

THE COAST RTA-WACCAMAW RTA BOARD OF DIRECTORS MEETING  
WEDNESDAY, MARCH 1, 2017  
9:30 AM

**Board Present:** Joseph Lazzara  
Marvin Keene  
Darrell Eickhoff  
Katharine D'Angelo  
Bernard Silverman  
Deb Gasque  
Rob Sheehan  
Lillie Jean Johnson

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

**Visitors:** None

**In accordance with the Freedom of Information Act (FOIA), the 2017 meeting schedule was provided to the press at the beginning of the 2017 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 February 27, 2017.**

**CALL TO ORDER:** Chairman Lazzara called the meeting to order at 9:34 AM and welcomed everyone.

**INVOCATION/PLEDGE OF ALLEGIANCE:** Deb Gasque 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:** None

**PUBLIC COMMENT:** (3-minute limit) None

**EMPLOYEE RECOGNITION:** None

**APPROVAL OF MINUTES:** Though not part of the minutes, Mr. Lazzara noted that on the cover page of the financials, it shows 2016 instead of 2017.

There was a motion and a second to approve the minutes from the January board meeting. A voice vote was taken; no nays being heard, the January minutes were approved.

## COMMITTEE REPORTS

**SERVICE/PAC COMMITTEE:** Did not meet in February. However, a report was given regarding the SAG meeting. Only five (5) attended – it was decided to double efforts regarding the Secret Shopper Program in March.

Dr. Sheehan asked about holding a board meeting at the Transfer Center; however, there is not enough space. Ms. D'Angelo asked if the grand opening is still scheduled for March 14<sup>th</sup>; it is scheduled for March 14<sup>th</sup> at 11:30 AM and Customer Appreciation Day will be held in conjunction with the opening.

In March committee meetings we will be going over policies and procedures. We are in the process of updating, eliminating duplicates, and we want the board to be aware of what we're doing. We're also updating the Employee Handbook.

**FINANCE COMMITTEE:** Dr. Keene reported that we went over the financials. Mr. Piascik reported that he met with Dr. Keene and Dr. Sheehan prior to the board meeting to fill them in on the audit. The findings are being wordsmithed and Mr. Piascik was concerned about repeat findings from 2015. In the FMO we had a finding, that we didn't attach the funding source for each item. The grant number is supposed to be put on each invoice. We have been entering the code on each invoice in advance. The problem is on the grant side, because we have to split urban and rural and funding can come from as many as five (5) different places. The question is whether or not it is okay to go back to each invoice and enter the grant source. FTA approved our coding invoices in advance. Our Cost Allocation Plan has also been approved. The rule is set up for systems that do not have the split like we do. Also, only 20% of Mr. Piascik's time is reimbursable. The remaining 80% is considered lobbying, which is non-reimbursable. This requires a critical budget revision. We don't want to go back and re-open FY2016; however, we will go back to the beginning of FY17 and recalculate Mr. Piascik's timesheets. That's the hold-up on the budget revision.

Mr. Silverman asked if there's a way to correct this prior to next year's audit to prevent this happening again. Mr. Piascik replied that there is.

SCDOT is awarding an additional \$420,000 SMTF funds, primarily for capital, which could be our saving grace for local match on the buses.

Mr. Silverman asked if our drivers and customer service representatives will be getting raises. Mr. Piascik shared that there's a 3% increase in the budget for June.

**GENERAL MANAGER'S REPORT:** Mr. Piascik began his report by answering questions in the "Silverman List"! (1) Bus Stop Designation Program – we received two (2) proposals and it will be interesting to see the review team's thoughts. SCDOT is okay with us receiving only two (2) proposals. (2) Stop Annunciation – we are waiting for the provider to find speakers that will work for our buses. We hope to have this done by mid-May for the Triennial. (3) Neighbor to Neighbor New Horizons. The New Horizons part of the grant has been killed by them. It's too much money for their clients. We are going to augment the Neighbor to Neighbor side of it and try to pick up some senior

trips. We're going after more funding from GSATS for another vehicle. (4) Service changes for October – Mr. Piascik shared that there are no service changes planned at this time. It's possible that we add some service. (5) Business Continuity Plan – Mr. Silverman considers it to be a plan if Brian leaves or Ron isn't here anymore. He asked if this is something the board should do. Mr. Piascik said that Business Continuity Plan is what we do in case of a disaster and is part of the federally required Safety Plan. It's not something that the board has to write; however, the board would have to sign-off on it. We're asking other transit authorities for what they have. Mr. Silverman asked when he should ask Mr. Piascik about this again. He suggested May, after Triennial, May Finance Committee.

Ms. D'Angelo asked how far we are on the time clock. Mr. Piascik answered that the project is dead and we're going to out-source payroll. We'll put out an RFP and have the vendors come in and show us what they have to offer. We're talking about \$15,000 - \$20,000 annually.

Dr. Sheehan shared that we don't track projects as well as we might; may need to get project management software, using Gantt Charts, etc. He requested that a list of projects be incorporated into the minutes. They are:

1. Shelters
2. Transit Center
3. Bus Stop/Signage
4. Payroll
5. Stop Annunciation
6. Continuity Plan
7. New Facilities – both Admin and Maintenance
8. Communication Plan
9. Bus Paint Standardization
10. Lifts
11. New Logo Colors

Ms. Johnson asked if Mr. Piascik has any idea when the past will be behind us and we can stop looking back. His reply was, "After Triennial".

Mr. Silverman shared that the system is running great and he's astounded by the Transit Center. The buses are on time, they're comfortable, and he doesn't hear riders complaining. He invited everyone to visit the Transit Center on the hour and just watch.

Mr. Piascik shared some of the meetings he has coming up. He'll be attending Horry County Council's budget workshop on March 23<sup>rd</sup>, in Pinapolis. They are talking about additional funding. Mr. Piascik asked Ms. Johnson if she knows when the Georgetown County budget workshop is scheduled. She did not.

Mr. Piascik reported that he had a very good conversation with Brad Dean and Stephen Greene about the Entertainment Shuttle and their providing some funding. Ripley's is interested in working with us. We'll also sell advertising to generate additional revenue. Ms. D'Angelo suggested operating the Entertainment Shuttle during the Christmas season. He has also spoken with Mr. Simons and Mr. Peterson regarding the Super Block and that is the location for our Transit Center which would serve as

a catalyst for the development of that area. He also had a similar conversation with Mr. Emerick with the City of Conway, somewhere near the rail, as they are planning development in the City. He's going to ask City of Conway for \$50,000.

Mr. Piascik reported that we have disposed of six (6) buses; we have three (3) more to go. We've recouped \$3,800 on \$10,000 of equipment. The total of all the disposals was \$13,406.00; none of the buses were worth more than \$5,000 and all had met their useful life. We got rid of the shop equipment. Mr. Piascik added that he has enlisted McNair Law Firm on getting started on our letter-writing tour for the Internationals, so we can move on that prior to Triennial. We have two (2) DART buses, one of which is close to being put back on the road with a full engine replacement and the other is getting some pretty hefty work on the engine. Once these are back on the road, all ten will be rolling. The decision has been made to not put any more money into the Gilligs (the Richmond buses). They'll be parked over the next 3-4 months for disposal and will be replaced by the new buses.

Dr. Sheehan asked about the status of the paint/signage; last he heard, Mr. Piascik was going to the state legislature. Mr. Piascik reported that we're going to stand down on the whole process. Our lawyer says that our DART buses are compliant with the law, so if someone wants to give us a ticket, we have the legal wherewithal to fight it. Our new buses will still have a lot of yellow. The paint scheme is going to remain a secret until the new buses arrive. There will be some changes in our new logo, as well. There are six (6) colors in our logo, so we've cleaned it up. The new logo works with all of our bus types. We'll try to get the press here when the new buses are delivered.

Mr. Piascik reported that there are a number of policies that have been approved through the years that we don't really need because they relate to federal requirements that we have to follow anyway. We're going to re-do all the policies and procedures and there will be a future board meeting where we will probably put them all on consent agenda. We'll discuss them in committee and then put them on consent agenda so we don't spend too much time on them. Basically, the ones for Finance will have the Travel/Credit Card, Environmental Justice; we have all those in place, you've already approved them. We're going to work towards a Service Standard (if a certain bus gets over a certain capacity, they automatically put additional service in.) That will prove to be problematic for us due to not having the funding. This one will be later on, toward Triennial. Maintenance is all procedures, don't see any policies coming to the board. We also have Human Resources and Marketing. We're going to re-write the advertising policy and get the board to weigh in on what types of advertising we will accept on our buses. We also have to work on a planned budget; not sure if that's a policy. It relates to money we're taking in on the advertising side, which is intended to pay for our marketing, as a lot of that is non-reimbursable. Mr. Piascik added that he does see us recouping some of the money. You'll also see our Employee Handbook and EEO Policy, for your endorsement. We'll fill you in on the procedures that go with the policies.

**APPROVAL OF RESOLUTIONS:** None

**EXECUTIVE SESSION:** None

**OLD BUSINESS:** Mr. Piascik reported that his annual physical is underway.

**NEW BUSINESS:** None

**ANNOUNCEMENTS:** Mr. Silverman announced that the DOJ letter, 90-day period expires tomorrow.

**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 11:23 AM.



# **FINANCIALS**

**February 28, 2017**

**FY 2017**

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
DBA THE COAST RTA  
TABLE OF CONTENTS  
February 28, 2017**

Page 1	Table of Contents
Page 2-3	Income Statement
Page 4	Notes to the Income Statement
Page 5	FY 17 Budget Review
Page 6	Comparative Balance Sheet
Page 7	Financial Graphs
Pages 8	Cash Requirements
Pages 9-10	Fixed Route Operating Data and Graphs
Page 11-12	Demand Response Operating Data and Graphs
Page 13	FY 16 Federal and State Grant Draw Schedule

16-Mar-17

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY**  
**DBA THE COAST RTA**  
**INCOME STATEMENT**  
**FOR THE PERIOD ENDED February 28, 2017**

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY 17 Budget
<b>Operating Revenues</b>						
Passenger Fares and Passes	34,179	167,095	167,500	(405)	-0.2%	500,000
Local Contracts	0	0	0	0	0.0%	0
Other Operating Revenue	0	0	0	0	0.0%	0
<b>Total Operating Revenues</b>	<b>34,179</b>	<b>167,095</b>	<b>167,500</b>	<b>(405)</b>	<b>-0.2%</b>	<b>500,000</b>
<b>Operating Expenses</b>						
Salaries & Benefits - Admin	63,190	327,407	329,439	2,032	0.6%	797,656
Salaries & Benefits - Transit	167,820	876,384	880,708	4,324	0.5%	2,266,856
Overtime - Transit	6,521	29,755	31,501	1,746	5.5%	84,002
Salaries & Benefits - Maintenance	55,503	316,089	318,960	2,871	0.9%	761,301
Overtime - Maintenance	647	4,219	10,143	5,924	58.4%	24,343
Facility Maintenance	6,792	17,206	27,875	10,669	38.3%	66,900
Vehicle Maintenance	23,601	229,162	210,500	(18,662)	-8.9%	386,200
Fuel & Oil	34,651	158,362	160,521	2,159	1.3%	415,000
Tires	987	10,403	14,583	4,180	28.7%	35,000
Accident Expense*	776	58,389	58,389	0	0.0%	0
Liability Insurance	14,768	74,340	76,104	1,764	2.3%	177,750
Utilities	3,701	18,348	18,583	235	1.3%	43,200
Telephone	5,986	22,133	23,167	1,034	4.5%	57,000
Postage & Freight	214	902	1,583	681	43.0%	3,800
Office Supplies	4,492	32,966	33,998	1,032	3.0%	51,500
Legal & Professional Services	17,805	36,942	38,957	2,015	5.2%	87,790
Public Information	306	14,844	19,063	4,219	22.1%	30,000
Advertising & Marketing	450	5,878	5,917	39	0.7%	10,000
Dues & Subscriptions	1,060	4,026	4,888	862	17.6%	11,732
Property Leases	959	5,645	6,250	605	9.7%	25,800
Travel & Training	1,216	19,726	23,895	4,169	17.4%	61,395
Other Expenses	587	3,369	3,515	146	4.2%	6,000
<b>Total Operating Expenses</b>	<b>412,032</b>	<b>2,266,495</b>	<b>2,298,539</b>	<b>32,044</b>	<b>1.4%</b>	<b>5,403,225</b>
<b>Operating Profit (Loss)</b>	<b>(377,853)</b>	<b>(2,099,400)</b>	<b>(2,131,039)</b>	<b>31,639</b>	<b>1.5%</b>	<b>(4,903,225)</b>
<b>Non-Reimbursable Expenses</b>						
Depreciation	44,071	192,437	240,000	47,563	19.8%	576,000
(Gain) Loss on Fixed Assets	(976)	(976)	0	(976)	0.0%	0
Other Non-Reimbursable Expense	0	0	0	0	0.0%	0
Pension Expense - Deferred Outflows	0	0	0	0	0.0%	0
<b>Total Non-Reimbursable Expenses</b>	<b>43,095</b>	<b>191,461</b>	<b>240,000</b>	<b>48,539</b>	<b>20.2%</b>	<b>576,000</b>
<b>Total Operating and Non-Reimbursable Expenses</b>	<b>455,127</b>	<b>2,457,956</b>	<b>2,538,539</b>	<b>80,583</b>	<b>3.2%</b>	<b>5,979,225</b>

\* Budget adjusted monthly based on Insurance Proceeds

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 February 28, 2017**

	<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 17</u> <u>Budget</u>
<b>Operating Grant Revenue</b>						
Federal Grants - Operating	172,014	1,169,399	960,260	209,139	21.8%	2,498,760
State Grants - Operating	0	116,539	116,538	1	0.0%	336,093
Local Grants - Operating	135,000	675,002	675,000	2	0.0%	1,684,350
<b>Total Operating Grant Revenue</b>	307,014	1,960,940	1,751,798	209,142	11.9%	4,519,203
<b>Capital Grant Revenue</b>						
Federal Grants - Capital	0	109,188	109,188	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
<b>Total Capital Grant Revenue</b>	0	109,188	109,188	0	0.0%	2,535,466
<b>Total Grant Revenue</b>	307,014	2,070,128	1,860,986	209,142	11.2%	7,054,669
<b>Other Revenue</b>						
Bus Advertising Revenue	2,640	11,810	10,416	1,394	13.4%	25,000
Insurance Proceeds	16,610	32,518	32,518	0	0.0%	58,642
Misc-RTAP,F/A Disposals, Vending,Other	1,182	6,191	11,250	(5,059)	-45.0%	27,000
<b>Total Other Revenue</b>	20,432	50,519	54,184	(3,665)	-6.8%	110,642
<b>Total Non-Operating Revenue</b>	327,446	2,120,647	1,915,170	205,477	10.7%	7,165,311
In-Kind Revenue	0	0	0	0	0.0%	18,800
<b>Change in Net Position</b>	<u>(93,502)</u>	<u>(170,214)</u>	<u>(455,869)</u>	<u>285,655</u>	<u>-62.7%</u>	<u>1,704,886</u>

**YTD Capital Expenditure Activity**

Administrative Vehicles	0	0	0	0	0.0%	0
Bus Purchases	0	128,456	128,456	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	5,415	41,464	41,464	0	0.0%	146,350
<b>YTD Capital Expenditures vs Budget</b>	<u>5,415</u>	<u>169,920</u>	<u>169,920</u>	<u>0</u>	<u>0.0%</u>	<u>2,687,776</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 – February 28, 2017**

*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).*

NOTE: This month's Income Statement has the Annual and YTD budgets updated to correspond with the proposed Budget Revision.

Overtime - Maintenance is under budget YTD \$5.9K or 58.4% (page 2) due to lower than expected labor needs. Budget will remain in order to accommodate potential needs in the summer.

Facility Maintenance is under budget YTD \$10.7K or 38.3% due to delayed opening of the Myrtle Beach Transit Center. cleaning contractor at the Myrtle Beach Transit Center started on 2/15/17.

Vehicle Maintenance is over budget YTD (\$18.7K) or (8.9%) due to major repair expenses to buses for engine overhauls, turbos and transmission work. The budget has been adjusted by \$86,000 for the unanticipated costs of engine and transmission rebuilds (\$80K+). The remaining \$18K overage will be assumed within the remaining budget. New vehicle arrival in July should help lower costs at the end of the year.

Depreciation is under budget YTD \$47.6K or 19.8% (page 2). Several vehicles have been down for more than thirty days and were not depreciated for December - February. New vehicles which have been acquired and will be entered into service in January and depreciation started 2/1/17.

Total Operating Grant Revenue is over budget \$209.1K or 11.9% (page 3) due to the additional expenses in maintenance which were included in the draw calculations. The Authority also recognized the revenue expected from FEMA for expenses associated with the hurricane (\$15.5K). Our invoice to FEMA passed State review and is now in federal review.

## Coast RTA Budget Review FY 17

	Total Expense YTD	Budget YTD	Variance \$ YTD	Variance % YTD
Administration	477,342	490,192	12,850	2.6%
Operations	1,222,477	1,240,869	18,392	1.5%
Maintenance	566,676	567,478	802	0.1%
<b>Total</b>	<b>2,266,495</b>	<b>2,298,539</b>	<b>32,044</b>	<b>1.4%</b>
Farebox Revenue	167,095	167,500	(405)	-0.2%

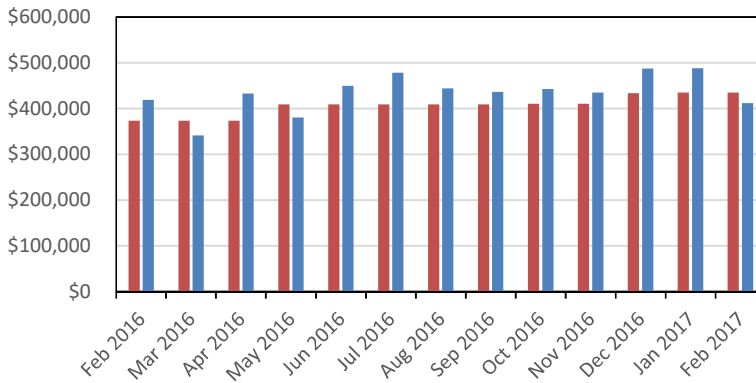
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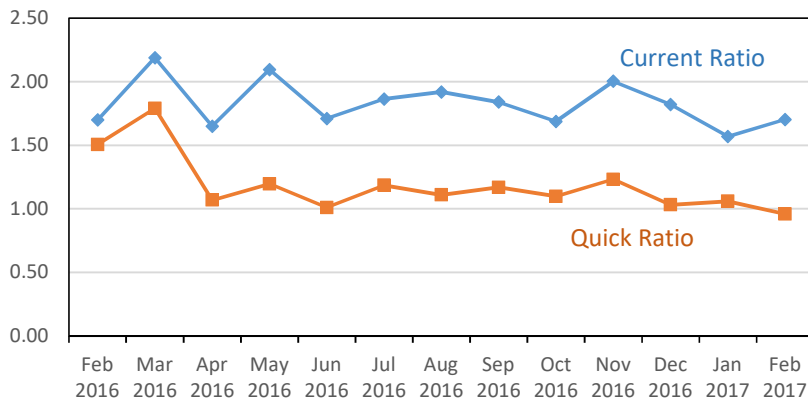
**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY**  
**DBA THE COAST RTA**  
**COMPARATIVE BALANCE SHEET**  
**February 28, 2017**

	<b>Feb-17</b>	<b>Feb-16</b>
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash	282,239	224,118
Cash Reserve (Certificate of Deposit)	50,001	25,001
Accounts Receivable - Federal, State & Local Grants	266,460	363,669
Accounts Receivable - Employees/Other	26,392	63,591
Inventory	145,428	128,538
Prepaid Expenses	<u>103,888</u>	<u>88,879</u>
<b>Total Current Assets</b>	<b><u>874,408</u></b>	<b><u>893,796</u></b>
<b>Long-Term Assets</b>		
Total Capital Assets, Net	2,301,563	2,046,358
Deferred Outflows of Resources-NPL	<u>99,372</u>	<u>99,372</u>
<b>Total Long-Term Assets</b>	<b><u>2,400,935</u></b>	<b><u>2,145,730</u></b>
<b>Total Assets</b>	<b><u>3,275,343</u></b>	<b><u>3,039,526</u></b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>LIABILITIES</b>		
<b>Current Liabilities:</b>		
Accounts Payable	139,155	107,478
Accrued Payroll and Withholdings	93,940	147,966
Accrued Compensated Absences	75,703	28,518
Disallowed Costs due to SCDOT - Current	137,488	137,488
Line of Credit - Conway National Bank	0	0
Capital Lease Obligations	18,986	30,000
Unearned Revenue - Local Grants	<u>185,513</u>	<u>212,192</u>
<b>Total Current Liabilities</b>	<b><u>650,785</u></b>	<b><u>663,642</u></b>
<b>Non-Current Liabilities:</b>		
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	22,151
Obligation Payable - FTA	396,779	94,699
Disallowed Costs due to SCDOT - Long Term	452,110	452,110
Net Pension Liability	3,566,442	3,566,442
Deferred Inflows of Resources-NPL	<u>412,485</u>	<u>412,485</u>
<b>Total Non-Current Liabilities</b>	<b><u>4,937,318</u></b>	<b><u>4,682,753</u></b>
<b>Total Liabilities</b>	<b><u>5,588,103</u></b>	<b><u>5,346,395</u></b>
<b>EQUITY</b>		
Restricted Contributed Capital	2,719,523	2,719,523
Earnings - prior years	(1,185,938)	(950,916)
Retained earnings current year	(170,214)	(399,344)
Unrestricted Capital-Net Pension Liability	<u>(3,676,132)</u>	<u>(3,676,132)</u>
<b>Total Fund Equity</b>	<b><u>(2,312,761)</u></b>	<b><u>(2,306,869)</u></b>
<b>Total Liabilities and Fund Equity</b>	<b><u>3,275,343</u></b>	<b><u>3,039,526</u></b>

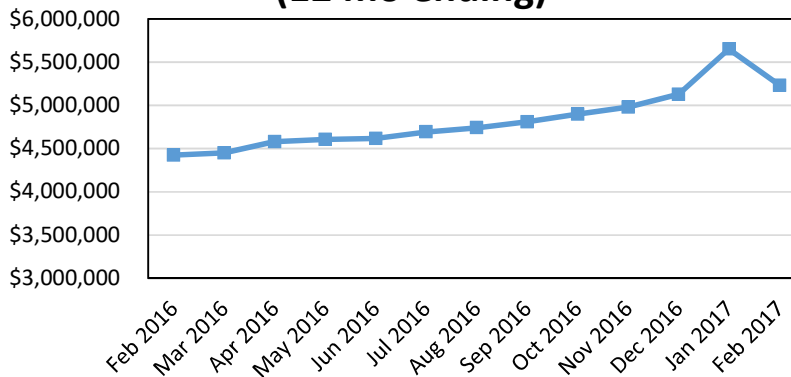
### Expenses: Monthly Budget to Actual



### Current/Quick Ratio



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



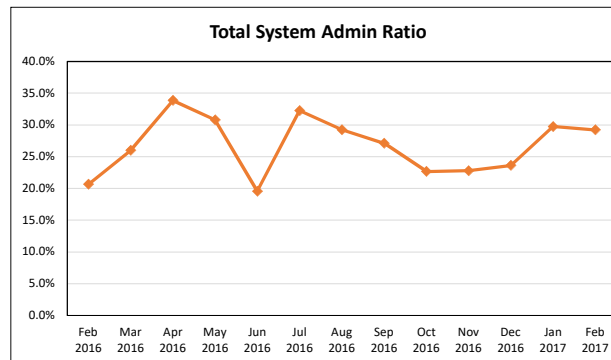
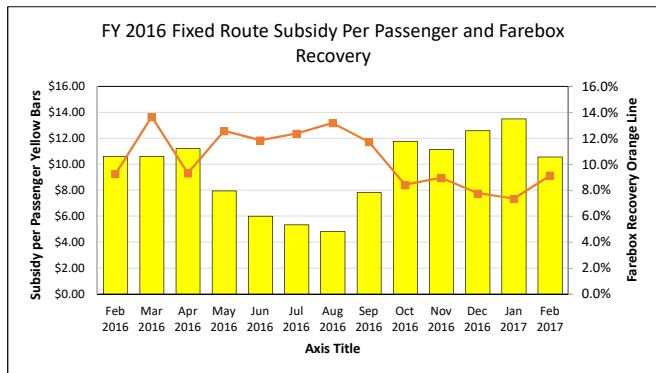
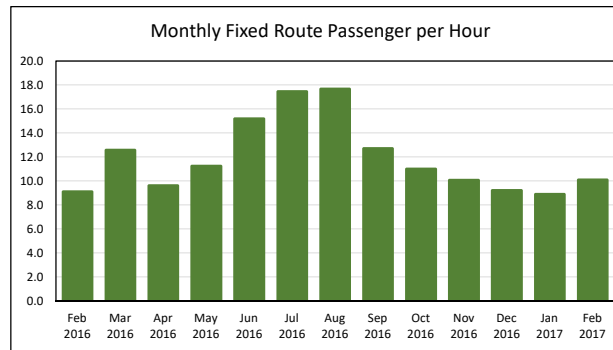
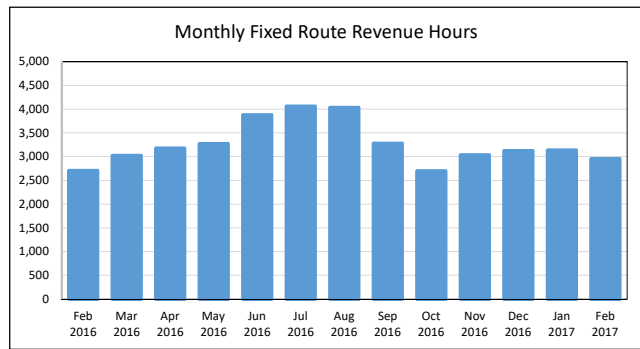
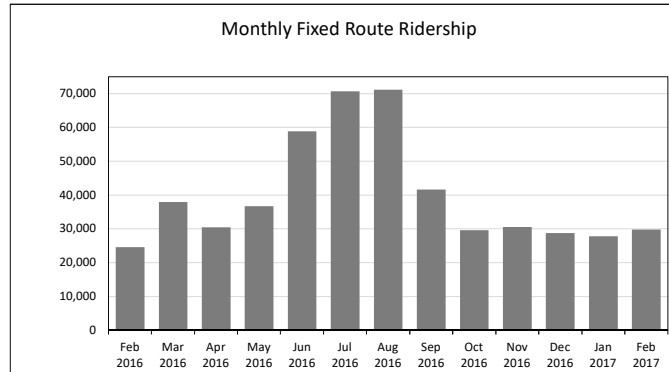
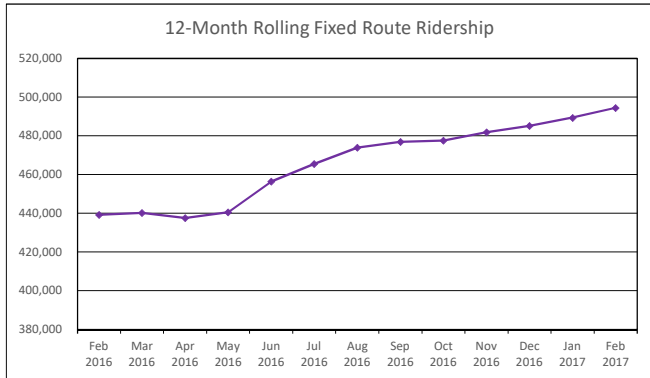
<b>WACCAMAW REGIONAL TRANSPORTATION AUTHORITY</b>					
<b>DBA THE COAST RTA</b>					
<b>CASH REQUIREMENTS</b>					
<b>3/15/2017</b>					
	<b>Income</b>	<b>Expense</b>	<b>Balance</b>	<b>Date</b>	<b>Notes</b>
<b>Cash Balance</b>			<b>158,466</b>	<b>02/14/17</b>	
			158,466	02/16/17	
FARES	6,500		164,966	03/18/17	ESTIMATED W/E 03/18/17
ACCOUNTS PAYABLE		20,000	144,966	03/20/17	ESTIMATE
5307 Capital Draw	34,400		179,366	03/21/17	Computers/Seon Cameras Etc.
5311 FEDERAL ADMIN	27,977		207,343	03/23/17	JANUARY DRAW
5311 FED OPS	12,677		220,020	03/23/17	JANUARY DRAW
5311 FED PM	38,320		258,340	03/23/17	JANUARY DRAW
PAYROLL		97,000	161,340	03/24/17	ESTIMATE - 03/24/17
FARES	7,000		168,340	03/25/17	ESTIMATED W/E 03/25/17
ACCOUNTS PAYABLE		12,000	156,340	03/28/17	ESTIMATE
FARES	7,500		163,840	04/01/17	ESTIMATED W/E 04/01/18
ACCOUNTS PAYABLE		20,000	143,840	04/05/17	ESTIMATE
Short-Term Note CNB	150,000		293,840	04/05/17	MBTC Payment/Cash Flow
MBTC Payment to MB		102,000	191,840	04/05/17	Timing is estimated
PAYROLL		95,000	96,840	04/07/17	ESTIMATE - 04/07/17
PEBA		41,000	55,840	04/08/17	ESTIMATED APRIL PAYMENT
FARES	7,500		63,340	04/08/17	ESTIMATED W/E 04/08/17
5307 Capital Draw - MBTC Etc	112,000		175,340	04/10/17	Timing is estimated
HORRY COUNTY	263,750		439,090	04/13/17	4TH QUARTER FUNDING
FARES	7,500		446,590	04/15/17	ESTIMATED W/E 04/15/17
FUEL		16,000	430,590	04/17/17	ESTIMATED
ACCOUNTS PAYABLE		10,000	420,590	04/17/17	ESTIMATE
5307 FEDERAL OPS	80,000		500,590	04/18/17	MARCH DRAW - ESTIMATE
5307 FEDERAL PM	50,000		550,590	04/18/17	MARCH DRAW - ESTIMATE
ACCOUNTS PAYABLE		15,000	535,590	04/19/17	ESTIMATE
UNEMPLOYMENT TAXES		26,000	509,590	04/20/17	ESTIMATE 1ST QUARTER
CITY OF MYRTLE BEACH	82,500		592,090	04/20/17	4TH QUARTER FUNDING
PAYROLL		98,000	494,090	04/21/17	ESTIMATE - 04/21/17- HOLIDAY
FARES	8,000		502,090	04/22/17	ESTIMATED W/E 04/22/17
5311 FEDERAL ADMIN	18,408		520,498	04/23/17	FEBRUARY DRAW
5311 FED PM	28,183		548,681	04/23/17	FEBRUARY DRAW
FUEL		17,000	531,681	04/24/17	ESTIMATED
ACCOUNTS PAYABLE		15,000	516,681	04/26/17	ESTIMATE
SC RETIREMENT		39,000	477,681	04/28/17	ESTIMATED MARCH
SC INSURANCE RESERVE		43,900	433,781	04/28/17	QUARTER INSURANCE PAYMENT
FARES	8,000		441,781	04/29/17	ESTIMATED W/E 04/29/17
PAYROLL		96,000	345,781	05/05/17	ESTIMATE - 05/05/17
FARES	8,500		354,281	05/06/17	ESTIMATED W/E 05/06/17
PEBA		40,000	314,281	05/08/17	ESITMATED MAY PAYMENT
FUEL		17,000	297,281	05/10/17	ESTIMATED
FARES	9,000		306,281	05/13/17	ESTIMATED W/E 05/13/17
5307 FEDERAL OPS	80,000		386,281	05/17/17	April DRAW - ESTIMATE
5307 FEDERAL PM	50,000		436,281	05/17/17	April DRAW - ESTIMATE
5311 FEDERAL ADMIN	13,518		449,799	05/18/17	March Draw Estimate
5311 FED PM	13,786		463,585	05/18/17	March Draw Estimate
PAYROLL		97,000	366,585	05/19/17	ESTIMATE - 05/19/17
Pay Shortterm Note - CNB		150,000	216,585	05/20/17	Timing is estimated
FARES	10,000		226,585	05/20/17	ESTIMATED W/E 05/20/17
5311 FEDERAL ADMIN	15,000		241,585	05/23/17	MARCH DRAW - ESTIMATE
SC RETIREMENT		40,000	201,585	05/25/17	ESTIMATED APRIL

## Key Performance Indicators - Fixed Route

Fixed Route Measures	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	12-Month Total
Ridership	24,680	37,983	30,508	36,776	58,936	70,759	71,227	41,677	29,647	30,568	28,766	27,874	29,811	519,212
Revenue Hours	2,708	3,021	3,176	3,271	3,881	4,058	4,035	3,278	2,696	3,036	3,124	3,139	2,954	42,378
Total Hours	2,911	3,265	3,419	3,541	4,166	4,361	4,321	3,487	2,868	3,205	3,285	3,301	3,102	45,233
Revenue Miles	61,491	65,240	68,420	72,038	79,297	80,886	80,605	70,461	58,303	67,992	69,965	70,404	66,328	911,430
Total Miles	67,232	72,124	76,579	78,928	85,914	87,723	87,154	75,435	62,488	72,410	74,333	74,607	70,107	985,034
Accidents	1	2	0	1	6	2	2	0	1	5	1	0	0	21
Breakdowns	3	5	2	6	5	6	6	5	5	4	3	2	1	53
Complaints	3	2	1	3	1	2	0	2	1	2	6	4	1	28
Transit Expense	\$119,841	\$116,483	\$194,322	\$173,064	\$216,442	\$225,143	\$201,248	\$179,869	\$178,120	\$212,744	\$203,496	\$201,244	\$189,716	\$2,411,731
Maintenance Expense	\$118,971	\$79,808	\$87,706	\$82,867	\$120,096	\$100,792	\$105,501	\$110,811	\$132,693	\$91,873	\$114,064	\$112,117	\$79,041	\$1,336,340
Administrative Expense	<u>\$50,290</u>	<u>\$48,956</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>\$69,480</u>	<u>\$75,046</u>	<u>\$93,269</u>	<u>\$78,528</u>	<u>\$999,729</u>
Total Operating Expenses	\$289,102	\$245,247	\$377,500	\$334,699	\$402,457	\$431,024	\$396,440	\$369,462	\$381,249	\$374,097	\$392,606	\$406,630	\$347,285	\$4,747,799
Fare Revenues	\$26,811	\$33,519	\$35,181	\$42,055	\$47,730	\$53,350	\$52,292	\$43,321	\$32,087	\$33,523	\$30,527	\$29,925	\$31,763	\$492,085

Efficiency Metrics	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	12-Month Total
O & M Expense per Hour (No Admin)	\$88.18	\$64.97	\$88.80	\$78.24	\$86.71	\$80.32	\$76.02	\$88.68	\$115.29	\$100.33	\$101.65	\$99.83	\$90.97	\$88.44
Average Fare	\$1.09	\$0.88	\$1.15	\$1.14	\$0.81	\$0.75	\$0.73	\$1.04	\$1.08	\$1.10	\$1.06	\$1.07	\$1.07	\$0.95
Farebox Recovery	9.3%	13.7%	9.3%	12.6%	11.9%	12.4%	13.2%	11.7%	8.4%	9.0%	7.8%	7.4%	9.1%	10.4%
Subsidy per Passenger	\$10.63	\$5.57	\$11.22	\$7.96	\$6.02	\$5.34	\$4.83	\$7.83	\$11.78	\$11.14	\$12.59	\$13.51	\$10.58	\$8.20
Maintenance Cost per Mile	\$1.77	\$1.11	\$1.15	\$1.05	\$1.40	\$1.15	\$1.21	\$1.47	\$2.12	\$1.27	\$1.53	\$1.50	\$1.13	\$1.36
Deadhead Ratio (Miles)	9%	11%	12%	10%	8%	8%	8%	7%	7%	6%	6%	6%	6%	8%
Administrative Ratio	21%	25%	34%	37%	26%	32%	29%	27%	23%	23%	24%	30%	29%	27%

Effectiveness Metrics	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	12-Month Total
Passengers per Hour	9.1	12.6	9.6	11.2	15.2	17.4	17.7	12.7	11.0	10.1	9.2	8.9	10.1	12.3
Mean Distance between Accidents	67,232	36,062	N/A	78,928	14,319	43,862	43,577	N/A	62,488	14,482	74,333	N/A	N/A	46,906
Mean Distance between Breakdowns	22,411	14,425	38,290	13,155	17,183	14,621	14,526	15,087	12,498	18,103	24,778	37,304	70,107	18,586
Complaints per 1,000 Riders	0.122	0.053	0.033	0.082	0.017	0.028	0.000	0.048	0.034	0.065	0.209	0.144	0.034	0.148
On-Time Performance	64%	80%	91%	92%	85%	81%	87%	90%	89%	92%	96%	95%	97%	88%



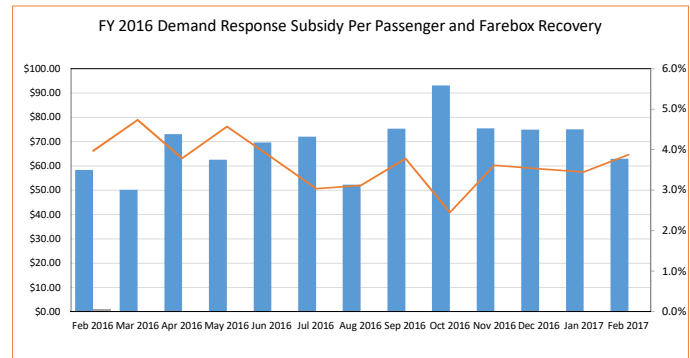
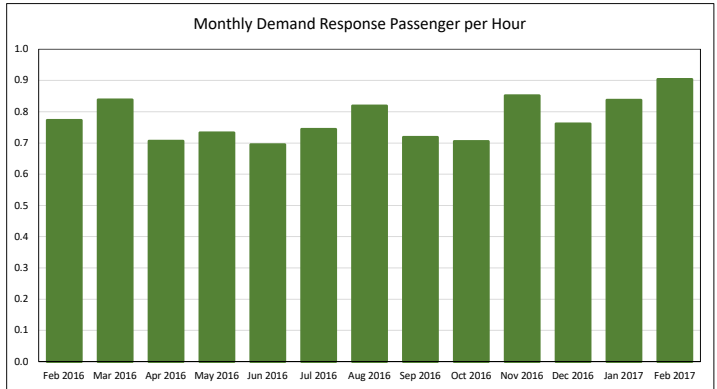
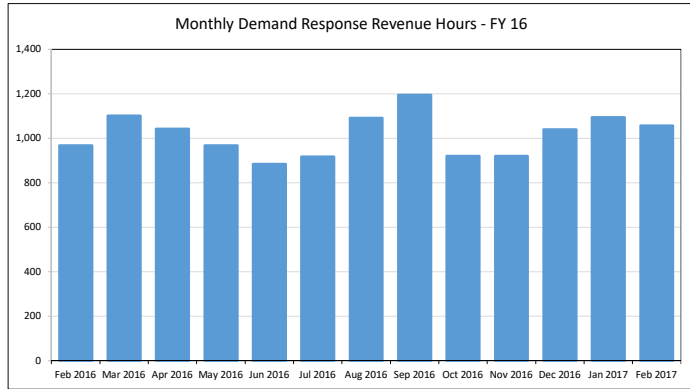
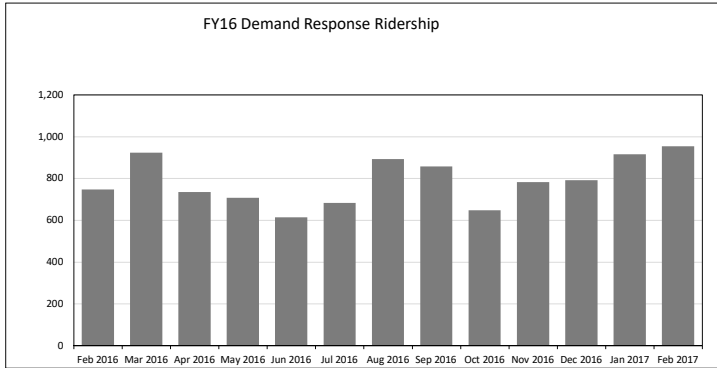
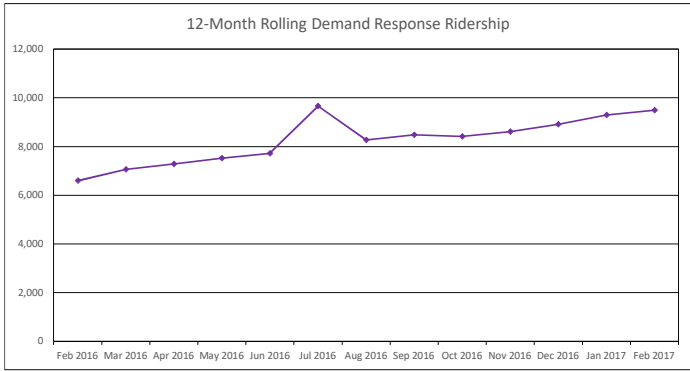


Key Performance Indicators - Demand Response

Demand Response Measures	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	12-Month Total
Ridership	747	923	735	707	613	682	892	857	648	782	791	915	953	10,245
Revenue Hours	967	1,101	1,042	966	883	917	1,090	1,194	919	919	1,039	1,093	1,055	13,186
Total Hours	1,145	1,293	1,252	1,152	1,089	1,113	1,265	1,400	1,114	1,114	1,270	1,293	1,206	15,705
Revenue Miles	11,812	13,901	13,223	11,325	9,883	11,243	14,570	15,179	11,017	13,668	13,001	14,455	13,851	167,128
Total Miles	14,364	16,831	16,217	14,576	13,785	14,373	18,332	19,006	14,052	17,221	16,724	18,027	16,490	209,998
Accidents	0	0	1	2	0	1	0	0	0	1	2	0	0	7
Breakdowns	0	1	0	2	2	0	0	0	0	0	0	0	0	5
Complaints	0	0	0	0	0	0	0	0	0	1	0	0	1	2
Paratransit Expense	\$23,285	\$26,779	\$31,164	\$26,174	\$26,570	\$30,418	\$27,034	\$38,608	\$39,290	\$38,420	\$38,423	\$38,849	\$35,978	\$420,993
Maintenance Expense	\$15,085	\$13,148	\$10,565	\$10,729	\$10,570	\$8,106	\$10,177	\$14,162	\$11,138	\$11,377	\$11,219	\$14,307	\$11,443	\$152,025
Administrative Expense	\$6,959	\$8,638	\$14,127	\$9,389	\$7,206	\$12,084	\$10,880	\$14,302	\$11,428	\$11,358	\$11,732	\$18,005	\$14,892	\$151,002
Total Operating Expenses	\$45,328	\$48,565	\$55,856	\$46,292	\$44,347	\$50,608	\$48,091	\$67,073	\$61,856	\$61,155	\$61,374	\$71,161	\$62,313	\$724,020
Fare Revenues	\$1,800	\$2,301	\$2,117	\$2,118	\$1,691	\$1,540	\$1,502	\$2,536	\$1,514	\$2,214	\$2,167	\$2,454	\$2,417	\$26,370

Efficiency Metrics	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	12-Month Total
O & M Expense per Hour	\$39.67	\$36.26	\$40.05	\$38.20	\$42.06	\$42.01	\$34.14	\$44.20	\$54.87	\$54.18	\$47.78	\$48.63	\$44.94	\$43.46
Average Fare	\$2.41	\$2.49	\$2.88	\$3.00	\$2.76	\$2.26	\$1.68	\$2.96	\$2.34	\$2.83	\$2.74	\$2.68	\$2.54	\$2.57
Farebox Recovery	4.0%	4.7%	3.8%	4.6%	3.8%	3.0%	3.1%	3.8%	2.4%	3.6%	3.5%	3.4%	3.9%	3.6%
Subsidy per Passenger	\$58.27	\$50.12	\$73.11	\$62.48	\$69.58	\$71.95	\$52.23	\$75.31	\$93.12	\$75.37	\$74.85	\$75.09	\$62.85	\$68.10
Deadhead Ratio (Miles)	22%	21%	23%	29%	39%	28%	26%	25%	28%	26%	29%	25%	19%	26%
Administrative Ratio	18%	22%	34%	25%	19%	31%	29%	27%	23%	23%	24%	34%	31%	26%

Effectiveness Metrics	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	12-Month Total
Passengers per Hour	0.77	0.84	0.71	0.73	0.69	0.74	0.82	0.72	0.71	0.85	0.76	0.84	0.90	0.78
Mean Distance between Accidents	n/a	n/a	16,217	7,288	#DIV/0!	14,373	#DIV/0!	#DIV/0!	#DIV/0!	17,221	8,362	#DIV/0!	#DIV/0!	30,000
Mean Distance between Breakdowns	n/a	16,831	n/a	7,288	6,893	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	42,000
Complaints per 1,000 Riders	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.3	0.0	0.0	1.0	0.2
On-Time Performance	100%	99%	99%	99%	99%	99%	99%	99%	99%	99%	99%	99%	99%	99%



Coast RTA							***** 5311 Federal Rural - Grant # PT-70911-22 *****					
FY17 Grant Draw-Down Schedules							***** 5311 Federal Rural - Grant # PT-70911-22 *****					
02/28/17												
***** 5307 Federal Urban - Grant # SC-2016-017 *****							***** 5311 Federal Rural - Grant # PT-70911-22 *****					
	Admin & Operating	ADA Admin & Operating	Preventative Maintenance	Capital Expenditures	Totals	Comments	Operating	Preventative Maintenance	Capital 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	\$ 80,029	\$ -	\$ 65,025	\$ -	\$ 145,054	Dec 16	\$ 39,524	\$ 33,204	\$ -	\$ 24,916	\$ 97,644	Dec 16
Dec 2016	\$ 82,228	\$ -	\$ 72,885	\$ -	\$ 155,113	Jan 17	\$ 41,020	\$ 38,588	\$ -	\$ 24,864	\$ 104,472	Jan 17
Jan 2017	\$ 84,988	\$ -	\$ 72,719	\$ -	\$ 157,707	Feb 17	\$ 12,677	\$ 38,320	\$ -	\$ 24,977	\$ 75,974	Feb 17
Feb 2017	\$ 72,387	\$ -	\$ 53,036	\$ -	\$ 125,423	Mar 17	\$ -	\$ 28,183	\$ -	\$ 18,408	\$ 46,591	Mar 17
Mar 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Apr 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
May 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
June 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
July 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal Draws	\$ 582,912	\$ -	\$ 558,046	\$ 33,877	\$ 1,174,835		\$ 228,540	\$ 280,978	\$ -	\$ 184,802	\$ 694,320	
Remaining Balance	\$ 802,852	\$ -	\$ 439,188	\$ 262,923	\$ 1,504,963		\$ -	\$ 13,786	\$ -	\$ 13,518	\$ 27,304	
% Expended	42.06%	0.00%	55.96%	11.41%	43.84%		100.00%	95.32%		93.18%	96.22%	
% Time Elapsed	66.67%	66.67%	66.67%	66.67%	66.67%		66.67%	66.67%		66.67%	66.67%	
***** 5307 State Urban SMTF - Grant # 70999-55 *****							***** 5311 State Rural - Grant # PT-70911-22 *****					
	Operating	TBD	Preventative Maintenance	Capital Expenditures	Totals	Comments	Operating	Preventative Maintenance	Capital 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	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 39,524	\$ 1,890	\$ -	\$ -	\$ 41,414	Dec 16
Dec 2016	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 30,507	\$ -	\$ -	\$ -	\$ 30,507	Jan 17
Jan 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Feb 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Mar 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Apr 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
May 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
June 2017	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal Draws	\$ 99,326	\$ -	\$ -	\$ -	\$ 99,326		\$ 205,348	\$ 37,562	\$ -	\$ -	\$ 242,910	
Remaining Balance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
% Expended	100.00%				100.00%		100.00%	100.00%			100.00%	
% Time Elapsed	66.67%				66.67%		66.67%	66.67%			66.67%	

Coast RTA

PROPOSED BUDGET REVISION for FY 17 - March 2017

DRAFT

		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
		Revenue by Activity	Local Funds - Confirmed by local funders	Horry County Capital	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 5307 FY 17/18	SCDOT SMTF - Match 5311 FY 17/18	State PL Funds	State SMTF Capital Award FY 17	State 5339/5307 Award FY 16	State 5339/5307 Award Match	State 5339/5311 Award FY 17	State 5339/5311 Award Match	FTA 5339 FY16/17 Grant	
<b>Capital Program</b>	<b>2016</b>	<b>\$ 10,083,811</b>	<b>\$ 2,346,000</b>	<b>\$ 1,000,000</b>	<b>\$ 500,000</b>	<b>\$ 212,812</b>	<b>\$ 2,311,194</b>	<b>\$ 480,000</b>	<b>\$ 715,187</b>	<b>\$ 84,826</b>	<b>\$ 223,457</b>	<b>\$ 80,000</b>	<b>\$ 420,000</b>	<b>\$ 807,500</b>	<b>\$ 142,500</b>	<b>\$ 81,842</b>	<b>\$ 20,460</b>	<b>\$ 658,033</b>	
1 Paratransit Vehicles (4 Replacements)	\$ 260,000	\$ 260,000	\$ 19,888	\$ 19,888		\$ 109,812												\$ 110,412	
2 MB Transit Center	\$ 140,000	\$ 140,000				\$ 28,000	\$ 112,000												
3 Buses (3-24ft Replacements)	\$ 330,000	\$ 330,000		\$ 66,000															\$ 264,000
4 Buses (4-40ft, parts/support equip)	\$ 1,766,000	\$ 1,766,000		\$ 396,000									\$ 420,000	\$ 807,500	\$ 142,500				
5 Facility Due Diligence/Design	\$ 250,000	\$ 250,000	\$ 50,000					\$ 200,000											
6 Bus Stop Sign Implementation (Turnkey RFP)	\$ 225,000	\$ 225,000	\$ 45,000				\$ 100,000					\$ 80,000							
7 Computers	\$ 40,000	\$ 40,000	\$ 40,000				\$ 32,000												
8 Security	\$ 25,000	\$ 25,000	\$ 5,000				\$ 20,000												
9 AVL System	\$ 53,000	\$ 53,000	\$ 10,600				\$ 42,400												
10 Maintenance Facility Items (Software)	\$ 102,302	\$ 102,302														\$ 81,842	\$ 20,460		
11 Equity Reconciliation for Past Disposals	\$ 150,000	\$ 150,000					\$ 150,000												
12 O&M Reserve	\$ 100,000	\$ 100,000	\$ 100,000																
<b>Total Capital Expenditures</b>	<b>\$ 3,441,302</b>	<b>\$ 3,441,302</b>																	
<b>Operating Expenses</b>	<b>Total</b>	<b>\$ -</b>																	
13 Admin Wages	\$ 603,280																		
14 Admin Fringe	\$ 194,376																		
<b>Admin Expense</b>	<b>\$ 1,101,138</b>	<b>\$ 1,101,138</b>	<b>\$ 473,836</b>				<b>\$ 392,064</b>		<b>\$ 235,238</b>										
15 Operations Wages	\$ 1,579,829																		
16 Operations Overtime	\$ 84,002																		
17 Operations Fringe	\$ 687,027																		
<b>O&amp;M Expense</b>	<b>\$ 3,064,543</b>	<b>\$ 3,064,543</b>	<b>\$ 1,269,890</b>		<b>\$ 500,000</b>	<b>\$ 75,000</b>	<b>\$ 843,958</b>		<b>\$ 108,686</b>	<b>\$ 84,826</b>	<b>\$ 182,183</b>								
18 Maintenance Wages	\$ 530,658																		
19 Maint. Overtime	\$ 24,343																		
20 Maint. Fringe	\$ 230,643																		
21 Contract Vehicle Maint	\$ 100,000																		
<b>Preventive Maint. Expense</b>	<b>\$ 1,237,544</b>	<b>\$ 1,237,544</b>	<b>\$ 206,235</b>				<b>\$ 618,772</b>		<b>\$ 371,263</b>		<b>\$ 41,274</b>								
22 Facility Maintenance	\$ 66,900																		
23 Vehicle Maint	\$ 285,000																		
24 Fuel & Oil - Ops	\$ 415,000																		
25 Tubes & Tires - Ops	\$ 35,000																		
26 Insurance - Ops	\$ 154,000																		
27 Insurance - G&A	\$ 20,250																		
28 Public Information/Brochures - Ops	\$ 25,000																		
29 Utilities - Allocated	\$ 36,200																		
30 Telephone - Admin	\$ 37,000																		
31 Mobile App Operations - Ops	\$ 27,000																		
32 Postage & Freight - Admin	\$ 3,800																		
33 Office Supplies - Admin	\$ 44,500																		
34 Legal and Professional - Admin	\$ 75,000																		
35 Advertising and Marketing - Allocated	\$ 15,000																		
36 Dues and Subscriptions - Admin	\$ 11,732																		
37 Travel and Training - Allocated	\$ 60,000																		
38 Leases (Copiers/Parking/MB Center) - Ops	\$ 25,800																		
39 Other - Ops	\$ 31,885																		
	\$ -																		
<b>Total Expense</b>	<b>\$ 5,403,225</b>																		
<b>Total Maint &amp; Cap.</b>	<b>\$ 8,844,527</b>	<b>\$ 8,844,527</b>	<b>\$ 8,844,527</b>																
40			\$ 157,551	\$ 518,112	\$ -	\$ -	\$ -	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,621

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. MAR2017-05**

**AUTHORIZATION TO NEGOTIATE AND AWARD CONTRACT FOR  
BUS STOP DESIGNATION PROGRAM**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to negotiate with and award a contract to AECOM, Technical Services, Inc., 101 Research Drive, Columbia, SC 29203 to implement and oversee the Bus Stop Designation Program through completion.

**Background:**

The Authority issued RFP (Request for Proposal) for a Turn-key Bus Stop Designation Program. Proposals were received and scored by a committee. The highest-scoring firm for Solicitation RFP 120216 is AECOM, Technical Services, Inc., 101 Research Drive, Columbia, SC 29203. This is expected to be a multi-year contract, funded through Urban Formula funds and a PL Contract with SCDOT.

**Motion:**

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the General Manager/Secretary Treasurer be authorized to negotiate and enter into an agreement with AECOM, Technical Services, Inc. to implement and oversee the Bus Stop Designation Program through completion.

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 March 29, 2017.

ATTEST:

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

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Robert Sheehan, Ph.D., Board Vice Chair

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Katharine D'Angelo

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Ivory Wilson

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Wilbert G. James

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Lillie Jean Johnson

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Sid Blackwelder

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Deb Gasque

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Bernard Silverman

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Marvin Keene, Ph.D.

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Darrell Eickhoff

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. MAR2017-06**

**AUTHORIZATION TO ENTER INTO AND USE SHORT-TERM  
AGREEMENTS FOR CASH FLOW PURPOSES**

A motion of the Board of the Waccamaw Regional Transportation Authority Authorization for the General Manager/Secretary Treasurer Authority to enter into and use short-term loan agreements for cash flow purposes as necessary.

**Background:**

This policy allows the GM/CEO to obtain short term financing for up to \$250,000 in order to maintain cash flow. Loans will be repaid within 90 days (maximum) and secured using grant receivables and/or the use of the Authority's operating and maintenance cash reserves as collateral. Any short-term loans for an amount in excess of \$250,000 will require a separate resolution from the Board of Directors prior to obtaining the loan. Use of the Loan proceeds is restricted to major capital acquisitions, payroll expenses or various other operating expense. Finance Committee/Board will be notified prior to obtaining the short-term loan through the Cash Requirements page provided in the monthly Board Report.

**Motion:**

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the General Manager/Secretary-Treasurer to enter into and use short-term loan agreements for cash flow purposes as necessary.

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

APPROVED by the Waccamaw Regional Transportation Board of Directors at the regular meeting thereof, held on, March 29, 2017.

\_\_\_\_\_  
ATTEST:

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

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Robert Sheehan, Ph.D. Vice-Chair

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Ivory Wilson

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Katharine D'Angelo

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Wilbert G. James

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Lillie Jean Johnson

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Sid Blackwelder

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Bernard Silverman

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Marvin Keene, Ph.D.

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Darrell Eickhoff

\_\_\_\_\_  
Debbie Gasque

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. MAR2017-07**

**ACCEPTANCE OF INDEPENDENT AUDIT REPORT  
FOR FISCAL YEAR 2016**

A motion of the Board of the Waccamaw Regional Transportation Authority accepting the independent audit report for the fiscal year ending September 30, 2016 performed by Robert E. Milhous, C.P.A., P.A. & Associates.

**Background:**

The Waccamaw Regional Transportation Authority is required to perform an annual A-133 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.

**Motion:**

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the Board accepts the independent audit report for the fiscal year ending September 30, 2016 performed by Robert E. Milhous, C.P.A., P.A. & Associates.

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

APPROVED by the Waccamaw Regional Transportation Board of Directors at the regular meeting thereof, held on, March 29, 2017.

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

**ATTEST:**

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Robert Sheehan, Board Vice-Chair

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Ivory Wilson

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Katharine D'Angelo

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Wilbert G. James

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Lillie Jean Johnson

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Sid Blackwelder

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Debbie Gasque

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Bernard Silverman.

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Darrell Eickhoff

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Marvin Keene, Ph.D.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. MAR2017-08**

**APPROVAL OF FY2017 BUDGET REVISION**

A motion of the Board of the Waccamaw Regional Transportation Authority to revise 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 revised budget has been reviewed by the Finance Committee of the Board of Directors, which recommends the approval and adoption of the budget revision for fiscal year 2017.

**Motion:**

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority that the FY17 budget revision 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 revised 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 March 29, 2017.

ATTEST:

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

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Robert Sheehan, Ph.D., Board Vice Chair

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Katharine D'Angelo

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Sid Blackwelder

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Debbie Gasque

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Bernard Silverman

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Marvin Keene, Ph.D.

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Darrell Eickhoff