

**THE COAST-WACCAMAW RTA  
BOARD MEETING  
March 30, 2010  
12:00 p.m.**

**Board Present:**

Katherine D'Angelo, Chair  
Bernard Silverman  
Dr. Nicholas Twigg  
Joseph Lazzara (via phone)  
Glen O'Connell  
Dr. Covia Stanley

**Staff present:**

Myers Rollins, General Manager  
John Glover, Interim Director of Operations  
Julie Norton-Dew, Interim Director of Budget/ Finance  
Felicia Beaty, Director Human Resources &  
Organization Development  
Yvette Jefferson, Director of Marketing and Community  
Relations  
George Osborne, Planner Specialist  
Lynette Nobles, Office Manager

*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 March 28, 2011.*

**CALL TO ORDER:** Chairwoman D'Angelo called the meeting to order at 12:03 p.m.

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

Chairwoman D'Angelo noted that until the new board member arrived and could be sworn in, there was no quorum. Mr. Silverman said in the interim, he would share that in the winter schedule, there are 449 departures per week; if Coastal is included, with 662, it's a total of 1111 departures per week. He said he thought Coast was doing a lot, and that people needed to be told that Coast was not a backwater transit company.

Chairwoman D'Angelo asked who planned to attend the April meeting, given that it fell the week after Easter, and said she would not be present. There was some discussion regarding whether a quorum would be available.

**SWEARING IN OF NEW BOARD MEMBER:** Lynette Nobles administered the oath to new Board member Dr. Covia L. Stanley. Dr. Stanley said he was glad to be joining the Board.

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

**ACKNOWLEDGMENT OF VISITORS:** Chairwoman D'Angelo noted that no visitors were present.

**PUBLIC COMMENT:** (none)

**APPROVAL OF MINUTES:** It was properly moved and seconded that the minutes from the previous

meeting be approved. There being no further questions, a voice vote was taken. No nays being heard, the motion carried.

## **APPROVAL OF RESOLUTIONS:**

Chairwoman D'Angelo asked that the last Resolution be addressed first, so that Mr. Lazzara could vote.

Lynette Nobles read into the record:

**Resolution No. Mar2011-15: Authorization to Accept Transfer Pursuant to the Ferry Boat Discretionary Program, Disposal and Transfer of Alabama Ferry Vessel to South Carolina between the Waccamaw Regional Transportation Authority, South Carolina Department of Transportation, and the Federal Highway Administration** -- A motion of the board of the Waccamaw Regional Transportation Authority, d/b/a Coast RTA, authorizing the General Manager/Secretary Treasurer to execute an agreement with the Federal Highway Administration to accept transfer of the Hokes Bluff Alabama Ferry, to be used in revenue marine service linking the southeast Sandy Island Road terminus on Sandy Island with the northwest terminus of Sandy Island Road on the mainland at Sandy Island Landing. Said authorization is subject to the receipt of funding commitments from Georgetown County and the State Department of Education by June, 2011. This represents an extension of the date listed in Resolution January 10-2011.

The specific date will be June 1, 2011. Mr. Rollins provided background on the ferry for Dr. Stanley.

Chairwoman D'Angelo called for a roll call vote. Mr. Silverman, Dr. Stanley, Mr. Lazzara, and Chairwoman D'Angelo voted aye. Dr. Twigg and Mr. O'Connell voted nay.

Mr. Lazzara terminated his telephone connection with the meeting.

Lynette Nobles read the following resolutions into the record:

**Resolution No. Mar2011-12: Authorization to Approve Pee Dee Fleet LLC as the Vendor to Overhaul a 2002 Chance Coach.** A motion of the board of the Waccamaw Regional Transportation Authority, d/b/a Coast RTA, authorizing the General Manager/Secretary Treasurer to approve Coach Crafters, Incorporated as the vendor from which the Authority will purchase the overhaul of a 2002 Chance Coach.

Mr. Rollins explained that the vehicle in question had become inoperable long before its anticipated lifespan.

**Resolution No. Mar2011-13: Acceptance of Independent Audit Report for Fiscal Year 2010** -- A motion of the board of the Waccamaw Regional Transportation Authority accepting an independent audit report for the fiscal year ending June 30, 2010, performed by McGregor & Company, LLP, Certified Public Accountants.

Mr. Rollins explained that this was the 4th year Coast had received an unqualified opinion in their audit.

**Resolution No. Mar2011-14: Approval of Revisions to Credit Card Policy** -- A motion of the board of the Waccamaw Regional Transportation Authority to establish revised procedures for use of the credit cards in the Authority's name.

Mr. Rollins explained that this includes a provision which prevents credit card use for purchases of fuel in Horry County unless there are exigent circumstances, and eliminating card use for purchases of food and other items in Horry County without permission of the General Manager.

Excluding Resolution Mar2011-15, which was passed by roll call vote, it was properly moved and seconded

that each subsequent resolution be approved. There being no further questions, a voice vote was taken. No nays being heard, those motions carried.

#### **CITIZENS ADVISORY COMMITTEE:**

Yvette Jefferson said Pam Creech, Chairwoman, was unable to attend, but has been hard at work for Coast RTA. Members of the Citizens Advisory Committee have been assisting with the business plan core committee which is in the process of preparing a business plan for Horry County Council. Additionally, they have been participating in the "Mystery Rider" program, providing feedback from the Georgetown and Ocean Boulevard routes. Ms. Jefferson said she had passes available for any Board member who desired to ride the bus as well.

#### **MONTHLY REPORTS:**

**Finance and Procurement:** Julie Norton-Dew said she and Mr. Lazzara had reviewed the financials and made a presentation that morning. Coast is currently operating under budget, and she is working on next year's budget. The audit was discussed. It will be submitted to the clearinghouse the next day. She explained to the new board member that she provided a packet each month containing all financial information, and presentation made to the committee. She provided written information to Dr. Stanley.

**Planning and Operations Committee:** Dr. Twigg said the committee had met that morning. He said the shelters had been onsite for a long time, and we're having trouble putting them into the community. The strategy was changed a few months back, to go to the entire board in different communities. This strategy bore fruit at Conway City Council, with approval to put approximately 10 shelters in place. They continue to work with Surfside and Myrtle Beach.

George Osborne said they have taken delivery of some of the new buses procured, which will enter service next month.

Mr. Rollins said through February, there were a total of 510,627 rides, compared to last year's total at the same time of 389,066. He called it a blessing and a curse, as ridership spikes when the economy declines and gasoline rises. The CCU Teal route is the largest, with 250,776, followed by the CCU Bronze, with 43,127, then 3rd the Myrtle Beach Connector. He expressed pride at the ridership of the Georgetown Express, which has only been operating for two years. He went through the other large routes, and then explained the demand response to Dr. Stanley, for which the fee is \$3.00.

Dr. Twigg noted that the costs have gone down, which drives revenues up. Mr. Rollins noted that they were on pace to set a ridership record.

**Marketing Committee:** Mr. Silverman said the Marketing Committee had met that morning. He said Ms. Jefferson and Ericka were working diligently. He said they did talk about working on destination times on buses.

Ms. Jefferson said she'd given a full report during the committee meeting, and would provide information to Dr. Stanley. They are preparing for the spring/summer service. Hours will be extended on some routes as of April 4, which will help with ridership. There will be a contest on April 1 - June 30 to guess what they think the ridership number will be. Relationship with Piggly-Wiggly is being continued, and they continue to work with Myrtle Beach on several sporting events in town. Coast was able to help with the Pee Dee Riders.

**By-Laws Committee: (none)**

**Ad-Hoc Myrtle Beach Funding and Customer Service Committee:** Dr. Twigg said he would be in

contact with the Myrtle Beach Funding and Customer Service Committee. They and John Glover were looking for sites. Dr. Twigg will be in contact with the Mickey James, chairperson, and then other contacts, to bring back to the Board the specifics regarding the customer service center. It was felt important to find the location first. Chairwoman D'Angelo discussed the possibility of Board volunteers.

**General Manager:** Mr. Rollins reiterated the joint partnership with Coastal Carolina to develop a business plan for presentation to the community. They are looking forward to having a draft to provide public for feedback. Signage will be a priority for the organization. During the past conference, Mr. Rollins attended a session where RTAs were taken to task for their lack of commitment to DBE firms. In South Carolina, 99% of contracts go to non-DBE firms. The average DBE goal is 17% at other RTAs. Coast's is 1%, and did not even meet the 1% goal. The goal for FY 2012 is being prepared, which goal-setting is mandatory and a precondition for federal funding. The federal government has established guidelines for who qualifies as a DBE, and has designated each state's DOT to administer. DOT has a database of DBEs.

Dr. Twigg said a major part of any business plan was strategy, and mentioned a "strategy" of approaching funding piece meal. He said he was seeing more of a marketing/business-based view as part of a major strategy. He said he'd like to see that strategic component be a part of the business plan.

### **OLD BUSINESS (none)**

**NEW BUSINESS:** Chairwoman D'Angelo said election for vice-chair would be in May, explaining that the process worked such that the vice-chair automatically moved to the chair position. New buses were parked outside, and the Board was invited to go and see them.

Chairwoman D'Angelo welcomed Dr. Stanley, the new Board member, and indicated she usually tried to keep Board meetings to under an hour, since the members generally showed up at 9:00 a.m. for committee meetings.

### **ANNOUNCEMENTS:**

Upon prompting by Mr. Rollins, staff members introduced themselves to Dr. Stanley.

Mr. Rollins said there would be a Board orientation scheduled for the new Board members. Additionally, the Board retreat previously scheduled will be rescheduled for a date more agreeable to Board members.

There is a revision of the mission statement, which will be brought to the Board for approval by resolution.

Mr. Rollins would like to plan a trip to Charleston for all Board members.

Felicia Beaty said planning has commenced for the annual luau, and Board members are invited.

### **ADJOURNMENT:**

It was properly moved and seconded that the Board adjourn. There being no questions, a voice vote was taken. No nays being heard, the motion carried. The Board adjourned at 12:54 p.m.