



**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
Thursday, September 29, 2022
10:00 PM**

Board Present: Darrell Eickhoff
Marvin Keene
Bernard Silverman
Rob Sheehan
Katharine D'Angelo
Nicholas Twigg
Lillie Jean Johnson
Randal Wallace
Joe Lazarra
Greg James

Staff Present: Brian Piascik, General Manager/CEO
Lauren Morris, PIO
Ron Prater, CFO
Ann-Martin Buffkin, Board Liaison

Visitors: None

In accordance with the Freedom of Information Act (FOIA), the 2022 meeting schedule was provided to the press at the beginning of the 2022 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 September 29, 2022.

CALL TO ORDER: Chairman Keene called the meeting to order at 10:00 AM 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 Mr. Wallace and a second by Mr. Eickhoff to revise the agenda. Under new business, the Board is to make a decision on charging fares on the entertainment shuttle beginning summer 2023. Additionally, the Board will add an Executive session after the General Manager's report to include discussion of a personnel issue.

APPROVAL OF MINUTES: There was a motion by Dr. Sheehan and a second by Mr. Lazzara to approve the August 2022 meeting minutes. A voice vote was taken; no nays being heard, the motion passed unanimously to accept the minutes as amended.

ACKNOWLEDGEMENT OF VISITORS: No visitors present.

FINANCE COMMITTEE: Mr. Silverman summarized that the FY2023 budget is close to \$9 million with an increase in almost \$300,000 in salaries and benefits and an increase in legal and professional fees due to BMore IT contract. Although there is an increase in budget for IT expense, contracting our IT services is still a cost savings as the expense is less than having an IT Manager onsite. These expenses are offset by reductions in facility maintenance and travel & training. Additionally, Mr. Silverman stated that revenue comes from about 20 separate sources. To note, Mr. Piascik states that Candace Brown has done an amazing job managing fareboxes and BMore Technology. He is very pleased with how well she has stepped up and noted she will be the point of contact for Board members when it comes to IT related issues/concerns.

Mr. Silverman asked for an explanation about the note in vehicle maintenance. Brian Piascik stated that there has been an issue with inventory, in that; our inventory number was higher than it should be. Ron Prater explained that our former parts room clerk was not entering work orders in the Ron Turley system. By not entering work orders, parts placed on buses were not pulled from inventory, which has created an exaggerated increase in inventory and decrease in expenses. Ron Prater also stated that beginning October 1, 2022, there would be a new employee in the parts room clerk position. In addition, maintenance is actively working to inventory parts and is approximately 60%-70% complete. Mr. Prater expects about \$100,000 to hit parts once inventory is complete. He also stated he would conduct a soft close in September 2022, as there will likely be adjustments through February 2023. Mr. Eickhoff wanted to clarify that this was an inventory control error only and no foul play was involved to which Mr. Piascik stated that was correct, that there was no evidence of that.

Mr. Eickhoff requested a review of cash. Mr. Piascik stated that cash is not good right now but we currently have approximately \$970,000 in Accounts Receivable. The next phase of incoming revenue will be in early December when the urban grant can be executed in the FTA TRAMS system, which will not be live until the end of October. FTA is also currently closing out their

fiscal year. At that time, we will be able to pull down federal grant money backdated from October 1, 2022. In addition, the City of Myrtle Beach sent our quarterly payment early and we can expect to get the road use payment in the next couple of weeks. Mr. Piascik explained that the county expects Coast RTA to receive \$2.368 million in road use fees for FY2023, which he also explains is a conservative estimate but is the number used in the FY2023 budget. The county also approved the revised budget and we will be receiving \$475,000 in ARPA funds.

Regarding the proposed FY2023 budget, Mr. Piascik stated that there had not been any changes in the presented budget since last month. He stated that going in to the New Year, it would be imperative to find a way to control cost. Plans to achieve this is already underway as Doug Herriott, Transportation Manager, is actively working with his team on how to save miles and hours by implementing minor service changes. In addition to service changes, we can expect our fleet MPG to go up because we are scaling back on using our NABI buses. Replacing the NABI buses, that typically get around 4MPG with other buses that get between 7-8 MPG, we will be getting more miles to the gallon, reducing fuel usage. Regarding the revenue side, Mr. Piascik states there is a lot that can still happen. Revenue that is not locked in includes \$342,000 in residual Cares Act-5307, \$560,000 in fares, and \$75,000 from the City of North Myrtle Beach. Additionally, Mr. Piascik pointed out that the following is not considered in potential revenue: \$300,000 in 5311 from SCDOT, \$377,000 in sunseting NC 5307 residual funds, and \$50,000 from the City of Georgetown.

Dr. Sheehan asked what should the board be looking at as far as control elements and support elements when it comes to the fluctuation in revenue and expenses from one month to the next? Mr. Piascik stated that he is aware the \$8 million in operating expense is not sustainable and that staying on top of cash is priority. He stated that a lot of the fluctuation is timing as the trolleys purchased this summer caused a cash shortage. However, had they been purchased this December, for example, cash would not have been affected quite as much. Dedicated funding would help solve this issue. Mr. Piascik has tasked himself with providing the Board with cash requirements that go further into the future as well as providing a 6-year financial plan this fall.

Mr. Silverman ended by stating during the next finance committee meeting, he would ask the board and committee how they could help Mr. Piascik when it comes to funding, revenue and creating a budget plan. Additionally, Mr. Silverman read Article VI, Section 5 of the by-laws, which states, "the authority shall prepare and adopt, by vote of the Board of Directors, an annual operating and capital budget. The annual budget may be amended to reflect actual expenditures and revenues consistent with actual receipts and any properly authorizes expenditures." Mr. Silverman noted the Board and the Authority are fulfilling their requirements.

Motion: A motion by Mr. Eickhoff and seconded by Mr. Lazzara to approve Resolution # Sept 2022-08 -Approval of FY23 budget. A voice vote was taken; no nays being heard, the resolution passed unanimously to approve the FY2023 budget.

SERVICE/PAC COMMITTEE: Ms. D'Angelo began the meeting by asking for an update on fare implementation. Mr. Piascik stated fare collection began September 26, 2022 including electronic fare system. He stated we are getting about 10% taps, which is a fair amount for implementation. Out of approximately 750 taps, we have only had 4 declines. We are currently working on a solution for sale of bulk single ride passes.

Ms. D'Angelo asked for facility updates. Mr. Piascik explained that adding the transit center to the maintenance facility on Grissom Parkway/Mr. Joe White Ave is still the most viable site. Currently, we are working through environmental clearance as well as acquisition. Mr. Piascik asked the board to select this location as the locally preferred alternative for the Myrtle Beach Transfer Center.

Motion: A motion by Mr. Eickhoff and seconded by Mr. Lazzara to approve Resolution # Sept 2022-09 - Board Establishment of Locally Preferred Alternative for the WRTA Myrtle Beach Transfer Center. A voice vote was taken; no nays being heard, the resolution passed unanimously to approve the locally preferred alternative for MBTC.

AD HOC COMMITTEES: None

OLD BUSINESS: None

NEW BUSINESS: Added to new business was discussion and vote for adding new fares to the entertainment shuttle beginning summer 2023.

Motion: A motion by Dr. Sheehan and a second by Mr. Eickhoff to direct the GM that the board wishes to add fares to the entertainment shuttle and for the GM will present a proposed fare structure for the Entertainment Shuttle by the January 2023 board meeting. A voice vote was taken; no nays being heard, the motion passed unanimously.

GENERAL MANAGER'S REPORT: Mr. Piascik reported that he had not long returned from a meeting for TASC. He stated the meeting went well and was the first engagement in ramping up efforts to levy the state legislature for funding, as well as, how to provide local governments more options on how to fund transit locally. Given Mr. Piascik's position at TASC, Coast RTA has a leading role in the development of TASC's message. The next meeting will be in January 2023 to define what our message will be and how to effectively speak to legislatures. A TASC-sponsored reception will be held for legislators in March 2023 at the Columbia Convention Center.

EXECUTIVE SESSION: There was a motion to go into Executive Session by Mr. Eickhoff with a second by Joe Lazzara at which time the recording session ended. A motion to come out of

executive session was made by Dr. Sheehan with a second by Mr. Eickhoff. No decisions were made and no votes were taken.

FOR THE GOOD OF THE ORDER: None

ANNOUNCEMENTS: None.

ADJOURNMENT: There was a motion by Dr. Sheehan and a second by Mr. Eickhoff to adjourn the meeting. Dr. Keene adjourned the meeting at 1:01 PM.