



**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
d/b/a THE COAST RTA  
REGULAR BOARD OF DIRECTORS MEETING  
Wednesday, May 3, 2023  
12:00 PM**

**Board Present:** Katharine D'Angelo  
Darrell Eickhoff  
Lillie Jean Johnson  
Marvin Keene  
Elijah Metherd  
Robert Sheehan  
Bernard Silverman  
Randal Wallace

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

**Visitors:** Robert Pawlowski

In accordance with the Freedom of Information Act (FOIA), the 2023 meeting schedule was provided to the press at the beginning of the 2023 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 May 3, 2023.

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

**INVOCATION/PLEDGE OF ALLEGIANCE:** Dr. Keene 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:** There was a motion by Ms. D'Angelo and a second by Mr. Eickhoff to approve the agenda. A voice vote was taken; no nays being heard; the revised agenda was approved unanimously.

**APPROVAL OF MINUTES:** There was a motion by Ms. D'Angelo and a second by Mr. Eickhoff to approve the March 2023 meeting. A voice vote was taken; no nays being heard, the minutes were approved unanimously.

**ACKNOWLEDGEMENT OF VISITORS:** Mr. Piascik greeted and introduced Robert Pawlowski.

**SERVICE/PAC COMMITTEE:** Ms. D'Angelo began by stating the last Service/PAC committee meeting was combined with the Finance committee meeting. During the meeting, Eileen Soisson presented the Board with an update on Solar Panel and created a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis with help from the Board of Directors.

Mr. Piascik summarized the public meetings regarding service changes. He noted that there was not a lot of public attendance at any of the meetings. Those that did attend did not have a lot of push back regarding the changes.

Mrs. Morris and Mr. Piascik presented the Board with the new entertainment shuttle design showing how the buses will be wrapped and branded.

**Motion:** A motion by Mr. Eickhoff and seconded by Mr. Silverman to approve Resolution #MAR2023-08 – Authorization to Implement Service Changes. A voice vote was taken; no nays being heard, the resolution passes unanimously to approve the Authorization to Implement Service Changes.

**FINANCE COMMITTEE:** Mr. Silverman began by speaking on the financial plan. Mr. Silverman stated that per Mr. Piascik's remarks at the last meeting, there will not be a need for a FY23 revised budget. He did point out that the income statement shows maintenance overtime is 200% over budget, however, overall salaries are still under budget. Additionally, the overall budget for all departments only shows a 1.1% variance.

The O&M Reserve shows a deposit of \$118,500. These funds are the result of additional road use fees received as well as the refund check from the offsite warehouse.

Mr. Silverman stated that the FY24 budget review and approval process appears to be on schedule this year, with an approval date in the month of June 2023. He requested to have additional time at the May 24, 2023 committee meeting to discuss the FY24 budget in detail.

Finally, Mr. Silverman stated a trend regarding fare revenue. As compared to 2019, fare revenue is down, specifically, our average fare has been \$0.63 for the last three months. It is his hope that Kimley Horn will be able to analyze this trend and help with this issue.

Mr. Piascik spoke on the FY24-FY30 financial plan. He stated that the assumptions are based on our FY23 operating expenses plus 3% inflation. This rate is carried from year to year throughout the duration of the plan. Regarding fares, beginning in FY25, Coast will move to 12.5% of operating expenses for fare collections. That is the target for fare structure. On the revenue side, numbers look good for 5307 which includes residual NC dollars. Coast is expecting a little more than \$2million to be coming next fiscal year from 5307. When looking at local revenues, he used 3.5% for road use fee. Ending balances are based on revenue and cost and show issues next year and then again in FY29 and FY30. Finding local match for the facility will be crucial. Mr. Piascik stated that there is still some work that needs to be done on both the revenue and expense side. Mr. Silverman asked if the financial plan will be a resolution. Mr. Piascik stated the plan will be a resolution and he will put together a slide presentation detailing the plan.

**COMPENSATION COMMITTEE:** None

**AD HOC COMMITTEES:** Ms. D'Angelo scheduled a meeting to discuss by-laws. The meeting will be held May 17, 2023. The Board discussed who is on the committee and asked Elijah Methard to be a part of the committee.

**OLD BUSINESS:** Mr. Silverman would like to take a field trip out to look at the bike rack at the corner of the Conway facility. Mr. Piascik asked Tom Burda to repair/replace the bike rack.

**NEW BUSINESS:** None

**GENERAL MANAGER'S REPORT:** Mr. Piascik presented the lease grant financials regarding the split operations grant and how the funds will be used now that we are not splitting operations. Expenses include: three transit vehicles, \$250,000 for van pool (will only spend when get approval from Board), four portable lifts, fence and security (lighting, cameras) for lot across street for parking, roof repairs, new service truck, Motorola radio system, compressor, and waste oil heater. Mr. Piascik showed little pay revenues for April, as well as debt (declined taps) and debt recovery.

**FOR THE GOOD OF THE ORDER:** None

**ANNOUNCEMENTS:** None.

**ADJOURNMENT:** There was a motion by Mr. Eickhoff and a second by Mr. Metherd to adjourn the meeting. Dr. Keene adjourned the meeting at 1:44 PM.