

**THE COAST-WACCAMAW RTA  
BOARD MEETING  
March 27, 2013  
12:00 p.m.**

**Board Present:**

Ivory Wilson, Chair  
Bernard Silverman  
Lillie Jean Johnson  
Joseph Lazzara  
Nicholas Twigg  
Mickey James  
Covia Stanley, MD  
Gary Loftus

**Staff Present:**

Myers Rollins, General Manager  
John Glover, Director of Operations  
Julie Norton-Dew, Chief Financial Officer  
Felicia Beaty, Director Human Resources and  
Organization Development  
Yvette Jefferson, Director of Marketing and  
Community Relations  
Joe Ponticello, Director Internal Controls & IT  
Barbara Blain-Olds, Staff Attorney  
Kevin Parks, Grants and Procurement Manager

**Also Present:**

Pam Creech, Citizens Advisory Committee  
Bobby Lamb, Coast Rider

*In accordance with the Freedom of Information Act (FOIA), notices of the meeting were provided to the press, stating the time, date, and place of the meeting on Monday, March 25, 2013.*

**CALL TO ORDER:** Chairman Wilson called the meeting to order at 12:00 p.m.

**INVOCATION/PLEDGE OF ALLEGIANCE:** Mr. Mickey James gave the invocation. The Pledge of Allegiance was recited.

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

**ACKNOWLEDGMENT OF VISITORS:**  
Bobby Lamb, Coast Rider

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**PUBLIC COMMENT:** (none)

**EMPLOYEE RECOGNITION:** The following employees were recognized:

- From the 2013 TASC Rodeo:
  - The Maintenance Team placed second:
    - Lonnie Reaves
    - Chris Smith
    - Hudson Smith
  - In the driving competition, 35' 3<sup>rd</sup> place winner:
    - Craig Hutchinson
- The Official Coast RTA Airport Shuttle Operators:
  - Joann Liquori
  - Matthew Simon
  - Arian Nikolla
  - Robert Hyson
  - Albert D'Andrea (ambassador of the Airport Shuttle Operators)

Director Mickey James also recognized Doug Herriott for all of his hard work and dedication with Coast RTA.

**APPROVAL OF MINUTES:** It was properly moved and seconded that the minutes from the previous meeting of February 27, 2013 be approved. There being no questions, a voice vote was taken. No nays being heard, the motion carried.

**CITIZENS ADVISORY COMMITTEE:** Ms. Pam Creech represented the Citizens Advisory Committee. Ms. Creech reported that she appreciated the meeting at the library and the work of Coast staff. There will be no Citizens Advisory Committee meeting in April, but the Committee will be attending Coast's two public meetings on April 10 and April 17. Ms. Creech provided a "community concerns" graph to Ms. Jefferson in order to customize for the Citizens Advisory Committee. Mr. Collins inquired if there are any vacancies on the Committee, and Ms. Creech responded that yes, there are vacancies, and she invited input and recommendations from the Coast Board. Ms. Jefferson advised that she would send applications out to the Board members to use in soliciting members for the Citizens Advisory Committee. Mr. Collins remarked that the Committee will be very valuable this year in helping to craft a growth plan for Coast RTA.

**MASS TRANSIT PRESENTATION – QAC ANALYSIS OF COAST TRANSIT PLUS:** CEO Rollins turned the presentation over to Ms. Julie Norton-Dew, Chief Financial Officer, who reviewed the preliminary fiscal year 2014 upcoming budget with the Board, noting that the numbers with regards to grant information would likely change. There was significant discussion on the preliminary budget and CEO Rollins stated that he planned to come back to the Board in April with a plan to generate new revenue and create a capital budget. There was also significant discussion on the matter of Coast Transit Plus, and that will be brought back to the Board at a later time for further discussion. There will certainly be changes to the preliminary

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FY 2014 budget, and there will be much more to review in the April Board meeting. The Board received this report as information.

Ms. Beaty noted that there are public meetings prior to the next board meeting, and that it is imperative that we know what direction we intend to take. Mr. Rollins commented that Coast is well prepared for the public meetings.

Mr. Loftus requested that Ms. Norton-Dew find the local match for area TMAs such as Charleston, Greenville, Columbia, and Charlotte. Ms. Norton-Dew advised that she would acquire that information for Board reference.

### **APPROVAL OF RESOLUTIONS:**

Felicia Beaty read the following resolutions into the record:

**Res. MAR2013-13: Acceptance of Independent Audit Report for Fiscal Year 2012** – A motion of the Board of the Waccamaw Regional Transportation Authority accepting an independent audit report for the fiscal year ending June 30, 2012 performed by McGregor and Company LLP, Certified Public Accountants.

It was properly moved and seconded that this resolution be approved. There being no further questions, a voice vote was taken. No nays being heard, the resolution carried.

CEO Rollins requested that the second resolution (MAR2013-14) be tabled so that it can be polished and be brought back to the Board at a later date, and there was no objection. Mr. Rollins will solicit comments from the Board prior to presenting the final resolution.

### **MONTHLY REPORTS:**

**Finance and Procurement:** Mr. Lazzara reported that the committee met that morning and discussed the financial report with Ms. Norton-Dew. Ms. Norton-Dew continued the report, and advised that Coast is currently under budget year-to-date. Ms. Norton-Dew is excited about the construction project and will ask for approval of the general contractor in the April Board meeting. Mr. Rollins advised that he would get some information out to the Board members in advance.

**Planning and Operations Committee:** Professor Twigg reported that the committee had met this morning and there was discussion on signage, destination signage, etc. and turned the reporting over to Mr. Rollins for further comment. Mr. Rollins reported that Coast RTA is in negotiations with the selected firm and has asked that they bring updates to the Board on a regular basis, with the first being in August with location recommendations, the second (after cost analyses) in October, and then the final presentation to be in December, which will include the environmental work being done on the project. There are two phases of environmental work involved.

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**Marketing:** Mr. Silverman advised the committee had met that morning and turned the remainder of the update over to Ms. Yvette Jefferson. Ms. Jefferson noted that the airport shuttle commences May 13, a ribbon cutting ceremony is planned, and that meetings with the hotels will be scheduled. The Marketing department is looking forward to the distribution of the first annual report; the reports will be going out to municipalities, the general public, elected officials, and staff. Ridership is up 9%, and Coast is gearing up for the spring/summer service that also commences May 13.

**Bylaws:** (none)

**General Manager:** Mr. Rollins presented a short-term fix for the lack of destination signage with signage that was made in-house. This is for four buses and are currently in effect.

Also, there will be more QAC data in the April Board meeting. The Stantec contract will be presented for Board approval and adoption. There will also be a discussion that we think could lead to creation of adequate funds to support a capital budget. Mr. Rollins concluded his report, which the Board received as information.

**OLD BUSINESS:** (none)

**NEW BUSINESS:** Mr. Mickey James deferred to Yvette Jefferson who advised that there is a collection box out front for the purpose of benefiting the victims of the Windsor Green fire. Monetary donations are accepted, and checks should be made out to the United Way; and 100% of funds collected go to the victims.

**EXECUTIVE SESSION:** (none)

**ANNOUNCEMENTS:**

Mr. Rollins asked that the Board keep Mrs. Lynette Nobles in prayer as she has been attending to a family emergency this week.

Mr. Wilson asked the Board to keep his sister-in-law in prayer, who is in the hospital.

Mr. James commended the staff for their hard work. Chairman Wilson echoed Mr. James's comments.

Mr. Lazzara asked that the Compensation Committee meet after the Board meeting today.

**ADJOURNMENT:** It was properly moved and seconded that the Board adjourn. A voice vote was taken. No nays being heard, the Board adjourned at 1:40 p.m.

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