

THE COAST RTA-WACCAMAW RTA BOARD OF DIRECTORS MEETING
WEDNESDAY, SEPTEMBER 27, 2017
9:30 AM

Board Present: Joseph Lazzara
Darrell Eickhoff
Katharine D'Angelo
Bernard Silverman
Mikey James
Ivory Wilson
Deb Gasque
Marvin Keene

Staff Present: Brian Piascik, General Manager/CEO
Ron Prater, CFO
Lynette Nobles, Executive Assistant/Board Liaison
Michelle Cantey, PIO

Visitors: Anita Moran – League of Women Voters

In accordance with the Freedom of Information Act (FOIA), the 2017 meeting schedule was provided to the press at the beginning of the 2017 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 September 25, 2017.

CALL TO ORDER: Mr. Eickhoff called the meeting to order at 9:30 AM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Ms. Gasque gave the invocation and the Pledge of Allegiance was recited

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

ACKNOWLEDGEMENT OF VISITORS: Ms. Anita Moran, League of Women Voters

PUBLIC COMMENT: (3-minute limit) Ms. Moran, on behalf of the League of Women Voters, thanked the Board and Mr. Piascik, General Manager, for introducing the routes to Loris and Bucksport to existing service.

EMPLOYEE RECOGNITION: None

APPROVAL OF MINUTES:

There was a motion and a second to approve the minutes from the July board meeting. A voice vote was taken; no nays being heard, the minutes were approved.

COMMITTEE REPORTS

SERVICE/PAC COMMITTEE: The primary focus of the meeting was discussing the Entertainment Shuttle ridership and a look at statistics that would affect the matrix of our system without the Entertainment Shuttle. We have given AECOM the Notice to Proceed on the Bus Stop Designation Program. The contract has two (2) pricing schemes; one is an estimate to complete the type of payment schedule for the planning elements; developing the database of stop locations. They are doing some due diligence on our sign; getting SCDOT approval. They'll also develop an implementation plan; which stops will be easiest to install, how to schedule them. They will also be giving us a policy on bus stop location, both for moving, eliminating and installing stops so that we have criteria for what constitutes a stop. That planning piece has been put into place. We will have an update in the next Service/PAC Committee meeting. We should see some progress during the month of January. The second task order will be actual construction and installation of signs. There are two (2) different funding sources tied to those task orders. There will be batches of signs that will be installed at the same time.

FINANCE COMMITTEE: Dr. Keene began by sharing that the committee met twice since the last board meeting to discuss the August financials and the second, to discuss the September financials. The main information from the financials is that FY17 ended as we had anticipated. It was reported that the new buses are racking up the miles and we will replace the trolleys with larger vehicles, using the trolleys for parades. When fare boxes are down, we continue the routes at no charge to maintain on-time performance. We are submitting an A-Tax (Accommodations Tax) application for money to run the Entertainment Shuttle. There is a resolution for board approval for submitting the A-Tax application. Mr. Piascik went over the assumptions included in the FY18 Budget, which the board will be asked to approve during this meeting. Should we not receive additional funding for FY18, we will pull the Entertainment Shuttle.

GENERAL MANAGER'S REPORT: Mr. Piascik distributed the updated project list and went over some of the highlights. Regarding all of the reviews we have had in the last year, FMO is down to two (2) open items, one (1) of which should be closed shortly and the other will be longer. He also went over Triennial Review, some of which is included in FMO. We are working on closing any open items. He then talked about RouteMatch software used for scheduling paratransit trips. Mr. Piascik was asked about the status of the timeclock. Mr. Prater related to the board that we have had the Pre-Bid Proposal meeting for payroll vendors to bid on our payroll. We should have that in place sometime in January. Stop Enunciation should be rolled out the first of October. Mr. Piascik talked about the fare box problems with the trims, i.e. cards sticking, it's been a really wet summer and the humidity has been a problem, as well. We need to clean the trims and dry them out more often. Also, when a fare box goes down, we continue to operate without charging fares in order to not hold up service. The fare boxes are about seven (7) years old and need to be replaced, which will be a large amount of money.

APPROVAL OF RESOLUTIONS: Ms. Nobles read the following resolution into the record:

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY RESOLUTION NO. SEP2017-17

AUTHORIZATION TO SUBMIT AN ACCOMMODATIONS TAX (A-TAX) APPLICATION TO THE CITY OF MYRTLE BEACH

A motion of the Board of the Waccamaw Regional Transportation Authority to authorize staff to submit an application to the City of Myrtle Beach for \$200,000 to fund the operation of Entertainment Shuttle in the Summer of 2018.

There was a motion that the resolution be approved and a second to the motion was made. There was no discussion. A voice vote was taken; no nays being heard, the resolution passed.

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY RESOLUTION NO. SEP2017-18

APPROVAL OF FY2018 BUDGET

A motion of the Board of the Waccamaw Regional Transportation Authority to adopt the FY2018 budget for the period October 1, 2017 to September 30, 2018 and authorizing the General Manager/Secretary-Treasurer to manage the fiscal affairs of the Authority in accordance to the fiscal year 2018 budget amounts.

There was a motion that the resolution be approved and a second to the motion was made. There was no discussion. A voice vote was taken; no nays being heard, the resolution passed.

It was noted that there is no resolution SEP2017-19.

OLD BUSINESS: Mr. Eickhoff gave feedback from the APTA meeting in Chicago. He highlighted that most boards do not receive electronic reports and our board is fortunate to have Ms. Nobles. We also have charts and graphs, which a lot of the boards do not. Only two (2) board members knew the difference in 5307 and 5311 fund. Ms. Nobles shared that after hearing some of the nightmares her counterparts at other agencies shared in Chicago, she feels very fortunate and blessed to work for this Board of Directors.

NEW BUSINESS: The suggested FY2018 Meeting Schedule was distributed to all present and there was a brief discussion regarding edits to be made, to include the day of each meeting. It was agreed that Ms. Nobles will make the necessary edits and distribute the edited schedule to members of the Board.

EXECUTIVE SESSION: None

ANNOUNCEMENTS: None

ADJOURNMENT: It was properly moved and seconded that the Board adjourn. A voice vote was taken. No nays being heard, the meeting was adjourned at 11:06 AM.