

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
REGULAR BOARD OF DIRECTORS MEETING
In-Person or Virtual
WEDNESDAY, MARCH 31, 2021
12:00 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 February Board Meeting
6. Acknowledgement of Visitors
7. Public Comment (3-Minute Limit per Comment)
8. Chairman’s Corner
 - Health Disparities in SC; lack of transportation is a contributing factor
 - Master Project List
9. Service/PAC Committee Report
 - Culture of Service Discussion – Eileen Soisson
10. Finance Committee Report
11. General Manager’s Report
12. Resolutions
 - Resolution MAR21-08 –LPA for the Waccamaw RTA O&M Facility Location
13. Old Business
14. New Business
15. Announcements
16. Adjournment

**THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR APRIL 28, 2021 – 12 PM
IN THE CONFERENCE ROOM LOCATED AT 1418 THIRD AVENUE, CONWAY, SC OR VIRTUAL**

FY 2021 BOARD OF DIRECTORS ATTENDANCE ROSTER

	OCT 28	DEC 9	FEB 3#	FEB 24	MAR 31	APR 28	MAY 28	JUN 30	JUL 28	AUG 25	SEP 29
D'Angelo, Katharine	X	X	X								
Heather Edwards	X	E	E								
Eickhoff, Darrell	X	X	X								
James, Greg	A	X	X								
Johnson, Lillie Jean	X	X	X								
Keene, Marvin, Ph.D. CFA	X	X	X								
Lazzara, Joseph	X	X	X								
Sheehan, Rob, Ph.D.	X	X	X								
Silverman, Bernard	X	X	X								
Wallace, Randal	X	X	E								
Conway (Vacant)											

X = In Attendance

A = Absent

E = Excused Absence

* = Arrived after roll call

**= In attendance via conference call

revised January 2021
#rescheduled meeting



**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, FEBRUARY 24, 2021
12:00 PM**

Board Present: Darrell Eickhoff
Dr. Marvin Keene
Katharine D'Angelo
Joseph Lazzara
Bernard Silverman
Dr. Rob Sheehan

Staff Present: Brian Piascik, General Manager/CEO
Ron Prater, Chief Financial Officer
Keisha Hemingway, Board Liaison
Lauren Morris, PIO
Kevin Parks, Grants & Procurement

Visitors: None

In accordance with the Freedom of Information Act (FOIA), the 2021 meeting schedule was provided to the press at the beginning of the 2021 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 22, 2021.

CALL TO ORDER: Chairman Eickhoff called the meeting to order at 12:08PM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mrs. D'Angelo gave the invocation with a prayer, 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 Dr. Sheehan and a second by Dr. Keene 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 Dr. Sheehan and a second by Mr. Lazzara to approve the December minutes. A voice vote was taken; no nays being heard, the motion passed unanimously.

ACKNOWLEDGEMENT OF VISITORS: None

PUBLIC COMMENT: None

EMPLOYEE RECOGNITION: None

CHAIRMAN’S CORNER:

- The Board discussed the importance in attending the Board Meetings. The Chairman said that social distancing is in place within the boardroom for those who wants to attend in person. The Board shared some concerns with members attending the meetings. If the appropriate amount of members are absent then a quorum becomes impossible. A representative for Conway is still needed. Mr. Piascik has reached out to the Mayor in regards to filling the Conway spot.
- Dr. Keene will be taking over as Chairman in October also the nomination and voting for Vice Chair will be held during Aug/Sept regular meetings.

FINANCE COMMITTEE REPORT: Dr. Keene recapped 3 major items from the last finance meeting; The most recent Board Report, budget and capital program as they relate to the 6-year Financial Plan, and a discussion on grants with an Metropolitan Planning Organization (MPO) tutorial. The Grand Strand Area Transportation Study (GSATS) is our region’s MPO and is housed at the Waccamaw Regional Council of Governments. Overall the budget and finances are in good shape.

Mr. Piascik informed the Board that from the cash perspective Coast RTA is in good shape. At this time, we are in the process of setting up an account with the local government investment pool (LGIP), which would be a cash handling account and an O&M reserve. No money has been moved as of yet, but additional deposits are planned to move toward the \$1.1 million in the O&M reserve as well as starting a cash management account by the end of the month. The funds from the money market will be moving over to the LGIP, which has a better interest rate. The cash management account can be accessed easily, EFTs into our checking account can be accomplished within 24-48 hours. The bus purchases are complete and the subsequent balance sheet liability reduction will show up in March.

Mr. Piascik also revisited the conversation regarding the KPI's. Due to the pandemic our performance indicators do not look great, our expenses are inflated and our ridership has not reached pre-covid levels. A budget revision will be necessary this Spring to account for some overages in labor expense but we have surpluses in other budget line items. We are trying to make the budget revision as close to cost neutral as possible.

SERVICE/PAC COMMITTEE REPORT: NONE

GENERAL MANAGER'S REPORT: Mr. Piascik reported:

- Mrs. Grace Morlan (paratransit driver) has contracted COVID along with pneumonia and has been recently released from the hospital. We are rooting for a speedy recovery for her.
- Updated the Board on the new facility (diagrams for both facilities shown on the monitor). A locally preferred alternative (LPA) resolution will be on the agenda for next meeting.
- That FTA has environmental cleared both sites with the exception of an assessment of impacts on historic resources (Sct. 106) for the Conway Site. We also have to do a Title V1 assessment for both locations, which examines the impact on low-income and minority populations. Coast RTA has 30 days (mid-March) to provide coordination letters to FTA. The new facility location has been completed cleared and we now can negotiate with the owner and secure the new parcel.
- Bus stop signs will be implemented on Route 7 and route 15S Extension in March including the sign on Seaboard Street that we were having issues with when we implemented stop locations on Route 10. The extension to Route 15S going into Socastee Blvd will be set in place beginning April 1.
- Coast RTA is currently working with New Flyer and Kimley Horne on an application for a Lo No-Grant. This grant is for zero admission vehicles and charging stations. We are planning to apply for five (5) electric buses, along with the supporting equipment to keep the buses charged. This Lo-No Grant will provide 100% funds so that Local Match will not be needed. These buses would not be purchased until the new facility is complete.
- We were awarded three (3) Ford Transits (small paratransit vehicles) from the MPO under Section 5310. Once the contract is received, we can proceed with the order.
- We have a 5339 in process as well. This grant will settle our liabilities for the Internationals that we disposed in 2020 and will also allow us to replace Unit 782, a cutaway totaled in an accident in 2019.
- The contract for the 5311 funding has been received and will be used to purchase two (2) New Flyers arriving in May, totaling twelve (12) New Flyers. The grant will also include the replacement of our two non-revenue Caravans.
- A request has been made to Coast RTA to support a vaccination program coordinated by McLeod Hospital and the City of Myrtle Beach. Coast RTA will provide shuttle service from the parking lot to the Myrtle Beach Convention Center. This is a two (2) day event.

- The audit is nearing completion. We provided OPT schedules and Management Analysis and should receive the draft Audit in March.

RESOLUTIONS:

- **Resolution FEB2021-07-** Approval of the Updated Title VI Program Policy.

There was a motion by Dr. Sheehan and a second by Mr. Lazzara to approve the resolution for approval of the updated Title VI Program Policy. A voice vote was taken; no nays being heard, the motion passed unanimously.

There was a motion by Mrs. D'Angelo and a second by Mr. Lazzara to allow the Chairman to sign the approved resolution on behalf of the Board. A voice vote was taken; no nays being heard, the motion passed unanimously.

There was no old business or new business.

ANNOUNCEMENTS: None

ADJOURNMENT:

There was a motion by Mr. Lazzara and a second by Dr. Sheehan to adjourn the meeting. A voice vote was taken; no nays being heard the meeting was adjourned at 1:29pm.

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	Route 7 & 15S Extension Installed - Route 14 is next
2	Stop Annunciation - Active and Reliable	9/1/18	1/1/21		Re-implemented announcements on routes 15N, 15S, 7, 16 and 16X with two distinct systems. Ridesystems and Luminator. Working on geo-fencing for remaining routes - scheduling with vendor.
4	Strategy for Equity Service (Road Tax)	ongoing	TBD		No progress to report - City of Conway, NMB, MB all have line items for Coast RTA in draft budgets
7	Initiate Facility Replacement Plan for Maintenance, Office, Myrtle Beach, Georgetown and Conway Transfer Centers	3/1/20	7/1/21		LPA Report Complete decisions imminent, MPO approval, Site Design Charrettes complete. Access granted to site from owner, NEPA checklist to be delivered to FTA during week of 2/1.
8	Seek dedicated and recurring funding from municipalities	5/15/15	ongoing		Tied to equity service strategy. This is a work in progress.
10	Transit Development Plan	1/15/21	3/1/22		Develop & Release RFP - Select Consultant with WRCOG
11	New Customer Service Plan	12/1/20	6/1/21		New Procedures and Programs to be implemented going into Summer Service
12	New Public Involvement Plan	10/1/20	1/31/21		Already researching options/COVID Cognizant/In Place leading up to New Service 4/1
13	New Service Marketing	4/1/21	6/1/21		Focus on marketing new services leading up to the summer. Keep Service/PAC up to date.
B - STARTS 7-12 MOS.					
2	Trolley Replacement Plan	FY 21	3/31/21		Using 5311 to buy 2 New Flyers - Should arrive in May 2021
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		Route 17 Complete - Route 16 Update in process - no progress on System Map (looking at options)
8	Route Expansion and Timeline (Georgetown/NMB/Socastee/Surfside/Aynor)	10/1/20, 4/1/21, 10/1/21			Delayed Georgetown improvements to May 1 - NMB Shuttle postponed until 2022 - Conway Area improvements still on track for October.
C AS TIME PERMITS					
1	Replacement Facilities Completed - Conway and Myrtle Beach	TBD			LOI Delivered to owner at Fantasy Harbor
2	Replacement Push-to-Talk system - Verizon	TBD			Investigating State Contract for two-way radio trunk line.
3	New Fare Collection System	TBD			



ELEVATING YOUR TRANSIT AUTHORITY

From: Transit Association of South Carolina
Coast RTA; March 5, 2021

DIRECT REPORT MEETING – MARCH 17, 2021

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Population	Peak Bus Pullout
250,000 to 400,000	50
550,000 to 750,000	120
Coast RTA	15



AVERAGE TRANSIT SYSTEM

2



COAST RTA RIDE TRACKER
DOWNLOAD OUR APP TODAY!
CoastRTARideTracker.com
843.488.0865
The Coast RTA
1418 Third Ave
Conway, SC 29526

Available on the Google play and App Store.

Track Your Bus with Coast RTA's Ride Tracker APP!

Coast RTA's Ride Tracker app provides real-time location information for all Coast RTA buses. The app is available on the Google Play and Apple App Store. It allows users to track their bus, view bus schedules, and receive alerts for bus arrivals and departures.

Download the FREE COAST RTA APP TO STAY CONNECTED

COAST RTA'S RIDE TRACKER APP IS THE ANSWER TO YOUR QUESTIONS

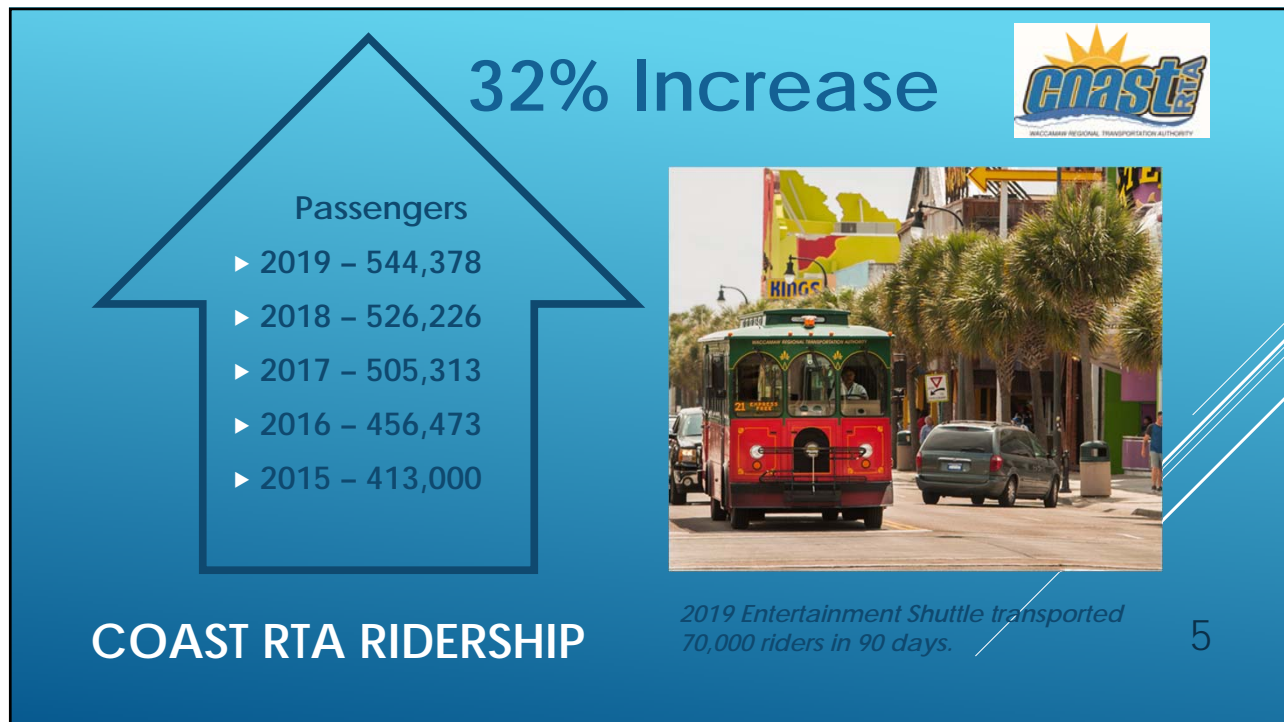
Download the app today and stay connected to the Coast RTA. The app provides real-time location information for all Coast RTA buses. It also provides information on bus schedules, routes, and fares.

COAST RTA'S ENTERTAINMENT EXPRESS FREE SHUTTLE
Summer 2019 • 9 AM - 12 AM

Coast RTA's Entertainment Express provides a convenient way to travel to and from the Entertainment Express area. The shuttle is available from 9 AM to 12 AM during the summer months. It serves the area around the Entertainment Express area, including the area around the Entertainment Express area.

843-488-0865 • RideCoastRTA.com

Download the Coast RTA APP to follow the shuttle in real time. Visit CoastRTARiderTracker.com.



50-60 Bus Commuter System –
Year-Round Service with Vanpool

Region-Wide
Elderly &
Disabled
Transportation
Program

Grand Strand
Connector Service

Summer Shuttles – with
“Tourist Park Once”
Strategy

Shoulder Season
Service

Strategic “Steel-Wheel” Transit

WHAT IF?

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Internal Concerns

- ▶ Employee Morale and Need for Merit Program
- ▶ Improve Tech Savviness
- ▶ Will to Do What's Best for the Authority
- ▶ Effective Middle Management
- ▶ Duty Distribution among Employees

External Concerns

- ▶ Full Community Support
- ▶ Public Perception of Coast RTA
- ▶ Lack of "Good" Publicity
- ▶ Education – What are the Benefits of Transit & Costs
- ▶ Commute Option vs. Public Service

COAST RTA – TWO TRANSIT SYSTEMS IN ONE



*HOW DO WE GET
FROM HERE TO HERE!!!*



A Culture of Service



Uniting our team through a **mission of service** where everyone places a priority on customer service with every interaction, conversation, exchange or experience that represents COAST RTA; it creates energy and accountability.

The will to do what's best for
the Authority

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A Culture of Service



Customer service is not a department, but an attitude and mindset conveyed by **every** employee who is lucky enough to interact with an internal or external customer.

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A Culture of Service – Mission and Mindset



What do our customers want?

Why do our customers remember us?

What product or service do we deliver or provide?

How do we help one another in other departments?

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WHAT ARE THE BENEFITS?



Happy
Customers



Increase
Loyalty



Increase
Customer
Retention



Positive
Word of
Mouth



Reduce
Costs



Prevent
Crises

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A Culture of Service- Key Components



- ✓ Leadership, Values and Purpose
- ✓ Training and Development (Performance Optimization)
- ✓ Collaboration and Support (Engagement)
- ✓ Communications (Style Guide)
- ✓ Evaluation and Measurement (Strategic Alignment)

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COAST RTA Culture of Service Timeline



Year One

- | | | |
|-----------|-------------|-------------------|
| ▶ Phase 1 | Months 1-4 | Plan & Align |
| ▶ Phase 2 | Months 5-8 | Implementation |
| ▶ Phase 3 | Months 9-12 | Create Engagement |

Year Two

- | | | |
|-----------|-------------|------------|
| ▶ Phase 4 | Months 1-4 | Strengthen |
| ▶ Phase 5 | Months 5-8 | (Re)Focus |
| ▶ Phase 6 | Months 9-12 | Sustain |

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Phase One- Plan and Align



- ✓ Establish vision, values and timeline
- ✓ Conduct SWOT
- ✓ Design and pilot customer service training
- ✓ Create communication plan
- ✓ Measure and assess

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Phase Two- Implement



- ✓ Facilitate customer service training
- ✓ Plan for reward and recognition program
- ✓ Plan for engagement (internal – committees; external- outreach)
- ✓ Measure and assess

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Phase Three- Create Engagement



- ✓ Reinforce customer service training
- ✓ Plan for performance reviews to include service component
- ✓ Develop onboarding program
- ✓ Measure and assess

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Year Two Preview



- ✓ Continue to build the culture
- ✓ Strengthen efforts and address barriers
- ✓ Train the Trainer, Leadership Training
- ✓ Update job specific competencies
- ✓ Add customer service trainings based on year one's findings and needs

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DISCUSSION, THOUGHTS???

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"Sunshine Service Team/Solar Panel"

Brian
 Lauren
 Doug
 Tom B.
 Ron
 Tom A.
 Kevin
 Marty
 Pam
 Ericka
 Jay
 Candace

Next Steps:

SWOT Analysis
 Service Values
 Training Content
 Communication

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Questions/Answers/Action Items



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FINANCIALS

February 28, 2021

FY 2021

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
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February 28, 2021**

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13-Mar-21	

Income Statement
DBA THE COAST RTA
Original FY 2021 Budget
FOR THE PERIOD ENDED February 28, 2021

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY21 Budget
Operating Revenues						
Passenger Fares and Passes	16,358	97,843	129,333	(31,490)	-24.3%	400,000
Local Contracts - Horry County Emergency Mgm	0	646	0	646	100.0%	0
Other Operating Revenue	0	0	0	0	0.0%	0
Total Operating Revenues	16,358	98,489	129,333	(30,844)	-23.8%	400,000
Operating Expenses						
Salaries & Benefits - Admin	54,561	312,789	319,269	6,480	2.0%	743,380
Salaries & Benefits - Transit	185,193	1,095,051	1,104,981	9,930	0.9%	2,778,435
Overtime - Transit	11,359	55,354	63,950	8,596	13.4%	209,425
Salaries & Benefits - Maintenance	67,383	385,165	366,482	(18,683)	-5.1%	861,437
Overtime - Maintenance	1,497	10,462	7,912	(2,550)	-32.2%	18,988
Facility Maintenance	19,934	102,204	95,150	(7,054)	-7.4%	387,500
Vehicle Maintenance	25,088	124,917	183,466	58,549	31.9%	500,000
Fuel & Oil	21,377	135,518	189,600	54,082	28.5%	480,000
Tires	9,642	21,749	16,667	(5,082)	-30.5%	40,000
Liability Insurance	14,898	82,389	70,833	(11,556)	-16.3%	170,000
Utilities	2,993	9,998	15,625	5,627	36.0%	37,500
Telecommunications	8,229	40,980	45,000	4,020	8.9%	108,000
Postage & Freight	0	847	1,458	611	41.9%	3,500
Office Supplies/Computer/Security	6,627	34,287	30,333	(3,954)	-13.0%	70,588
Legal & Professional Services	3,226	29,614	34,917	5,303	15.2%	75,000
Public Information	0	2,920	6,196	3,276	52.9%	45,000
Advertising & Marketing	818	1,017	2,917	1,900	65.1%	7,000
Dues & Subscriptions	14	1,420	4,911	3,491	71.1%	11,787
Leases	2,477	10,739	8,098	(2,641)	-32.6%	19,436
Travel & Training	6,293	23,341	23,104	(237)	-1.0%	40,000
Interest Expense	0	0	0	0	0.0%	0
Other Expenses	50	3,111	1,042	(2,069)	-198.7%	2,500
Total Operating Expenses	441,659	2,483,872	2,591,912	108,040	4.2%	6,609,476
Operating Profit (Loss)	(425,301)	(2,385,383)	(2,462,578)	77,195	3.1%	(6,209,476)
Non-Reimbursable (by FTA) Expenses						
Depreciation	50,219	257,958	250,000	(7,958)	-3.2%	600,000
(Gain) Loss on Fixed Assets	0	0	0	0	0.0%	
Accident Expense*	(1,950)	(37,447)	0	37,447	--%	0
Other Non-Reimbursable Expense				0	0.0%	
Pension Expense - Deferred Outflows				0	0.0%	
Total Non-Reimbursable Expenses	48,269	220,511	250,000	29,489	11.8%	600,000
Total Operating and Non-Reimbursable Expenses	489,928	2,704,383	2,841,912	137,529	4.8%	7,209,476

* 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 February 28, 2021**

	MTD Actual	YTD Actual	YTD Budget	YTD \$ Variance	YTD % Variance	TOTAL FY21 Budget
Operating Grant Revenue						
Federal Grants - Operating	422,377	2,369,698	2,370,108	(410)	-0.0%	4,281,344
State Grants - Operating	0	0	0	0	0.0%	123,893
Local Grants - Operating	(81,518)	486,694	594,000	(107,306)	-18.1%	2,276,439
Total Operating Grant Revenue	340,859	2,856,392	2,964,108	(107,716)	-3.6%	6,681,676
Capital Grant Revenue						
Federal Grants - Capital	720,497	1,497,342	1,458,200	39,142	2.7%	3,236,000
State Grants - Capital	0	225	225	0	0.0%	156,000
Local Grants - Capital	309,281	644,414	559,790	84,624	15.1%	967,100
Total Capital Grant Revenue	1,029,778	2,141,981	2,018,215	123,766	6.1%	4,359,100
Total Grant Revenue	1,370,637	4,998,373	4,982,323	16,050	0.3%	11,040,776
Other Revenue						
Bus Advertising Revenue	3,047	14,723	5,750	8,973	156.1%	20,000
Interest Income	111	566	0	566	0.0%	0
Miscellaneous - Vending, Other	0	678	150	528	352.0%	2,400
Total Other Revenue	3,158	15,967	5,900	10,067	170.6%	22,400
Total Non-Operating Revenue	1,373,795	5,014,340	4,988,223	26,117	0.5%	11,063,176
 In-Kind Revenue	 119,121	 119,121		 119,121		
Change in Net Position	1,019,346	2,527,567	2,275,645	251,922	11%	4,253,700

YTD Capital Expenditure Activity (Cost)

Vehicles - 3 Small Transits				0	0%	165,000
Buses - 6 New Flyers	993,205	1,986,411	1,986,412	1	0%	2,922,000
Website Development	4,500	4,500	4,500	0	0%	0
Transit Facility Development	19,870	74,152	74,870	718	1%	900,000
Computer Hardware/Software - Paratransit		1,125	1,125	0	0%	14,000
TDP - Fare Study				0	0%	350,000
Bus Stop Designation/Implementation	12,203	50,918	51,163	245	0%	312,000
Fare System				0	0%	350,000
Non-Revenue Vehicles				0	0%	54,000
Radio/Communications System				0	0%	0
Computer Hardware/Software - 5307/Other		8,810	8,810	0	0%	36,000
Brake Lathe/Other Shop Equipment		16,065				16,065
	1,029,778	2,141,981	2,126,880	964	0%	5,119,065

YTD Capital Expenditures vs Budget

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

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
DBA THE COAST RTA
INCOME STATEMENT NOTES – February 2021**

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 (\$30.8K) or (23.8%) (page 2) due to slow recovery of ridership which is still at 60-75% of normal levels. The system is experiencing another rash of in service farebox failures. Management is working on a recovery plan. February is also a short month with three fewer service days. Per boarding fare revenue rose slightly in February.

Salaries & Benefits – Administration is under budget YTD \$6.5K or 2.0% (page 2) due to February being a short month.

Salaries & Benefits - Transit is under budget YTD \$9.9K or 0.9% (page 2) due to February being a short month.

Overtime - Transit is under budget YTD \$8.6K or 13.4% (page 2) due to lower expense in January and February. We have a few extra services in March, which may increase overtime expense for the month.

Salaries & Benefits - Maintenance is over budget YTD (\$18.7K) or (5.1%) (page 2) due to COVID pay in October and the difference in staff structure compared to budget. February was a short month and allowed for a small correction.

Facility Maintenance is over budget YTD (\$7.1K) or (7.4%) (page 2) due the timing of expenses related to PPE for Covid-19. February expenses were fairly normal and reduced YTD overage percentage. Gas pump repairs mentioned in last month's income statement notes have come under our insurance policy for the underground tanks. We will be filing a claim which will reduce our out-of-pocket expense significantly.

Vehicle Maintenance is under budget YTD \$58.5K or 31.9% (page 2) due to low spare parts usage and the four New Flyers that arrived in December that are still under warranty. February expenses continued the trend.

Fuel & Oil is under budget YTD \$54.1K or 28.5% (page 2) due to a number of factors despite rising prices and fueling gas-powered vehicle offsite due to pump issues. Fleet fuel efficiency has improved to continue the trend for low expenses on fuel overall.

Tires is over budget YTD (\$5.1K) or (30.5%) (page 2) because we were able to find a allotment of tire casings that could be used for re-treading. While there is an upfront cost, this will save money during the course of year.

Liability Insurance is over budget YTD (\$11.6K) or (16.3%) (page 2) due to the addition of new buses being added to our comprehensive and collision policy. There will be small rebates for when the replaced vehicles come off the policy.

Utilities is under budget YTD \$5.6K or 36.0% (page 2) due to lower utility bills than anticipated possibly due to milder weather.

Legal & Professional Services is under budget YTD \$5.3K or 15.2% (page 2) although the remaining audit expense should hit in March.

Depreciation is under budget YTD \$8.0K or 3.2% (page 2) due to underestimating the time to get new vehicles into service..

Total Operating Grant Revenue is under budget YTD (\$107.7K) or (3.6%) (page 2) due to the conversion of local operating funds to cover capital expenditures (4 New Flyer Buses).

Total Capital Grant Revenues is over budget YTD \$123.8K or 6.1% due to the timing of capital expenditure.

Total Other Revenues is over budget YTD \$10.1K or 170.6% because we have had an influx of advertising contracts.

Coast RTA Budget Review FY 21

	Total Expense YTD	Budget YTD	Variance \$ YTD	Variance % YTD
Administration	468,143	486,675	18,532	3.8%
Operations	1,392,981	1,452,227	59,246	4.1%
Maintenance	622,748	653,010	30,262	4.6%
Total	2,483,872	2,591,912	108,040	4.2%
Farebox Revenue	97,843	129,333	(31,490)	-24.3%

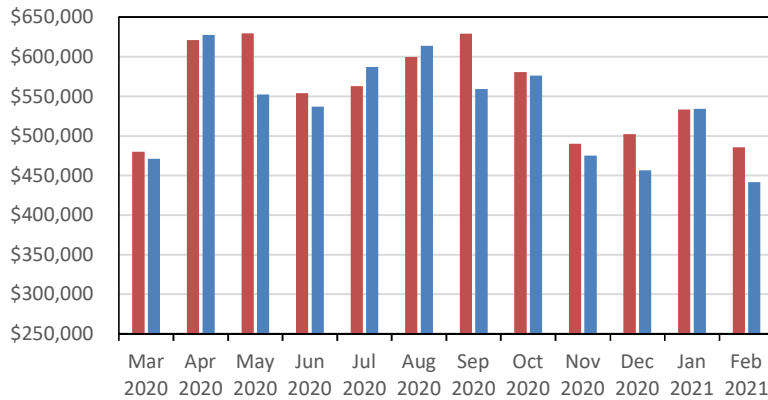
ending February 28, 2021

13-Mar-21

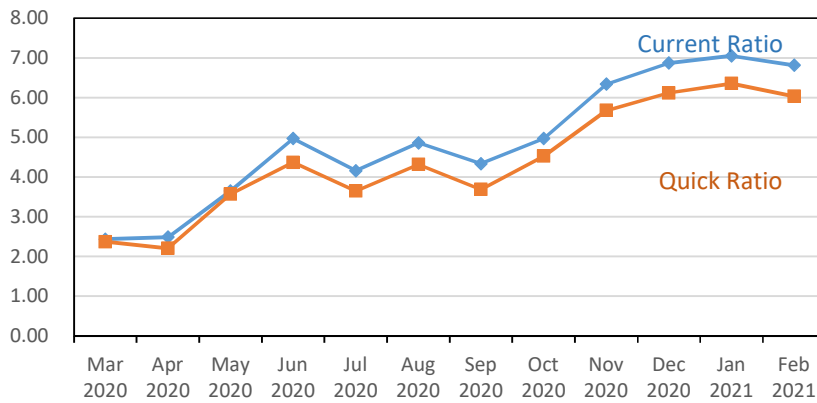
Waccamaw Regional Transportation Authority
DBA THE COAST RTA
COMPARATIVE BALANCE SHEET
February 28, 2021

	<u>Feb-21</u>	<u>Feb-20</u>
ASSETS		
Current Assets:		
Cash	1,301,486	129,153
Money Market / CD	500,456	0
Operating & Maintenance Reserve	500,256	0
Management Account	0	0
Accounts Receivable - Federal, State & Local Grants	712,967	844,106
Accounts Receivable - Employees/Other	20,881	22,454
Inventory	320,587	207,530
Prepaid Expenses	<u>72,187</u>	<u>82,730</u>
Total Current Assets	<u>3,428,820</u>	<u>1,285,973</u>
Long-Term Assets		
Total Capital Assets, Net	5,801,239	4,220,229
Deferred Outflows of Resources-NPL	<u>735,891</u>	<u>528,466</u>
Total Long-Term Assets	<u>6,537,130</u>	<u>4,748,695</u>
Total Assets	<u><u>9,965,950</u></u>	<u><u>6,034,668</u></u>
LIABILITIES & EQUITY		
LIABILITIES		
Current Liabilities:		
Accounts Payable	117,279	123,524
Accrued Payroll and Withholdings	243,021	223,722
Accrued Compensated Absences	108,691	93,236
Disallowed Costs due to SCDOT - Current	126,668	217,166
Installment Loan CNB - Short-term	0	90,000
Unearned Revenue	<u>34,170</u>	<u>20,833</u>
Total Current Liabilities	<u>629,829</u>	<u>768,481</u>
Non-Current Liabilities:		
Accrued Compensated Absences, Net of Current Portion	0	0
Installment Loan CNB - Long-term	0	39,876
Due to FTA - Long Term	206,077	325,199
Disallowed Costs due to SCDOT - Long Term	0	126,668
Net Pension Liability	6,130,652	5,682,686
Deferred Inflows of Resources-NPL	<u>197,522</u>	<u>85,730</u>
Total Non-Current Liabilities	<u>6,534,251</u>	<u>6,260,159</u>
Total Liabilities	<u><u>7,164,080</u></u>	<u><u>7,028,640</u></u>
EQUITY		
Contributed Capital	2,719,523	2,719,523
Restricted Net Assets	1,442,813	(1,247,175)
Retained Earnings - Current Year	2,527,567	1,421,713
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>2,801,870</u>	<u>(993,972)</u>
Total Liabilities and Fund Equity	<u><u>9,965,950</u></u>	<u><u>6,034,668</u></u>

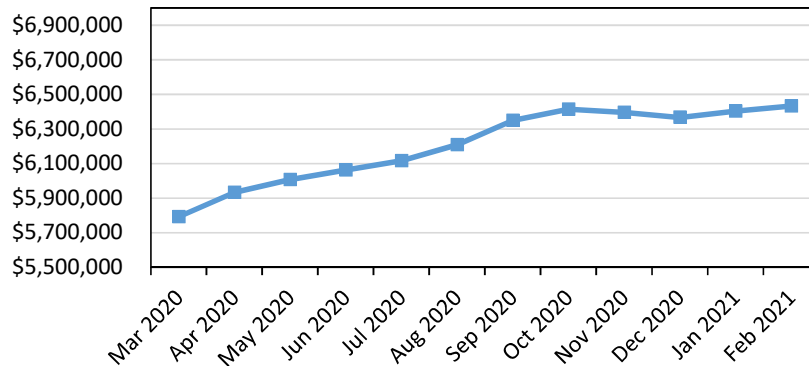
Expenses: Monthly Budget to Actual



Current/Quick Ratio



12-mo Rolling Expense Trending (12 mo ending)



WACCAMAW REGIONAL TRANSPORTATION AUTHORITY

CASH REQUIREMENTS

3/15/2021

	Income	Expense	Balance	Date	Notes
Cash Balance			\$1,023,389	03/15/21	
Deposits in Transit			\$1,023,389		
Payroll and taxes		\$125,000	\$898,389	03/17/21	
Accounts Payable		\$25,000	\$873,389	03/19/21	
Fuel - Gas		\$11,000	\$862,389	03/19/21	
5311 Federal Admin/Ops/PM	\$130,292		\$992,681	03/25/21	Feb Rural Service
Fuel - Diesel		\$13,333	\$979,347	03/20/21	
Fares	\$7,000		\$986,347	03/22/21	
Fuel - Diesel		\$13,333	\$973,014	03/27/21	
Accounts Payable		\$25,000	\$948,014	03/29/21	
Fares	\$7,000		\$955,014	03/29/21	
LGIP/Savings Acct. 1		\$350,000	\$605,014	03/31/21	O&M Reserve Balance \$850,000
LGIP/Savings Acct. 2			\$605,014	03/31/21	Cash Reserve Balance \$750,000
Payroll and taxes		\$125,000	\$480,014	03/31/21	
PEBA - SC Retirement (Pension)		\$53,000	\$427,014	03/31/21	Feb Pension Payment
Fuel - Diesel		\$13,333	\$413,681	04/03/21	
Fares	\$10,000		\$423,681	04/05/21	
Accounts Payable		\$25,000	\$398,681	04/08/21	
Fuel - Gas		\$11,000	\$387,681	04/08/21	
City of Myrtle Beach Q4 FY 21			\$387,681	04/10/21	pd in February
Georgetown County	\$31,000		\$418,681	04/10/21	
Horry County 2FQ20	\$525,000		\$943,681	04/10/21	
PEBA Health Insurance		\$38,000	\$905,681	04/10/21	Mar Premiums
Fares	\$7,000		\$912,681	04/12/21	
Payroll and taxes		\$135,000	\$777,681	04/14/21	
Fuel - Diesel		\$10,500	\$767,181	04/17/21	
Accounts Payable		\$25,000	\$742,181	04/18/21	
Fares	\$5,500		\$747,681	04/19/21	
5307 Federal OPS	\$137,734		\$885,415	04/20/21	March Final
5307 Federal PM	\$100,000		\$985,415	04/20/21	March Final
5311 Federal Admin/Ops/PM	\$142,000		\$1,127,415	04/20/21	Mar Rural Service
Fares	\$5,500		\$1,132,915	04/26/21	
Accounts Payable		\$25,000	\$1,107,915	04/28/21	
Fuel - Gas		\$11,000	\$1,096,915	04/28/21	
Payroll and taxes		\$135,000	\$961,915	04/28/21	
PEBA - SC Retirement (Pension)		\$52,000	\$909,915	04/30/21	Mar Pension Payment
Fuel - Diesel		\$11,500	\$898,415	05/01/21	
Fares	\$5,500		\$903,915	05/03/21	
LGIP/Savings Acct. 1		\$300,000	\$603,915	05/03/21	O&M Reserve Balance \$1,150,000
LGIP/Savings Acct. 2			\$603,915	05/03/21	Cash Reserve Balance \$750,000
Accounts Payable		\$25,000	\$578,915	05/08/21	
Fares	\$7,000		\$585,915	05/10/21	
Georgetown County	\$31,000		\$616,915	05/10/21	
PEBA Health Insurance		\$37,000	\$579,915	05/10/21	Apr Premiums
State Insurance Fund - Liability Ins. Premium		\$44,693	\$535,222	05/10/21	
Payroll and taxes		\$135,000	\$400,222	05/12/21	
Fuel - Diesel		\$13,333	\$386,888	05/15/21	
Fares	\$4,000		\$390,888	05/17/21	
Accounts Payable		\$25,000	\$365,888	05/18/21	
Fuel - Gas		\$11,701	\$354,187	05/18/21	

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY

CASH REQUIREMENTS

3/15/2021

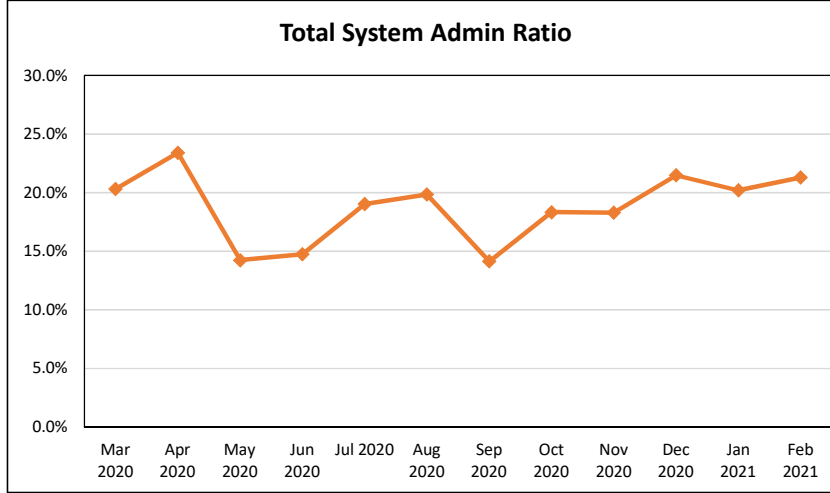
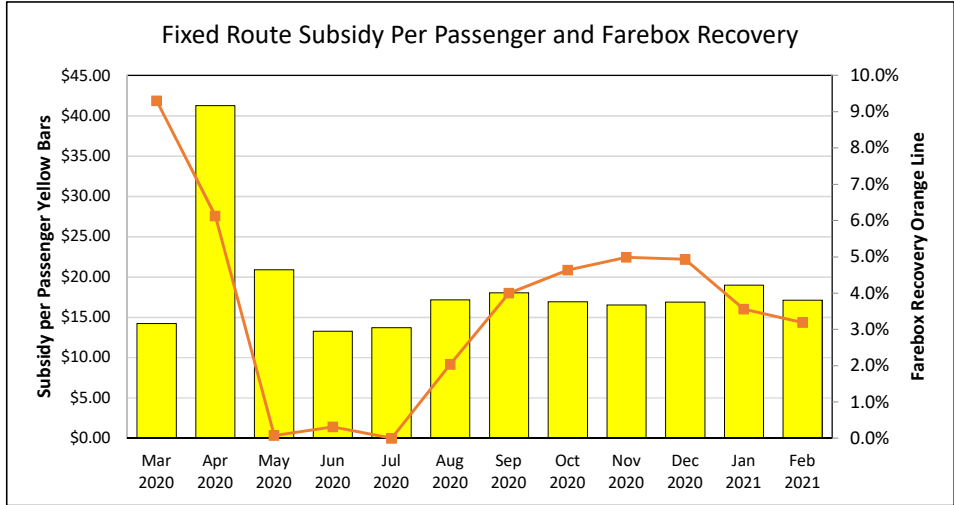
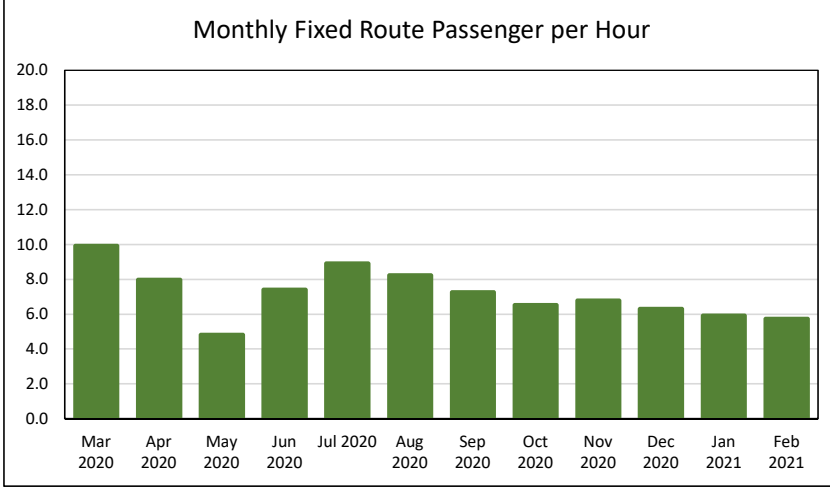
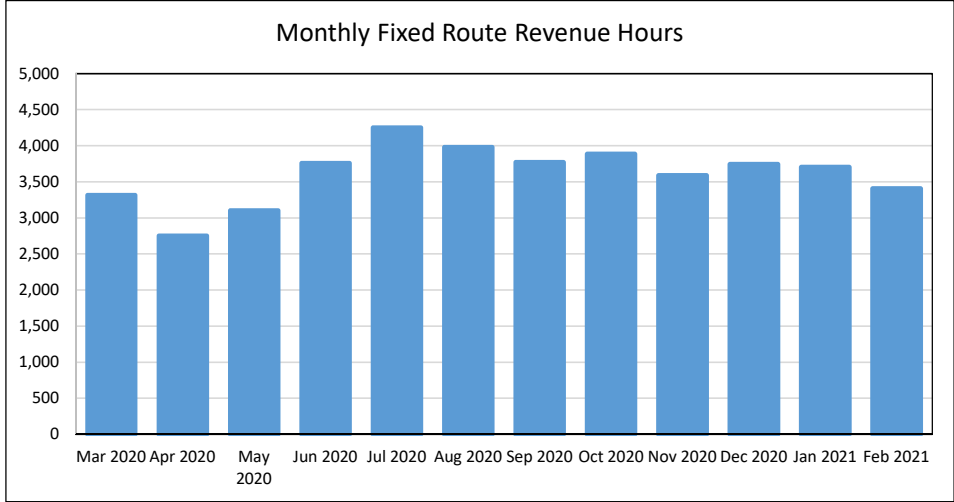
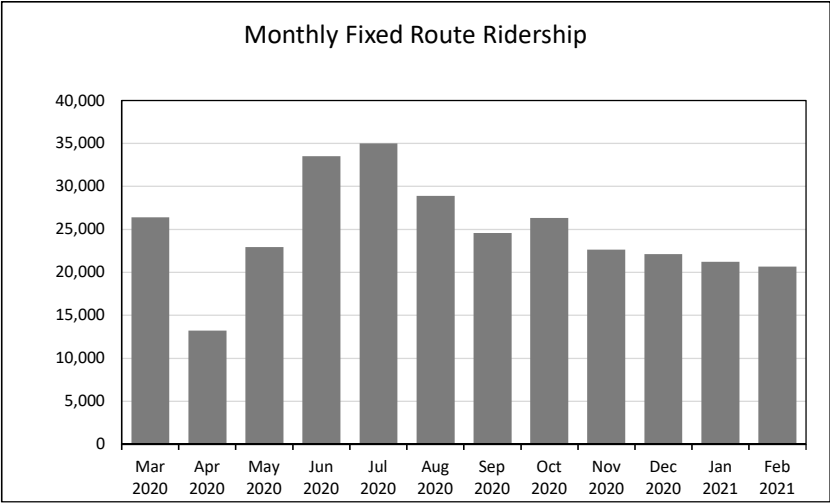
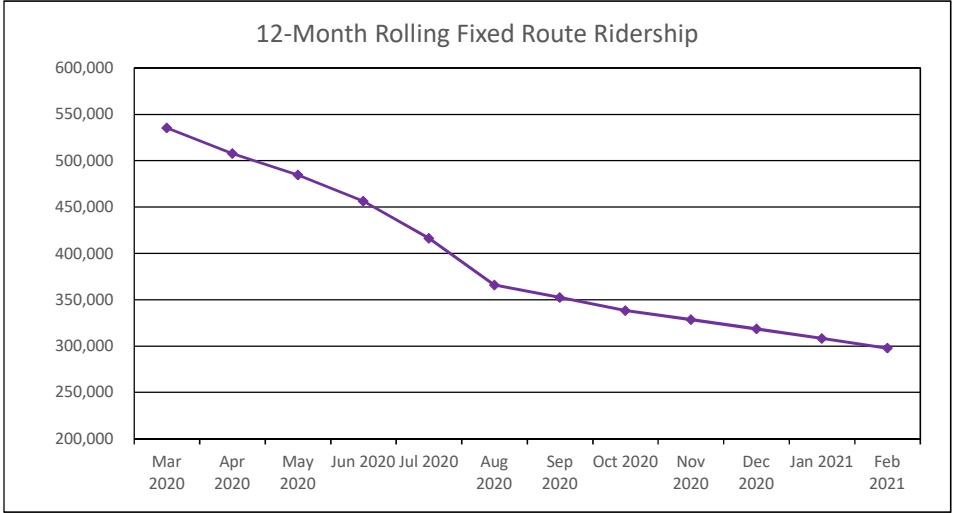
	Income	Expense	Balance	Date	Notes
5307 Federal OPS			\$354,187	05/20/21	April Final
5307 Federal PM	\$100,000		\$454,187	05/20/21	April Final
5311 Federal Admin/Ops/PM	\$144,000		\$598,187	05/20/21	Apr Rural Service
Fares	\$5,500		\$603,687	05/24/21	
Payroll and taxes		\$135,000	\$468,687	05/26/21	
Accounts Payable		\$25,000	\$443,687	05/28/21	
Fuel - Diesel		\$12,433	\$431,254	05/29/21	
Fares	\$5,500		\$436,754	05/31/21	
PEBA - SC Retirement (Pension)		\$48,000	\$388,754	05/31/21	Apr Pension Payment
SC Dvsn of Insurance Services Workers Comp		\$24,788	\$363,966	06/01/21	4CQ21 Premium
Accounts Payable		\$25,000	\$338,966	06/07/21	
Fares	\$5,500		\$344,466	06/07/21	
Fuel - Gas		\$11,000	\$333,466	06/07/21	
Payroll and taxes		\$140,000	\$193,466	06/09/21	
Georgetown County	\$31,000		\$224,466	06/10/21	
PEBA Health Insurance		\$7,000	\$217,466	06/10/21	May Premiums
Fuel - Diesel		\$13,333	\$204,133	06/12/21	
Fares	\$4,000		\$208,133	06/14/21	
Accounts Payable		\$25,000	\$183,133	06/17/21	
5307 Federal OPS - Non-Cares Act			\$183,133	06/20/21	May Final
5307 Federal PM	\$100,000		\$283,133	06/20/21	May Final
5311 Federal Admin/Ops/PM	\$142,000		\$425,133	06/20/21	May Rural Service
Fares	\$7,000		\$432,133	06/21/21	
Payroll and taxes		\$140,000	\$292,133	06/23/21	
Fuel - Diesel		\$13,333	\$278,800	06/26/21	
Accounts Payable		\$25,000	\$253,800	06/27/21	
Fuel - Gas		\$11,000	\$242,800	06/27/21	
Fares	\$7,000		\$249,800	06/28/21	
PEBA - SC Retirement (Pension)		\$59,000	\$190,800	06/30/21	May Pension Payment

Key Performance Indicators - Fixed Route

Fixed Route Measures	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	12-Month Total
Ridership	31,335	26,404	13,234	22,959	33,526	35,000	28,903	24,592	26,343	22,641	22,112	21,234	20,685	297,633
Revenue Hours	3,155	3,312	2,748	3,100	3,758	4,248	3,977	3,769	3,883	3,586	3,741	3,701	3,406	43,229
Total Hours	3,303	3,464	2,977	3,226	3,996	4,535	4,252	4,277	4,080	3,750	4,080	3,869	3,547	46,053
Revenue Miles	72,789	74,636	65,223	72,358	81,595	87,035	84,565	77,165	89,909	82,616	84,669	85,169	78,078	963,018
Total Miles	76,924	79,041	67,528	75,392	87,570	93,569	91,022	83,237	95,142	87,045	88,854	89,245	81,464	1,019,109
Accidents	2	0	0	1	2	0	4	0	3	5	0	2	0	17
Breakdowns	6	3	3	0	3	3	4	3	2	3	4	1	1	30
Complaints	2	2	3	3	2	0	2	4	3	3	6	6	2	36
Transit Expense	\$192,793	\$221,355	\$284,788	\$253,012	\$264,735	\$287,465	\$333,771	\$271,839	\$292,372	\$226,994	\$239,879	\$263,024	\$223,092	\$3,162,327
Maintenance Expense	\$87,106	\$103,484	\$194,188	\$167,820	\$108,982	\$121,423	\$119,329	\$122,045	\$105,302	\$97,382	\$83,030	\$78,804	\$89,523	\$1,391,312
Administrative Expense	<u>\$56,358</u>	<u>\$75,215</u>	<u>\$67,152</u>	<u>\$60,625</u>	<u>\$71,671</u>	<u>\$80,787</u>	<u>\$63,407</u>	<u>\$71,336</u>	<u>\$72,078</u>	<u>\$69,300</u>	<u>\$64,384</u>	<u>\$74,330</u>	<u>\$55,665</u>	<u>\$825,950</u>
Total Operating Expenses	\$336,256	\$400,055	\$546,129	\$481,457	\$445,388	\$489,675	\$516,507	\$465,220	\$469,752	\$393,675	\$387,293	\$416,157	\$368,280	\$5,379,588
Fare/Contract Revenues	\$31,288	\$24,504	\$412	\$1,507	\$0	\$9,970	\$20,674	\$21,568	\$23,428	\$19,418	\$13,784	\$13,272	\$13,712	\$162,250

Efficiency Metrics	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	12-Month Total
O & M Expense per Hour (No Admin)	\$88.72	\$98.08	\$174.30	\$135.75	\$99.45	\$96.25	\$113.93	\$104.51	\$102.41	\$90.46	\$86.32	\$92.36	\$91.78	\$105.34
Average Fare	\$1.00	\$0.93	\$0.03	\$0.07	\$0.00	\$0.28	\$0.72	\$0.88	\$0.89	\$0.86	\$0.62	\$0.63	\$0.66	\$0.55
Farebox Recovery	9.3%	6.1%	0.1%	0.3%	0.0%	2.0%	4.0%	4.6%	5.0%	4.9%	3.6%	3.2%	3.7%	3.0%
Subsidy per Passenger	\$9.73	\$14.22	\$41.24	\$20.90	\$13.28	\$13.71	\$17.16	\$18.04	\$16.94	\$16.53	\$16.89	\$18.97	\$17.14	\$17.53
Maintenance Cost per Mile	\$1.13	\$1.31	\$2.88	\$2.23	\$1.24	\$1.30	\$1.31	\$1.47	\$1.11	\$1.12	\$0.93	\$0.88	\$1.10	\$1.37
Deadhead Ratio (Miles)	6%	6%	4%	4%	7%	8%	8%	8%	6%	5%	5%	5%	4%	6%
Administrative Ratio	20%	23%	14%	14%	19%	20%	14%	18%	18%	21%	20%	22%	18%	18%

Effectiveness Metrics	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	12-Month Total
Passengers per Hour	9.9	8.0	4.8	7.4	8.9	8.2	7.3	6.5	6.8	6.3	5.9	5.7	6.1	6.9
Mean Distance between Accidents	38,462	N/A	N/A	75,392	43,785	N/A	22,756	N/A	31,714	17,409	N/A	44,623	N/A	59,948
Mean Distance between Breakdowns	12,821	26,347	22,509	N/A	29,190	31,190	22,756	27,746	47,571	29,015	22,214	89,245	81,464	33,970
Complaints per 1,000 Riders	0.064	0.076	0.227	0.131	0.060	0.000	0.069	0.163	0.114	0.133	0.271	0.283	0.097	0.129
On-Time Performance	88%	94%	96%	96%	94%	96%	93%	94%	96%	96%	95%	95%	98%	89%

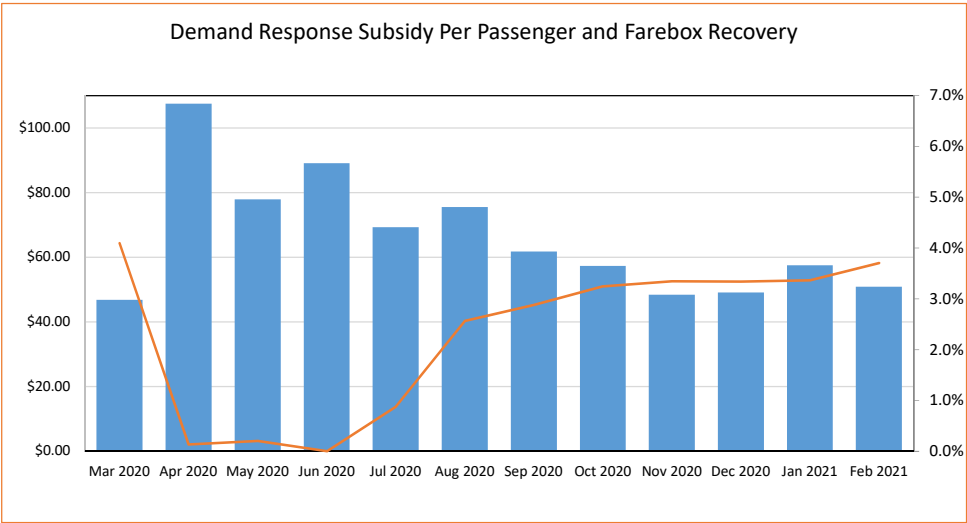
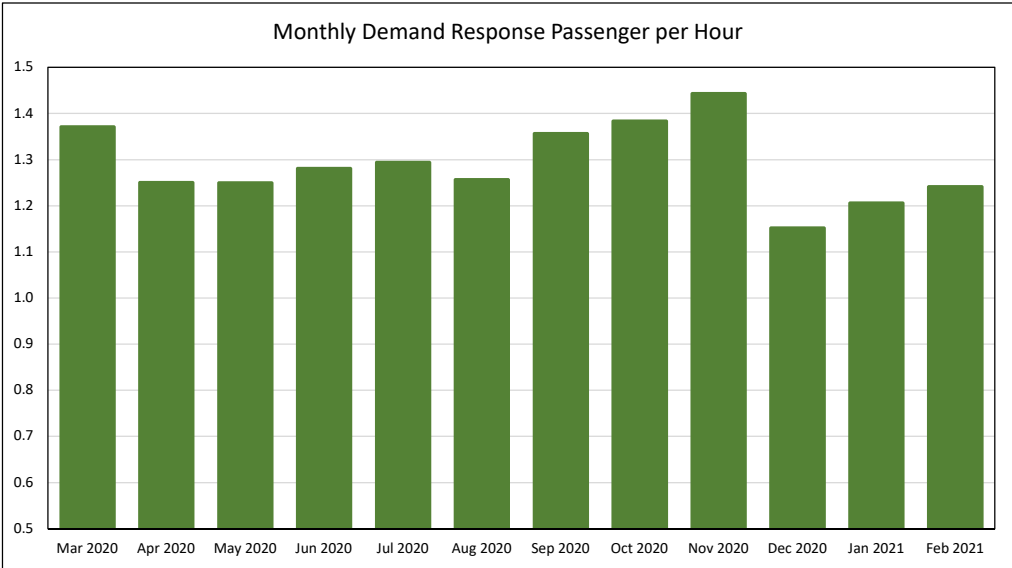
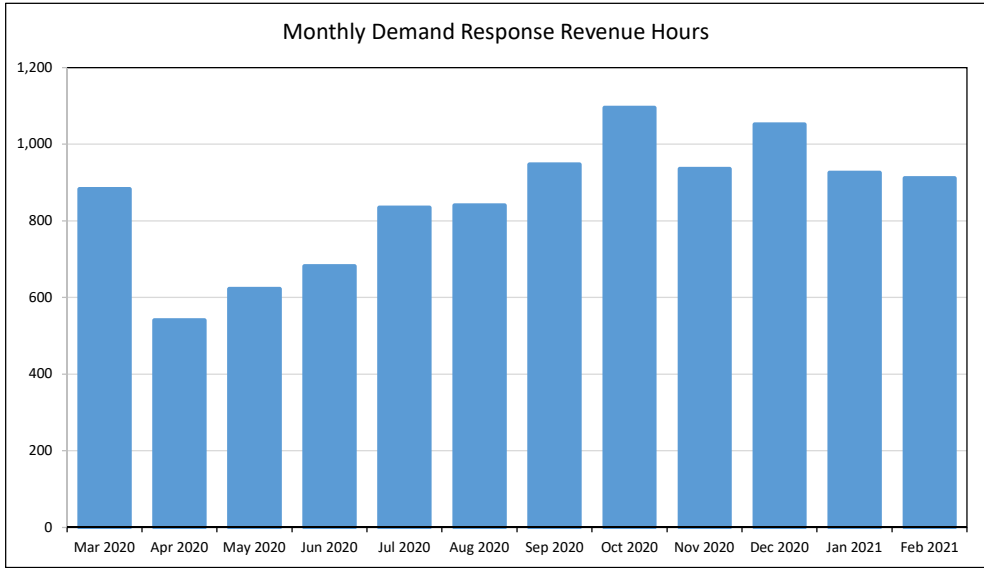
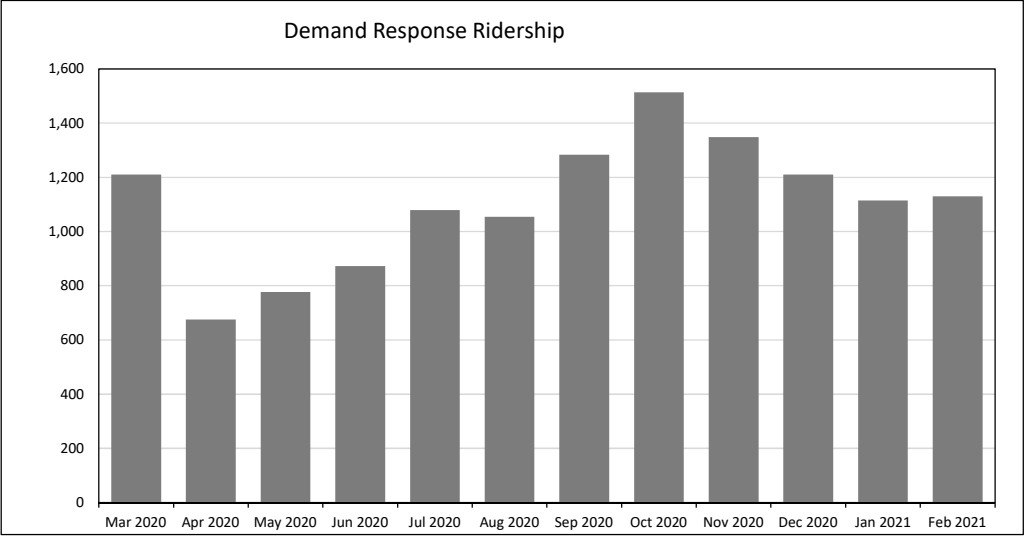
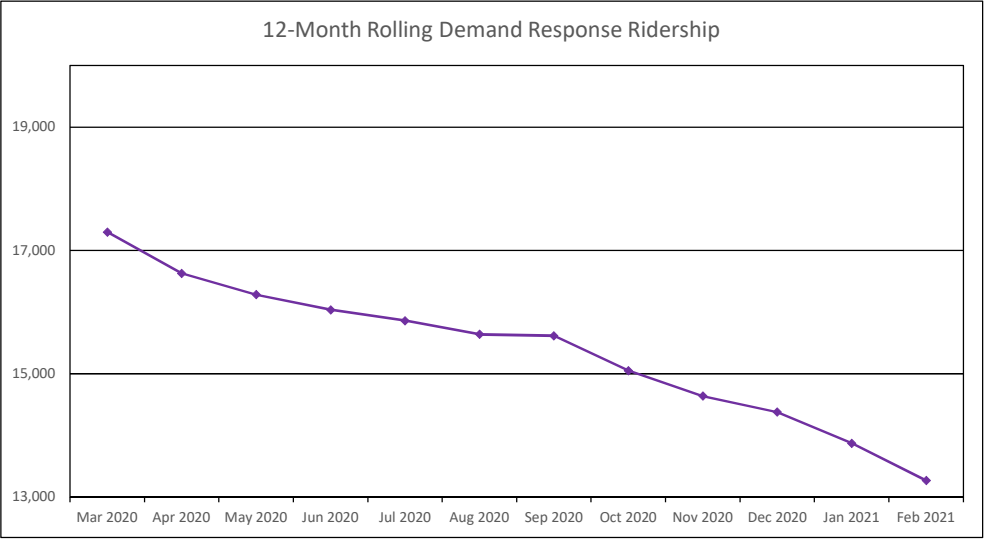


Key Performance Indicators - Demand Response

Demand Response Measures	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	12-Month Total
Ridership	1,734	1,210	675	777	872	1,079	1,055	1,284	1,514	1,349	1,210	1,115	1,130	13,270
Revenue Hours	1,126	883	540	622	681	834	840	947	1,095	935	1,051	925	911	10,264
Total Hours	1,353	1,096	686	772	852	986	1,008	1,109	1,291	1,110	1,231	1,079	1,049	12,269
Revenue Miles	21,987	16,956	9,720	11,471	12,566	15,903	16,000	19,138	21,882	18,105	17,184	16,570	19,549	195,044
Total Miles	26,506	21,243	3,812	14,949	16,777	19,575	20,230	23,395	26,642	22,371	22,020	20,569	23,021	234,604
Accidents	0	0	0	0	0	0	0	2	1	0	0	2	0	5
Breakdowns	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Complaints	4	1	1	1	1	0	1	1	1	2	2	2	1	14
Paratransit Expense	\$49,065	\$43,517	\$48,237	\$43,144	\$52,476	\$56,441	\$64,459	\$60,708	\$69,614	\$49,242	\$48,004	\$56,407	\$45,101	\$637,350
Maintenance Expense	\$19,083	\$16,221	\$24,449	\$17,515	\$25,264	\$19,099	\$17,669	\$21,432	\$20,694	\$18,852	\$14,005	\$10,502	\$15,075	\$220,776
Administrative Expense	\$14,343	\$14,787	\$11,374	\$10,338	\$14,207	\$15,329	\$12,245	\$15,931	\$17,162	\$15,033	\$13,386	\$15,940	\$11,253	\$166,986
Total Operating Expenses	\$82,490	\$74,525	\$84,060	\$70,997	\$91,947	\$90,869	\$94,373	\$98,071	\$107,470	\$83,127	\$75,395	\$82,849	\$71,429	\$1,025,112
Fare Revenues	\$4,143	\$3,051	\$111	\$146	\$0	\$795	\$2,418	\$2,825	\$3,490	\$2,783	\$2,519	\$2,790	\$2,646	\$23,573

Efficiency Metrics	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	12-Month Total
O & M Expense per Hour	\$60.52	\$67.65	\$134.60	\$97.52	\$114.16	\$90.58	\$97.77	\$86.74	\$82.47	\$72.83	\$59.00	\$72.33	\$66.05	\$83.61
Average Fare	\$2.39	\$2.52	\$0.16	\$0.19	\$0.00	\$0.74	\$2.29	\$2.20	\$2.31	\$2.06	\$2.08	\$2.50	\$2.34	\$1.78
Farebox Recovery	5.0%	4.1%	0.1%	0.2%	0.0%	0.9%	2.6%	2.9%	3.2%	3.3%	3.3%	3.4%	3.7%	2.3%
Subsidy per Passenger	\$36.91	\$46.85	\$107.52	\$77.88	\$89.15	\$69.27	\$75.55	\$61.77	\$57.34	\$48.41	\$49.17	\$57.51	\$50.91	\$62.89
Deadhead Ratio (Miles)	21%	25%	-61%	30%	34%	23%	26%	22%	22%	24%	28%	24%	18%	20%
Administrative Ratio	21%	25%	16%	17%	18%	20%	15%	19%	19%	22%	22%	24%	19%	19%

Effectiveness Metrics	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	12-Month Total
Passengers per Hour	1.54	1.37	1.25	1.25	1.28	1.29	1.26	1.36	1.38	1.44	1.15	1.21	1.24	1.29
Mean Distance between Accidents	n/a	n/a	n/a	n/a	n/a	n/a	n/a	11,698	26,642	n/a	n/a	10,285	n/a	46,921
Mean Distance between Breakdowns	n/a	21,243	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	234,604
Complaints per 1,000 Riders	2.3	0.8	1.5	1.3	1.1	0.0	0.9	0.8	0.7	1.5	1.7	1.8	0.9	1.1
On-Time Performance	91%	92%	95%	91%	91%	91%	86%	85%	84%	76%	76%	83%	83%	86%



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Coast RTA									10
Transit Facility Development - ALI Balances									
FTA Grant # SC-2020-006-00 (FHWA FLEX + Section 5307)									
February 2021 - 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			
	Bus Storage /	Maint Facility	Property	Transfer	Third Party	Project	FTA		
Month	Contingencies	Develop / Design	Acquisition	Station Develop	Engineering	Management	Totals	Comments	
FY20-22 Award	\$ 44,352	\$ 168,480	\$ -	\$ 161,056	\$ 363,324	\$ 62,788	\$ 800,000		
Monthly Draws:									
May 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
June 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
July 2020	\$ -	\$ 13,593	\$ -	\$ -	\$ -	\$ 13,362	\$ 26,955	> Kimley-Horn	
Aug 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Sept 2020	\$ -	\$ -	\$ -	\$ -	\$ 66,994	\$ 10,592	\$ 77,586	> Kimley-Horn	
Oct 2020	\$ -	\$ -	\$ -	\$ -	\$ 17,790	\$ 6,786	\$ 24,576	> Kimley-Horn	
Nov 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Dec 2020	\$ -	\$ -	\$ -	\$ -	\$ 11,098	\$ 7,752	\$ 18,850	> Kimley-Horn	
Jan 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Feb 2021	\$ -	\$ -	\$ -	\$ 5,080	\$ 6,598	\$ 4,218	\$ 15,896	> Kimley-Horn	
Mar 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Apr 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
May 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
June 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
July 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Aug 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Sept 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Subtotal Draws	\$ -	\$ 13,593	\$ -	\$ 5,080	\$ 102,480	\$ 42,710	\$ 163,863		
Remaning Balance	\$ 44,352	\$ 154,887	\$ -	\$ 155,976	\$ 260,844	\$ 20,078	\$ 636,137		
% Expended	0.00%	8.07%	0.00%	3.15%	28.21%	68.02%	20.48%		
% Time Elapsed	37.04%	37.04%	37.04%	37.04%	37.04%	37.04%	37.04%		
***** Georgetown County Capital Funds *****									
	Bus Storage /	Maint Facility	Property	Transfer	Third Party	Project	Georgetown	Project	
Month	Contingencies	Develop / Design	Acquisition	Station Develop	Engineering	Management	Totals	Totals	
FY20-22 Award	\$ 11,088	\$ 42,120	\$ -	\$ 40,264	\$ 90,831	\$ 15,697	\$ 200,000	\$ 1,000,000	
Monthly Draws:									
May 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
June 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
July 2020	\$ -	\$ 3,398	\$ -	\$ -	\$ -	\$ 3,340	\$ 6,738	\$ 33,693	
Aug 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sept 2020	\$ -	\$ -	\$ -	\$ -	\$ 16,748	\$ 2,648	\$ 19,396	\$ 96,982	
Oct 2020	\$ -	\$ -	\$ -	\$ -	\$ 4,448	\$ 1,696	\$ 6,144	\$ 30,720	
Nov 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Dec 2020	\$ -	\$ -	\$ -	\$ -	\$ 2,774	\$ 1,938	\$ 4,712	\$ 23,562	
Jan 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Feb 2021	\$ -	\$ -	\$ -	\$ 1,270	\$ 1,650	\$ 1,054	\$ 3,974	\$ 19,870	
Mar 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Apr 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
May 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
June 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
July 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Aug 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sept 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	



Coast RTA													
Monthly Cash Flow													
February 28, 2021													
	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Totals
Beginning Balance	\$ 564,241.11	\$ 833,002.76	\$ 1,004,302.70	\$ 1,169,763.71	\$ 748,284.04	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 564,241.11
Cash Receipts													
5307 - Operations	\$ 238,107.00	\$ 271,478.00	\$ 404,084.00	\$ 27,997.00	\$ 238,817.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,180,483.00
5307 - Preventative Maintenance	\$ -	\$ 105,959.00	\$ 172,755.00	\$ 13,325.00	\$ 106,286.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 398,325.00
5307 - Capital Expenditures	\$ 10,288.00	\$ 7,048.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,336.00
5307 - SMTF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5311 - Operations	\$ -	\$ 284,961.00	\$ -	\$ 260,808.00	\$ 87,209.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 632,978.00
5311 - Preventative Maintenance	\$ -	\$ 120,405.00	\$ -	\$ 108,498.00	\$ 39,817.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 268,720.00
5311 - Administration	\$ -	\$ 98,377.00	\$ -	\$ 83,000.00	\$ 27,288.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 208,665.00
5311 - Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Horry County Registration Fees	\$ 605,137.00	\$ -	\$ -	\$ 513,201.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,118,338.00
Horry County Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Georgetown County Registration Fees	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,000.00
Myrtle Beach	\$ -	\$ 62,500.00	\$ 62,500.00	\$ -	\$ 62,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 187,500.00
North Myrtle Beach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fares/Passes	\$ 26,145.78	\$ 23,369.98	\$ 18,717.03	\$ 10,900.02	\$ 19,868.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,001.19
Local Contracts	\$ -	\$ -	\$ -	\$ -	\$ 646.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 646.36
Bus Advertising	\$ 4,185.00	\$ -	\$ 16,500.00	\$ 70.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,755.00
Accident Claims	\$ 2,501.50	\$ -	\$ 6,427.05	\$ 38,099.80	\$ 4,588.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,616.68
RTAP / Fuel Refunds / Other	\$ 270.91	\$ 16,131.24	\$ 1,612.82	\$ 5,459.48	\$ 9,341.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,815.49
5339 - Bus Stop Implementation	\$ 27,017.00	\$ 15,170.00	\$ -	\$ 15,801.00	\$ 9,268.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,256.00
5311 - Paratransit Scheduling	\$ -	\$ -	\$ 1,125.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,125.00
5310 - Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5339 - Vehicles	\$ -	\$ -	\$ -	\$ -	\$ 1,389,340.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,389,340.00
5307 + FHWA Flex - Facility Development	\$ 77,586.00	\$ 24,576.00	\$ -	\$ 18,850.00	\$ 15,896.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,908.00
Horry County Capital Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Georgetown County Capital Funds	\$ -	\$ 19,396.00	\$ 6,144.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,540.00
Total Cash Receipts	\$ 1,022,238.19	\$ 1,080,371.22	\$ 720,864.90	\$ 1,127,009.30	\$ 2,041,865.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,992,348.72
Cash Basis Expenditures:													
Operating Expenses	\$ 471,631.54	\$ 659,071.28	\$ 514,129.53	\$ 537,178.40	\$ 459,184.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,641,194.84
Capital Expenditures	\$ 31,845.00	\$ -	\$ 41,274.36	\$ 1,011,310.57	\$ 1,029,778.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,114,208.55
Operating & Maintenance Reserve	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00
Total Expenditures	\$ 753,476.54	\$ 909,071.28	\$ 555,403.89	\$ 1,548,488.97	\$ 1,488,962.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,255,403.39
Ending Balance	\$ 833,002.76	\$ 1,004,302.70	\$ 1,169,763.71	\$ 748,284.04	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44	\$ 1,301,186.44

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. MAR2021-08**

**BOARD ESTABLISHMENT OF THE LOCALLY PREFERRED
ALTERNATIVE (LPA) FOR THE WRTA OPERATING &
MAINTENANCE FACILITY LOCATION**

A motion of the Board of Directors for the Waccamaw Regional Transportation Authority to establish the LPA for the location of a new O&M Facility for the Authority.

Background:

Waccamaw RTA has conducted a site evaluation process and determined that the best location for a new O&M facility will be a part of the redevelopment of the Fantasy Harbor area, based on the attached LPA Report. It was determined through this process that this site offered the best mix of benefits related to operational efficiency, environmental impacts and ease of acquisition criteria. The evaluation process also yielded secondary and tertiary options for a site should the preferred site become infeasible.

Motion:

It is hereby moved by the Board of the Waccamaw Regional Transportation Authority to establish the site as depicted in the attached map as the locally preferred alternative.

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 31, 2021.

ATTEST:

Darrell Eickhoff, Board Chair

Marvin Keene, Ph.D. CFA, Board Vice Chair

Katharine D'Angelo

Heather Edwards

Lillie Jean Johnson

Rob Sheehan, Ph.D.

Joseph Lazzara

Bernard Silverman

Randal Wallace

Greg James

Vacant – City of Conway

See Board minutes from meeting on March 31, 2021 allowing the Chairman to sign this resolution on the behalf of the Board. The motion for Chairman's signature and for the Resolution MAR2021-08 were approved unanimously.

Coast RTA Operations & Maintenance Facility Relocation Study

Locally Preferred Alternative Report

January 2021 DRAFT



Kimley»Horn

Introduction

Waccamaw Regional Transportation Authority (Coast RTA), headquartered in Conway, SC, operates 10 fixed route services, as well as paratransit service, in Horry and Georgetown Counties. With service needs increasing and plans to improve and expand transit service in the coming years, the current operations and maintenance facility location, as well as the facility itself, is no longer able to meet the needs of Coast RTA's growing service and fleet.

In order to identify a new site for a new operations and maintenance facility, Coast RTA is involved in a feasibility study with the goal of identifying a new site that would maximize operational efficiency as well as minimize risk of service interruption due to environmental impacts and weather events.

Process Overview

In an effort to identify a preferred site, the study team relied on a two-step process:

1. Using criteria based on operational efficiency, identify the optimal geographic area for a potential new site—the “Area of Opportunity.”
2. Employing an evaluation framework, narrow the pool of potential parcels to a final two sites.

The study team fully documented the process by breaking step one into three rounds and step two into six rounds. Two sites were identified by the study team, a “preferred” site and an “alternate.”

Area of Opportunity

To identify viable parcels as potential locations for the future Coast RTA Operations and Maintenance Facility, a methodological approach was established using GIS data and ArcGIS Online analysis tools. The analysis comprises a three-round process to identify an “Area of Opportunity,” representing a refined study area to focus a site for the future Coast RTA Operations and Maintenance Facility. The data used to identify the Area of Opportunity included Coast RTA transit routes, GIS data and information, Horry County GIS, South Carolina Department of Transportation GIS, and ArcGIS Online analysis tools.

Round 1 – Location of Service Entry Points

In Round 1, central locations between the bus stops at which every route enters service, the Points of Entry, were identified. For the calculation, the Points of Entry were weighed based on the number of routes they serve. The purpose of this calculation is to minimize deadhead, or non-revenue miles, for every route. The following three points of centrality were identified:

- Central feature – The Point of Entry that is most centrally located
- Mean center – The point that is a geographic center between the Points of Entry
- Median center – The point that minimizes the distance Points of Entry

The following figure displays these three measures of centrality.

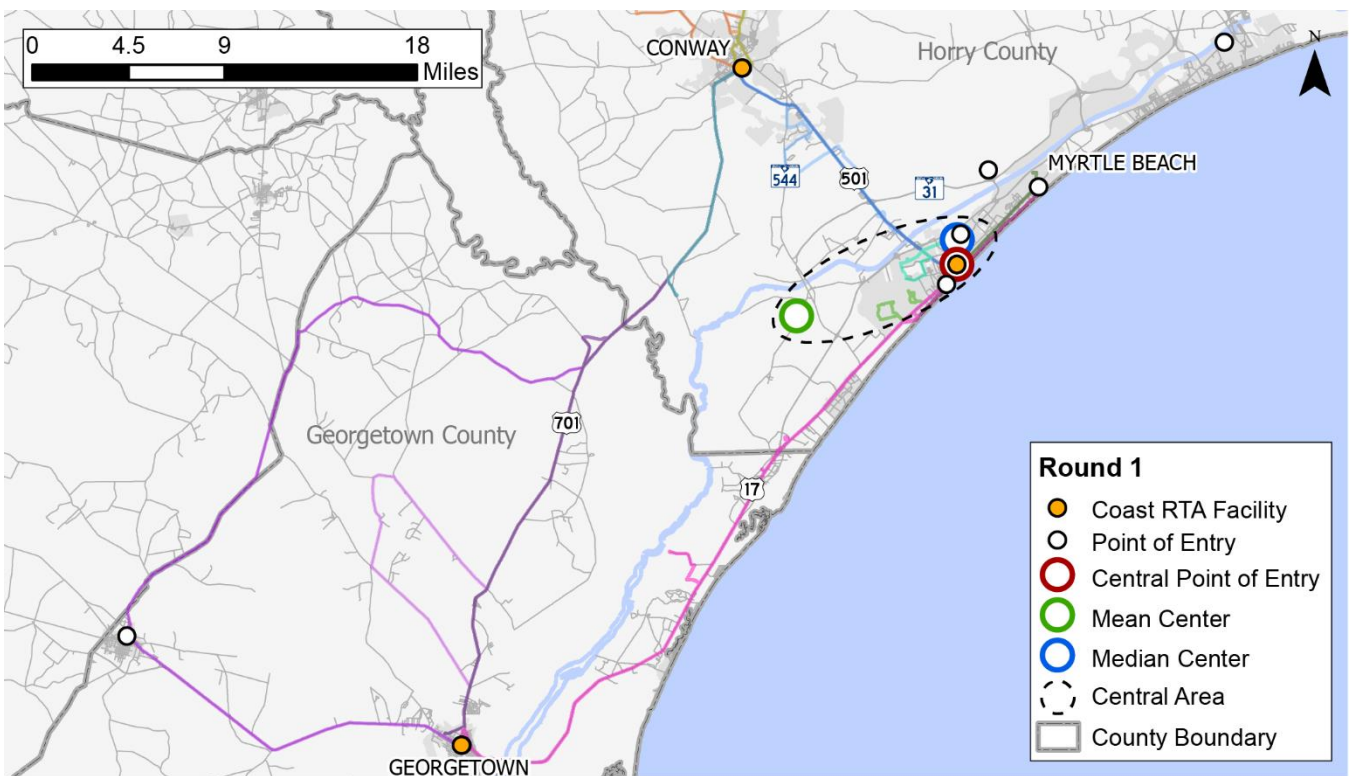


Figure 1 - Area of Opportunity Analysis: Round 1

Round 2 – Route Frequency

Similar to Round 1, Round 2 also identified central locations between the Points of Entry, however, for this calculation the Points of Entry were weighed based on the frequency of routes. The purpose of this calculation is to identify locations of higher demand. The following three points of centrality were identified:

- Central feature – The Point of Entry that is most centrally located
- Mean center – The point that is a geographic center between the Points of Entry
- Median center – The point that minimizes the distance Points of Entry

The following figure displays the three measures of centrality identified in this round.

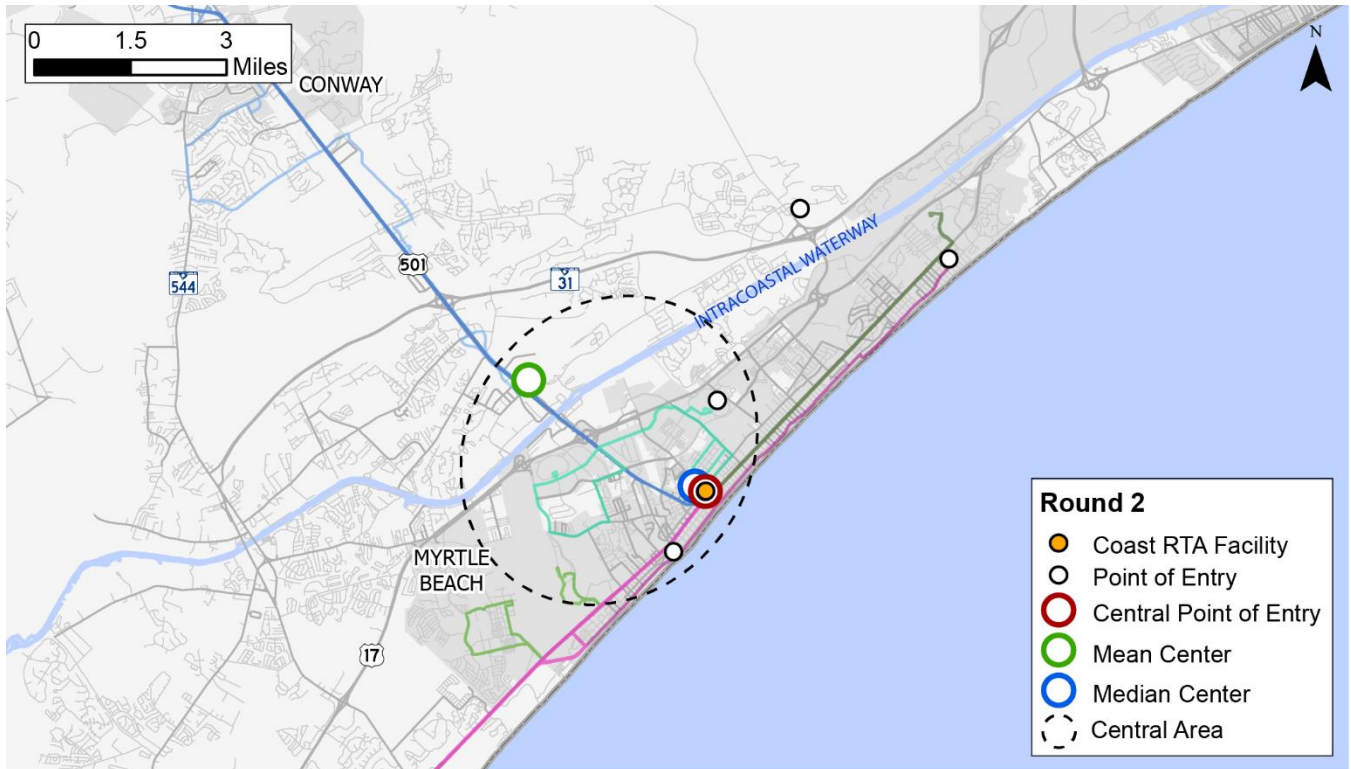


Figure 2 - Area of Opportunity Analysis: Round 2

Round 3 – 15-minute Drive Time

In Round 3, the distance a vehicle can travel in 15 minutes was calculated for each Point of Entry. This calculation was used to identify areas of overlap between the Points of Entry as an additional measure to find a central location between them. These 15-minute drive time areas are displayed on the figure below.

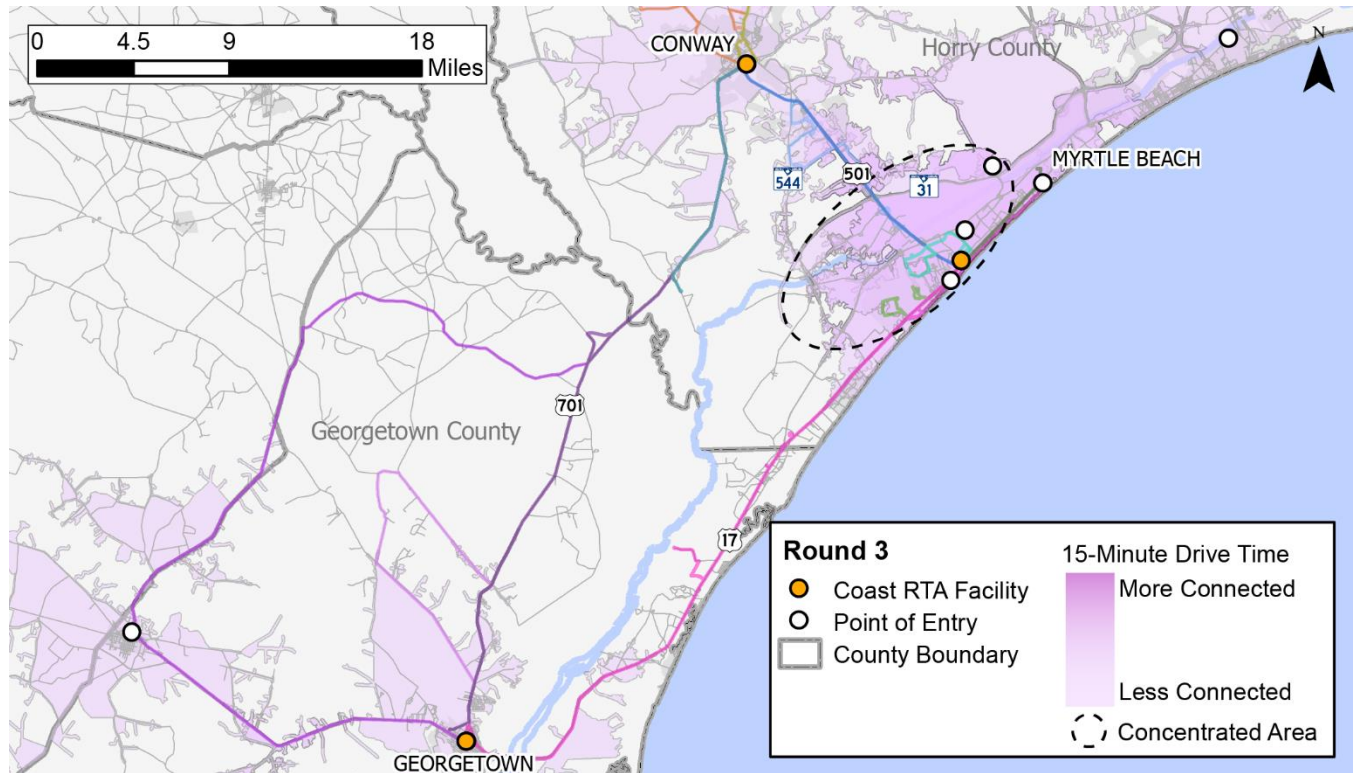


Figure 3 - Area of Opportunity Analysis: Round 3

Additional Considerations

As an additional consideration for identifying the Area of Opportunity, Coast RTA employee addresses were mapped to visualize the main areas, or clusters, where employees reside. This data can be used to measure the commutes of employees to a potential Operations and Maintenance Facility. The figure below displays the address points. Clusters are mainly located in Conway, Myrtle Beach, and closer to the South Carolina/North Carolina border. Additionally, the location of Ocean Bay Middle school was considered, as it is an emergency shelter Coast RTA services during hurricanes and other natural disasters that would require an evacuation. The school is located in Myrtle Beach off International Drive. Finally, the future Operations and Maintenance Facility must be located near major roads in order to maximize efficiency of the transit system.

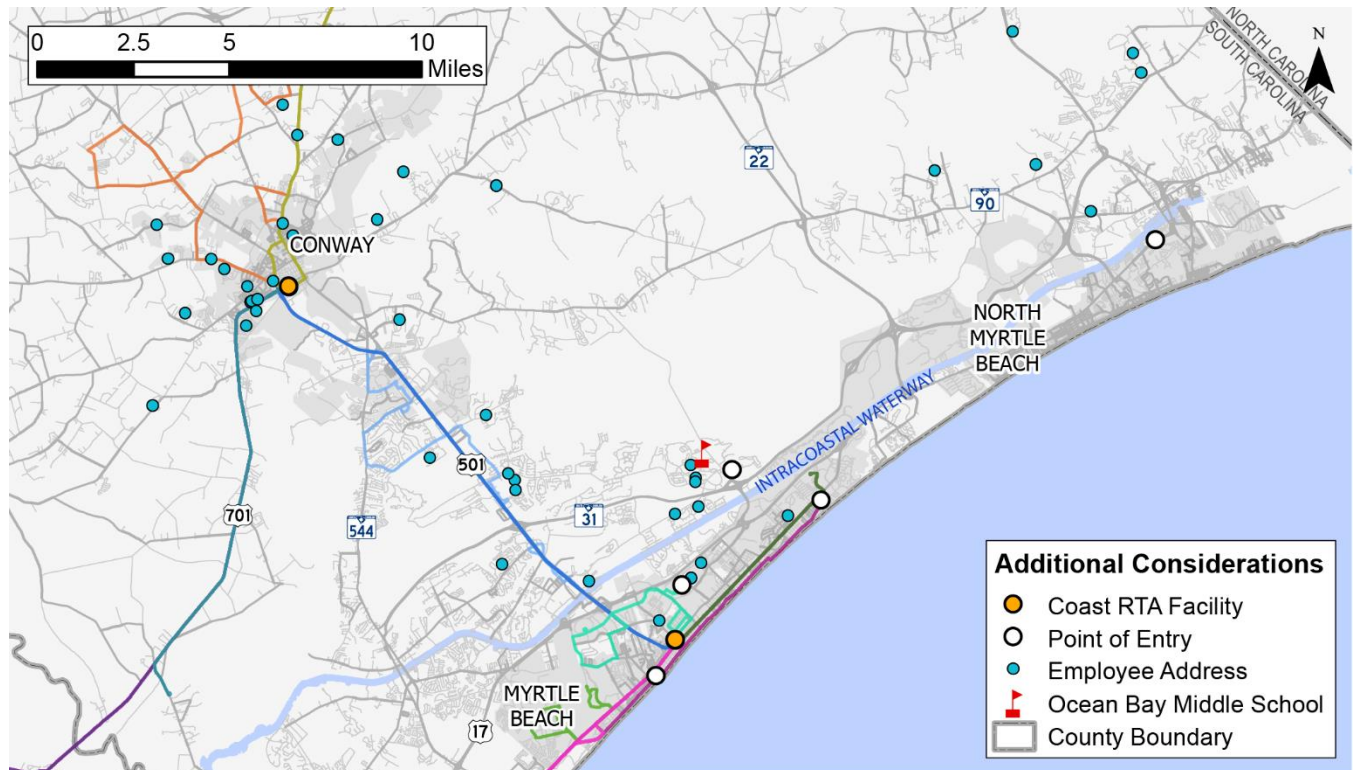


Figure 4 - Area of Opportunity Analysis: Additional Considerations

Area of Opportunity

To identify the Area of Opportunity, the three rounds of analysis were combined with the additional considerations and an area of overlap defined. The concentric circles seen on the figure below represent the regions identified through this process, with the darker green being the most central area of overlap. The Area of Opportunity is centralized in Myrtle Beach and includes four major thoroughfares, US 17, US 501, SC 31, and 544, and spans north and south of the Intracoastal Waterway. The Area of Opportunity is displayed on the following figure.

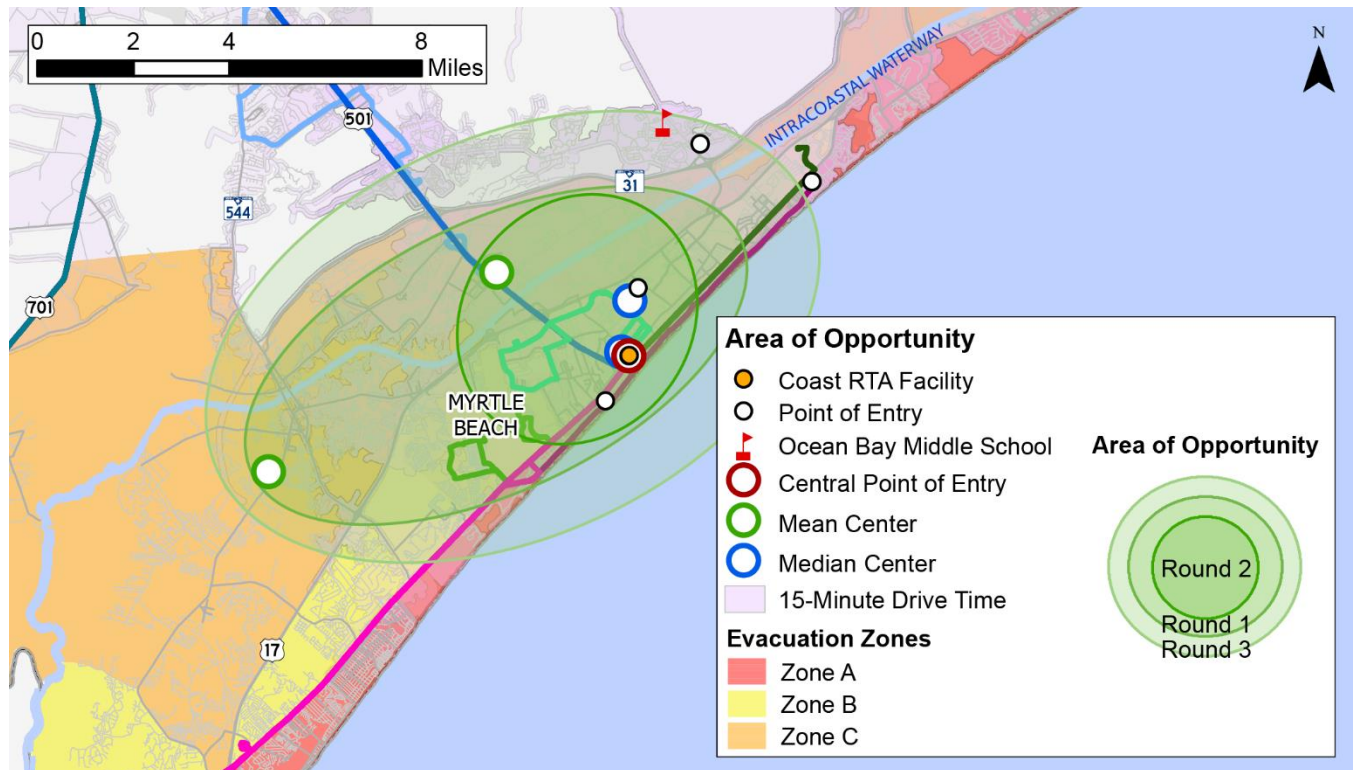


Figure 5 - Area of Opportunity

Parcel Search Process

To create a manageable pool of potential parcels to assess for the future Coast RTA Operations and Maintenance Facility, parcels were filtered using criteria based on Coast RTA site and operational requirements. Parcels were eliminated during three rounds of searches using GIS data, and then in a fourth round with manual, targeted site assessment using Google Maps.

Round 1

Parcels remained based on the following criteria:

- Parcels located within the identified Area of Opportunity and along US 501
- Parcels within 0.5 miles driving distance from US 17, US 501, SC 31, and SC 544
- Parcels with an area of 8.0 acres or greater

Results

- Total parcels = 172

Round 2

Parcels remained based on the following criteria:

- Parcels located above the Intracoastal Waterway
- Parcels not zoned as residential, agricultural, or conservation

Results

- Total parcels = 107

Round 3

Parcels remained based on the following criteria:

- Parcels without structures
- Parcels not in the floodplain

Results

- Total parcels = 36

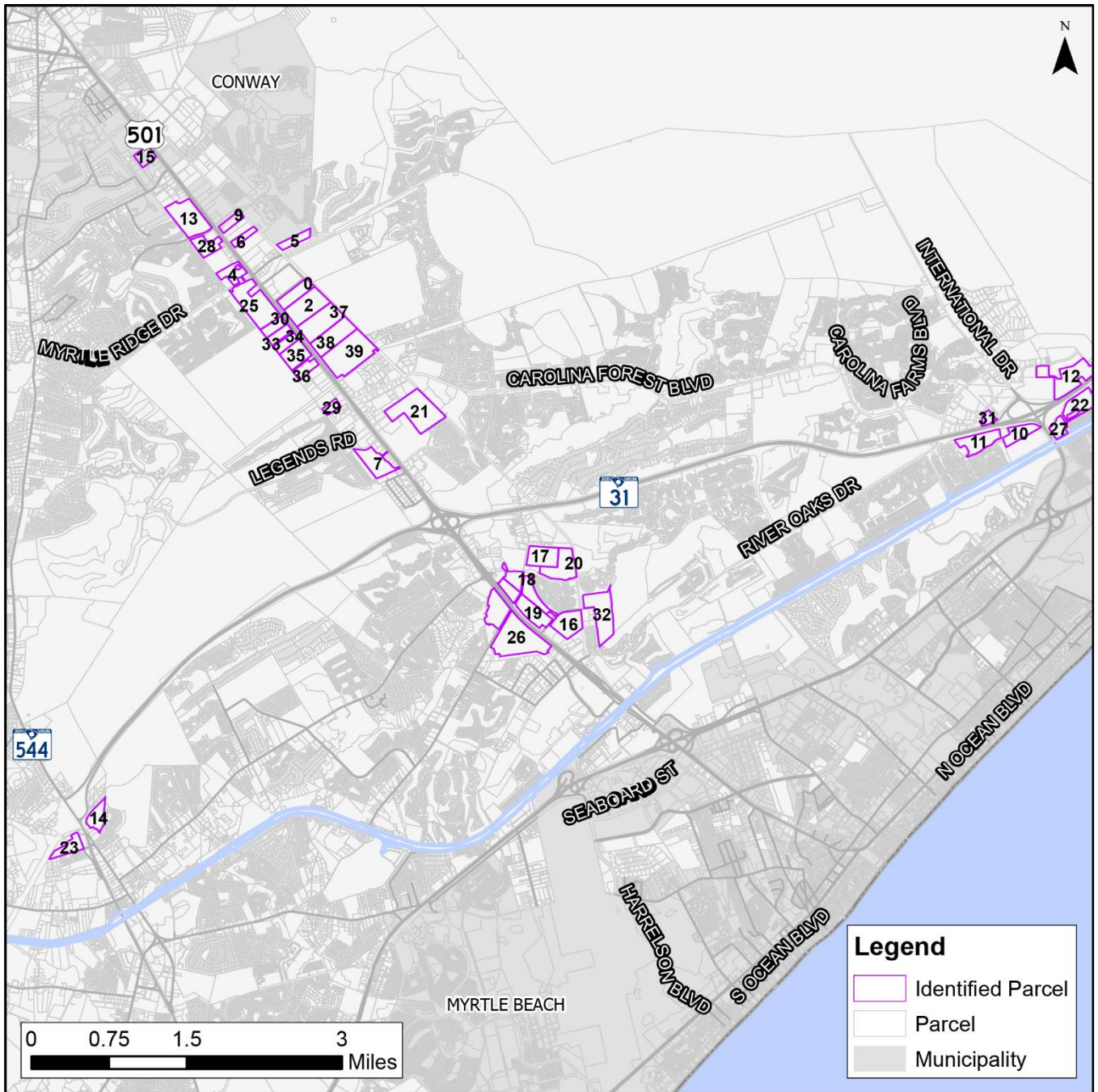


Figure 6 - Round 3 Parcels

Table 1 lists the attributes of the parcels identified in the third search round. The ID numbers correspond to the numbers in the map above.

ID	Owner	Owner Type	Total Assessed Value	Cost per Acre	Acres	Zoning
0	CALVERT JAMES S ETAL	Private	\$3,340,710	\$127,636	26.17	LI; HC
2	CHATHAM CROSSING LLC	Private	\$4,997,220	\$95,612	52.27	LI; HC
4	FCD-MYRTLE RIDGE LLC ETAL	Private	\$2,681,000	\$129,659	20.68	HC
5	C & R LITCHFIELD CHRISTY LLC ETAL	Private	\$706,800	\$45,207	15.63	OPI
6	RAY CHARLEY J ETAL	Private	\$2,122,000	\$205,960	10.30	HC
7	TDC 501 GROUP LLC ETAL	Private	\$9,846,000	\$269,317	36.56	HC
9	ELE LLC	Private	\$2,264,000	\$179,644	12.60	HC
10	HORRY COUNTY	Public	\$1,335,300	\$54,698	24.41	RC
11	INTRACOASTAL LAND INVESTMENTS LLC	Private	\$2,965,300	\$82,374	36.00	PDD
12	INTERNATIONAL DRIVE LAND HOLDING CO LLC	Private	\$697,100	\$10,867	64.15	HC; RC
13	MCMILLAN MICHAEL R ETAL	Private	\$9,221,000	\$161,091	57.24	HC
14	COLLINS REBECCA M	Private	\$578,140	\$26,973	21.43	PUD
15	HORRY-GEORGETOWN COMM FOR TECHL ED	Public	\$4,304,820	\$283,665	15.18	Other
16	MYRTLE BEACH FARMS COMPANY INC	Private	\$2,784,000	\$76,059	36.60	LI
17	MYRTLE BEACH FARMS COMPANY INC	Private	\$1,050,000	\$29,993	35.01	RC
18	MYRTLE BEACH FARMS COMPANY INC	Private	\$3,140,700	\$77,144	40.71	HC
19	MYRTLE BEACH FARMS COMPANY INC	Private	\$4,936,410	\$103,440	47.72	HC
20	BEAZER HOMES LLC	Private	\$2,472,600	\$60,003	41.21	RC
21	BIDDLE VIRGINIA M ETAL	Private	\$9,485,000	\$122,688	77.31	HC
22	QUEEN'S COVE LLC	Private	\$1,376,450	\$42,002	32.77	RC
23	SOUTHEASTERN FREIGHT LINES INC	Private	\$2,767,500	\$134,225	20.62	PA1
25	MCMILLAN MICHAEL R ETAL	Private	\$7,439,030	\$108,687	68.44	HC
26	MYRTLE BEACH FARMS COMPANY INC	Private	\$3,432,510	\$27,963	122.75	HC; CP
27	QUEEN'S COVE LLC	Private	\$76,720	\$5,085	15.09	RC
28	MAYNARD DAVID K	Private	\$3,706,000	\$164,525	22.53	HC
29	PHD AT MYRTLE BEACH LLC ETAL	Private	\$3,669,000	\$414,497	8.85	HC
30	1496 ACRES LLC	Private	\$2,365,640	\$158,129	14.96	HC
31	BFG COMPASS CAROLINA FOREST PROPCO LLC	Private	\$2,805,430	\$323,186	8.68	HC
32	REST HOLDINGS LLC	Private	N/A	\$127,636	56.98	RC
33	WALLACE LEO III & NASH A ISENHOWER	Private	\$1,655,290	\$122,033	13.56	HC
34	BROOKS LEONARD HOWARD ETAL	Private	\$2,365,600	\$168,716	14.02	HC
35	501X LLC	Private	\$3,550,320	\$117,337	30.26	HC
36	RICK SPARKS PROPERTIES LLC	Private	\$3,594,000	\$236,691	15.18	HC
37	CHATHAM CROSSING LLC	Private	\$4,997,220	\$95,587	52.28	LI; HC
38	WHITTY ELIZABETH M WATERS ETAL	Private	\$5,895,040	\$125,521	46.96	LI; HC
39	SEABORN TAMSLEY ANN WATERS ETAL	Private	\$8,493,250	\$101,351	83.80	LI; HC

Zoning codes are described in the Appendix.

Table 1 - Round 3 Parcel Attributes

Round 4

A workshop was held on September 1, 2020 with Coast RTA General Manager, Brian Piascik, and staff from Kimley-Horn and Keystone Commercial Realty. All parcels remaining after Round 3 were manually examined and discussed relative to their access potential for transit vehicles, known planned development, potential partnership opportunities, and local market knowledge/trends. Eight parcels were eliminated as a result of the workshop discussion and feedback received from Coast RTA.

In addition to the parcels that were found through GIS and data evaluation, Keystone Commercial Realty provided six additional parcels to be considered based on their viability in the real estate market. Finally, another search was conducted for publicly owned parcels located south of the Intracoastal Waterway, resulting in one additional parcel. The data-driven additions and eliminations of Round 4 resulted in 28 remaining parcels.

ID	Owner	Owner Type	Total Assessed Value	Cost per Acre	Acres	Zoning*
0	CALVERT JAMES S ETAL	Private	\$3,340,710	\$127,636	26.17	LI; HC
2	CHATHAM CROSSING LLC	Private	\$4,997,220	\$95,612	52.27	LI; HC
4	FCD-MYRTLE RIDGE LLC ETAL	Private	\$2,681,000	\$129,659	20.68	HC
5	C & R LITCHFIELD CHRISTY LLC ETAL	Private	\$706,800	\$45,207	15.63	OPI
7	TDC 501 GROUP LLC ETAL	Private	\$9,846,000	\$269,317	36.56	HC
9	ELE LLC	Private	\$2,264,000	\$179,644	12.60	HC
13	MCMILLAN MICHAEL R ETAL	Private	\$9,221,000	\$161,091	57.24	HC
21	BIDDLE VIRGINIA M ETAL	Private	\$9,485,000	\$122,688	77.31	HC
23	SOUTHEASTERN FREIGHT LINES INC	Private	\$2,767,500	\$134,225	20.62	PA1
25	MCMILLAN MICHAEL R ETAL	Private	\$7,439,030	\$108,687	68.44	HC
26	MYRTLE BEACH FARMS COMPANY INC	Private	\$3,432,510	\$27,963	122.75	HC; CP
28	MAYNARD DAVID K	Private	\$3,706,000	\$164,525	22.53	HC
29	PHD AT MYRTLE BEACH LLC ETAL	Private	\$3,669,000	\$414,497	8.85	HC
30	1496 ACRES LLC	Private	\$2,365,640	\$158,129	14.96	HC
33	WALLACE LEO III & NASH A ISENHOWER	Private	\$1,655,290	\$122,033	13.56	HC
34	BROOKS LEONARD HOWARD ETAL	Private	\$2,365,600	\$168,716	14.02	HC
35	501X LLC	Private	\$3,550,320	\$117,337	30.26	HC
36	RICK SPARKS PROPERTIES LLC	Private	\$3,594,000	\$236,691	15.18	HC
37	CHATHAM CROSSING LLC	Private	\$4,997,220	\$95,587	52.28	LI; HC
38	WHITTY ELIZABETH M WATERS ETAL	Private	\$5,895,040	\$125,521	46.96	LI; HC
39	SEABORN TAMSLEY ANN WATERS ETAL	Private	\$8,493,250	\$101,351	83.80	LI; HC
A1	FTPP Bishop Parkway LLC	Private	\$10,826,150	\$86,512	125.14	PDD
A4	HORRY COUNTY	Public	\$6,226,880	\$42,314	147.16	PUD
A9	BLUE SKY PROPERTY LLC	Private	\$1,832,430	\$317,029	5.78	HC1
A10	PINE ISLAND POINT LLC	Private	\$2,849,750	\$189,101	15.07	MU-M
A12	J P JORDAN & ASSOCIATES LLC	Private	\$804,770	\$103,441	7.78	MA2
A13	HORRY COUNTY BOARD OF EDUCATION	Public	\$2,162,600	\$54,019	40.03	HC
B6	CITY OF MYRTLE BEACH	Public	\$8,746,420	\$197,684	44.24	E

Table 2 - Round 4 Parcel Attributes

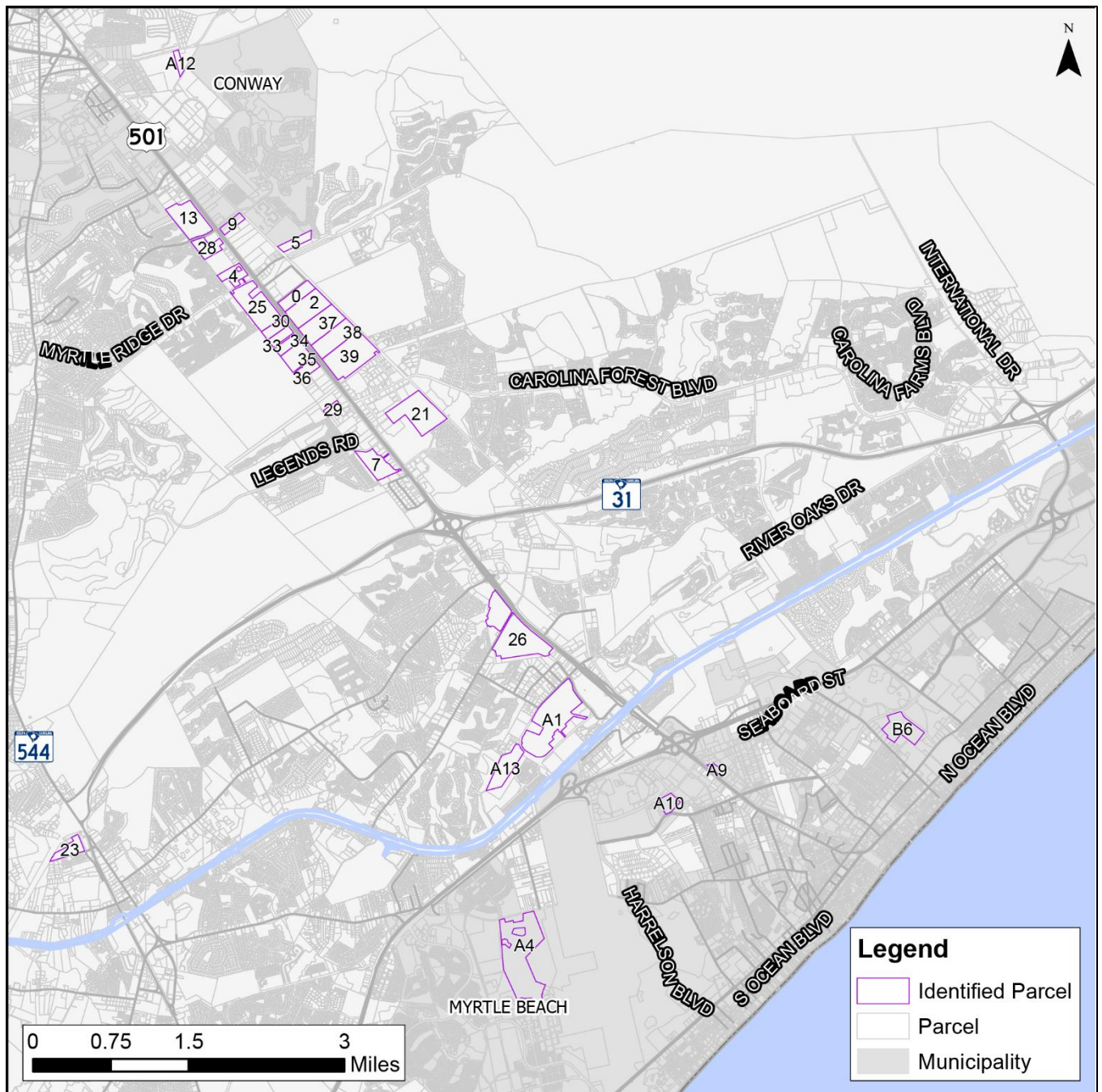


Figure 7 - Round 4 Parcels

Round 5

An evaluation matrix (Figure 3) was created based on discussions with Coast RTA and identified priorities, goals, and objectives for a potential new operations and maintenance facility site. The goals include:

- Operational Efficiency
- Ease of Acquisition and Constructability
- Resiliency

In this round of evaluation, parcels were analyzed based on their alignment with the goals in the following indicators:

- Listed for sale
- Compatible zoning
- Publicly owned
- Parcels with known plan for redevelopment
- Resiliency

Results

- Total parcels = 6

Site Evaluation Matrix			
Goal	Indicator	Data Source	Methodology
Operational Efficiency	Dead head mile change to entry of service points	ESRI	Use ESRI travel time calculation to determine distance and travel time
	Dead head travel time change to entry of service points	Operational data	Calculate dead head travel time from the potential parcel to the service entry point using surface roads
Ease of Acquisition and Constructability	Listed for Sale	MLS/Keystone Commercial Realty Market Knowledge	Use MLS and Keystone's Market Knowledge to determine whether the parcel is listed for sale or parcel owner is interested in selling
	Compatible Zoning	County Zoning Map	Determine allowable uses within each zone and document required process for development and use of property as O&M facility
	Planned for Redevelopment	Keystone Realty Group	Utilize market knowledge and industry relationships to identify any current or future plans to redevelop for a specific use/occupant
	Developable Acreage	Horry County Tax Administration and MLS	Review acreage required for designated buffers, setbacks, and dedications, and calculate remaining available acreage for development
	Publicly Owned	Horry County Tax Administration	Document whether owner is county, City of, FAA, etc.
	Currently Developed	Horry County Tax Administration	Review register of deeds to assess whether property reports an existing structure
	Parcel Size	Acreage	Document total acreage
	Estimated Value	Horry County Tax Administration and MLS	Average sale price per acre for parcels listed for sale as of June 2020 that also meet criteria identified by Coast RTA
Resiliency	Site Access	Horry County GIS	Manually examine potential site access points from surrounding surface roads
	Water Crossings	Horry County GIS	Calculate number of water crossings between service entry points and potential parcel access point(s)
	FEMA zones	FEMA National Flood Hazard Layer Preliminary FIRM 45051C	Floodway, 100-year and 500-year floodplains as mapped in the preliminary (i.e., not yet 'effective') FIRM
	Tidal Flooding	NOAA Sea Level Rise Viewer	Extent of current high tide flooding
	Sea Level Rise	NOAA Sea Level Rise (SLR)Viewer	Evaluated for 1 and 2 feet of Sea Level Rise. These levels approximately correspond to projected sea level rise under NOAA-Intermediate and NOAA-High regional SLR scenarios
	Storm Surge	National Hurricane Center SLOSH-MOM dataset	Extent of maximum storm surge modeled for different hurricane categories

Table 3 - Evaluation Matrix

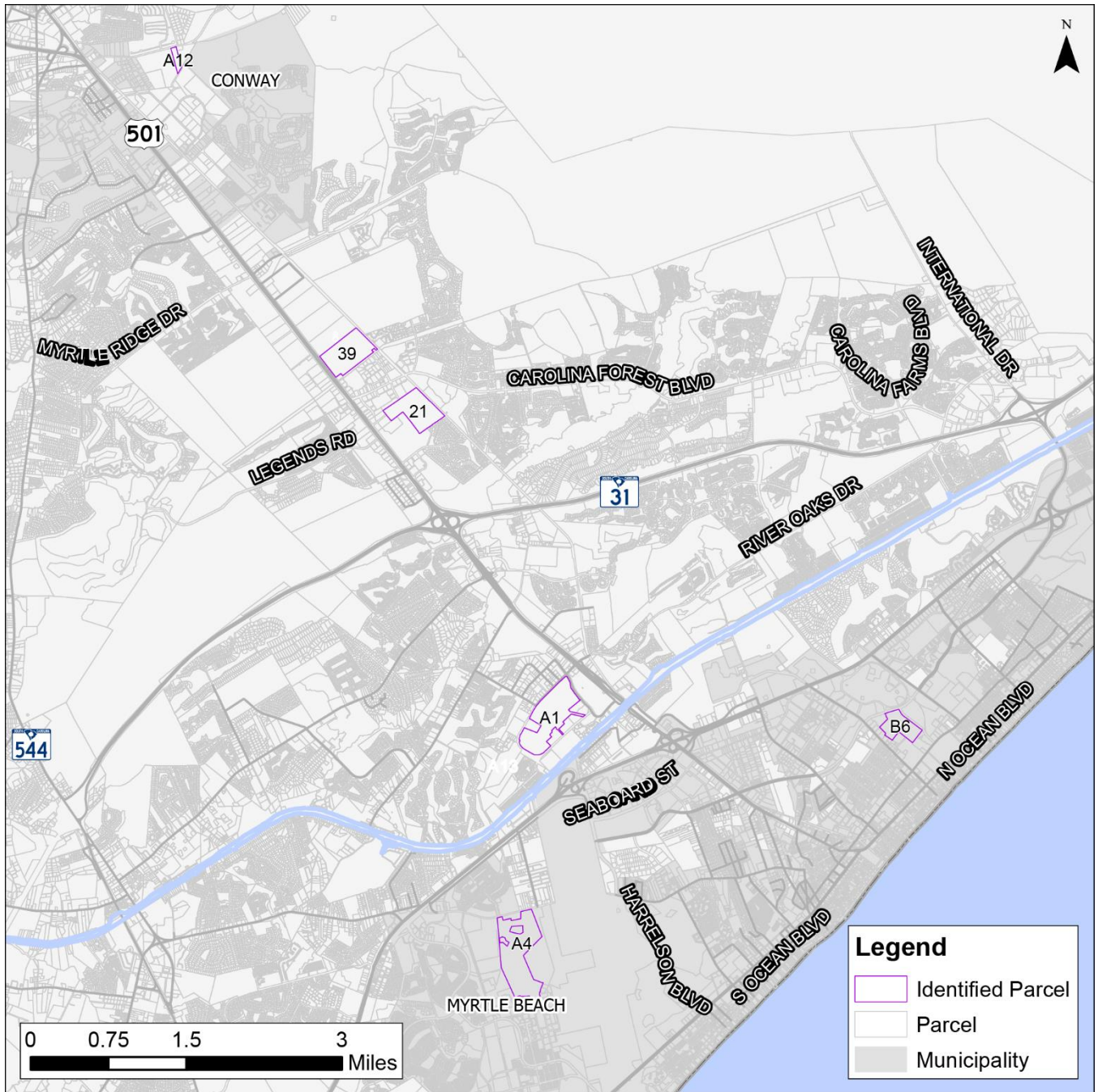


Figure 8 - Round 5 Parcels

Round 6

Remaining parcels were evaluated based on indicators associated with operational efficiency and resiliency. The study team performed a calculation to determine non-revenue travel time savings/cost per hour savings by route from each of the proposed sites to service entry points as compared to the current facility. The sites with the greatest savings are shown in Table 4 below.

		Conway	Site 21	Site A01
Time	Deadhead Minutes per Day	1,201.60	1,108.70	1,006.86
	Minutes Saved	-	92.90	194.74
	Deadhead Costs per Day by Time	\$ 1,802.40	\$ 1,663.05	\$ 1,510.29
	Savings per Day	-	\$ 139.35	\$ 292.11
	Deadhead Costs per Year by Time	\$ 556,204.62	\$ 537,599.67	\$ 489,661.74
	Savings per Year	-	\$ 18,604.95	\$ 66,542.88

Table 4 - Operational Savings

A coordination meeting was held with Coast RTA operations and management staff to discuss site evaluation results, operational feasibility, and any circulation concerns associated with the final pool of sites. Maps of the remaining parcels are shown below in Figure 9 and Figure 10.

An environmental resiliency analysis was also conducted for each of the proposed sites to determine risk of flooding and storm surge. The risk of storm surge was modeled for over 100,000 storm types with varying characteristics using the National Hurricane Center's SLOSH MOM Dataset. The results show maximum storm surge potential for a given category of storm and assumes high tide conditions. Neither of the final sites carry a significant threat of storm surge related flooding with a Category 3 storm, while site A01 had a higher chance of storm surge related flooding with a Category 4 Hurricane. In addition, neither site was present in FEMA 100-year or 500-year floodplain maps.

Final Sites

Site A01

Site A01 is approximately 0.5 miles from US 501 and is accessible via George Bishop Pkwy. The site is zoned Planned Development District (PDD) and an operations and maintenance facility would be considered a permitted use by the Horry County Unified Development Ordinance. The site is privately owned (and listed for sale) by FTPP Bishop Parkway LLC and totals approximately 125.14 acres. There is a stormwater retention area adjacent to Preferred Site A that is assumed to be sufficient for Coast RTA's intended use as an operations and maintenance facility. Portions of the site are developed with existing structures and/or paved parking lots.

The owner of the site is currently marketing the property for subdivision and development, with an initial focus on the northern portion of the site. Coast RTA is focused on the 33 acres in the southern portion of the site where we intend to identify the most desirable 10 acres that can most efficiently accommodate the 2040 full build-out program documented in the Coast RTA Programming Report. The Study Team recommends that Coast RTA proceed into the NEPA process and initiate the due diligence effort on this parcel with the intent to acquire the property. Although not all 33 acres will be utilized by Coast RTA for the purposes of the potential operations and maintenance facility (Coast RTA intends to subdivide between 8-15 acres), FTA recommended moving all 33 acres through the NEPA process to allow more flexibility in potential parcel negotiations and concept design refinements in the near future.

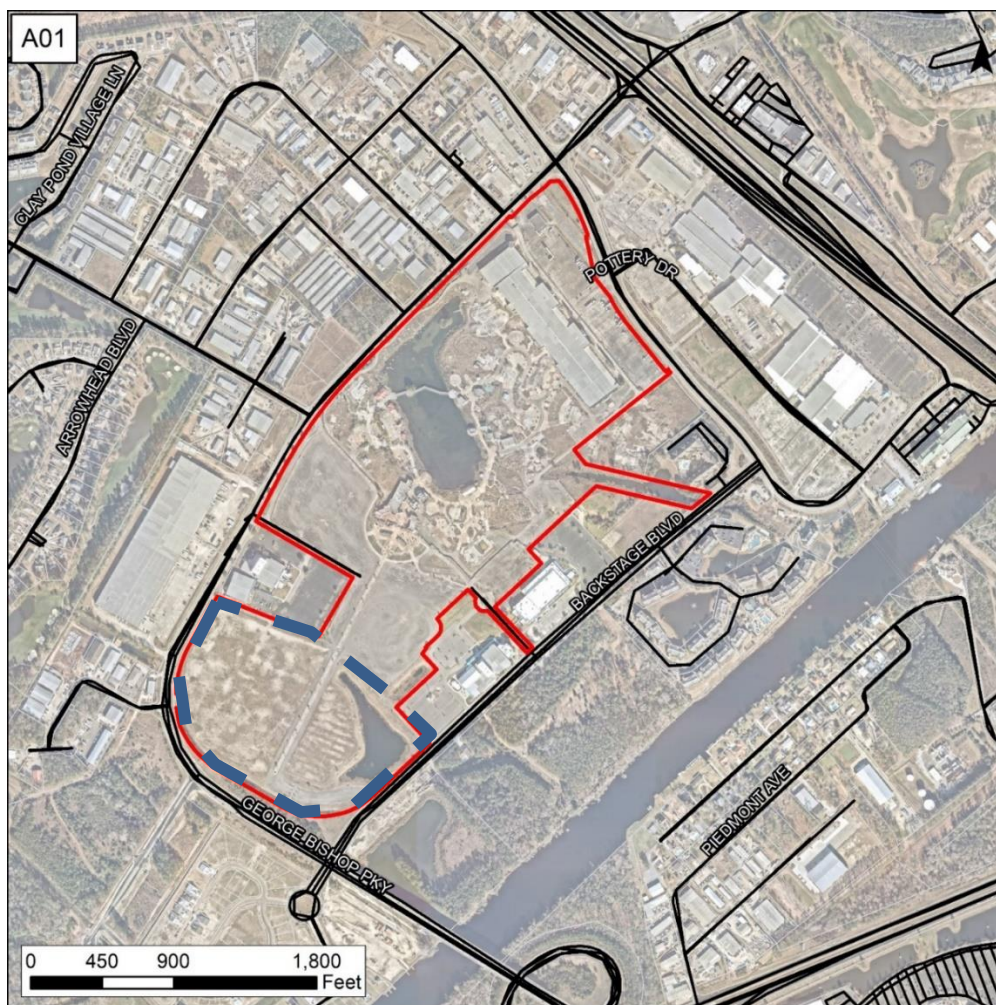


Figure 9 - Site A01

Site 21

Site 21 is located on US 501, and is accessible via Glenbriar Rd, behind existing highway commercial development (Gander Mountain). The parcel is located approximately 1.3 miles north of the US 501/SC 31 interchange and zoned Highway Commercial. A bus operations and maintenance facility would be considered a conditional use by the Horry County Unified Development Ordinance and would require County approval. Currently the site is privately owned by Virginia M Biddle and totals approximately 77.31 acres. Coast RTA would subdivide roughly 10 acres of the total site for the purposes of an operations and maintenance facility. The proposed project site is currently undeveloped, and the majority is wooded.

There is also an active rezoning application to be reviewed by the Horry County Planning Commission, changing the zoning to residential. If granted, the rezoning would permit the construction of a residential on a previously highway commercial site. The rezoning review/approval is on hold until Postal Way is fully extended, but initial due diligence suggests the portion of Site 21 that would be available for potential use as an operations and maintenance facility is located in the southern corner of the site and totals roughly 11 acres (shown below in Figure 10).

The activities mentioned above will prolong the schedule for site implementation. Should the preferred Site A01 encounter obstacles during either the NEPA or due diligence process, Site 21 could be reconsidered in the hopes that some of the concerns previously stated are resolved.

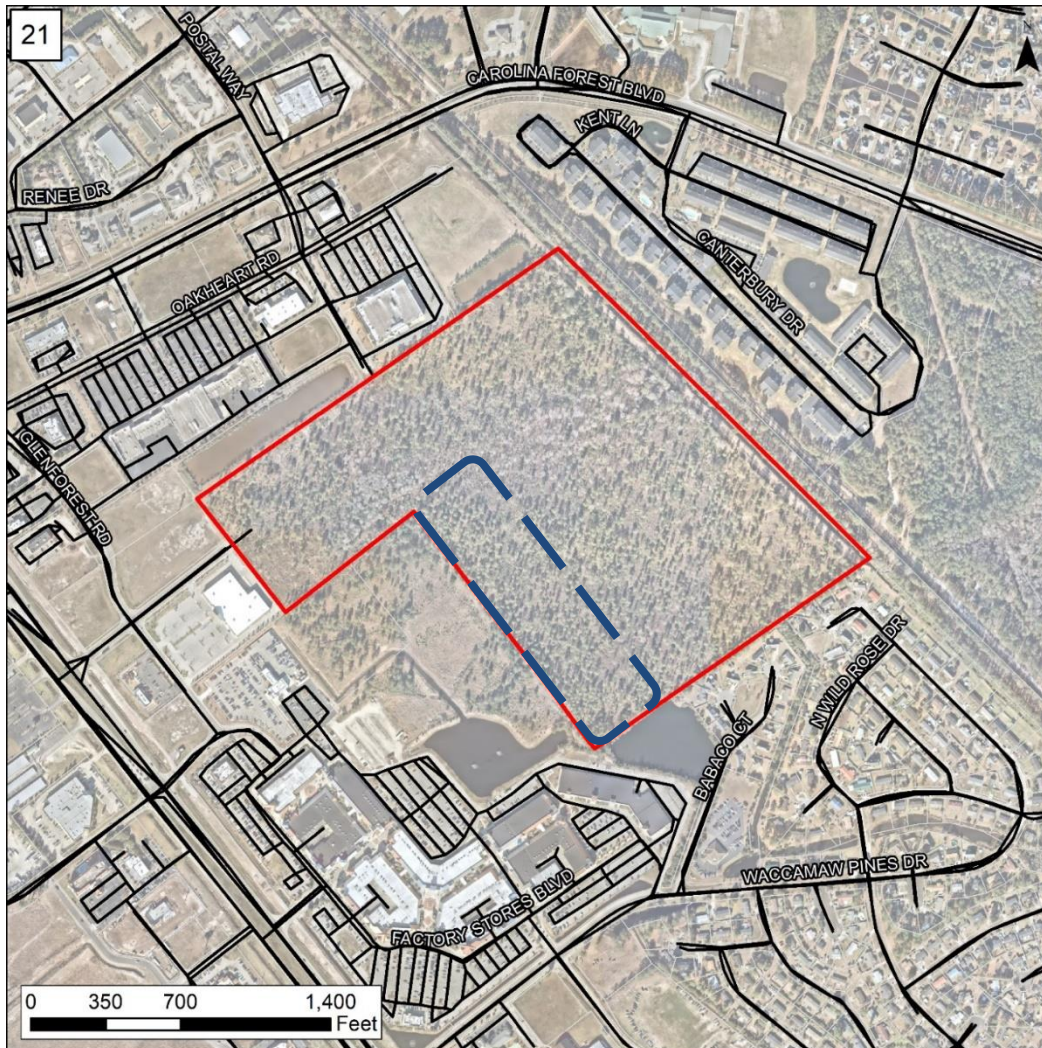


Figure 10 - Site 21

Next Steps

Continue coordination between the study team, the property owner, and FTA throughout the NEPA and due diligence process. The study team will prepare the appropriate environmental investigations required NEPA and the Section 106 process. Results of the Coast RTA Bus Operations and Maintenance Facility Site Selection Study will be shared with the Coast RTA Board, Horry County Planning Staff and the Metropolitan Planning Organization. The study team will further develop alternate site concept designs and identify a portion of the 33-acres site to be subdivided and acquired. As part of the due diligence process a boundary survey will be performed, geotechnical data will be collected, availability of utility service will be confirmed, and an appraisal will be performed. Upon FTA approval through NEPA, Coast RTA will enter negotiation to acquire the property with the property owner.

Appendix

Zoning Code Definitions

Code	Description	Definition
CP	Conservation/Preservation	Preserves environmentally sensitive or scenic lands
HC	Highway Commercial	Automobile-oriented commercial development
LI	Limited Industrial	Industries not considered objectionable in terms of smoke noise, etc.
OPI	Office/Professional/Institutional	Office developments, hospitals, and nursing homes
PA1	Passenger & Product Transportation	Intended for businesses that move people or goods within Horry County or to other destinations
PDD/PUD	Planned Development District	Allows for mixture of residential, commercial, office, industrial uses on a single site provided a written narrative and conceptual plan are submitted
RC	Resort Commercial	Hotels, motels, condominiums, and marinas
MU-M	Mixed Use Medium Density	Allows for mixture of residential, commercial, office on a single site
MA2	General Manufacturing and Industrial	Industrial and manufacturing uses that may require outdoor storage
E	Entertainment	Businesses providing entertainment as its primary activity

CONDITIONS ASSESSMENT REPORT

Waccamaw Regional Transportation Authority - Coast RTA



CONWAY OPERATIONS FACILITY & MAINTENANCE BUILDING

MARCH 2021

Prepared By:

Kimley»Horn

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EXECUTIVE SUMMARY

This report documents a comprehensive conditions assessment performed to determine the state of good repair for the Waccamaw Regional Transportation Authority (Coast RTA) operations and maintenance facility. The project team conducted an on-site assessment of all major components and systems to document current conditions and propose reasonable replacement schedules. Industry-standard data was used to project the useful service life of the components and systems. The project team is assisting Coast RTA in complying with the Federal Transit Authority's (FTA) State of Good Repair requirements and the National Transit Database (NTD) Asset Inventory Module (AIM) reporting.

A site visit was conducted at the Conway Transfer facility on December 22, 2020. During this site visit, the project team conducted assessments of all major interior and exterior components and systems of the facility. The facility's condition was evaluated from electrical, mechanical, architectural/structural, and site civil standpoints to determine the current conditions of major site components.

FACILITY RECOMMENDATIONS

Due to the extensive replacement needs, the current facility has exhausted its useful life and it is recommended that the facility be replaced.

NATIONAL TRANSIT DATABASE (NTD) ASSET INVENTORY MODULE (AIM) SCORING

In conjunction with the qualitative assessment of each site described in this report, as well as the detailed spreadsheet database, each facility was scored in compliance with NTD AIM guidance. This scoring process involves dividing each facility into primary and secondary rating levels and rating each on a 1 to 5 level, with a rating of 1 representing poor conditions and a rating of 5 representing excellent conditions. The ratings for each level are aggregated up to an overall rating for each site.

The overall Conway Transfer facility rating is 1.67, which rounds to a rating of 2 (Marginal condition). Based on the FTA standards, the facility is not in a state of good repair if it has a rating of 1 or 2.

INTRODUCTION AND OVERVIEW

Kimley-Horn provided professional planning and engineering services to Waccamaw Regional Transportation Authority (Coast RTA), for the purpose of conducting a comprehensive conditions assessment to determine the state of good repair for Coast RTA's operations and maintenance facility. The project team conducted an on-site assessment of all major components and systems to document current conditions and probable replacement schedules. Industry-standard data was used to project the useful service life of the components and systems. The project team is assisting Coast RTA in complying with the Federal Transit Authority's (FTA) State of Good Repair requirements and with the National Transit Database (NTD) Asset Inventory Module (AIM) reporting.

BACKGROUND

Coast RTA provides transit service from North Myrtle Beach to Georgetown, SC. Coast RTA's system is made up of ten fixed bus routes and a paratransit system that includes demand response and subscription services. Coast RTA operates a fleet of 35 vehicles comprised of a mix of standard 40-foot buses, cutaways, and rubber-tired trolleys. The fleet mix is entirely diesel-powered and many of the vehicles have exceeded their useful life.

The agency has one main operations and maintenance facility. The present site in Conway serves as a multi-use bus maintenance, storage, administration, customer service, and passenger transfer facility. The facility was originally built for use as a car dealership in the 1950s and was repurposed to use as a bus facility. Due to the lack of adequate surface parking on the existing site, Coast RTA leases an adjacent one-acre parcel that is currently being marketed by a commercial real estate company for redevelopment.

Coast RTA is required to keep these facilities in a State of Good Repair (SOGR) to comply with FTA requirements. This report details the results of facility conditions assessments conducted in December 2020 for the Conway facility, identifies major deficiencies, and lays out a timeframe for addressing these issues.

Additionally, FTA recently released Transit Asset Management (TAM) data-reporting requirements for agencies to document within the National Transit Database (NTD)¹. New and updated regulations require transit agencies reporting to the NTD to include condition information on assets reported in the database. To satisfy this new requirement, the condition of each facility supporting transit operations must be reported to the NTD at least once every four years. FTA has provided a standardized format for reporting these conditions via the NTD AIM, which assigns a 1 to 5 rating for facility assets using FTA's Transit Economic Requirements Model (TERM) scale. Mandatory AIM reporting was instituted in 2018.

METHODOLOGY

FIELD MEETING AND ASSESSMENTS

A site visit of the Conway Transfer facility was completed on December 22, 2020. During this site visit, Coast RTA staff provided the project team with a tour of the facility. The project team conducted assessments of all major interior and exterior components and systems of the facilities. The condition of the facility was evaluated from electrical, mechanical, architectural/structural, and site civil standpoints to

¹ <https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/regulations-and-guidance/asset-management/60361/tam-facility-performance-measure-reporting-guidebook-v1-2.pdf>

determine the current conditions of major site components. Photos from all areas of the both sites are included as a deliverable with this report.

REPLACEMENT SCHEDULE DEVELOPMENT

Industry-standard data, in conjunction with condition data collected during the assessments, was used to project the useful service life of the components and develop probable replacement schedules. This report provides a high-level summary of immediate and short-term issues for these various systems. A supplemental spreadsheet database is provided with this report.

NTD AIM RATING

Using with the qualitative assessment of each site described in this report, as well as the spreadsheet database for replacement schedules, each facility was rated in compliance with NTD AIM guidance. This rating process involves dividing each facility into primary and secondary rating levels and rating each on a 1 to 5 level, with a rating of 1 representing poor conditions and a rating of 5 representing excellent conditions. The ratings for each level are aggregated up to an overall rating for each site. The NTD AIM rating for each site is provided in the spreadsheet database and is summarized for each facility in a section at the end of this report.

REPORT ORGANIZATION

This report is divided into four assessments, each with recommendations for improvements or capital replacements at the facility:

- 1) Electrical
- 2) Mechanical/HVAC/Equipment
- 3) Structural/Architectural
- 4) Site Civil/Pavement

Following the site assessment, a section is provided outlining the process for the NTD AIM rating, and the rating of Coast RTA's operations and maintenance facility.

FACILITY ASSESSMENT

ELECTRICAL ASSESSMENT

The electrical assessment consisted of a visual evaluation of the following four subsystems: Power Distribution System; Wiring; Lighting (Interior and Exterior); IT/Security/Access Control.

The following sections detail the assessments of each system and provide recommendations for improvements. Replacement timelines are provided for the improvements.

During the assessment of the electrical systems, the following items were noted:

- The entire facility has experienced varying degrees of retrofitting over the lifespan of the building (various owners, purposes, etc.)
- Multiple wiring connections to or from an unknown interior power sources were observed.
- Based on staff input, short circuiting is common for the building due to water leakage.
- The fire alarm system is original to the building and appears to be in good condition. No deficiencies were noted during the visual assessment. Multiple fire extinguishers were observed throughout the facility.

RECOMMENDATIONS

Table 1 provides a list of recommended actions to address electrical issues at the facility and a timeline for implementing each recommendation.

Table 1. Electrical Recommendations.

Category	Recommendation	Timeline for Implementation
Wiring	Add protection to wiring to prevent short circuiting	As soon as possible
Wiring	Perform overhaul of electrical system and remove unused wiring connections	Within 6 months
Data/Comm	Update equipment and provide dedicated, temperature-controlled, secure space for storage of equipment.	Within 6 months

MECHANICAL ASSESSMENT

The mechanical assessment detail the assessments of subsystems and provide recommendations for improvements. Replacement timelines are provided for the improvements.

During the assessment of the mechanical systems, the following items were noted:

- Although the existing heating system is in working condition, it is becoming difficult to maintain and is at the end of its useful life.
- Upon visual inspection, it appears none of the air conditioning in equipment in the garage is working properly and is need of immediate maintenance or replacement.
- Water leaks were observed on ceiling tiles around ventilation in several rooms in facility.
- The plumbing system appears to be inadequate and requires routine maintenance. The fixtures and drains are generally beyond useful life. The pipes and valves tie into unknown systems and include exposed piping in some areas. Rainwater drainage is also inadequate in the maintenance bay area and floods through the driver's room. Sandbags are needed in any rain event.

RECOMMENDATIONS

Table 2 provides a list of recommended actions to address mechanical/HVAC issues at the facility and a timeline for implementing each recommendation.

Table 2. Mechanical/HVAC Recommendations.

Category	Recommendation	Timeline for Implementation
Air Conditioning System	Repair or replace the cooling system in garage to satisfy minimum requirements	As soon as possible
Heating System	Repair or replace the heating system to satisfy minimum requirements	Within 1 year

ARCHITECTURAL/STRUCTURAL ASSESSMENT

This assessment is comprised of two sub-components: exterior/shell and building interiors.

EXTERIORS/SHELL

During the assessment of the building shell/exterior, the following items were noted:

- Exterior wall on the public park and lot side has a crack of over ¼" thickness running the full vertical height of the wall.

- The garage's structural steel had no observable issues and appeared to be in marginal condition. The garage floor had numerous stains commonly seen in a maintenance area. No structural issues were observed.
- Garage walls were observed with significant wear and chipped paint was noticeable due to age.
- Garage exterior doors were in fair condition. The egress/ingress doors in the garage were recently rebuilt, although door frames need to be painted. Light fixtures were replaced with LED luminaries.
- Windows and doors are in operational condition.
- The garage roof height does not allow for any lifts to be done inside the building.
- The roof is cleaned quarterly and is reported to be in poor condition. The roofing surface is inaccessible and was visibly inspected from the ground. The building is pitched in the middle and sloped to sides with gutters; however, some stormwater is reported to stagnate in the middle.
- The roof drainage system features a main down spout that is not functional and is not collecting excess rainfall.

BUILDING INTERIORS

During the assessment of the building interiors, the following items were noted:

- Lobby walls had been noticeably damaged from flooding.
- Windows appeared to be in good condition with normal wear observed. No other observable issues were visible on second-floor walls and partitions.
- Significant wear seen in first floor high traffic areas, while non-high traffic areas were in fair condition. Carpeting in conference room had several stains and carpeting in general was worn throughout most of the building. Second level flooring was in good condition.
- Water damage was observed in ceiling tiles throughout the facility. Some of the building insulation was exposed.
- Interior doors were observed to be in fair condition with wear.
- First floor furnishings are in good condition with normal wear observed. First floor restroom has large structural crack originating from toilet and extending through the tile and up the wall. Several restroom stall doors require repair. Second floor furnishings showed no observable issues other than normal wear.
- The set of stairs leading to the attic requires lighting.

RECOMMENDATIONS

Table 3 provides a list of recommended actions to address architectural/structural issues at the facility and a timeline for implementing each recommendation.

Table 3. Architectural/Structural Recommendations

Category	Recommendation	Timeline for Implementation
Exteriors/Roof	Replace and raise entire garage roof to allow for bus lifts	Within 1 year
Exterior/Roofing surface	Roof system needs to be replaced to address standing water	Within 1 year
Ceiling	Replace ceiling and upper insulation throughout building	As soon as possible
Roof drainage system	Replace roof drainage system to address ongoing water damage to exterior and interior building areas	As soon as possible

SITE CIVIL ASSESSMENT

This assessment consists of seven subcomponents: stormwater systems, transit vehicular pavements, employee vehicle parking/pavements, landscape/grounds, fencing/walls, site lighting, and sidewalks/furnishings/signage.

SITE

During the assessment of the site, the following items were noted:

- Flooding and excess moisture were observed and are related to the inadequate stormwater system.
- There is limited capacity for parked transit vehicles. Coast RTA currently engages in a month-to-month lease with an adjacent off-site property. The entire surface requires repaving and include isolated cracks open over ½ inch.
- There is mild raveling over the surface of the employee vehicle parking/pavement. The surface includes isolated cracks open over ½ inch.
- Leased property for excess vehicle storage lacks proper fencing and cannot be secured. Chain link fences in rear of facility are acceptable but are in poor condition and rusting.
- Parking lot light fixtures observed to be in fair condition and LED lights were recently installed.

RECOMMENDATIONS

Table 4 provides a list of recommended actions to address site civil issues at the facility and a timeline for implementing each recommendation.

Table 4. Site Civil Recommendations

Category	Recommendation	Timeline for Implementation
Transit Vehicular Pavements - Parking	Find alternative parking solutions for the transit vehicles that go beyond a month-to-month lease. ALT 2- work with the existing lease company to repave the transit parking areas.	As soon as possible
Stormwater Systems	Commission stormwater management improvement study to eventually lead to installation of a system to convey stormwater to the adjacent storm drains or ponds.	As soon as possible
Employee Vehicle Parking/Pavements	Repave and restripe employee parking, bus/maintenance area.	Within 1 year
Fencing	Replace rusted barbed wire fencing in bus parking/storage area	Within 1 to 2 years

NTD AIM REPORTING

OVERVIEW

In conjunction with the qualitative assessment of each site described in this report, as well as the detailed spreadsheet database for replacement schedules, each facility was rated in compliance with NTD AIM guidance. This rating process involves dividing each facility into primary and secondary rating levels and rating each on a 1 to 5 level, with a rating of 1 representing poor conditions and a rating of 5 representing excellent conditions. The ratings for each level are aggregated up to an overall rating for each site.

Table 5 shows FTA's TERM Condition Assessment 1 to 5 rating scale. A facility is deemed to be in good repair if it has a rating of 3, 4, or 5 on this scale. Likewise, a facility is deemed to not be in good repair if it has a rating of 1 or 2.

Table 6 provides a listing of FTA's primary and secondary rating levels for an administrative and maintenance facility. The secondary levels are each rated on the 1 to 5 scale and then aggregated up to a rating for the primary level using equal weighting for each secondary level. To develop the total aggregate rating for each facility, the primary levels are weighted for each primary level or otherwise using a factor that serves as a proxy for asset value or criticality.

Table 5. FTA Term Condition Assessment Scale

Rating	Condition	Description
5	Excellent	No visible defects, new or near new condition, may still be under warranty if applicable
4	Good	Good condition, but no longer new, may be slightly defective or deteriorated, but is overall functional
3	Adequate	Moderately deteriorated or defective; but has not exceeded useful life
2	Marginal	Defective or deteriorated in need of replacement; exceeded useful life
1	Poor	Critically damaged or in need of immediate repair; well past useful life

Table 6. FTA Primary and Secondary Rating Levels for Administrative and Maintenance Facilities

ID #	Primary Level	Secondary Level
A	Substructure	<ul style="list-style-type: none"> Foundations: Walls, columns, pilings, etc. Basement: Materials, insulation, slab, floor underpinnings
B	Shell	<ul style="list-style-type: none"> Superstructure / structural frame: Columns, pillars, walls Roof: Roof surface, gutters, eaves, skylights, chimney surrounds Exterior: Windows, doors, and all finishes (paint, masonry) Shell appurtenances: Balconies, fire escapes, gutters, downspouts
C	Interiors	<ul style="list-style-type: none"> Partitions: Walls, interior doors, fittings, and signage Stairs: Interior stairs and landings Finishes: Materials used on walls, floors, and ceilings

ID #	Primary Level	Secondary Level
D	Conveyance	<ul style="list-style-type: none"> • Elevators • Escalators • Lifts: Any other such fixed apparatuses for the movement of goods or people
E	Plumbing	<ul style="list-style-type: none"> • Fixtures • Water distribution • Sanitary waste • Rainwater drainage
F	HVAC	<ul style="list-style-type: none"> • Energy supply • Heat generation and distribution systems • Cooling generation and distribution systems • Testing, balancing, controls, and instrumentation • Chimneys and vents
G	Fire Protection	<ul style="list-style-type: none"> • Sprinklers • Standpipes • Hydrants and other fire protection specialties
H	Electrical	<ul style="list-style-type: none"> • Electrical service & distribution • Lighting & branch wiring (interior and exterior) • Communications & security • Other electrical system-related pieces such as lightning protection, generators, and emergency lighting
I	Equipment	<ul style="list-style-type: none"> • Equipment related to the function of the facility, including maintenance or vehicle service equipment – does not include supplies
J	Site	<ul style="list-style-type: none"> • Roadways/driveways and associated signage, markings, and equipment • Parking lots and associated signage, markings, and equipment • Pedestrian areas and associated signage, markings, and equipment • Site development such as fences, walls, and miscellaneous structures • Landscaping and irrigation • Site utilities

The following sections summarize the NTD AIM rating for each of the two facilities, as well as an overall facility rating. Worksheets summarizing the rating for the site are provided in **Appendix A**.

FACILITY CONDITION RATINGS

Table 7 shows the facility condition ratings for each of the primary levels of the site, their category weights, and the computed weighted average condition rating for the site. Primary level category weights were determined based on a subjective determination of level of importance for each. *The Coast RTA facility rating is 1.67, which rounds to a rating of 2.0 (Marginal condition).*

Table 7. Facility Condition Ratings

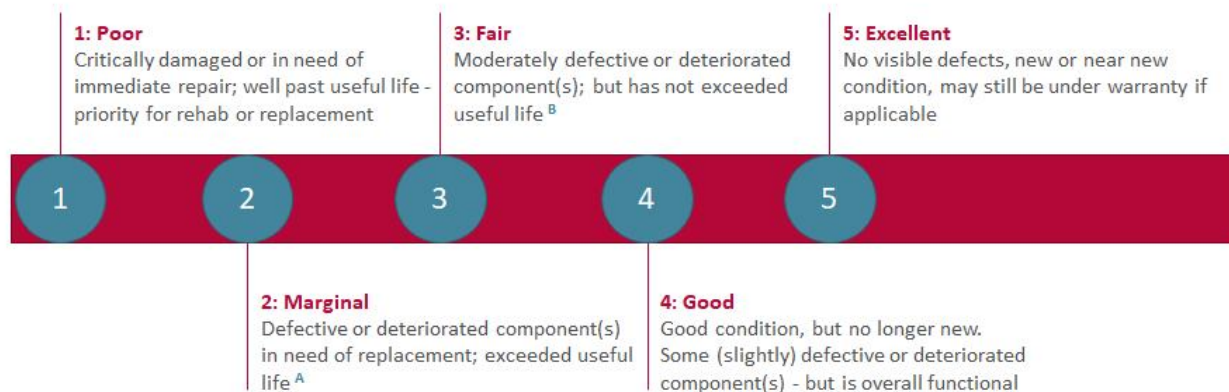
Primary Level	Category Weight %	Secondary Avg Rating	Weighted Average
A. Substructure	0.0%	-	-
B. Shell	20.0%	1.2	0.24
C. Interiors	16.0%	1.6	0.26
D. Conveyance	2.0%	1.0	0.02
E. Plumbing	10.0%	1.3	0.13
F. HVAC	10.0%	1.4	0.14
G. Fire Protection	2.0%	3.0	0.06
H. Electrical	10.0%	2.0	0.20
I. Equipment	10.0%	2.3	0.23
J. Site	20.0%	2.0	0.40
Total	100.0%		1.67

APPENDIX A

Administration / Maintenance Facility Assessment Form



Asset Number:	0
Asset Name:	Coast RTA Conway Operations Facility and Maintenance Building
Street Address:	1418 Third Avenue, Conway, SC 29526
Inspector Company:	Kimley-Horn
Inspector Name:	Jom Mata, PE
Others Present for Inspection:	Tom Burda, Coast RTA Maintenance Manager
Inspection Date:	12/22/2020
Year of Construction:	1950s
Age at Time of Construction :	
Year of Major Renovations:	2013, 2019
Building Gross Area [square feet]:	18,500 +/-
Number of Floors:	2 [Second floor is space for IT office]
Site Area [square feet]:	65,000 +/- [including building]
Number of Revenue Vehicles Served:	35
Notes:	

Asset Condition Ratings

^A Condition 2 indicates asset (or significant portion of an asset) is close to, or in need of, rehab/replacement and should be considered a pending investment need. While the majority of an asset may be in good condition, inspector should select condition 2 if a sufficient proportion of the asset is in condition 2 to indicate that a reinvestment/repair action is warranted.

^B Some asset types may be expected to have a condition of 3.0 or higher as a minimum standard acceptable condition (conditions below a 3 are highlighted in data form for review).

Additional Notes:







- Refer to Appendix B of the FTA Condition Assessment Calculation Guidebook for detailed scoring guidance by asset type
- If unsure between two ratings, mark the lower score and describe in notes.
- Mark "N/A" if a Sub-Component is not present at the site.

[Click Here for FTA Condition Assessment Calculation Guidebook](#)

Administration / Maintenance Facility Assessment Form

Asset Number: 0 | Asset Name: Coast RTA Conway Operations Facility and Maintenance Building
 Inspection Date: 12/22/2020





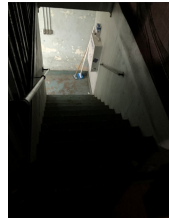
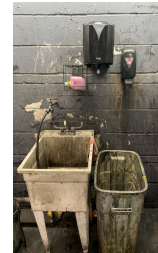


Asset	Condition Rating (1-5)	Quantity	Units	Last Renovation	Comments	Photo No.
Substructure						
Foundation	N/A		/Sq. Ft			
Basement	N/A		/Sq. Ft			
Shell						
Superstructure/Frame	2: Marginal		/Sq. Ft		Structural steel in garage had no observable issues and appeared to be in marginal condition. The garage floor had numerous stains commonly seen in a maintenance area although no structural issues were observed.	
Exterior Appurtenances	1: Poor		/Sq. Ft		Garage - Garage walls were observed to have had a lot of wear with chipped paint noticeable due to old age. Exterior - Walls were mostly observed with normal wear. A 1/4" floor to ceiling crack was observed on the east side of the building. Walls were recently repainted recently in June 2020.	
Exterior Windows/Doors/ Finishes	1: Poor		/Sq. Ft		Garage - Exterior doors in garage were in fair condition. The egress/ingress doors in the garage were recently rebuilt, although door frames may need to still be painted. Lighting fixtures were replaced with LED luminaries. Exterior - Bullet holes were observed on a couple of window panes. Doors have no observable issues other than normal wear.	
Roofing Surface	1: Poor		/Sq. Ft		Inaccessible and visibly inspected from the ground. Building is pitched in the middle and sloped to sides that had gutters. Some stormwater is said to stagnate in the middle. Roof is cleaned quarterly. Roof height in garage does not allow for bus lifts to be done inside.	
Roof Drainage Systems	1: Poor		/Sq. Ft		Main downspout in the middle of building said to not catch runoff from roof properly.	
Interiors						
Partitions/Walls/Windows	1: Poor		/Sq. Ft		1st floor Lobby had walls damaged by flood occurrence. Fair condition with marks on walls observed and appeared to be normal wear for age of building. Windows appeared to be in good condition with normal wear observed. Second floor (IT office) - No observable issues other than normal wear.	

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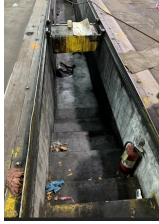



Asset	Condition Rating (1-5)	Quantity	Units	Last Renovation	Comments	Photo No.
Floors	2: Marginal		/Sq. Ft		<p>1st Floor - High traffic areas in offices had "worn" patterns while non-high traffic areas were in fair condition. Carpeting in conference room had several stains and carpeting in general was worn throughout most of the building.</p> <p>Second Floor (IT office) - Primarily in good condition with normal wear including some small cracking (likely settling cracks in concrete). Patching of larger crack and apparent hole observed in good condition.</p>	
Ceilings	1: Poor		/Sq. Ft		<p>1st Floor - Water damage in most all ceiling tiles entire building. Insulation is exposed in a couple of offices.</p> <p>Second Floor (IT office) - No observable issues other than normal wear. Skylight makes indoor temperature rise up easily</p>	 
Doors	2: Marginal		/Sq. Ft		<p>1st Floor - Damaged observed on hole on one door though functionality still works. The rest of the building's doors were observed to have marginal condition with normal wear and tear.</p> <p>Second Floor (IT office) - N/A</p>	
Furnishings/Bathrooms	2: Marginal		/Sq. Ft		<p>1st Floor - Furnishings were in fair condition with normal wear observed. Most bathrooms were operational and in fair condition with wear observed. One women's stall was observed to be "Out of order" though reason for issue was unknown by occupants.</p> <p>Second Floor (IT office) - N/A</p>	
Conveyance						
Elevators	N/A		/Sq. Ft		-	
Stairs	1: Poor		/Sq. Ft		<p>IT office - Stairway observed without any observable issues and appeared to be in good condition; normal wear.</p> <p>Attic - Concrete with steel handrail stairway observed without lighting and appeared to have lots of wear due to old age of the building.</p>	
Plumbing						
Fixtures/Drains	2: Marginal		/Sq. Ft		Sink in garage beyond useful life.	

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Asset	Condition Rating (1-5)	Quantity	Units	Last Renovation	Comments	Photo No.
Pipes/Valves	1: Poor		/Sq. Ft		-Two administrative bathrooms pipes tie into unknown offshoots -Pipe under one bathroom sink pipe needs replacement -Exposed pipe behind ice machine	
Rain Water Drainage	1: Poor		/Sq. Ft		The bay floods in light rain (as little as 2") events that flows through the driver's room, through the passenger facility and out the front door. Sand bags are needed in any significant rain event.	
HVAC						
Heating Equipment	1: Poor		/Sq. Ft		Original building heating system in place in marginal working condition	
Air Conditioning Equipment	1: Poor		/Sq. Ft		AC unit in garage not in working condition	
Ventilation/Air Handling	1: Poor		/Sq. Ft		Air handling in attic of garage is used for random storage and has piled up debris over the years	
Distribution System	1: Poor		/Sq. Ft			
Controls	3: Fair		/Sq. Ft			
Fire Protection						
Wet Systems	N/A		/Sq. Ft		Sprinkler system in the garage? Office?	

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Asset	Condition Rating (1-5)	Quantity	Units	Last Renovation	Comments	Photo No.
Dry Systems	3: Fair		/Sq. Ft		Multiple fire extinguishers observed spread throughout facility	
Controls/Alarm	N/A		/Sq. Ft			
Emergency Systems	N/A		/Sq. Ft			
Electrical						
Service/Distribution	1: Poor		/Sq. Ft		Multiple exposed outlets observed Short circuiting sometimes occur because of water leaks in building	
Lighting/Wiring	1: Poor		/Sq. Ft		Multiple wiring connections to/from unknown outlets/sources observed. Entire facility's system is a culmination of multiple electricians installing their own wiring over the lifespan of building due to too much.	
Security	3: Fair		/Sq. Ft		Cameras are observed in the exterior of the building: one in the passenger waiting area and one on the employee/bus parking lot side	
Data/Comm	3: Fair		/Sq. Ft		Data room stored in temperature controlled room. Wiring needs to be reorganized.	
Emergency Systems	N/A		/Sq. Ft			
Shop Equipment						

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Asset	Condition Rating (1-5)	Quantity	Units	Last Renovation	Comments	Photo No.
Wastewater Treatment	1: Poor		/Each		The waste oil heater and storage in poor condition.	
Paint Booth	N/A		/Each			
Fuel Systems	3: Fair		/Each		Syntech Fuel Master system recently installed and in fair condition	
Vehicle Wash	4: Good		/Each		Kearcher water pressure is in good condition	
Hoists/Lifts/Cranes	1: Poor		/Each		No room for lifts because of roof height restriction -Bay area is less than 5 feet deep - not ideal condition for average height worker working under vehicle	
Misc Equipment	N/A		/Each			
Site						
Stormwater Systems	1: Poor		/Sq. Ft		Water does not drain properly to catch basin and is clogged	

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Asset	Condition Rating (1-5)	Quantity	Units	Last Renovation	Comments	Photo No.
Transit Vehicular Pavements	1: Poor		/Sq. Ft		<ul style="list-style-type: none"> -Inadequate capacity. More room to store vehicles sorely needed. 35 buses and trolleys are parked in adjacent land on a month to month lease. -Low severity raveling over entire surface -Tight cracks forming with isolated cracks open over 1/4" 	
Employee Vehicle Parking/Pavements	1: Poor		/Sq. Ft		<ul style="list-style-type: none"> -Mild severity raveling over entire surface -Tight cracks forming with isolated cracks open over 1/2" 	
Landscape/Grounds	4: Good		/Sq. Ft		Landscaping in front of property maintained properly	
Fencing/Walls	1: Poor		/L. Ft		<ul style="list-style-type: none"> -Leased property to store more vehicles not secured with fencing -Chain link fence in back of property in fair condition -Chain link fence in side of property observed to have rust. 	
Site Lighting	3: Fair		/Sq. Ft		<ul style="list-style-type: none"> -Parking lot light fixtures observed to be in fair condition. Bulbs replaced with LEDs within the past year. -Minor cracks that need filling. 	
Sidewalks/Furnishings/ Signage	3: Fair		/Sq. Ft			



COAST RTA UPDATE

Board/Committee Meetings
March 24, 2021



THE MYRTLE BEACH
ENTERTAINMENT EXPRESS
FREE SHUTTLE
 Summer 2019 • 9 AM - 12 AM

Coast RTA's Entertainment Express provides the following points of interest: Skywheel, Pinyer Park • Boardwalk • Sheraton Convention Center • Pelicans Baseball Stadium/TicketReturn.com • Ripley's Aquarium • Myrtle Waves • Family Kingdom Splashes Water Park • Hollywood Wax Museum • Broadway Grand Prix • Helicopter Adventures • Zipline at the Pavilion • Select Shopping, Dining & Hotels and much more.

The Entertainment Shuttle will operate daily through Labor Day

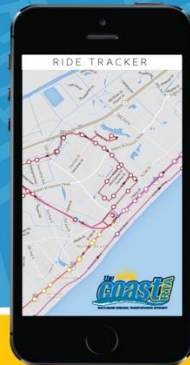
843-448-0865 • RideCoastRTA.com

Download the Coast RTA APP to follow the shuttle in real time
Visit CoastRTARiderTracker.com.



COAST RTA RIDE TRACKER

DOWNLOAD OUR
APP TODAY!



CoastRTARideTracker.com
843.488.0865

The Coast RTA
1418 Third Ave
Conway, SC 29526



Search Coast RTA

Track Your Bus with Coast RTA's Ride Tracker APP!

Coast RTA's brand tracking tool provides passengers the ability to find bus locations in real time. Coast RTA's Ride Tracker App integrates location, time, and bus information with schedules aiding passengers in determining the most accurate of arrival possible.

Coast RTA's Ride Tracker App users can opt to receive push notifications of bus arrival times/emergencies/delays, and in fact track buses in real time.

Coast RTA's Ride Tracker APP accesses accurate location data via a GPS device mounted inside each Coast RTA bus. Passengers can access the best bus data through the Coast RTA App.

Tracker Map
 Passengers can follow all active buses on the Coast RTA website and by using the Ride Tracker. One may view ALL or only ACTIVE buses within the Coast RTA system using the tracking map.

Text Messages
 Passengers may opt to receive SMS text messages™ using the text stop feature of the Coast RTA APP.

1. Passengers will find their stop ID number at RideCoastRTA.com under schedules or on the back side of this map for select routes.
2. Dial 41411, text text for "STOP ID# Stop ID#". Text the word "NOTIFY" to a phone and for arrival bus stop ID number: 141820 20.
3. Passengers will receive a return text with the estimated arrival time.

™Texting and data rates may apply. Check with your wireless carrier for fees associated with this service.

For more information about the Coast RTA APP or view a short tutorial, visit RideCoastRTA.com.

DOWNLOAD THE FREE COAST RTA APP TO STAY CONNECTED!
 COASTRTARIDETRACKER.COM

SEARCH YOUR STOP IN THE APPLE STORE OR ANDROID PLAY STORE
 Features include push notifications, schedules, bus tracking in real time and text options.

32% Increase



Passengers

- ▶ 2019 – 544,378
- ▶ 2018 – 526,226
- ▶ 2017 – 505,313
- ▶ 2016 – 456,473
- ▶ 2015 – 413,000



2019 Entertainment Shuttle transported 70,000 riders in 90 days.

COAST RTA RIDERSHIP

**50-60 Bus Commuter System –
Year-Round Service with Vanpool**



**Region-Wide
Elderly &
Disabled
Transportation
Program**



**Grand Strand
Connector Service**

**Summer Shuttles – with
“Tourist Park Once”
Strategy**

**Shoulder Season
Service**



Strategic “Steel-Wheel” Transit

WHAT IF?



Internal Concerns

- ▶ Employee Morale and Need for Merit Program
- ▶ Improve Tech Savviness
- ▶ Will to Do What's Best for the Authority
- ▶ Effective Middle Management
- ▶ Duty Distribution among Employees

External Concerns

- ▶ Full Community Support
- ▶ Public Perception of Coast RTA
- ▶ Lack of “Good” Publicity
- ▶ Education – What are the Benefits of Transit & Costs
- ▶ Commute Option vs. Public Service

COAST RTA – TWO TRANSIT SYSTEMS IN ONE



**HOW DO WE GET
FROM HERE TO HERE!!!**



A Culture of Service



Uniting our team through a **mission of service** where everyone places a priority on customer service with every interaction, conversation, exchange or experience that represents COAST RTA; it creates energy and accountability.

The will to do what's best for
the Authority



NEW SERVICES MAY 1, 2021

Board/Committee Meetings

March 24, 2021



- ▶ **Package of Operational Increases**
 - ▶ **October 1, 2020 > North Myrtle Beach/Carolina Forest**
 - ▶ ~~April May 1, 2021 > Socastee & Georgetown County Local Route~~
 - ▶ ~~June 1, 2021 > North Myrtle Beach Summer Shuttle~~
 - ▶ **October 1, 2021 > Conway/Aynor Connection**
 - ▶ **Vanpool Program sometime in FY 21**
- ▶ **Will give us the data to show the benefit of a greater investment for the Region**

TRANSIT SERVICE INCREASES



- ▶ **May 1, 2021**
- ▶ **Increased frequency on Route 16**
- ▶ **Extension of 15S down 707/Socastee Blvd**
- ▶ **New local route Andrews-Sampit-Georgetown-HGTC**

TRANSIT SERVICE INCREASES

Route 14 - Georgetown Local

- 90-minute frequency
- Timed Transfer with Route 16
- Short Midday Break in Service for Driver Change
- AM/PM Patterns Facilitate Travel Patterns to/from Andrews and HGTC
- Maryville/HGTC Served from US 17
- Sampit/Industrial Park Served in One Direction

Andrews Library

Industrial Park

Sampit
Service to Powell Rd Park

Georgetown Transit Center
Meets with Route 16

Maryville
Along US 17

HGTC – Georgetown Campus



COAST RTA UPDATE

Agency Coordination Update



- ▶ **County is in Budget Proces**
 - ▶ **Coast RTA Presentations to I&R Committee on 2/9 and 3/9**
 - ▶ **Reached out to old and new members, others on Council**
 - ▶ **Asked for \$1.25M in County funds to close funding gap on new facilities.**
 - ▶ **County, as well as municipalities, may be getting Covid recovery funds from new Bill.**



- ▶ **Met with City Manager – Fox Simons**
- ▶ **Lauren attending meetings**
- ▶ **Need to get on Council agenda soon**
- ▶ **Create connection and opportunity for residents and users of Coast RTA**
 - ▶ **Downtown Development**
 - ▶ **Community transit impacts**
 - ▶ **One Grand Strand**
 - ▶ **Habitat for Humanity – Neighborhood Revitalization Efforts**



- ▶ Not much change in service on Route 17 – 25 to 40 passengers per day
- ▶ No Shuttle Planned for this Summer
- ▶ City on NMB paying Coast RTA \$50K toward full year of Route 17

NORTH MYRTLE BEACH



- ▶ In budget process
- ▶ \$50K for Coast RTA in Current Draft Budget
- ▶ No word on new Representative to Coast RTA Board



- ▶ **Community Improvement Projects**
- ▶ **Will ask the State for help on the new Facility**
- ▶ **TASC – Legislative Agenda**
 - ▶ **Sales Tax Code – Definition of Transit Operation**
 - ▶ **Driver Protection**
 - ▶ **Medicaid Transportation Reform**

US CONGRESS/SCDOT/TASC



Necessary Adjustments

- ▶ **Payroll Changes**
 - ▶ Step Increase
 - ▶ Service Changes
 - ▶ Accounting for Benefits
 - ▶ Maintenance Staffing
- ▶ **Fuel/Parts Budget Decreases**
- ▶ **Culture of Service Program**
- ▶ **Vanpool**

Revenue Changes

- ▶ **Farebox Recovery**
- ▶ **Capital Program**
- ▶ **Municipal Contributions**
- ▶ **Additional CARES Act Funding**
- ▶ **5310 Program 100% Federal**

BUDGET ADJUSTMENTS



- ▶ **MAR2021-05 – Board establishment of the LPA for the Coast RTA O&M facility location**
- ▶ **FMO Close Out Letter**

OTHER ITEMS

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY BOARD MEMBERS



NAME	TERM	APPOINTED BY
Marvin Keene Ph.D. CFA	07/01/18 - 06/30/21	Horry County Council
Joseph Lazzara	07/20/18 - 07/20/21	City of Georgetown
Rob Sheehan Ph.D	07/12/18 - 07/20/21	Horry County Council
Randall Wallace	07/18/18 - 11/13/21	Horry County Council
Heather Edwards	04/28/19 - 04/28/22	Horry County Legislative Delegation
Katharine D'Angelo	04/30/19 - 04/30/22	City of North Myrtle Beach

Lille Jean Johnson	08/31/19 - 08/31/22	City of Georgetown
Greg James	02/13/20 - 02/13/23	City of Myrtle Beach
Bernard Silverman	04/28/20 - 04/28/23	Horry County Legislative Delegation
Darrell Eickhoff	04/28/21 - 04/28/24	Horry County Legislative Delegation