061	01/14/17	Estimated Week Ending 01/14/17
Horry County	263,752		283,813	01/15/17	3rd Quarter Funding
5307 Federal Ops	50,000		333,813	01/16/17	Estimated December Draw
5307 Federal PM	60,000		393,813	01/16/17	Estimated December Draw
Accounts Payable		15,000	378,813	01/17/17	Estimate
Georgetown County	117,500		496,313	01/20/17	Final FY17 Funding
5311 Federal Admin	15,000		511,313	01/20/17	Estimated November Draw

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY

DBA THE COAST RTA

CASH REQUIREMENTS

11/17/2016

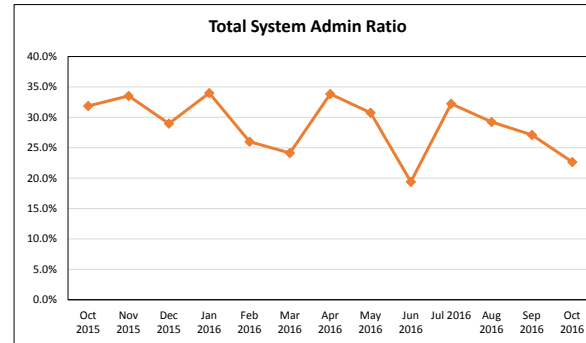
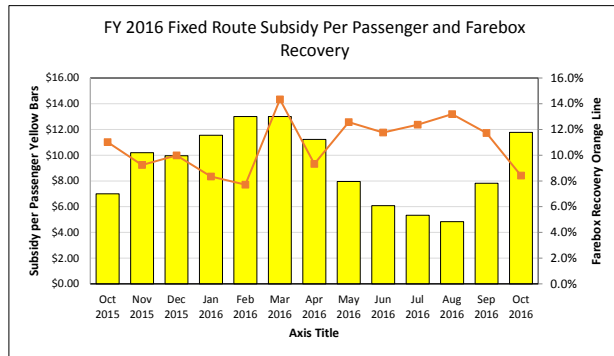
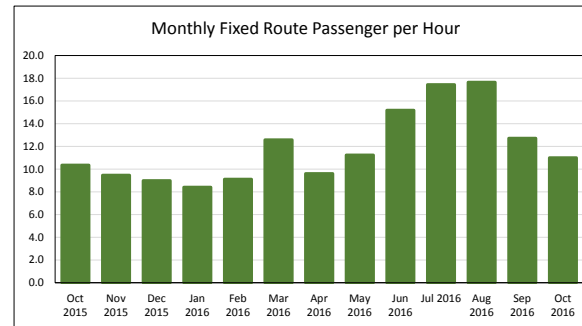
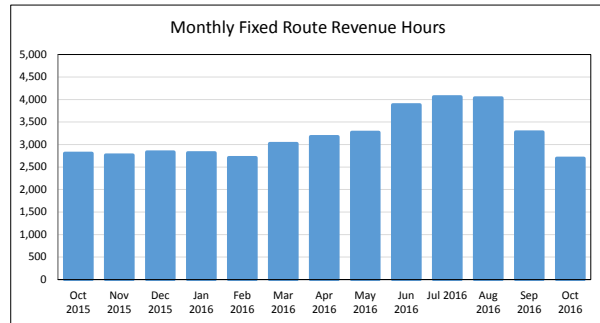
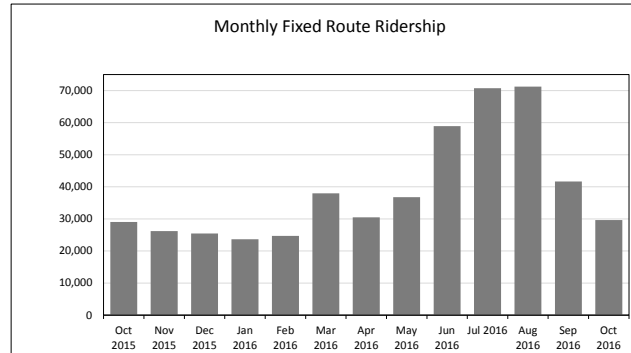
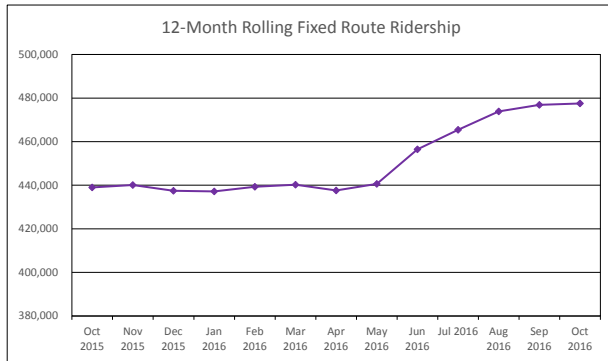
	Income	Expense	Balance	Date	Notes
5311 Federal Ops	25,000		536,313	01/20/17	Estimated November Draw
5311 Federal PM	35,000		571,313	01/20/17	Estimated November Draw
5311 State Ops	30,000		601,313	01/20/17	Estimated November Draw
5311 State PM	5,000		606,313	01/20/17	Estimated November Draw
Fares	6,000		612,313	01/21/17	Estimated Week Ending 01/21/17
Accounts Payable		15,000	597,313	01/24/17	
5311 Federal Admin	15,000		612,313	01/26/17	Estimated December Draw
5311 Federal Ops	20,000		632,313	01/26/17	Estimated December Draw
5311 Federal PM	30,000		662,313	01/26/17	Estimated December Draw
5311 State Ops	30,000		692,313	01/26/17	Estimated December Draw
5311 State PM	5,000		697,313	01/26/17	Estimated December Draw
Payroll		95,000	602,313	01/27/17	MLK Holiday
Fares	6,000		608,313	01/28/17	Estimated Week Ending 01/28/17

Key Performance Indicators - Fixed Route

Fixed Route Measures	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	12-Month Total
Ridership	29,034	26,203	25,453	23,670	24,680	37,983	30,508	36,776	58,936	70,759	71,227	41,677	29,647	506,553
Revenue Hours	2,804	2,767	2,832	2,814	2,708	3,021	3,176	3,271	3,881	4,058	4,035	3,278	2,696	41,340
Total Hours	3,039	2,987	3,025	3,036	2,911	3,265	3,419	3,541	4,166	4,361	4,321	3,487	2,868	44,427
Revenue Miles	61,127	61,842	62,980	63,662	61,491	65,240	68,420	72,038	79,297	80,886	80,605	70,461	58,303	886,352
Total Miles	67,186	67,810	69,565	70,099	67,232	72,124	76,579	78,928	85,914	87,723	87,154	75,435	62,488	968,237
Accidents	3	0	0	0	1	2	0	1	6	2	2	0	1	18
Breakdowns	1	0	2	4	3	5	2	6	5	6	6	5	5	50
Complaints	14	6	2	3	3	2	1	3	1	2	0	2	1	40
Transit Expense	\$142,011	\$149,160	\$149,792	\$135,774	\$140,744	\$116,483	\$210,697	\$189,380	\$272,403	\$249,148	\$228,272	\$216,484	\$242,212	\$2,442,559
Maintenance Expense	\$81,530	\$70,779	\$68,583	\$86,630	\$135,117	\$87,274	\$71,339	\$66,569	\$67,343	\$76,805	\$78,477	\$74,196	\$68,602	\$1,033,243
Administrative Expense	<u>\$71,845</u>	<u>\$74,360</u>	<u>\$63,400</u>	<u>\$75,822</u>	<u>\$71,770</u>	<u>\$30,122</u>	<u>\$95,473</u>	<u>\$78,768</u>	<u>\$65,920</u>	<u>\$105,089</u>	<u>\$89,692</u>	<u>\$78,782</u>	<u>\$70,436</u>	<u>\$971,478</u>
Total Operating Expenses	\$295,386	\$294,299	\$281,774	\$298,226	\$347,632	\$233,879	\$377,508	\$334,717	\$405,666	\$431,042	\$396,440	\$369,462	\$381,249	\$5,104,318
Fare Revenues	\$32,524	\$27,193	\$28,138	\$24,886	\$26,811	\$33,519	\$35,181	\$42,055	\$47,730	\$53,350	\$52,292	\$43,321	\$32,087	\$479,090

Efficiency Metrics	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	12-Month Total
O & M Expense per Hour (No Admin)	\$79.72	\$79.49	\$77.12	\$79.05	\$101.86	\$67.45	\$88.80	\$78.25	\$87.54	\$80.32	\$76.02	\$88.68	\$115.29	\$84.08
Average Fare	\$1.12	\$1.04	\$1.11	\$1.05	\$1.09	\$0.88	\$1.15	\$1.14	\$0.81	\$0.75	\$0.73	\$1.04	\$1.08	\$0.95
Farebox Recovery	11.0%	9.2%	10.0%	8.3%	7.7%	14.3%	9.3%	12.6%	11.8%	12.4%	13.2%	11.7%	8.4%	9.4%
Subsidy per Passenger	\$9.05	\$10.19	\$9.96	\$11.55	\$13.00	\$5.27	\$11.22	\$7.96	\$6.07	\$5.34	\$4.83	\$7.83	\$11.78	\$9.13
Deadhead Ratio (Miles)	10%	10%	10%	10%	9%	11%	12%	10%	8%	8%	8%	7%	7%	9%
Administrative Ratio	32%	34%	29%	34%	26%	15%	34%	37%	23%	32%	29%	27%	23%	28%

Effectiveness Metrics	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	12-Month Total
Passengers per Hour	10.4	9.5	9.0	8.4	9.1	12.6	9.6	11.2	15.2	17.4	17.7	12.7	11.0	12.3
Mean Distance between Accidents	22,395	N/A	N/A	N/A	67,232	36,062	N/A	78,928	14,319	43,862	43,577	N/A	62,488	53,791
Mean Distance between Breakdowns	67,186	N/A	34,783	17,525	22,411	14,425	38,290	13,155	17,183	14,621	14,526	15,087	12,498	19,365
Complaints per 1,000 Riders	0.482	0.229	0.079	0.127	0.122	0.053	0.033	0.082	0.017	0.028	0.000	0.048	0.034	0.148
On-Time Performance	62%	62%	67%	82%	64%	80%	91%	92%	85%	81%	87%	90%	89%	75%

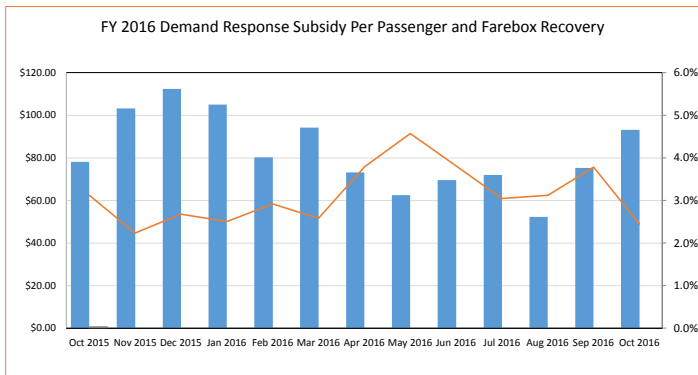
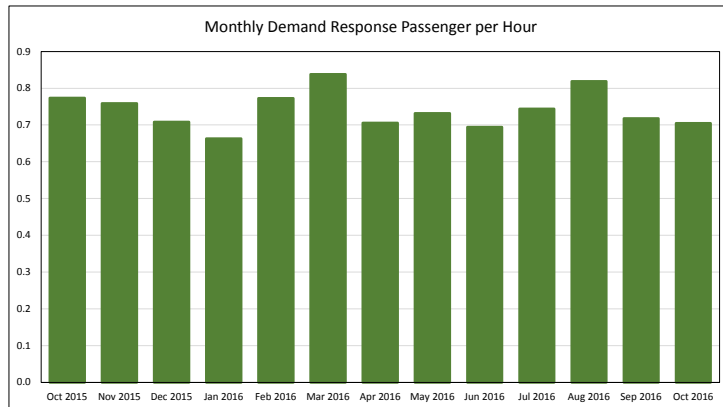
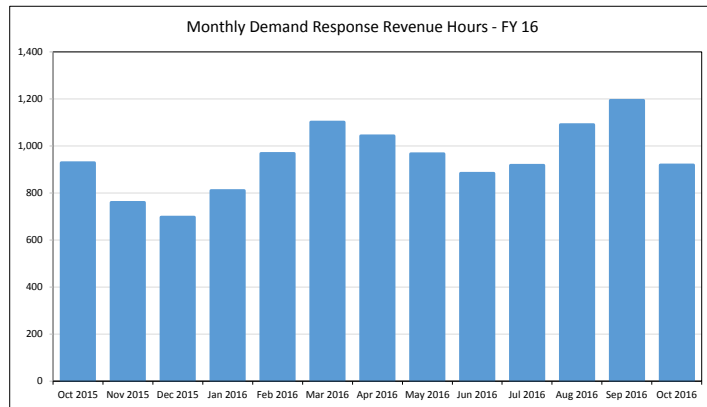
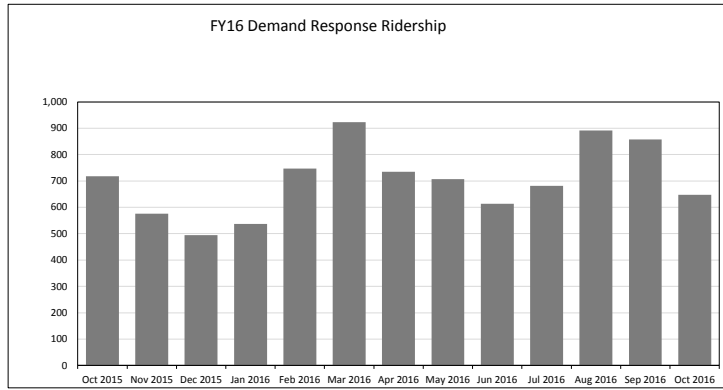
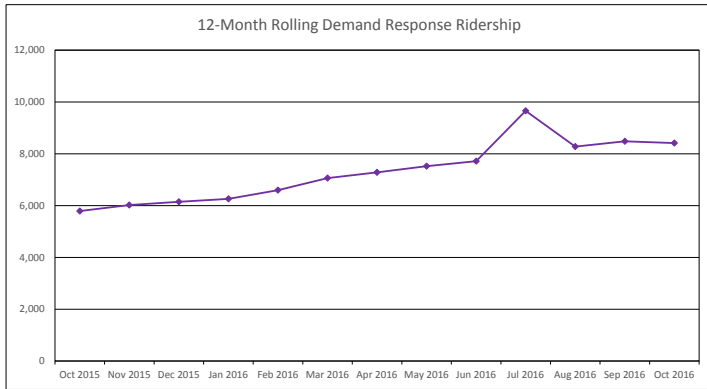


Key Performance Indicators - Demand Response

Demand Response Measures	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	12-Month Total
Ridership	718	576	494	537	747	923	735	707	613	682	892	857	648	9,129
Revenue Hours	929	759	697	810	967	1,101	1,042	966	883	917	1,090	1,194	919	12,275
Total Hours	1,111	919	901	966	1,145	1,293	1,252	1,152	1,089	1,113	1,265	1,400	1,114	14,719
Revenue Miles	10,438	8,726	8,790	9,501	11,812	13,901	13,223	11,325	9,883	11,243	14,570	15,179	11,017	149,608
Total Miles	13,026	10,893	11,073	11,568	14,364	16,831	16,217	14,576	13,785	14,373	18,332	19,006	140,525	314,569
Accidents	0	0	0	0	0	0	1	2	0	1	0	0	0	4
Breakdowns	0	0	0	0	0	1	0	2	2	0	0	0	0	5
Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transit Expense	\$35,851	\$38,278	\$37,163	\$34,303	\$35,094	\$55,621	\$31,173	\$26,192	\$29,779	\$29,286	\$27,691	\$39,301	\$39,298	\$459,029
Maintenance Expense	\$8,509	\$7,724	\$7,210	\$9,038	\$13,916	\$18,524	\$10,556	\$10,711	\$7,362	\$9,238	\$9,520	\$13,470	\$11,130	\$136,907
Administrative Expense	\$13,548	\$14,816	\$12,709	\$14,533	\$12,741	\$15,129	\$14,127	\$9,389	\$7,206	\$12,084	\$10,880	\$14,302	\$11,428	\$162,893
Total Operating Expenses	\$57,908	\$60,817	\$57,082	\$57,874	\$61,752	\$89,274	\$55,856	\$46,292	\$44,347	\$50,608	\$48,091	\$67,073	\$61,856	\$758,829
Fare Revenues	\$1,806	\$1,361	\$1,530	\$1,448	\$1,800	\$2,301	\$2,117	\$2,118	\$1,691	\$1,540	\$1,502	\$2,536	\$1,514	\$23,264

Efficiency Metrics	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	12-Month Total
O & M Expense per Hour	\$47.77	\$60.59	\$63.64	\$53.50	\$50.67	\$67.34	\$40.05	\$38.20	\$42.06	\$42.01	\$34.14	\$44.20	\$54.87	\$48.55
Average Fare	\$2.52	\$2.36	\$3.10	\$2.70	\$2.41	\$2.49	\$2.88	\$3.00	\$2.76	\$2.26	\$1.68	\$2.96	\$2.34	\$2.55
Farebox Recovery	3.1%	2.2%	2.7%	2.5%	2.9%	2.6%	3.8%	4.6%	3.8%	3.0%	3.1%	3.8%	2.4%	3.1%
Subsidy per Passenger	\$78.14	\$103.22	\$112.45	\$105.08	\$80.26	\$94.23	\$73.11	\$62.48	\$69.58	\$71.95	\$52.23	\$75.31	\$93.12	\$80.57
Deadhead Ratio (Miles)	25%	25%	26%	22%	22%	21%	23%	29%	39%	28%	26%	25%	1176%	110%
Administrative Ratio	31%	32%	29%	34%	26%	20%	34%	25%	19%	31%	29%	27%	23%	27%

Effectiveness Metrics	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	12-Month Total
Passengers per Hour	0.77	0.76	0.71	0.66	0.77	0.84	0.71	0.73	0.69	0.74	0.82	0.72	0.71	0.74
Mean Distance between Accidents	n/a	n/a	n/a	n/a	n/a	n/a	16,217	7,288	#DIV/0!	14,373	n/a	n/a	n/a	78,642
Mean Distance between Breakdowns	n/a	n/a	n/a	n/a	n/a	16,831	n/a	7,288	6,893	n/a	n/a	n/a	n/a	62,914
Complaints per 1,000 Riders	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	100%	100%	100%	100%	100%	99%	99%	99%	99%	99%	99%	99%	99%	95%



Coast RTA														
FY17 Grant Draw-Down Schedules														
10/31/16														
***** 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)	\$ 1,190,805	\$ -	\$ 1,126,874	\$ 284,000	\$ 2,601,679		\$ 228,540	\$ 294,764	\$ -	\$ 198,320	\$ 721,624	FY17 Grant		
FY16 Carryover	\$ 61,023	\$ -	\$ (129,640)	\$ 12,800	\$ (55,817)	Drawn before Aug	\$ -	\$ -	\$ -	\$ -	\$ -			
FY16 Carryover	\$ 133,936	\$ -	\$ -	\$ -	\$ 133,936	Drawn after July	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Available for FY17	\$ 1,385,764	\$ -	\$ 997,234	\$ 296,800	\$ 2,679,798		\$ 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+Nov 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	\$ 56,527	\$ (36,292)	\$ 72,062	\$ -	\$ 92,297	Oct/Nov 16	\$ 34,278	\$ 37,990	\$ -	\$ 23,533	\$ 95,801	Oct 16		
Oct 2016	\$ 68,221	\$ -	\$ 77,399	\$ -	\$ 145,620	Nov 16	\$ 34,322	\$ 41,183	\$ -	\$ 21,824	\$ 97,329	Nov 16		
Nov 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Dec 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Jan 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Feb 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Mar 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Apr 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
May 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
June 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
July 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Subtotal Draws	\$ 263,280	\$ -	\$ 294,381	\$ 33,877	\$ 591,538		\$ 135,319	\$ 142,683	\$ -	\$ 91,637	\$ 369,639			
Remaning Balance	\$ 1,122,484	\$ -	\$ 702,853	\$ 262,923	\$ 2,088,260		\$ 93,221	\$ 152,081	\$ -	\$ 106,683	\$ 351,985			
% Expended	19.00%	0.00%	29.52%	11.41%	22.07%		59.21%	48.41%		46.21%	51.22%			
% Time Elapsed	33.33%	33.33%	33.33%	33.33%	33.33%		33.33%	33.33%		33.33%	33.33%			
***** 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	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 34,278	\$ 9,498	\$ -	\$ -	\$ 43,776	Oct 16		
Oct 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 34,322	\$ 10,296	\$ -	\$ -	\$ 44,618	Nov 16		
Nov 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Dec 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Jan 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Feb 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Mar 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Apr 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
May 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
June 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Subtotal Draws	\$ 99,326	\$ -	\$ -	\$ -	\$ 99,326		\$ 135,317	\$ 35,672	\$ -	\$ -	\$ 170,989			
Remaning Balance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 70,031	\$ 1,890	\$ -	\$ -	\$ 71,921			
% Expended	100.00%				100.00%		65.90%	94.97%			70.39%			

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. NOV2016-26**

**AUTHORIZATION TO SUBMIT APPLICATION FOR PARTICIPATION IN
THE SOUTH CAROLINA DEFERRED COMPENSATION PROGRAM**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary-Treasurer to submit an application to bring the Authority into the South Carolina Deferred Compensation Program, as an employer, under the provisions of SC Code Annotated Sections 8-23-10 *et seq.* (the "Code").

Background:

Under the "Code" any person, whether appointed or elected, providing services as an employee for the State or any political subdivision, thereof, for which compensation is paid on a regular basis, is eligible to participate in the South Carolina Deferred Compensation Program which includes the Salary Deferral [401(k)] and Savings Profit Sharing Plan and the Public Employee 457 Deferred Compensation Plan and Trust. Employees will be given a pre-tax option, should they choose to participate.

Motion:

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the General Manager/Secretary-Treasurer be authorized to submit an Application for Participation into the South Carolina Deferred Compensation Program, as an employer under the provisions of S.C. Code Annotated Sections 8-23-10 *et seq.* (the "Code").

Requested by: _____
Brian Piascik, General Manager/Secretary-Treasurer

APPROVED by the Waccamaw Regional Transportation Board of Directors at the regular meeting thereof, held on, November 30, 2016.

Joseph Lazzara, Board Chair

ATTEST:

Robert Sheehan, Board Vice-Chair

Ivory Wilson

Katharine D'Angelo

Wilbert G. James

Lillie Jean Johnson

Sid Blackwelder

Chuck Ottwell

Bernard Silverman.

Darrell Eickhoff

Marvin Keene, Ph.D.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. NOV2016-27**

**AUTHORIZATION TO ACCEPT 5310 GRANT AGREEMENT AND
RECEIVE FY2014 FUNDING FROM GSATS**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to accept the Grant Agreement and receive FY 2014 funds in the amount of \$55,165 from The Grand Strand Area Transportation Study (GSATS).

Background:

Waccamaw Regional Transportation Authority received notification of availability of Large Urban Section 5310 funding for Enhanced Mobility of Seniors and Individuals with Disabilities Program, for which Waccamaw Regional Transportation Authority made application and received notification that the application has been approved. Funds will be used to purchase one (1) new Starcraft Allstar ADA bus with Ford F-450 chassis to replace one (1) paratransit vehicle. This will replace the combined grant originally approved by the Board of Directors.

Motion:

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the General Manager/Secretary Treasurer be authorized to accept the Grant Agreement and receive FY2014 funds in the amount of \$55,165 from GSATS.

Requested by:

Brian Piascik, General Manager/Secretary Treasurer

APPROVED by the Waccamaw Regional Transportation Authority Board of Directors at the regular meeting hereof held on November 30, 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

Bernard Silverman

Marvin Keene, Ph.D.

Darrell Eickhoff

Debbie Gasque

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. NOV2016-28**

APPROVAL TO SECURE A SHORT-TERM LOAN

A motion of the Board of the Waccamaw Regional Transportation Authority to authorize the General Manager/Secretary-Treasurer to secure a short-term loan with a local banking institution, should it become necessary, to purchase two (2) cutaways. The amount of the short-term loan will not exceed One Hundred Ten Thousand Dollars (\$110,000).

Background:

The Waccamaw Regional Transportation Authority (Coast RTA) may need to secure a short-term loan (45-day note) in order to purchase two (2) cutaways. The amount of the loan will not exceed One Hundred Ten Thousand Dollars (\$110,000) and interest should be approximately One Thousand Dollars (\$1000). General Manager/Secretary Treasurer will authorize loan only if cash requirements dictate.

Motion:

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the Board of Directors authorizes the General Manager/Secretary-Treasurer to secure a short-term loan up to the amount of One hundred Ten Thousand Dollars (\$110,000), should it become necessary, in order to purchase two (2) cutaways.

Requested by: _____
Brian Piascik, General Manager/Secretary-Treasurer

APPROVED by the Waccamaw Regional Transportation Board of Directors at the regular meeting thereof, held on November 30, 2016.

ATTEST:

Joseph Lazzara, Board Chair

Robert Sheehan, Ph.D., Board Vice Chair

Wilbert G. James

Katharine D'Angelo

Sid Blackwelder

Ivory Wilson

Bernard Silverman

Lillie Jean Johnson

Deb Gasque

Marvin Keene, Ph.D.

Darrell Eickhoff