

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
REGULAR BOARD OF DIRECTORS MEETING
BOARDROOM and Virtual
WEDNESDAY, SEPTEMBER 30, 2020
4:00 PM**



AGENDA

1. Call to Order
2. Invocation/Pledge of Allegiance
3. Roll Call – Quorum Determination
4. Approval of Agenda
5. Approval of Minutes from August Board Meeting
6. Acknowledgement of Visitors
7. Public Comment (3-Minute Limit per Comment)
8. Executive Session (if necessary)
9. Chairman's Corner
 - FY 21 Board/Committee Meetings Schedule
 - Master Project List
10. Finance Committee Report
11. Service/PAC Committee Report
12. General Manager's Report
13. Resolutions
 - **RESOLUTION SEP2020-15** - Approval of the Authority Investment Policy
14. Old Business
15. New Business
16. Announcements
17. Adjournment

**THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR WEDNESDAY OCTOBER 28, 2020
(Time – TBD) IN THE CONFERENCE ROOM LOCATED AT 1418 THIRD AVENUE, CONWAY, SC**

2020 BOARD OF DIRECTORS ATTENDANCE ROSTER

	JAN 22	FEB 26	MAR 25	APR 29	MAY 27	JUN 24	JUL 29	AUG 26	SEP 30	OCT 28	DEC 9
D'Angelo, Katharine	X	E	X	X	X	X	N	X			
Heather Edwards	E	E	X	X	E	E	O	X			
Eickhoff, Darrell	X	X	X	X	X	X		X			
James, Greg					X	X	M	X			
Johnson, Lillie Jean	X	X	X	X	X	X	E	X			
Keene, Marvin, Ph.D. CFA	X	X	X	X	X	X	E	X			
Lazzara, Joseph	X	X	X	X	X	X	T	X			
Sheehan, Rob, Ph.D.	E	E	E	X	X	X	I	X			
Silverman, Bernard	X	X	X	X	X	X	N	X			
Wallace, Randal	X	X	X	X	E	E	G	X			
Conway (Vacant)	E	X	X	E	E	E					

X = In Attendance

A = Absent

E = Excused Absence

* = Arrived after roll call

**= In attendance via conference call

JUNE 2020



**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, September 30, 2020
4:00 PM**

Board Present: Darrell Eickhoff
Dr. Marvin Keene
Joseph Lazzara
Katharine D'Angelo
Lillie Jean Johnson
Bernard Silverman
Dr. Rob Sheehan
Greg James
Randall Wallace
Heather Edwards

Staff Present: Brian Piascik, General Manager/CEO
Ron Prater, Chief Financial Officer
Lynette Nobles, Board Liaison
Lauren Morris, PIO
Pamela Bellamy, Human Resource Manager
Kevin Parks, Procurement/ Grants

Visitors: None

In accordance with the Freedom of Information Act (FOIA), the 2020 meeting schedule was provided to the press at the beginning of the 2020 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 21, 2020.

CALL TO ORDER: Chairman Eickhoff called the meeting to order at 4PM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mr. Eickhoff gave the invocation with a moment of silence for the Coast RTA Founder, Mr. Ivory Wilson, and then led the Pledge of Allegiance.

ROLL CALL/ANNOUNCEMENT OF QUORUM: Roll call was taken. A quorum was present. The Board Chairman and Past Board Chairman asked that those absent from board meetings be

recognized as “Excused”, only if that board member informs the Board Liaison, in advance, that they are unable to attend. Board members who do not attend the meeting and do not inform the Board Liaison that they will be absent will be recognized as “Absent”.

APPROVAL OF AGENDA – There was a motion by Mr. Lazzara and a second by Mr. Sheehan that the agenda be approved. A voice vote was taken; no nays being heard the agenda was approved unanimously.

APPROVAL OF MINUTES – There was a motion by Mr. Sheehan and a second by Mr. Lazzara to approve the June minutes. A voice vote was taken; no nays being heard, the motion passed unanimously.

ACKNOWLEDGEMENT OF VISITORS: None

PUBLIC COMMENT: None

EXECUTIVE SESSION: None

EMPLOYEE RECOGNITION: Mr. Piascik announced that Mrs. Lynette Nobles would be leaving and her last day is August 31, 2020. She has done an outstanding job over the years and she will truly be missed.

CHAIRMAN’S CORNER:

- Chairman Eickhoff- made two brief comments. The master project list which Mr. Piascik is going to show later in the managers’ report session overview. We’re getting most of Category A done. This is the time when we need to look at that some of the Category B’s need to be moved up.
- If looked at a month ago, I would have identified another platform for us to have these virtual GotoMeetings. Mr. Piascik explained that staff is looking into the issue. Staff has not determined the cause of the audio issues, but believe that it is not our software’s (GotoMeeting) fault and more of a hardware issue.
- Mr. Piascik then talked briefly about the project listing. The one on the list that doesn’t have any real update is #2 on the list, stop annunciation. We need to figure out what we’re doing and I blame COVID 19 a little bit. Annunciation will be something to which we will start paying a little more attention. We have a lot of information about what’s going on with the facility project. The succession plan will be completed today with the bylaws change. Mr. Eickhoff wants to add virtual meetings to the list. #6 is completed. Mr. Eickhoff suggest that when something is completed put a completion date so that is can be recorded. Mr. Piascik states that there have been some reported issues with the push-to-talk radios that the drivers use. We went from 3G to 4G and the system has lost some reliability, but we think we have a handle on it. Mr. Piascik

also discussed the Ride Guide for the North Myrtle Beach route. New production for the ride guide will happen in October. Advertisement will be in place for the new North Myrtle Beach route.

FINANCE COMMITTEE: Dr. Keene led the discussion about the proceedings during two Finance Committee meetings. He mentioned the large overage in Operations-Overtime expense because of the shortage of drivers and additional COVID pay. Mr. Piascik agreed that Coast RTA is seeing large overtime numbers, but mentioned that they kind of balance off with the underage in the regular wages. The biggest thing is that the underage in transit, salaries and benefits, is bigger than the overage overtime. ***NOTE:** The revised financials were being shown on the screen during the meeting.* So between the two we're on budget. \$101,000 under budget for expenses overall. We have averaged \$24,000 per month in overtime but it should come down, as we added in 10 new drivers on transit and 3 or 4 drivers for paratransit. Some adjustments have been made between wages for those who have waged and the COVID pay has dropped from \$5 to \$4 per hour. Waged employees received a \$1 raise, which is essentially the cost of living portion they would have received in October. The salary employees did not have any changes in wages, which will be taken care of in October. The Balance Sheet was discussed. An operating and maintenance reserve is now shown \$500,000 in a money market account at CNB. It will be transferred over to the state investment pool soon but we have generated \$21 in interest so far. There is a running balance last week of \$750,000 and a little over \$200,000 coming in from the state through for July expenses.

Finance Committee had also discussed the 6-yr Financial Plan. Mr. Piascik mentioned that the Georgetown County contribution had been corrected. The year-end remaining balances got healthier with the change. The Plan now includes about \$700,000 in increase operating cost to cover route expansion. One major assumption in the Plan is the increase in farebox recovery in year three. We are assuming the increase in fares is a result of increased service and a new fare structure resulting from a Fare Analysis, a plan to look at our fare structure and a technology assessment to replace the farebox equipment. In FY23, we begin assuming a farebox return based on 12.5% of our operating cost. The Plan is designed to sustain the increased service levels through FY 26, but there enough horsepower to possibly get to 2028. The Board will be asked to approve the Financial Plan in today's resolutions.

The Finance Committee then talked about the FY 21 Budget, which is also being put before the Board for approval in the resolutions. Mr. Piascik spent a little time talking about the FY 21 Budget in general terms. The Budget is based on past experience but has been thrown into a little uncertainty related to the additional expenses and impacts to service related to COVID-19. Our ridership is about 60% of what we normally expected so a farebox recovery will not even reach the new budgeted level of \$300,000 in FY 20. Six new vehicles will be entering into the fleet so maintenance expense is expected to decrease even though we more miles in our service plan.

We have added 20,000 more hours for fixed route and 7-8,000 more for paratransit. Also a fifth supervisor was added in the budget.

SERVICE/PAC COMMITTEE: Ms. Johnson reviewed the proceedings from Service/PAC Committee. Coast RTA ridership and fare revenue is down about 50-60%. Fares were reinstituted on 7/20. Revenue for boarding are hovering around 90 cents per boarding. Normally, the influx of free trips on the Entertainment Shuttle lowers the per boarding rate. Because of COVID, the ridership for the Entertainment Shuttle is significantly lower this year. Last July, we had over 70,000 in total ridership for the month compared to this year with only 35,000. Paratransit numbers are down 13%. Summer months' paratransit are typically down due to no university work. The Georgetown Express is down due to the hospitality workers not working.

The Committee then discussed the alignment of new Route 17. Staff then described the outreach process. Discussions with Star Tech and McLeod have been very positive. Obviously, folks in North Myrtle Beach are excited. We have been working with the NMB Chamber and will be doing a public input meeting on Zoom hosted by the Chamber.

Mrs. Edwards asked about implementing stops across International near The Arms and The Grove. Mr. Piascik responded that it was good idea and asked that Ms. Edwards respond to the online survey and encourage her neighbors to do so as well. This time around there was not enough time in the route but maybe those stops can be added in the future.

Ms. Johnson inquired about the Georgetown Transfer Center in Category C listed as this should be moved up to #7. It is part of the new facility plan. Ms. Johnson also wanted to know if there is a delivery date on the new 6 buses and will the virus effect delivery. Four of the busses will go into production at the end of October and be delivered sometime in December. No delay at this time. The other two are waiting on the contract from the State.

Mrs. D'Angelo asked about the ending for the Entertainment Shuttle. The last day for the entertainment shuttle was on September 7, 2020, which was Labor Day. She also would like to see service go on Hwy 9 to service Seacoast Hospital.

Mr. Keene asked about the COVID pay and is it still active and when will it end. Mr. Piascik responded that it was still active and at this point, didn't precisely know when it is going to end.

The Service/PAC also received an update on the Facility Development updates Mr. Piascik briefed the Board on the most recent products from the consultant on the project, including the Area of Opportunity assessment and the Facility Programming document. The consultant identified potential area for optimized base of operations/maintenance based on where buses are going into service, how many buses at each location, drive time to these locations and where the employees live. Also taken into consideration were the hurricane evacuation zones and

making the facility hurricane-proof. The Team will try to find 10-12 sites and run them through an evaluation screening that will include order of magnitude cost, size and shape, impact on operations, ease of acquisition, access and environmental consideration. With all those things being considered, they can then pare down to three sites. The Programming document outlines the functional needs for the new building and estimates the size of parcel needed for the current operation plus two levels of potential growth. The idea property size between 6 to 8 acres. The architect's assessment of how much we need has gotten a little smaller but, it's dependent on whether or not we go with a single or two story building.

GENERAL MANAGER'S REPORT: Mr. Piascik reported:

- The state Transit Association received some news out of Columbia as it relates to the lawsuit against Richland County and the use of sales tax for transit operations. The Department of Revenue released their opinion of how Richland County is using sales tax. The only thing that transit system should be used for is essentially capital expenses. The will be updated as things progress.
- Coast RTA will be changing payroll providers. It was an agreement to disagree type situation with Stroviss, but bottom line, there were too many discrepancies between actual pay and timesheets. Stroviss will receive a 30-day notice once we have reasonable comfort that new service is ready. The down side is that everyone would have to be train on the new time clocks.
- Mr. Piascik announced that Mrs. Lynette Nobles last day would be August 31, 2020. She will be truly missed.

RESOLUTIONS:

- **WRTA Resolution August2020-11** - Authorization to file FY21 53 11 grant application with the SCDOT.

Motion by Mr. Wallace and a second by Mr. Lazzara to approve the resolution. A vote was taken; no nays being heard. Resolution passed unanimously.

- **WRTA Resolution August2020-12** - Approval of FY20 budget.

Motion by Mr. Lazzara and a second by Mr. Wallace to approve the resolution. A vote was taken; no nays being heard. Resolution passed unanimously.

- **WRTA Resolution August2020-13** - Adoption of the WRTA FY 21-26 Financial Plan.

Motion by Mr. Lazzara and a second by Mr. Wallace to approve the resolution. A vote was taken; no nays being heard. Resolution passed unanimously.

➤ **WRTA Resolution August2020-13** - Adoption of the updated Bylaws.

Motion by Mr. Lazzara and a second by Mr. Wallace to approve the resolution. A vote was taken; no nays being heard. Resolution passed unanimously.

Mr. Silverman made motion to allow Mr. Eickhoff, Board Chairman, to sign these for all not present. Motion was seconded by Kitty D'Angelo.

Motion by Mr. Lazzara and a second by Mr. Wallace to approve the resolution. A vote was taken; no nays being heard. Resolution passed unanimously.

OLD BUSINESS: None

NEW BUSINESS: None

ANNOUNCEMENTS: None

ADJOURNMENT:

There was a motion by Mr. Lazzara and a second by Dr. Wallace to adjourn the meeting. A voice vote was taken; no nays being heard the meeting was adjourned at 6:06pm.

Coast RTA Project Listing

CATEGORY	Project	START DATE	COMPLETION DATE		STATUS/REMARKS
			ESTIMATED DATE	ACTUAL DATE	
A - STARTS 1-6 MOS.					
1	Complete Bus Stop Signs Installation	8/15/17	9/30/22	ongoing	Rte 16 Complete (Urban Portion), Rte 17 Completed
2	Stop Annunciation - Active and Reliable	9/1/18	1/1/21		Routes (excl. 17) have been geofenced - working on reimplementing tablets into operations
4	Strategy for Equity Service (Road Tax)	ongoing	TBD		
5	Succession Plan	5/27/20	9/30/20	8/31/20	Complete
6	Confirm legal authority for Coast RTA - AUTHORITY in question	4/1/20	12/31/20		Complete
7	Initiate Facility Replacement Plan for Maintenance, Office, Myrtle Beach, Georgetown and Conway Transfer Centers	3/1/20	7/1/21		Parcel search in process. Examining funding options. Conway Transfer Center options.
8	Seek dedicated and recurring funding from municipalities	5/15/15	ongoing		Tied to equity service strategy. This is a work in progress.
B - STARTS 7-12 MOS.					
2	Trolley Replacement Plan	FY 21	3/31/21		Using 5311 to buy 2 New Flyers - Should arrive in March 2021
4	TDP/Fare Structure Analysis	1/31/21	10/1/21		Approaching GSATs about doing the study - would like to get an RFP on the street by the beginning of next calendar year.
5	Website Update	4/1/20	7/31/20	8/15/20	Launched - still needs work
6	GSATS Transit Planner & Mark Hoeweller attend Coast RTA Board Meeting				Delayed - we'll see if they can join remotely in October. GSATS has federal review in October (in which Coast RTA shall be involved)
7	Ride Guide Update	9/1/20	11/15/20		Still on track for the Fall - Route Map for 17 in production/future updates tied route expansion
8	Route Expansion and Timeline (Georgetown/NMB/Socastee/Surfside/Aynor	10/1/20, 4/1/21, 10/1/21			NMB on track for start up in Oct. Georgetown Improvemnts next April and a rework of Routes 1,2 & 3 and Aynor add in Oct. 21.
C AS TIME PERMITS					
1	Replacement Facilities Completed - Conway and Myrtle Beach	TBD			
2	Replacement Push-to-Talk system - Verizon	TBD			We may need this sooner. Push to Talk system is having issues despite upgrade.
3	New Fare Collection System	TBD			

Coast RTA Project Listing

[illegible]



FINANCIALS

August 31, 2020

FY 2020

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
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August 31, 2020**

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21-Sep-20	

Income Statement
DBA THE COAST RTA
Revised FY 2020 Budget
FOR THE PERIOD ENDED August 31, 2020

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY20 Budget
Operating Revenues						
Passenger Fares and Passes	23,092	244,916	363,333	(118,417)	-32.6%	400,000
Local Contracts	0	0	0	0	0.0%	0
Other Operating Revenue	0	0	0	0	0.0%	0
Total Operating Revenues	23,092	244,916	363,333	(118,417)	-32.6%	400,000
Operating Expenses						
Salaries & Benefits - Admin	61,977	694,827	701,245	6,418	0.9%	764,994
Salaries & Benefits - Transit	253,118	2,395,978	2,425,932	29,954	1.2%	2,672,361
Overtime - Transit	19,862	146,719	114,130	(32,589)	-28.6%	126,343
Salaries & Benefits - Maintenance	85,850	852,895	852,340	(555)	-0.1%	933,925
Overtime - Maintenance	2,970	18,753	19,218	465	2.4%	21,909
Facility Maintenance	68,805	327,583	314,172	(13,411)	-4.3%	332,000
Vehicle Maintenance	41,965	471,209	480,196	8,987	1.9%	599,000
Fuel & Oil	33,533	342,933	408,600	65,667	16.1%	450,000
Tires	3,632	28,965	30,832	1,867	6.1%	30,000
Liability Insurance	17,569	161,486	160,417	(1,069)	-0.7%	175,000
Utilities	2,768	27,787	30,138	2,351	7.8%	32,878
Telecommunications	7,826	90,180	96,250	6,070	6.3%	105,000
Postage & Freight	249	2,958	2,750	(208)	-7.6%	3,000
Office Supplies/Computer/Security	4,098	76,943	75,256	(1,687)	-2.2%	80,000
Legal & Professional Services	2,649	57,708	64,167	6,459	10.1%	70,000
Public Information	1,998	7,716	18,333	10,617	57.9%	20,000
Advertising & Marketing	469	7,955	11,000	3,045	27.7%	12,000
Dues & Subscriptions	87	12,801	10,805	(1,996)	-18.5%	11,787
Leases	1,387	19,432	16,500	(2,932)	-17.8%	18,000
Travel & Training	2,984	38,526	36,881	(1,645)	-4.5%	40,000
Interest Expense	0	5,966	7,000	1,034	14.8%	7,000
Other Expenses	75	1,706	2,292	586	25.6%	2,500
Total Operating Expenses	613,871	5,791,026	5,878,453	87,427	1.5%	6,507,698
Operating Profit (Loss)	(590,779)	(5,546,110)	(5,515,120)	(30,990)	-0.6%	(6,107,698)
Non-Reimbursable (by FTA) Expenses						
Depreciation	55,381	541,211	550,000	8,789	1.6%	600,000
(Gain) Loss on Fixed Assets	0	0	0	0	0.0%	0
Accident Expense*	(2,991)	17,410	0	(17,410)	-%	0
Other Non-Reimbursable Expense				0	0.0%	0
Pension Expense - Deferred Outflows				0	0.0%	0
Total Non-Reimbursable Expenses	52,390	558,621	550,000	(8,621)	-1.6%	600,000
Total Operating and Non-Reimbursable Expenses	666,261	6,349,647	6,428,453	78,806	1.2%	7,107,698

* Moved accident expenses to Non-Reimbursable line items since cost is covered by insurance proceeds.

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
INCOME STATEMENT
FOR THE PERIOD ENDED August 31, 2020

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY20 Budget
Operating Grant Revenue						
Federal Grants - Operating	541,111	4,514,944	4,556,231	(41,287)	-0.9%	4,281,344
State Grants - Operating	0	85,992	84,245	1,747	2.1%	123,893
Local Grants - Operating	239,131	2,411,236	2,372,033	39,203	1.7%	2,764,352
Total Operating Grant Revenue	780,242	7,012,172	7,012,509	(337)	-0.0%	7,169,589
Capital Grant Revenue						
Federal Grants - Capital	46,586	1,149,885	1,147,727	2,158	0.2%	1,484,928
State Grants - Capital	0	90,156	88,000	2,156	2.4%	88,000
Local Grants - Capital	11,648	409,464	408,300	1,164	0.3%	479,187
Total Capital Grant Revenue	58,234	1,649,505	1,644,027	5,478	0.3%	2,052,115
Total Grant Revenue	838,476	8,661,677	8,656,536	5,141	0.1%	9,221,704
Other Revenue						
Bus Advertising Revenue	0	2,610	16,667	(14,057)	-84.3%	20,000
Interest Income	63	84	1	83	0.0%	0
Miscellaneous - Vending, Other	113	1,906	2,200	(294)	-13.4%	2,400
Total Other Revenue	176	4,600	18,868	(14,268)	-75.6%	22,400
Total Non-Operating Revenue	838,652	8,666,277	8,675,404	(9,127)	-0.1%	9,244,104
In-Kind Revenue				0		
Change in Net Position	195,483	2,561,546	2,610,283	(48,737)	-2%	2,536,406

YTD Capital Expenditure Activity (Cost)

Paratransit Vehicles	0	189,096	189,096	0	0%	189,096
Bus Purchases	0	1,220,136	1,220,136	0	0%	1,220,136
FTA Equity for Internationals	0	170,294	0	(170,294)	0%	0
Transit Facility Development	0	33,693	33,600	(93)	-0%	1,000,000
Computer Hardware/Software - Paratransit	0	9,606	9,606	0	0%	118,000
Facility Maintenance Items	0	39,350	39,350	0	0%	87,634
Bus Stop Designation/Implementation	58,234	178,453	90,932	(87,521)	-96%	321,080
Computer Hardware/Software - 5307/Other	0	0	34,467	34,467	100%	64,000
YTD Capital Expenditures vs Budget	58,234	1,840,628	1,617,187	(223,441)	-14%	2,999,946

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

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
INCOME STATEMENT NOTES – August 2020**

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).

Total Operating Revenue is under budget YTD (\$118.4K) or (32.6%) (page 2) due Coast RTA eliminating fares in March. Fares resumed on July 20, 2020 and revenue per boarding was \$0.85 for transit, which is close to normal operation. Ridership remains at about 60% of normal ridership.

Salaries & Benefits - Administration is under budget YTD \$6.4K or 0.9% (page 2) but is trending well. Covid -19 pay was reduced from \$5 to \$4/hour for salaried employees.

Salaries & Benefits - Transit is under budget YTD \$30.0K or 1.2% (page 2) due some issues in recruiting drivers as evidenced by the increase in overtime expense. Fourteen drivers have been “on-boarded” in the past 60 days. There were additional hours paid in August for training. Management will be holding a new run pick in September and more training as we implement

Overtime - Transit is over budget YTD (\$32.6K) or (28.6%) (page 2) due to a shortage in drivers which is exacerbated by the COVID-19 administrative adjustment, which is paid at time and half. No budget revision will be necessary as long as the underage in Salaries & Benefits offsets the overage in Overtime. There was a substantial reduction in Overtime expense for August when compared to July. See Salaries & Benefits – Transit note.

Facility Maintenance is over budget YTD (\$13.4K) or (4.3%) (page 2) due to additional repairs needed at both facilities. We have adjusted the overall budget by \$52K to account for additional Bus Stop Designation work, including the installation of signs on Route 16 and locating stops on Route 17. These funds are covered under a 5339 capital grant.

Vehicle Maintenance is under budget YTD (\$9.0K) or (1.9%) (page 2) because we have not needed any major work in the past few months. Maintenance continues to work on improving driver shielding and other COVID-19 protections. Budget allows for additional investments in PPE and cleaning vehicles.

Fuel & Oil is under budget YTD \$65.7K or 16.1% (page 2) as market prices for fuel remain low and we removed a vehicle from the Entertainment Shuttle in August due to low utilization.

Telecommunications is under budget YTD \$6.1K or 6.3% (page 2) because budget was established to account for additional expenses related to hosting remote meetings and improved internet access have not been necessary.

Legal & Professional Service is under budget YTD \$6.5K or 10.1% (page 2) because expenses for RTA research are not necessary.

Public Information is under budget YTD \$10.6K or 57.9% (page 2) due to timing of expenses. We have a number of public schedules and other documents to be produced between now and the end of the fiscal year, including a new riders' guide and system map for new service in October.

Depreciation is under budget YTD \$8.8K or 2.8% (page 2) due the delays in acquiring rolling stock.

Total Other Revenue is over budget YTD (\$14.3K) or (75.6%) (page 2) because of a significant reduction in advertising revenues due to COVID-19.

Coast RTA Budget Review FY 20

	Total Expense YTD	Budget YTD	Variance \$ YTD	Variance % YTD
Administration	1,036,789	1,054,283	17,494	1.7%
Operations	3,083,797	3,158,244	74,447	2.4%
Maintenance	1,670,440	1,665,926	(4,514)	-0.3%
Total	5,791,026	5,878,453	87,427	1.5%
Farebox Revenue	244,916	363,333	(118,417)	-32.6%

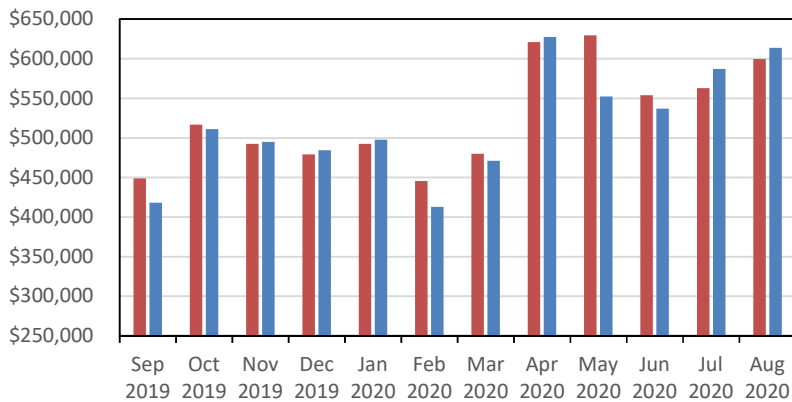
ending August 31, 2019

21-Sep-20

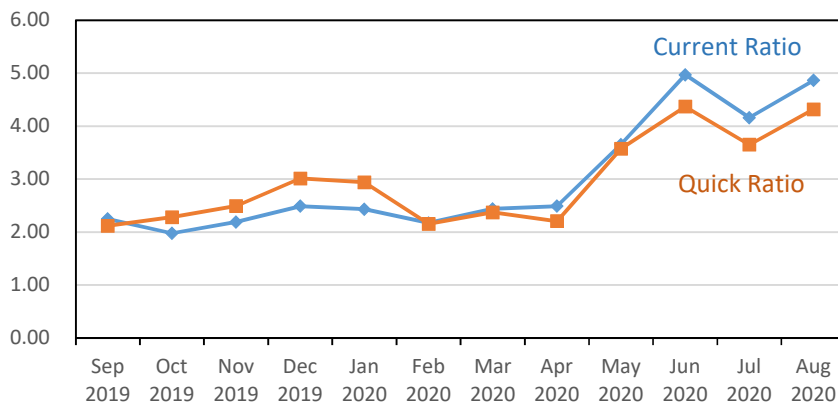
Waccamaw Regional Transportation Authority
DBA THE COAST RTA
COMPARATIVE BALANCE SHEET
August 31, 2020

	<u>Aug-20</u>	<u>Aug-19</u>
ASSETS		
Current Assets:		
Cash	739,993	327,760
Operating & Maintenance Reserve	500,084	0
Accounts Receivable - Federal, State & Local Grants	1,120,884	537,014
Accounts Receivable - Employees/Other	8,185	27,416
Inventory	266,913	175,116
Prepaid Expenses	<u>32,860</u>	<u>99,359</u>
Total Current Assets	<u>2,668,919</u>	<u>1,166,665</u>
Long-Term Assets		
Total Capital Assets, Net	3,934,833	2,809,055
Deferred Outflows of Resources-NPL	<u>528,466</u>	<u>1,000,624</u>
Total Long-Term Assets	<u>4,463,299</u>	<u>3,809,679</u>
Total Assets	<u>7,132,218</u>	<u>4,976,344</u>
LIABILITIES & EQUITY		
LIABILITIES		
Current Liabilities:		
Accounts Payable	128,946	174,593
Accrued Payroll and Withholdings	305,893	149,234
Accrued Compensated Absences	93,236	75,055
Disallowed Costs due to SCDOT - Current	217,166	101,634
Installment Loan CNB - Short-term	0	90,000
Unearned Revenue	<u>20,833</u>	<u>20,833</u>
Total Current Liabilities	<u>766,074</u>	<u>611,349</u>
Non-Current Liabilities:		
Accrued Compensated Absences, Net of Current Portion	0	32,063
Installment Loan CNB - Long-term	0	127,500
Due to FTA - Long Term	325,199	338,515
Disallowed Costs due to SCDOT - Long Term	126,668	75,500
Net Pension Liability	5,682,686	5,625,121
Deferred Inflows of Resources-NPL	<u>85,730</u>	<u>75,580</u>
Total Non-Current Liabilities	<u>6,220,283</u>	<u>6,274,279</u>
Total Liabilities	<u>6,986,357</u>	<u>6,885,628</u>
EQUITY		
Contributed Capital	2,719,523	2,719,523
Restricted Net Assets	(1,247,175)	(579,793)
Retained Earnings - Current Year	2,561,546	(160,981)
Net Investments in Capital Assets	2,027,824	2,027,824
Net Position Retriected for Pensions	(3,676,132)	(3,676,132)
Restricted for Transit Operations	60,000	60,000
Unrestricted Net Pension	<u>(2,299,725)</u>	<u>(2,299,725)</u>
Total Fund Equity	<u>145,861</u>	<u>(1,909,284)</u>
Total Liabilities and Fund Equity	<u>7,132,218</u>	<u>4,976,344</u>

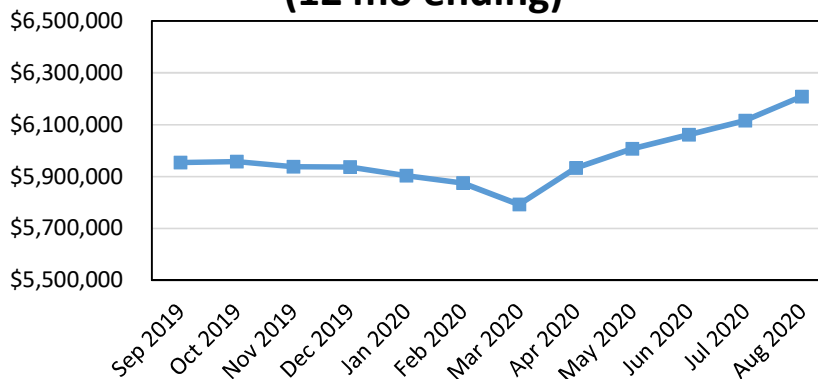
Expenses: Monthly Budget to Actual



Current/Quick Ratio



12-mo Rolling Expense Trending (12 mo ending)



WACCAMAW REGIONAL TRANSPORTATION AUTHORITY

CASH REQUIREMENTS

9/17/2020

	Income	Expense	Balance	Date	Notes
Cash Balance			\$359,487	09/17/20	
Deposits in Transit	\$0		\$359,487		
Fuel - Gas		\$11,000	\$348,487	09/19/20	
5307 Federal OPS	\$286,624		\$635,111	09/20/20	August Final
5307 Federal PM	\$84,817		\$719,928	09/20/20	August Final
Fares	\$7,000		\$726,928	09/21/20	
Accounts Payable		\$30,000	\$696,928	09/23/20	
Fares	\$7,000		\$703,928	09/28/20	
Payroll and taxes		\$140,000	\$563,928	09/30/20	
PEBA - SC Retirement (Pension)		\$53,000	\$510,928	09/30/20	Aug Pension Payment
Accounts Payable		\$30,000	\$480,928	09/30/20	
Fares	\$7,000		\$487,928	10/05/20	
Accounts Payable		\$30,000	\$457,928	10/10/20	
City of Myrtle Beach Q2 FY 21	\$62,500		\$520,428	10/10/20	
Fuel - Gas		\$11,000	\$509,428	10/10/20	
Georgetown County	\$31,000		\$540,428	10/10/20	
Horry County 3FQ20	\$525,000		\$1,065,428	10/10/20	
State Insurance Fund - Liability Ins. Premium		\$50,000	\$1,015,428	10/10/20	
SC Dvsn of Insurance Services Workers Comp		\$24,865	\$990,563	10/10/20	4CQ20 Premium
Fares	\$7,000		\$997,563	10/12/20	
Payroll and taxes		\$140,000	\$857,563	10/14/20	
Fares	\$7,000		\$864,563	10/19/20	
Fuel - Diesel		\$13,333	\$851,230	10/19/20	
5307 Federal OPS	\$190,000		\$1,041,230	10/20/20	September Final - No PM Draw
Accounts Payable		\$20,000	\$1,021,230	10/20/20	
CNB Savings		\$350,000	\$671,230	10/20/20	O&M Reserve Balance \$
PEBA Health Insurance		\$40,000	\$631,230	10/20/20	Oct Premiums
5311 Federal Admin/Ops/PM	\$166,036		\$797,266	10/25/20	July Rural Service
5311 Federal Admin/Ops/PM	\$169,670		\$966,936	10/25/20	Aug Rural Service
5311 Federal Admin/Ops/PM	\$146,000		\$1,112,936	10/25/20	Sep Rural Service
Fares	\$7,000		\$1,119,936	10/26/20	
Payroll and taxes		\$135,000	\$984,936	10/28/20	
Accounts Payable		\$25,000	\$959,936	10/30/20	
Fuel - Gas		\$11,000	\$948,936	10/30/20	
PEBA - SC Retirement (Pension)		\$53,000	\$895,936	10/30/20	Sep Pension Payment
Fares	\$7,000		\$902,936	11/02/20	
Fuel - Diesel		\$13,333	\$889,602	11/02/20	
Fuel - Diesel		\$13,333	\$876,269	11/07/20	
Accounts Payable		\$25,000	\$851,269	11/09/20	
Fares	\$7,000		\$858,269	11/09/20	
Georgetown County	\$31,000		\$889,269	11/10/20	
Payroll and taxes		\$135,000	\$754,269	11/11/20	
Fuel - Diesel		\$13,333	\$740,936	11/14/20	
Fares	\$7,000		\$747,936	11/16/20	
Accounts Payable		\$25,000	\$722,936	11/19/20	
Fuel - Gas		\$11,000	\$711,936	11/19/20	
5307 Federal OPS	\$190,000		\$901,936	11/20/20	October Final
5307 Federal PM	\$112,500		\$1,014,436	11/20/20	October Final
5311 Federal Admin/Ops/PM	\$146,000		\$1,160,436	11/20/20	Oct Rural Service
PEBA Health Insurance		\$40,000	\$1,120,436	11/20/20	Nov Premiums

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY

CASH REQUIREMENTS

9/17/2020

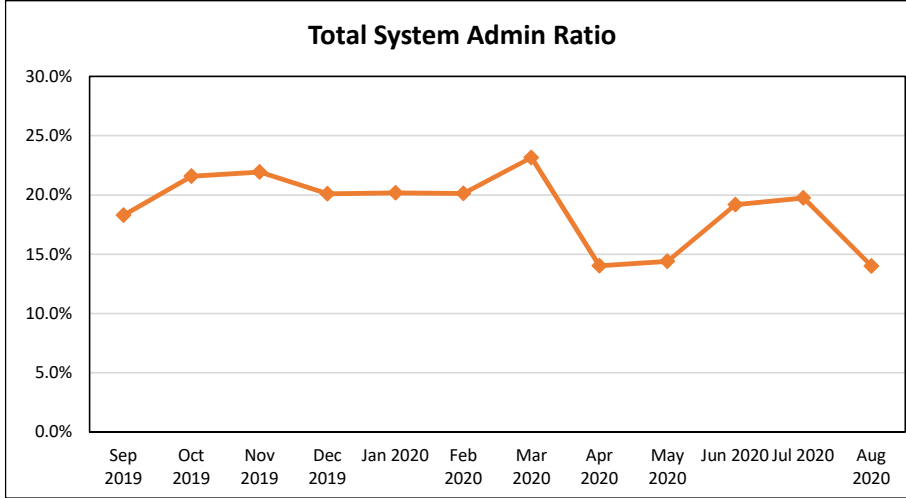
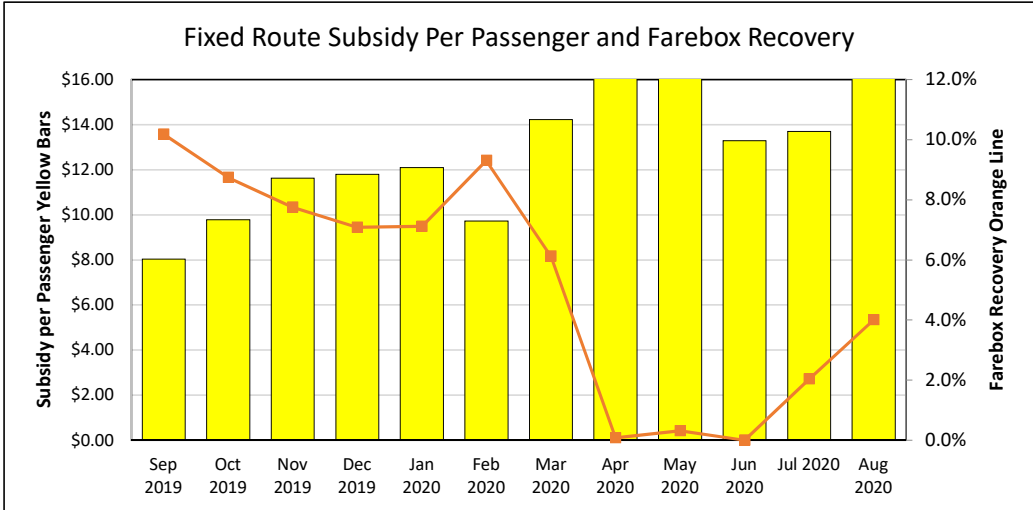
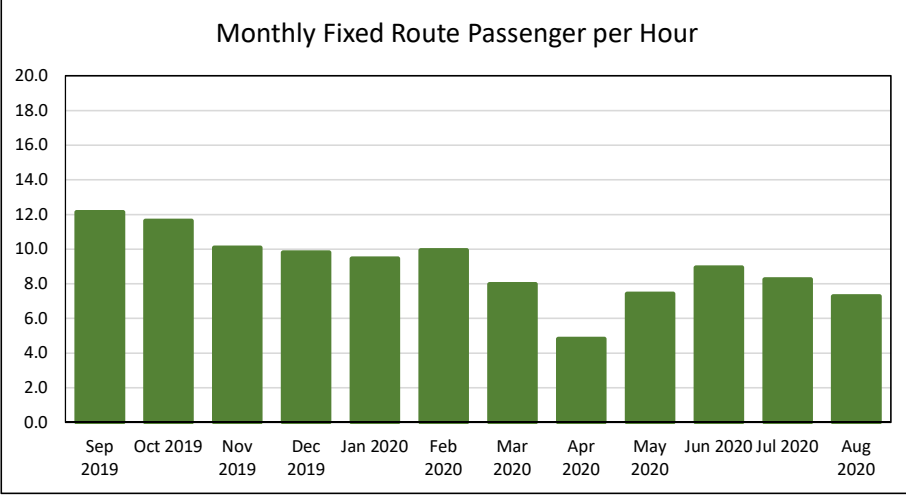
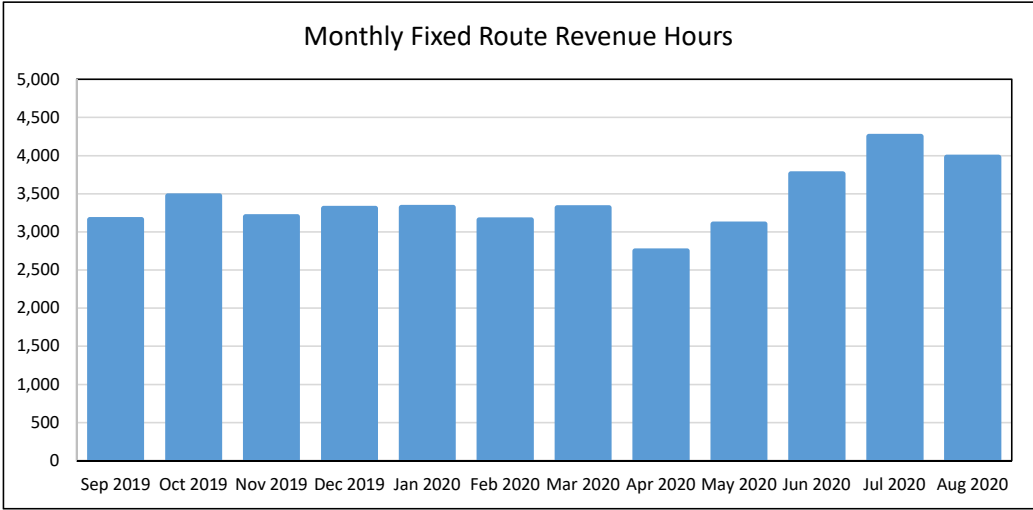
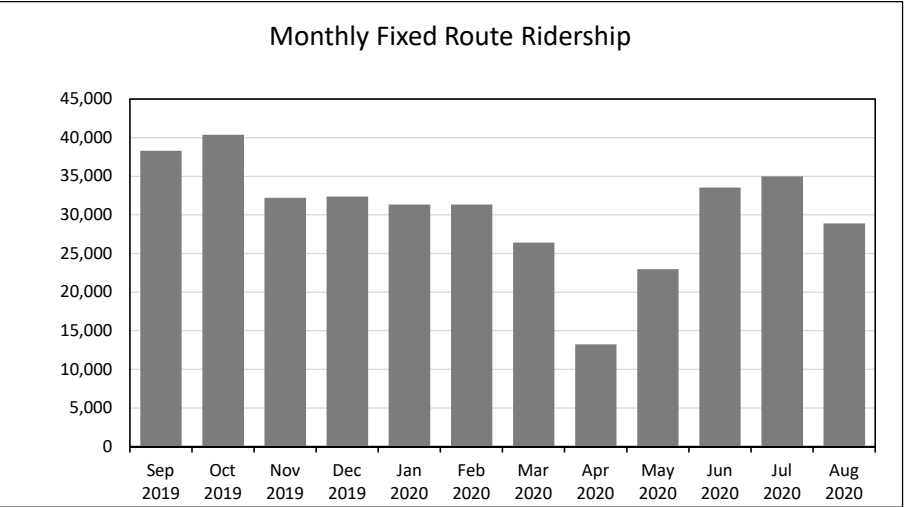
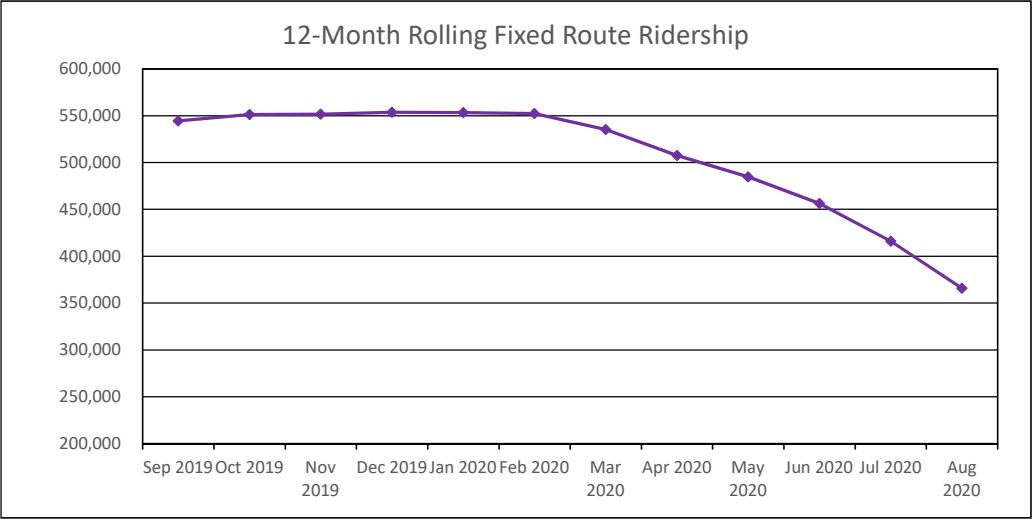
	Income	Expense	Balance	Date	Notes
Fuel - Diesel	\$3,500	\$11,282	\$1,112,653	11/21/20	
Fares	\$7,000		\$1,119,653	11/23/20	
Payroll and taxes		\$135,000	\$984,653	11/25/20	
Fuel - Diesel		\$13,333	\$971,320	11/28/20	
Accounts Payable		\$25,000	\$946,320	11/29/20	
Fares	\$7,000		\$953,320	11/30/20	
Fuel - Diesel		\$13,333	\$939,987	11/30/20	
PEBA - SC Retirement (Pension)		\$53,000	\$886,987	11/30/20	Oct Pension Payment
Fuel - Diesel		\$13,333	\$873,653	12/05/20	
Fares	\$7,000		\$880,653	12/07/20	
Accounts Payable		\$25,000	\$855,653	12/09/20	
Fuel - Gas		\$11,000	\$844,653	12/09/20	
Payroll and taxes		\$135,000	\$709,653	12/09/20	
Georgetown County	\$31,000		\$740,653	12/10/20	
Fuel - Diesel		\$11,500	\$729,153	12/12/20	
Fares	\$7,000		\$736,153	12/14/20	
Accounts Payable		\$25,000	\$711,153	12/19/20	
Fuel - Diesel		\$9,250	\$701,903	12/19/20	
5307 Federal OPS	\$299,810		\$1,001,713	12/20/20	November Final
5307 Federal PM	\$107,300		\$1,109,013	12/20/20	November Final
5311 Federal Admin/Ops/PM	\$146,000		\$1,255,013	12/20/20	Nov Rural Service
PEBA Health Insurance		\$40,000	\$1,215,013	12/20/20	Dec Premiums
Fares	\$7,000		\$1,222,013	12/21/20	
Payroll and taxes		\$135,000	\$1,087,013	12/23/20	
Fuel - Diesel	\$4,000	\$13,333	\$1,077,680	12/26/20	
Fares	\$7,000		\$1,084,680	12/28/20	
Accounts Payable		\$25,000	\$1,059,680	12/29/20	
Fuel - Gas		\$11,000	\$1,048,680	12/29/20	
PEBA - SC Retirement (Pension)		\$53,000	\$995,680	12/30/20	Nov Pension Payment

Key Performance Indicators - Fixed Route

Fixed Route Measures	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	12-Month Total
Ridership	79,037	38,311	40,353	32,201	32,359	31,350	31,335	26,404	13,234	22,959	33,526	35,000	28,903	444,972
Revenue Hours	4,236	3,160	3,469	3,195	3,306	3,319	3,155	3,312	2,748	3,100	3,758	4,248	3,977	44,983
Total Hours	4,523	3,318	4,163	3,398	3,484	3,506	3,303	3,464	2,977	3,226	3,996	4,535	4,252	48,145
Revenue Miles	86,573	70,299	79,236	72,875	75,630	75,864	72,789	74,636	65,223	72,358	81,595	87,035	84,565	998,678
Total Miles	93,126	74,053	83,752	76,797	80,130	79,858	76,924	79,041	67,528	75,392	87,570	93,569	91,022	1,058,762
Accidents	2	1	0	0	3	1	2	0	0	1	2	0	4	16
Breakdowns	10	9	3	5	6	4	6	3	3	0	3	3	4	59
Complaints	4	5	7	2	6	3	2	2	3	3	2	0	2	41
Transit Expense	\$257,985	\$219,289	\$254,270	\$241,939	\$228,095	\$254,765	\$192,793	\$221,355	\$284,788	\$253,012	\$264,735	\$287,465	\$333,771	\$3,294,265
Maintenance Expense	\$126,988	\$70,498	\$101,352	\$90,862	\$114,189	\$85,106	\$87,106	\$103,484	\$194,188	\$167,820	\$108,982	\$121,423	\$119,329	\$1,491,327
Administrative Expense	\$70,229	\$53,014	\$76,774	\$72,978	\$68,833	\$68,577	\$56,358	\$75,215	\$67,152	\$60,625	\$71,671	\$80,787	\$63,407	\$885,619
Total Operating Expenses	\$455,202	\$342,801	\$432,396	\$405,779	\$411,117	\$408,448	\$336,256	\$400,055	\$546,129	\$481,457	\$445,388	\$489,675	\$516,507	\$5,671,211
Fare/Contract Revenues	\$41,384	\$34,898	\$37,807	\$31,465	\$29,114	\$29,048	\$31,288	\$24,504	\$412	\$1,507	\$0	\$9,970	\$20,674	\$292,071

Efficiency Metrics	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	12-Month Total
O & M Expense per Hour (No Admin)	\$90.88	\$91.70	\$102.53	\$104.16	\$103.53	\$102.40	\$88.72	\$98.08	\$174.30	\$135.75	\$99.45	\$96.25	\$113.93	\$106.39
Average Fare	\$0.52	\$0.91	\$0.94	\$0.98	\$0.90	\$0.93	\$1.00	\$0.93	\$0.03	\$0.07	\$0.00	\$0.28	\$0.72	\$0.66
Farebox Recovery	9.1%	10.2%	8.7%	7.8%	7.1%	7.1%	9.3%	6.1%	0.1%	0.3%	0.0%	2.0%	4.0%	5.2%
Subsidy per Passenger	\$5.24	\$8.04	\$9.78	\$11.62	\$11.81	\$12.10	\$9.73	\$14.22	\$41.24	\$20.90	\$13.28	\$13.71	\$17.16	\$12.09
Maintenance Cost per Mile	\$1.36	\$0.95	\$1.21	\$1.18	\$1.43	\$1.07	\$1.13	\$1.31	\$2.88	\$2.23	\$1.24	\$1.30	\$1.31	\$1.41
Deadhead Ratio (Miles)	8%	5%	6%	5%	6%	5%	6%	6%	4%	4%	7%	8%	8%	6%
Administrative Ratio	18%	18%	22%	22%	20%	20%	20%	23%	14%	14%	19%	20%	14%	19%

Effectiveness Metrics	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	12-Month Total
Passengers per Hour	18.7	12.1	11.6	10.1	9.8	9.4	9.9	8.0	4.8	7.4	8.9	8.2	7.3	9.9
Mean Distance between Accidents	46,563	74,053	N/A	N/A	26,710	79,858	38,462	N/A	N/A	75,392	43,785	N/A	22,756	66,173
Mean Distance between Breakdowns	9,313	8,228	27,917	15,359	13,355	19,965	12,821	26,347	22,509	N/A	29,190	31,190	22,756	17,945
Complaints per 1,000 Riders	0.051	0.131	0.173	0.062	0.185	0.096	0.064	0.076	0.227	0.131	0.060	0.000	0.069	0.117
On-Time Performance	74%	84%	86%	90%	92%	93%	88%	94%	96%	96%	94%	96%	93%	87%

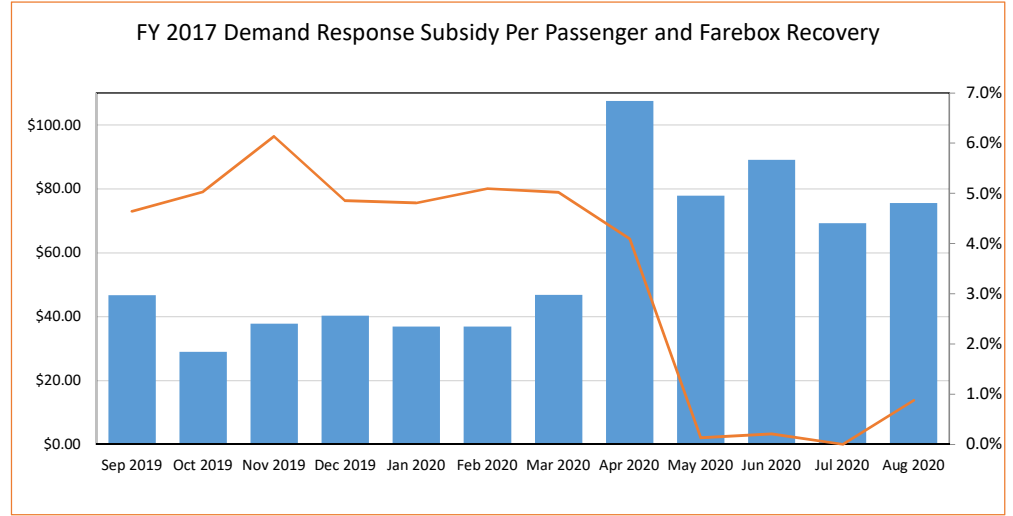
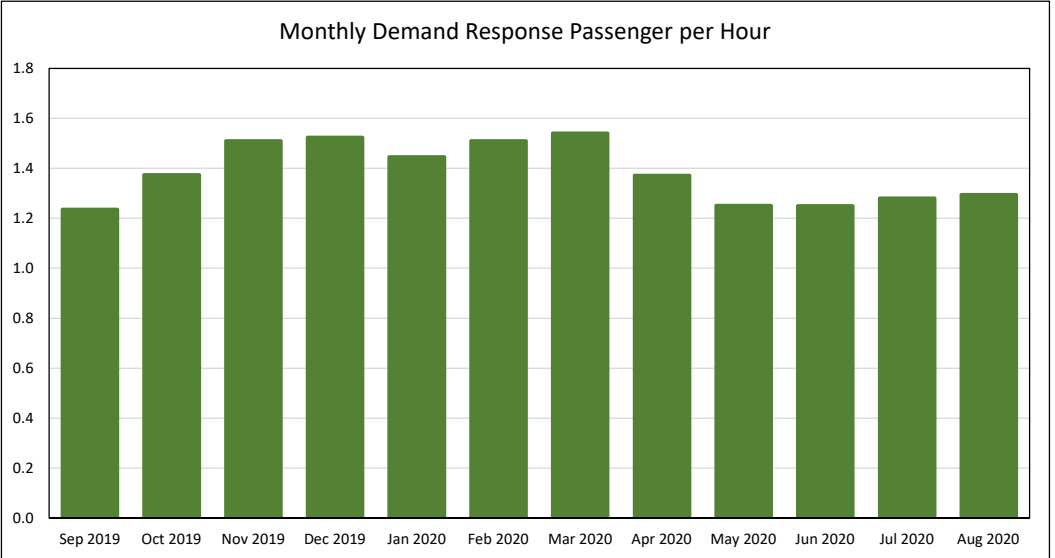
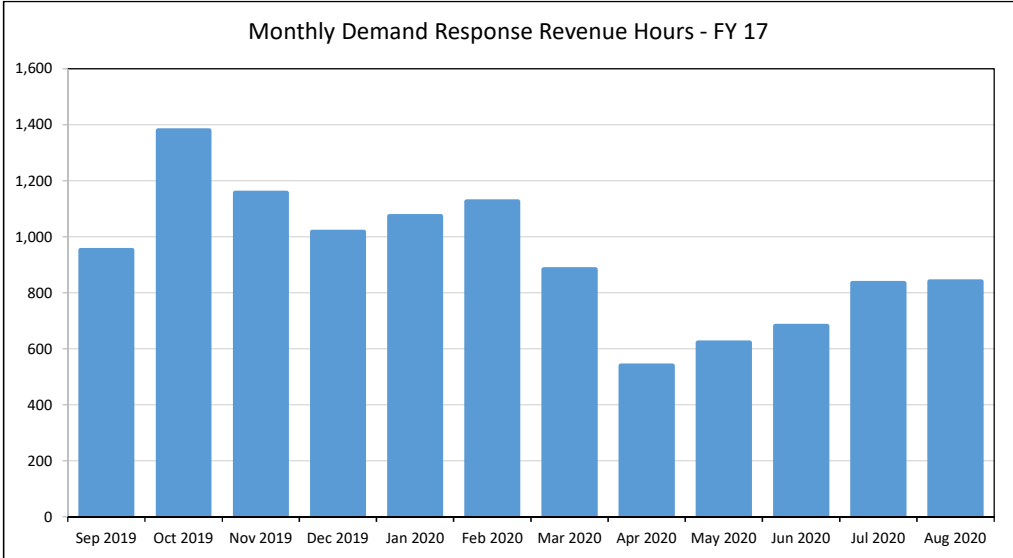
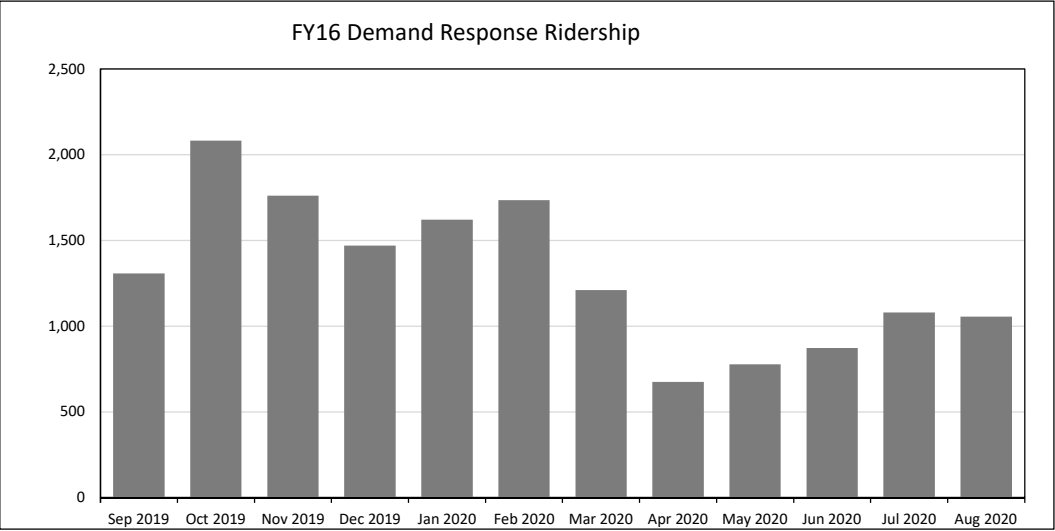
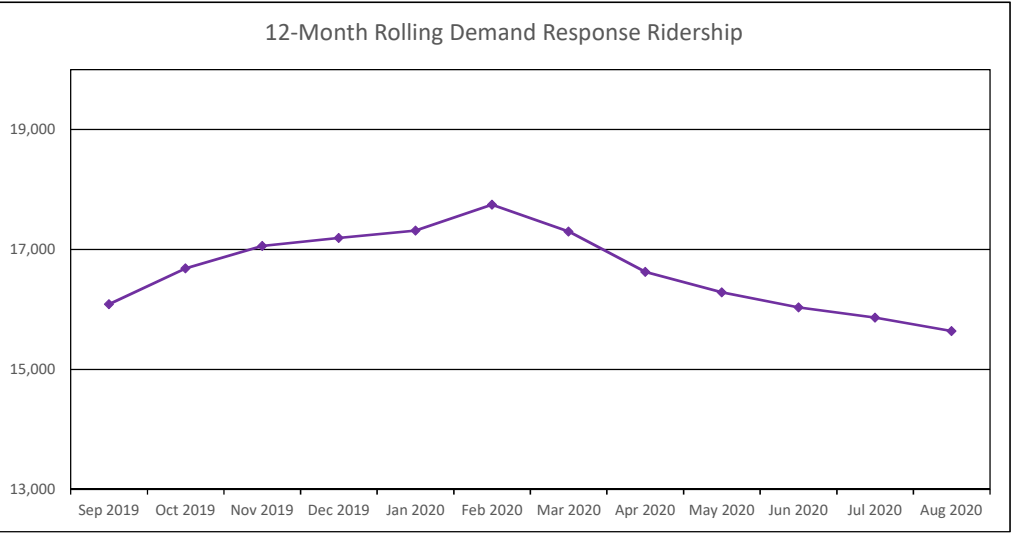


Key Performance Indicators - Demand Response

Demand Response Measures	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	12-Month Total
Ridership	1,254	1,277	1,307	2,081	1,761	1,470	1,620	1,734	1,210	675	777	872	1,079	1,055	18,172
Revenue Hours	898	1,034	952	1,379	1,156	1,017	1,073	1,126	883	540	622	681	834	840	13,035
Total Hours	1,064	1,226	1,119	1,584	1,333	1,215	1,253	1,353	1,096	686	772	852	986	1,008	15,547
Revenue Miles	17,971	19,831	17,948	23,251	21,479	18,275	20,833	21,987	16,956	9,720	11,471	12,566	15,903	16,000	244,191
Total Miles	22,082	24,254	21,464	28,015	25,568	22,771	25,086	26,506	21,243	3,812	14,949	16,777	19,575	20,230	292,332
Accidents	0	0	1	1	0	1	0	0	0	0	0	0	0	0	3
Breakdowns	0	1	1	1	0	1	0	0	1	0	0	0	0	0	5
Complaints	1	4	0	6	2	3	4	4	1	1	1	1	0	1	29
Paratransit Expense	\$36,481	\$45,467	\$47,888	\$50,905	\$54,631	\$44,158	\$51,162	\$49,065	\$43,517	\$48,237	\$43,144	\$52,476	\$56,441	\$64,459	\$688,032
Maintenance Expense	\$14,194	\$17,049	\$17,027	\$14,446	\$16,245	\$18,757	\$12,643	\$19,083	\$16,221	\$24,449	\$17,515	\$25,264	\$19,099	\$17,669	\$249,661
Administrative Expense	\$10,471	\$10,471	\$11,577	\$15,370	\$16,479	\$13,326	\$13,772	\$14,343	\$14,787	\$11,374	\$10,338	\$14,207	\$15,329	\$12,245	\$184,086
Total Operating Expenses	\$61,146	\$72,987	\$76,493	\$80,721	\$87,355	\$76,241	\$77,576	\$82,490	\$74,525	\$84,060	\$70,997	\$91,947	\$90,869	\$94,373	\$1,121,779
Fare Revenues	\$3,758	\$3,392	\$3,850	\$4,953	\$4,244	\$3,670	\$3,953	\$4,143	\$3,051	\$111	\$146	\$0	\$795	\$2,418	\$38,483

Efficiency Metrics	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	12-Month Total
O & M Expense per Hour	\$56.43	\$60.46	\$68.19	\$47.39	\$61.31	\$61.86	\$59.46	\$60.52	\$67.65	\$134.60	\$97.52	\$114.16	\$90.58	\$97.77	\$71.94
Average Fare	\$3.00	\$2.66	\$2.95	\$2.38	\$2.41	\$2.50	\$2.44	\$2.39	\$2.52	\$0.16	\$0.19	\$0.00	\$0.74	\$2.29	\$2.12
Farebox Recovery	6.1%	4.6%	5.0%	6.1%	4.9%	4.8%	5.1%	5.0%	4.1%	0.1%	0.2%	0.0%	0.9%	2.6%	3.4%
Subsidy per Passenger	\$37.41	\$46.30	\$46.72	\$29.02	\$37.84	\$40.30	\$36.95	\$36.91	\$46.85	\$107.52	\$77.88	\$89.15	\$69.27	\$75.55	\$49.48
Deadhead Ratio (Miles)	23%	22%	20%	20%	19%	25%	20%	21%	25%	-61%	30%	34%	23%	26%	20%
Administrative Ratio	21%	17%	18%	24%	23%	21%	22%	21%	25%	16%	17%	18%	20%	15%	20%

Effectiveness Metrics	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	12-Month Total
Passengers per Hour	1.40	1.24	1.37	1.51	1.52	1.45	1.51	1.54	1.37	1.25	1.25	1.28	1.29	1.26	1.39
Mean Distance between Accidents	n/a	n/a	21,464	28,015	n/a	22,771	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	97,444
Mean Distance between Breakdowns	n/a	24,254	21,464	28,015	n/a	22,771	n/a	n/a	21,243	n/a	n/a	n/a	n/a	n/a	58,466
Complaints per 1,000 Riders	0.8	3.1	0.0	2.9	1.1	2.0	2.5	2.3	0.8	1.5	1.3	1.1	0.0	0.9	1.6
On-Time Performance	86%	88%	88%	86%	86%	90%	87%	91%	92%	95%	91%	91%	91%	86%	88%



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Coast RTA SCDOT Grants - FY20														
Activity Line Item Balances														
August 2020 - Final													Current Month	12
***** 5311 Federal Rural - Grant # PT-200911-19 *****							***** 5311 State Rural - Grant # PT-200911-19 *****							
		Preventative	Capital					Preventative	Capital					
	Operating	Maintenance	Expenditures	Admin	Totals	Comments		Maintenance	Expenditures	Admin	Totals	Comments		
FY20 Contract	\$ 298,784	\$ 200,000	\$ -	\$ 200,000	\$ 698,784		\$ 159,805	\$ 41,700	\$ -	\$ 34,880	\$ 236,385	> Orig Submission		
							\$ -	\$ -	\$ -	\$ -	\$ -			
Monthly Draws:						Month Drawn							Month Drawn	
July 2019	\$ 36,333	\$ 36,400	\$ -	\$ 20,376	\$ 93,109	Aug 19	\$ 36,333	\$ 9,099	\$ -	\$ 5,094	\$ 50,526	Aug 19		
Aug 2019	\$ 37,729	\$ 34,334	\$ -	\$ 19,809	\$ 91,872	Sept 19	\$ 37,729	\$ 8,583	\$ -	\$ 4,953	\$ 51,265	Sept 19		
Sept 2019	\$ 37,902	\$ 20,459	\$ -	\$ 22,346	\$ 80,707	Oct 19	\$ 37,902	\$ 5,114	\$ -	\$ 5,586	\$ 48,602	Oct 19		
Oct 2019	\$ 40,910	\$ 30,994	\$ -	\$ 23,097	\$ 95,001	Nov 19	\$ 40,910	\$ 7,748	\$ -	\$ 5,775	\$ 54,433	Nov 19		
Nov 2019	\$ 40,234	\$ 30,018	\$ -	\$ 24,610	\$ 94,862	Dec 19	\$ 6,931	\$ 7,505	\$ -	\$ 6,153	\$ 20,589	Dec 19		
Dec 2019	\$ 41,049	\$ 34,794	\$ -	\$ 22,892	\$ 98,735	Jan 20	\$ -	\$ 3,651	\$ -	\$ 5,723	\$ 9,374	Jan 20		
Jan 2020	\$ 46,882	\$ 13,001	\$ -	\$ 25,959	\$ 85,842	Feb 20	\$ -	\$ -	\$ -	\$ 1,596	\$ 1,596	Feb 20		
Feb 2020	\$ 17,745	\$ -	\$ -	\$ 22,586	\$ 40,331	Mar 20	\$ -	\$ -	\$ -	\$ -	\$ -			
Mar 2020	\$ -	\$ -	\$ -	\$ 18,325	\$ 18,325	Apr 20	\$ -	\$ -	\$ -	\$ -	\$ -			
Apr 2020	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
May 2020	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
June 2020	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
Subtotal Draws	\$ 298,784	\$ 200,000	\$ -	\$ 200,000	\$ 698,784		\$ 159,805	\$ 41,700	\$ -	\$ 34,880	\$ 236,385			
Remaning Balance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
% Expended	100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%			
% Time Elapsed	100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%			
Grant # PT-200999-29		Grant # PT-909SP-13 (5311 Funds)												
5307 State Urban SMTF		ParaTransit Scheduling Software (Ecolane)												
Month	Fed Oper/PM		Federal	State	Totals									
FY20 Award	\$ 68,810		\$ 90,712	\$ 22,678	\$ 113,390	> FY19 Award								
			\$ 51,983	\$ 12,994	\$ 64,977	> FY19 Expense								
Monthly Draws:														
July 2019	\$ 68,810		\$ -	\$ -	\$ -									
Aug 2019	\$ -		\$ 17,062	\$ 4,265	\$ 21,327	> 32 Tablets + Laptop								
Sept 2019	\$ -		\$ 2,591	\$ 648	\$ 3,239	> Tablet Mounts								
Oct 2019	\$ -		\$ 7,684	\$ 1,921	\$ 9,605	> Tablets + Mounts								
Nov 2019	\$ -		\$ -	\$ -	\$ -									
Dec 2019	\$ -		\$ -	\$ -	\$ -									
Jan 2020	\$ -		\$ -	\$ -	\$ -									
Feb 2020	\$ -		\$ -	\$ -	\$ -									
Mar 2020	\$ -		\$ -	\$ -	\$ -									
Apr 2020	\$ -		\$ -	\$ -	\$ -									
May 2020	\$ -		\$ -	\$ -	\$ -									
June 2020	\$ -		\$ -	\$ -	\$ -									
Subtotal Draws	\$ 68,810		\$ 79,320	\$ 19,828	\$ 99,148									
Remaning Balance	\$ -		\$ 11,392	\$ 2,850	\$ 14,242									
% Expended	100.00%		% Expended	87.43%										
% Time Elapsed	100.00%		% Time Elapsed	95.83%										

Coast RTA									2
Transit Facility Development - ALI Balances									
FTA Grant # SC-2020-006-00 (FHWA FLEX + Section 5307)									
August 2020 - Final									
	***** SC-2020-006-01 *****								
	G/L 430-00-90	G/L 430-00-91	G/L 430-00-92	G/L 430-00-93	G/L 430-00-96	G/L 430-00-97			
	SC-2020-006 113 A1	SC-2020-006 113 A1	SC-2020-006 113 A1	SC-2020-006 113 A1	SC-2020-006 117 A5	SC-2020-006 117 A5			
Month	Bus Storage / Contingencies	Maint Facility Develop / Design	Property Acquisition	Transfer Station Develop	Third Party Engineering	Project Management	FTA Totals	Comments	
FY20-22 Award	\$ 44,352	\$ 168,480	\$ -	\$ 161,056	\$ 363,324	\$ 62,788	\$ 800,000		
FY20 Expended							\$ -		
Monthly Draws:									
Oct 2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Nov 2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Dec 2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Jan 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Feb 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Mar 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Apr 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
May 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
June 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
July 2020	\$ -	\$ 13,593	\$ -	\$ -	\$ -	\$ 13,362	\$ 26,955	> Kimley-Horn	
Aug 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Sept 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Subtotal Draws	\$ -	\$ 13,593	\$ -	\$ -	\$ -	\$ 13,362	\$ 26,955		
Remaning Balance	\$ 44,352	\$ 154,887	\$ -	\$ 161,056	\$ 363,324	\$ 49,426	\$ 773,045		
% Expended	0.00%	8.07%	0.00%	0.00%	0.00%	21.28%	3.37%		
% Time Elapsed	5.56%	5.56%	5.56%	5.56%	5.56%	5.56%	5.56%		
	***** Georgetown County Capital Funds *****								
Month	Bus Storage / Contingencies	Maint Facility Develop / Design	Property Acquisition	Transfer Station Develop	Third Party Engineering	Project Management	Georgetown Totals	Project Totals	
FY20-22 Award	\$ 11,088	\$ 42,120	\$ -	\$ 40,264	\$ 90,831	\$ 15,697	\$ 200,000	\$ 1,000,000	
FY20 Expended							\$ -	\$ -	
Monthly Draws:									
Oct 2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Nov 2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Dec 2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Jan 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Feb 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Mar 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Apr 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
May 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
June 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
July 2020	\$ -	\$ 3,398	\$ -	\$ -	\$ -	\$ 3,340	\$ 6,738	\$ 33,693	
Aug 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sept 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal Draws	\$ -	\$ 3,398	\$ -	\$ -	\$ -	\$ 3,340	\$ 6,738	\$ 33,693	
Remaning Balance	\$ 11,088	\$ 38,722	\$ -	\$ 40,264	\$ 90,831	\$ 12,357	\$ 193,262	\$ 966,307	
% Expended	0.00%	8.07%	0.00%	0.00%	0.00%	21.28%	3.37%		
% Time Elapsed	5.56%	5.56%	5.56%	5.56%	5.56%	5.56%	5.56%		

Coast RTA													
Monthly Cash Flow													
August 31, 2020													
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Totals
Beginning Balance	\$ 158,567.58	\$ 544,742.74	\$ 190,198.75	\$ 300,827.30	\$ 385,217.65	\$ 128,853.25	\$ 289,310.97	\$ 400,640.82	\$ 372,738.17	\$ 435,421.90	\$ 598,232.66	\$ 739,693.02	\$ 158,567.58
Cash Receipts													
5307 - Operations	\$ -	\$ 95,594.00	\$ 161,682.00	\$ 32,753.00	\$ 112,162.00	\$ 91,788.00	\$ 63,469.00	\$ 320,647.00	\$ 240,828.00	\$ 281,755.00	\$ 299,810.00	\$ -	\$ 1,700,488.00
5307 - Preventative Maintenance	\$ -	\$ 73,974.00	\$ 113,977.00	\$ 43,788.00	\$ 75,062.00	\$ 69,860.00	\$ 142,597.00	\$ 51,942.00	\$ 142,883.00	\$ 115,000.00	\$ 107,300.00	\$ -	\$ 936,383.00
5307 - Capital Expenditures	\$ 44,555.00	\$ 2,876.00	\$ -	\$ 3,767.00	\$ -	\$ -	\$ -	\$ -	\$ 1,449.00	\$ -	\$ 10,420.00	\$ -	\$ 63,067.00
5307 - SMTF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5311 - Operations	\$ 75,804.00	\$ -	\$ 128,985.00	\$ 41,049.00	\$ 46,882.00	\$ 17,745.00	\$ -	\$ 80,089.00	\$ 108,227.00	\$ 95,716.00	\$ 95,465.00	\$ -	\$ 689,962.00
5311 - Preventative Maintenance	\$ 25,573.00	\$ -	\$ 76,265.00	\$ 38,445.00	\$ 13,001.00	\$ -	\$ -	\$ 76,672.00	\$ 76,132.00	\$ 62,893.00	\$ 41,013.00	\$ -	\$ 409,994.00
5311 - Administration	\$ 27,932.00	\$ -	\$ 59,635.00	\$ 28,615.00	\$ 27,555.00	\$ 22,586.00	\$ -	\$ 18,325.00	\$ 32,720.00	\$ 35,874.00	\$ 33,029.00	\$ -	\$ 286,271.00
5311 - Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Horry County Registration Fees	\$ 560,274.00	\$ -	\$ -	\$ 492,388.00	\$ -	\$ -	\$ 514,781.00	\$ -	\$ -	\$ 553,748.00	\$ -	\$ -	\$ 2,121,191.00
Horry County Other	\$ -	\$ -	\$ -	\$ 12,600.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,600.54
Georgetown County Registration Fees	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 42,794.50	\$ -	\$ 352,794.50
Myrtle Beach	\$ 62,500.00	\$ -	\$ 62,500.00	\$ -	\$ -	\$ 62,500.00	\$ -	\$ -	\$ -	\$ -	\$ 62,500.00	\$ -	\$ 250,000.00
North Myrtle Beach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Fares/Passes	\$ 49,401.25	\$ 31,339.18	\$ 29,210.31	\$ 40,109.26	\$ 53,998.45	\$ 28,853.31	\$ 3,945.10	\$ 1,007.00	\$ -	\$ 9,029.67	\$ 20,088.92	\$ -	\$ 266,982.45
Local Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bus Advertising	\$ -	\$ 70.00	\$ -	\$ -	\$ -	\$ 2,470.00	\$ -	\$ -	\$ -	\$ -	\$ 1,570.00	\$ -	\$ 4,110.00
Accident Proceeds	\$ 3,323.92	\$ 2,484.95	\$ -	\$ 15,495.41	\$ 2,883.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,187.58
RTAP / Fuel Refunds / Other	\$ 19,235.30	\$ 3,974.78	\$ 6,311.56	\$ 14,717.33	\$ 6,926.57	\$ 15,705.26	\$ 4,628.55	\$ 4,571.63	\$ 1,041.78	\$ 2,082.56	\$ 8,968.76	\$ -	\$ 88,164.08
5304 - Bus Stop Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5339 - Bus Stop Implementation	\$ -	\$ 49,242.00	\$ 1,321.00	\$ -	\$ -	\$ 4,104.00	\$ 12,080.00	\$ 6,000.00	\$ 8,172.00	\$ -	\$ 11,942.00	\$ -	\$ 92,861.00
5311 - Paratransit Scheduling	\$ 3,239.00	\$ -	\$ 9,605.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,844.00
5310 - Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,711.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,711.00
5339 - Vehicles	\$ -	\$ -	\$ -	\$ 85,340.00	\$ 799,461.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 884,801.00
5307 + FHWA Flex - Facility Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,955.00	\$ -	\$ 26,955.00
Horry County Capital Funds	\$ -	\$ -	\$ -	\$ 37,623.00	\$ -	\$ 132,240.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 169,863.00
Georgetown County Capital Funds	\$ 10,000.00	\$ 6,054.00	\$ 6,586.00	\$ -	\$ 95,867.00	\$ 1,026.00	\$ -	\$ 1,500.00	\$ 2,043.00	\$ -	\$ 12,742.00	\$ -	\$ 135,818.00
Total Cash Receipts	\$ 912,837.47	\$ 296,608.91	\$ 687,077.87	\$ 917,690.54	\$ 1,264,798.32	\$ 640,588.57	\$ 772,500.65	\$ 591,753.63	\$ 644,495.78	\$ 1,202,098.23	\$ 774,598.18	\$ -	\$ 8,705,048.15
Cash Basis Expenditures:													
Operating Expenses	\$ 515,387.47	\$ 631,152.90	\$ 542,285.96	\$ 522,781.19	\$ 359,113.75	\$ 454,130.85	\$ 619,157.16	\$ 599,656.28	\$ 506,654.24	\$ 504,876.74	\$ 633,137.82	\$ -	\$ 5,888,334.36
Capital Expenditures	\$ 3,774.84	\$ -	\$ 14,163.36	\$ 300,519.00	\$ 1,132,048.97	\$ 6,000.00	\$ 22,013.64	\$ -	\$ 6,000.00	\$ 33,693.00	\$ -	\$ -	\$ 1,518,212.81
CNB Note Payments	\$ 7,500.00	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 69,157.81	\$ 717.73	\$ -	\$ -	\$ 217,375.54
Operating & Maintenance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
Total Expenditures	\$ 526,662.31	\$ 651,152.90	\$ 576,449.32	\$ 833,300.19	\$ 1,521,162.72	\$ 480,130.85	\$ 661,170.80	\$ 619,656.28	\$ 581,812.05	\$ 1,039,287.47	\$ 633,137.82	\$ -	\$ 8,123,922.71
Ending Balance	\$ 544,742.74	\$ 190,198.75	\$ 300,827.30	\$ 385,217.65	\$ 128,853.25	\$ 289,310.97	\$ 400,640.82	\$ 372,738.17	\$ 435,421.90	\$ 598,232.66	\$ 739,693.02	\$ 739,693.02	\$ 739,693.02

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. SEP2020-15**

APPROVAL OF INVESTMENT POLICY (P-3)

A motion of the Board of the Waccamaw Regional Transportation Authority to approve the Authority's **P-3 Investment Policy** authorizing the General Manager/Secretary-Treasurer to start and maintain an Operations & Maintenance (O&M) Reserve through the State Investment Pool.

Background:

This Policy sets forth guidelines for the establishment and oversight of an (O & M) Reserve Fund for the Authority. Utilizing the South Carolina Local Government Investment Pool (LGIP) managed by the Office of the State Treasurer of South Carolina, the Authority shall maintain up to 17% of the annual operating expense covering its operation, maintenance and administration. The Board will formally identify the O&M Reserve as a restricted asset maintained in its own account and reported via a single balance sheet line item. A summary of Coast RTA's Aggregate Portfolio will be included in monthly Board Report. The Finance Committee Chairman will review the O&M Reserve fund statement with other bank statements.

Motion:

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority approve Policy **P-3 Investment Policy** authorizing the General Manager/Secretary-Treasurer to start and maintain an Operations & Maintenance (O&M) Reserve through the State Investment Pool..

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

APPROVED by the Waccamaw Regional Transportation Board of Directors at the regular meeting thereof, held on, September 30, 2020.

ATTEST:

Darrell Eickhoff, Chairman

Marvin Keene, Ph.D., Vice-Chair

Robert Sheehan, Ph.D.

Katharine D'Angelo

Greg James

Lillie Jean Johnson

Randal Wallace

Bernard Silverman

Heather Edwards

Joseph Lazzara

No.	Policy/Procedure	Department	Effective Date
P-3	Investment Policy	Administration	10/1/2020



Investment Policy

This Policy sets forth guidelines for the establishment and oversight of an Operating and Maintenance (O & M) Reserve Fund for the Authority as mandated below.

Coast RTA shall utilize those investment strategies and procedures that most effectively accomplish the following goals in order of priority: (1) preservation of capital; (2) liquidity to meet all obligations in a timely manner; and (3) maximization of earnings from the full investment of all available funds. Coast RTA funds will be invested and managed in compliance with Section 6-6-10, Section 12-45-220, and Section 11-1-60 of the 1976 Code of Laws of South Carolina, and Coast RTA's Investment Policy.

The authority will deposit all O & M Reserve funds to the South Carolina Local Government Investment Pool (LGIP) managed by the Office of the State Treasurer of South Carolina. The Coast RTA Board Finance Committee through the budget process will evaluate investment strategies annually and as new opportunities arise.

The Authority will maintain up to 17% of annual operating expense in this fund. Operating expense shall be defined as the annual net expense to operate, maintain and administer the Authority. The O & M reserve is intended for emergencies (i.e. federal shutdowns, natural disasters, casualty/loss, etc.) or capital projects that address a critical need. Withdrawal of funds will require a written request from management and subsequent Board Finance Committee approval. The written request will include a plan for replenishing the reserve within a reasonable timeframe.

The Board will formally identify the O&M Reserve as a restricted asset maintained in its own account and reported via a single balance sheet line item.

A summary of Coast RTA's Aggregate Portfolio will be included in monthly Board Report. The Finance Committee Chairman will review the O&M Reserve fund statement with other bank statements.

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