



**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
Wednesday, July 31, 2024
12:00 PM**

Board Present: Melissa Bilka
Katharine D'Angelo
Darrell Eickhoff
Lillie Jean Johnson
Marvin Keene
Elijah Metherd
Bernard Silverman
Nicholas Twigg
Randall Wallace

Staff Present: Brian Piascik, General Manager/CEO
Ron Prater, CFO
Tom Burda, Maintenance Manager
Doug Herriott, Operations Manager
Candace Brown, Senior Planner/Special Projects
Lauren Morris, Director of Strategic Communications
Ann-Martin Buffkin, Staff Accountant/Board Liaison

Visitors: Robert Pawlowski

In accordance with the Freedom of Information Act (FOIA), the 2024 meeting schedule was provided to the press at the beginning of the 2024 fiscal 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 July 31, 2024.

CALL TO ORDER: Chairman Silverman called the meeting to order at 12:01 PM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mr. Silverman gave the invocation, then led the Pledge of Allegiance.

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

APPROVAL OF AGENDA: A voice vote was taken; no nays being heard; the agenda was approved unanimously.

APPROVAL OF MINUTES: A voice vote was taken; no nays being heard; the minutes were approved unanimously.

ACKNOWLEDGEMENT OF VISITORS: Robert Pawlowski was introduced. Mr. Pawlowski reflected on the progress of the Authority. He also reiterated how important transit is to the public and hopes the Authority representatives facilitate more conversations with State Legislators.

SERVICE/PACC COMMITTEE: Dr. Twigg provided an overview of what was discussed in the last Service/PACC Committee meeting. Highlights included overall ridership is down possibly because of less tourism. The entertainment shuttles have not been utilized as expected since COVID. The Authority needs to look at how to navigate and possibly re-band these shuttles going forward. Mr. Piascik explained that the sub-committee, Community Transit Partners, will be meeting on September 9, 2024, at the Chapin Library at 6:30 pm. All interested candidates will complete the application and return to Lauren Morris for review.

FINANCE COMMITTEE: Mr. Piascik began by stating the Authority's triennial review couldn't have been better. The Authority did have three findings as follows: P1-1 Procurement – submittal of correct documentation/training/hire a procurement manager; DBE6-1DBE – shortfall analysis in FY22/new procedures/training – this is a repeat finding; TVI1-1 – complete update to Title VI program that was due in February. Mr. Piascik shared the timeline of follow-ups regarding the review.

July 15th – received draft reports

July 29th – authority to respond

August 15th – final report – sets corrective action

To note, these findings will not affect the two grants in progress for parcel and vehicles.

Dr. Keene provided highlights to financials which included May and June data, cash management and cash balance, liquidity ratios and what they mean for the Authority's cash balance. Dr. Keene noted that particular line items on the income statement have variances even though overall variances are not off by much. The biggest variances are in transportation labor, legal and professional services, and fuel. Legal and professional services variances mostly come from

Paychex expenses. Mr. Piascik stated that by the end of the fiscal year, the budget will be \$220,000 over. He also stated that this summer will be focused on cash management.

Mr. Piascik noted that with the service reductions, revenue hours went down in June by about 300 hours from last June but pay hours went up. He is looking into that to gain an understanding as to why that happened. He notes that there was a lot of training in early June leading up to the summer. There are a lot of training hours this June that we did not have last June. He also stated that he will look at how turnover may be affecting this trend. Mr. Piascik met with supervisors to reiterate the importance of drivers need to be driving and not sitting around.

Mr. Piascik provided grant updates. There are two grants in the system. One grant is 5307 Operating/PM grant which is critical to cash flow. The second grant is 5339 Bus and Bus Facilities. Both grants are currently being held up by the STIP process by SCDOT.

The Authority's short term loan policy was discussed. The old policy limited the GM to a \$250,000 draw with a time limit of 90 days to pay off. The revised policy will also allow more lead way on how much the GM can borrow depending on the situation by tying the borrowed amount to money the Authority will be receiving through grants. The purpose of the policy revision was to address what could happen in the future when the Authority can recognize revenue but hasn't received it yet. In addition, the revised policy stated the GM will let the Board of Directors know how much is being drawn and when it will be paid back.

Resolution: Resolution No: JULY2024-08 – Authorization to Establish Bank Line of Credit Policy (P-2). Katherine D'Angelo made the motion and Mr. Silverman seconded. A voice vote was taken; no nays being heard; the resolution passes unanimously to approve the Authorization to Establish Bank Line of Credit Policy (P-2).

COMPENSATION COMMITTEE: Mr. Silverman stated the GM evaluations will be in the fall. Mr. Eickhoff will oversee this task.

AD HOC COMMITTEES: Ms. D'Angelo requested the By-Laws revision date to be updated to June 2024.

OLD BUSINESS: Mr. Silverman noted that the Board has a vice chair vacancy. Mr. Silverman requested nominations with an election next month.

NEW BUSINESS: None.

GENERAL MANAGER'S REPORT: Mr. Piascik provided several updates as follows:

- Coast has taken delivery on 3 transits. There is a 4th on the way.

- There are currently 4 vanpools in operation with a 5th on the way.
- The last piece of info for the Organizational Plan is the On-Board Survey.
- The Authority will hold State of the Coast meetings on August 24, 25 and 27th
- The upcoming TASC conference will be September 4th – September 5th.
- N2N Breakfast will be September 27th at 8am in which Mr. Piascik will be recognized as their first nominee as a “Champion of Transportation!”
- Congratulations to Marty Buffkin for being accepted into Leadership Grand Strand – Class XLV
- Safety/Security – definite uptick in issues, using Federal Law, new Elerts system, addressing staffing, working with police departments, staff MBTC with at least 2 employees at a time.
- Parcel Update – 21.53 acres (18.38 acres for Coast RTA and 3.15 acres for City of Myrtle Beach). Appraised value is \$4.35M. FTA wants appraisal for just the 18.38 acres. Project costs \$4,654,500.

FOR THE GOOD OF THE ORDER: N/A

ANNOUNCEMENTS: Mr. Silverman asked the Board to begin thinking about the upcoming TASC conference and who would want to attend. Additionally, GSATS public comment about walkability meeting will be held at the Myrtle Beach train station from 12pm-2pm on Aug 5th 2024. Mr. Eickhoff suggested that fellow Board members should check out the new employee lounge as it has been remodeled and looks really nice.

EXECUTIVE SESSION: There was a motion to go into Executive Session by Dr. Keene with a second by Dr. Twigg at which time the recording session ended. A motion to come out of the Executive Session was made by Ms. D’Angelo with a second by Dr. Twigg. No decisions were made, and no votes were taken.

ADJOURNMENT: Mr. Silverman adjourned the meeting at 1:13 PM.