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CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY BOARD OF DIRECTORS
SPECIAL CALL BOARD MEETING
Wednesday, June 8, 2022, at 10:00 a.m.

Prior to entering the meeting, please turn all electronic devices (cell phones, pagers, etc.) to a silent, vibrate or off position.

OFFICERS

Allison Terracio, Chair (Richland County)	John V. Furgess, Sr., Vice Chair (Richland County)
Christopher Lawson, Secretary (Richland County)	Andy Smith, Treasurer (Forest Acres)

BOARD MEMBERS

Lill Mood (Lexington County)	Carolyn Gleaton (City of Columbia)
Overture Walker (Richland County)	Will Brennan (City of Columbia)
Representative Leon Howard (Richland County Legislative Delegation)	
Dr. Robert Morris, (Richland County Legislative Delegation)	
Tina Herbert (City of Columbia)	

ADVISORY BOARD MEMBERS

Skip Jenkins (City of Cayce)	Mike Green (City of West Columbia)
Debbie Summers (Town of Springdale)	Geraldine Robinson (Town of Eastover)
Al Koon (Town of Chapin)	Barry Walker (Town of Irmo)
Stephen Cain (Town of Batesburg-Leesville)	
William "B.J." Unthank (Lexington County Legislative Delegation)	

AGENDA

1. CALL TO ORDER AND DETERMINATION OF QUORUM
2. ADOPTION OF THE AGENDA PAGES 1 - 2
3. DISCUSSION AND ACTION ITEMS
 - A. FY22-23 OPERATIONS AND CAPITAL BUDGET (ROSALYN ANDREWS) PAGES 3 - 7
 - B. SPECIAL RUN CHECK REGISTER PAGES 8 - 10
4. EXECUTIVE SESSION
 - A. **SECTION 30-4-70 (A) (5)** Discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body. (PAM BAKER)
5. ADJOURN

All items on this agenda are subject to action being taken by the Board of Directors. Agenda order is subject to change.

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June 8, 2022

Agenda Item # 3A

To: Central Midlands Regional Transit Authority Board of Directors
From: Rosalyn Andrews, Director of Finance/CFO
Subject: Central Midlands Regional Transit Authority Fiscal Year 2022-23 Proposed Budget

Requested Action: Staff recommends that the Board of Directors approve adoption of Fiscal Year 2022-2023 proposed Operations and Capital budget.

Background and Summary: RTA law 58-25-70 states Central Midlands Regional Transit Authority present a budget within 60 days to the member governments prior to the fiscal year and they need to adopt it.

SECTION 58-25-70. Recordkeeping and reporting; proposal and approval of budgets.

Fiscal Impacts: An overall decrease to total operating and capital revenue and expenses by \$5.55M or 12% from fiscal year 2021-2022. The decrease is largely in part due to reduction of Cap X revenue (line 28) and expense (line 90). Cap X accounts are for purchases of large capital expenditures such as buses. In the upcoming fiscal year, we do not anticipate purchasing any new rolling stock. The large increase in professional services is for related Intermodal Center and hydrogen bus projects.

Red numbers indicate a reduction in that line item and a **Green** number indicates an increase.

Legal Counsel Review: None.

Recommended Motion: Board of Directors approve adoption of the proposed Fiscal Year 2022-2023 Operations and Capital budget.

Attachments: Fiscal Year 2022-2023 Proposed Operations & Capital Budget.

For information regarding this staff report, please contact Rosalyn Andrews at (803) 255-7135 or email randrews@thecometsc.gov.

Approved for Submission,

A handwritten signature in blue ink that reads "Rosalyn Andrews".

Rosalyn Andrews, CFO

	B	C	D	E	F
1	Central Midlands Regional Transit Authority				
2	FY 2022-2023 Proposed Operations & Capital Budget				
3					
5	Acct Description	FYE 2022	Proposed FY2023	Variance (\$) +/-	Variance (%)
6	Passenger Fares Rev	1,380,157	1,500,000	119,843	9%
7	Advertising Revenue	110,000	110,000	-	0%
8	Contractual Service Revenue	1,904,519	1,500,000	(404,519)	-21%
9	Local Revenue: County of Lexington	286,928	304,123	17,195	6%
10	American Rescue Plan Act - Rural	76,308	76,308	-	0%
11	CRRSA Act 5310	76,307	76,307	-	0%
12	USC Cap Ex Reimbursement	880,703	-	(880,703)	-100%
13	Interest Income	80,000	36,000	(44,000)	-55%
14	Local Revenue: Penny Tax Collections	19,660,000	21,000,000	1,340,000	7%
15	RTAP Reimbursement Revenue	1,500	1,500	-	0%
16	ARP: American Rescue Plan (5307) - Urban	8,318,402	8,318,402	-	0%
17	Fuel Tax Refunds	108,000	110,000	2,000	2%
18	SMTF/OPT: Urban & Rural	601,207	960,000	358,793	60%
19	OPT Rural Program 5311/CARES ACT Revenue	339,079	339,079	-	0%
20	Hospitality Tax	7,000	5,000	(2,000)	-29%
21	CDBG Grants	5,000	5,000	-	0%
22	Rental Income	720	720	-	0%
23	Fed Rev: ICAM	225,000	-	(225,000)	-100%
24	SC DOT Revenue: CapEx	153,000	-	(153,000)	-100%
25	Federal Revenue: Planning	144,000	72,000	(72,000)	-50%
26	Federal Rev: Non PM	300,000	960,000	660,000	220%
27	Federal Rev: PM	1,317,907	1,125,156	(192,751)	-15%
28	Federal Rev: CapEx	5,511,206	-	(5,511,206)	-100%
29	Federal Rev: Grant Reimb Salary	79,600	72,000	(7,600)	-10%
30	Fed Rev: ADP S/W	450,000	400,000	(50,000)	-11%

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3					
5	Acct Description	FYE 2022	Proposed FY2023	Variance (\$) +/-	Variance (%)
31	Fed Rev: ADP H/W	720,000	400,000	(320,000)	-44%
32	Fed Rev: Oper Asst	1,016,000	1,016,000	-	0%
33	Fed Rev: ADA Paratransit	550,000	550,000	-	0%
34	Human Trafficking Awareness & Public Safety Grant	75,888	75,888	-	0%
35	Federal Revenue: Training	30,000	25,000	(5,000)	-17%
36	Fed Rev: 3rd Party Contractual	15,000	8,000	(7,000)	-47%
37	Fed Rev: APC	399,037	-	(399,037)	-100%
38	Fed Rev: Safety & Security	80,000	400,000	320,000	400%
39	Fed Rev: Vanpool	120,000	50,000	(70,000)	-58%
40	Fed Rev: Blue Bike Program	70,000	-	(70,000)	-100%
41	Federal Rev: 5339 Shelter ACQ & Install	2,182,582	2,811,260	628,678	29%
42	CARES ACT - (Federal & State)	500,000	-	(500,000)	-100%
43	Fed Rev - Intermodal	212,720	212,720	-	0%
44	Gain(Loss) Sale/Disposal of Asset	82,000	10,000	(72,000)	-88%
45	Insurance Claim	16,162	10,000	(6,162)	-38%
46	Concessions Revenue	4,000	3,000	(1,000)	-25%
47	Miscellaneous Income	5,000	3,000	(2,000)	-40%
48		48,094,932	42,546,463	(5,548,469)	-12%
49					
50					
51	Salaries	1,305,000	1,439,449	134,449	10%
52	SC Retirement: Employer	222,000	259,101	37,101	17%
53	FICA & Medicare	100,000	110,118	10,118	10%
54	Health Insurance Employer Portion	107,240	116,892	9,652	9%
55	SC Unemployment Ins	81,944	14,364	(67,580)	-82%

	B	C	D	E	F
1	Central Midlands Regional Transit Authority				
2	FY 2022-2023 Proposed Operations & Capital Budget				
3					
5	Acct Description	FYE 2022	Proposed FY2023	Variance (\$) +/-	Variance (%)
56	Workers Comp	3,600	4,000	400	11%
57	Membership Fees, Dues & Subscriptions	19,254	23,870	4,616	24%
58	Mktg/Adv/Promo/Spnsr	452,245	530,000	77,755	17%
59	Facility R&M Expense	600,000	800,000	200,000	33%
60	Charitable Donations (passes)	5,400	7,200	1,800	33%
61	Postage & Shipping	6,000	6,000	-	0%
62	Printing	80,000	80,000	-	0%
63	Contractor: Fixed Route	17,700,000	17,261,493	(438,507)	-2%
64	Contractor: DART	5,033,052	4,110,522	(922,530)	-18%
65	Contractor: Special Enhancements	654,500	700,315	45,815	7%
66	CARES ACT - 5311	678,158	678,158	-	0%
67	Propane Fuel	640,000	684,800	44,800	7%
68	Vehicle Fuel: Diesel/UNL	1,518,050	1,623,986	105,936	7%
69	Hydrogen Fuel	-	5,000	5,000	#DIV/0!
70	SMTF (Urban+Rural) Expenses	1,202,414	1,296,000	93,586	8%
71	Insurance - Vehicle	22,110	22,000	(110)	0%
72	Insurance - Facility	53,100	53,000	(100)	0%
73	Insurance - Tort	42,000	42,000	-	0%
74	Insurance -Officers & Directors	18,000	18,000	-	0%
75	Professional Svcs	901,881	2,650,721	1,748,840	194%
76	Fare Collection Related Costs	4,080	4,000	(80)	-2%
77	Tickets	14,500	10,000	(4,500)	-31%
78	Natural Gas	20,160	21,974	1,814	9%
79	Electricity	138,400	150,856	12,456	9%
80	Water & Sewer	56,000	61,040	5,040	9%

	B	C	D	E	F
1	Central Midlands Regional Transit Authority				
2	FY 2022-2023 Proposed Operations & Capital Budget				
3					
5	Acct Description	FYE 2022	Proposed FY2023	Variance (\$) +/-	Variance (%)
81	Telecommunications	149,400	162,846	13,446	9%
82	Non Federal CapX- Local Funds	750,000	1,571,016	821,016	109%
83	Misc Administrative Expenses	40,000	45,000	5,000	13%
84	Bank Svc Fees	30,000	15,000	(15,000)	-50%
85	Payroll Processing Fees	11,500	10,000	(1,500)	-13%
86	Leases/Rentals	11,505	12,600	1,095	10%
87	FF&E <\$5000	50,000	40,000	(10,000)	-20%
88	Fed Exp: Shelter Acq/Install (CMCOG incl)	2,728,228	3,514,075	785,847	29%
89	Federal PM - Contractor	1,406,446	1,406,446	-	0%
90	Federal Exp: CapX	6,663,772	-	(6,663,772)	-100%
91	Fed Exp: Capt'l-Non PM	1,105,513	1,200,000	94,487	9%
92	Fed Exp: 3rd party Contractual (Website)	30,000	10,000	(20,000)	-67%
93	Fed Exp: APC	498,796	-	(498,796)	-100%
94	Fed Exp: Safety/Security	1,049,488	500,000	(549,488)	-52%
95	Federal Exp: ADP Software ACQ/Maint	562,500	500,000	(62,500)	-11%
96	Federal Expense: ADP H/W ACQ/Maint	900,000	500,000	(400,000)	-44%
97	Fed Exp: Vanpool Ops	150,000	100,000	(50,000)	-33%
98	Fed Exp: Bike Program	87,500	-	(87,500)	-100%
99	EE Training & Development (& Travel Adv)	62,500	53,620	(8,880)	-14%
100	Federal Exp: Mobility Mgt 5310	122,000	120,000	(2,000)	-2%
101	CDBG Expenses	5,556	-	(5,556)	-100%
102	Interest Expense	1,140	1,000	(140)	-12%
103		48,094,932	42,546,463	(5,548,469)	-12%
104					



DATE: June 2, 2022 AGENDA ITEM #3B

TO: Central Midlands Regional Transit Authority Board of Directors

FROM: Rosalyn Andrews, Director of Finance/CFO

SUBJECT: Approval of the Special Run Invoice Payment Selection Ending June 2, 2022

Requested Action: Staff recommends the Board of Directors review and approve the attached Special Run Invoice Payment Selection Listing with due date through June 2, 2022, and payable June 10, 2022.

Background and Summary: Attached is the Special Run Invoice Payment Selection Listing through June 2, 2022 for the Board's consideration. Total expense \$9,100 with 0 checks and 10 ACHs would be issued.

Fiscal Impacts: Total expenses would be \$9,100 as of June 2, 2022.

Recommended Motion: The Board of Directors approve the Special Run Invoice Payment Selection Listing ending June 2, 2022.

Attachments: Invoice Payment Selection Listing.

For information regarding this staff report, please contact Rosalyn Andrews, Director of Finance/CFO at (803) 255-7135 or email randrews@thecometsc.gov.

Approved for Submission,

A handwritten signature in blue ink that reads "Rosalyn Andrews".

Rosalyn Andrews, Director of Finance/CFO

Board Members:

Invoice Payment Selection Listing

CENTRAL MIDLANDS TRANSIT/The COMET (CMR)

Vendor Number/ Invoice Number	Dates		Discount	Invoice Amount	Discount Applied	Net Amount
	Invoice	Due				
0007067 Allen Ray Sharpe						
Check Entry Number: 001						
Electronic Payment: Bank Account: 1314398344827 Cash App 560.00 0.00 560.00						
05242022	5/24/2022	5/24/2022		560.00	0.00	560.00
Comment: Security- 5/16, 5/17						
				Vendor 0007067 Totals:		560.00
0007066 Dignpal Singh						
Check Entry Number: 001						
Electronic Payment: Bank Account: 223023158347 Bank of America 280.00 0.00 280.00						
05242022	5/24/2022	6/23/2022		280.00	0.00	280.00
Comment: Security- 4/18						
				Vendor 0007066 Totals:		280.00
0007065 Esteban D. Senteno						
Check Entry Number: 001						
Electronic Payment: Bank Account: 223026996658 Bank OF America 980.00 0.00 980.00						
05242022	5/24/2022	5/24/2022		980.00	0.00	980.00
Comment: Security- 5/9, 5/10, 5/13						
				Vendor 0007065 Totals:		980.00
0007062 Jeremy Bell						
Check Entry Number: 001						
Electronic Payment: Bank Account: 223027940218 Bank of America 1,470.00						
05242022	5/24/2022	5/24/2022		700.00	0.00	700.00
Comment: Security- 5/10, 5/19						
05242022 APR	5/24/2022	5/24/2022		770.00	0.00	770.00
Comment: Security- 4/20, 4/29						
				Check Entry 001 Totals:		1,470.00
				Vendor 0007062 Totals:		1,470.00
0007016 Jimmy Sherrod Jr						
Check Entry Number: 001						
Electronic Payment: Bank Account: 223001915560 Bank of America 1,645.00						
05242022	5/24/2022	6/8/2022		420.00	0.00	420.00
Comment: Security- 5/5						
05242022 APR	5/24/2022	6/8/2022		1,225.00	0.00	1,225.00
Comment: Security- 4/16, 4/17, 4/26, 4/30						
				Check Entry 001 Totals:		1,645.00
				Vendor 0007016 Totals:		1,645.00
0007017 Jonnise Pierce						
Check Entry Number: 001						
Electronic Payment: Bank Account: 5223615823 BB&T 280.00 0.00 280.00						
05242022	5/24/2022	5/24/2022		280.00	0.00	280.00
Comment: Security- 5/6						
				Vendor 0007017 Totals:		280.00
0007023 Lance W. Crocker						
Check Entry Number: 001						
Electronic Payment: Bank Account: 223005471893 Bank of America 560.00						
05242022	5/24/2022	6/8/2022		280.00	0.00	280.00
Comment: Security- 5/9						
05242022 APR	5/24/2022	6/8/2022		280.00	0.00	280.00
Comment: Security- 4/29						
				Check Entry 001 Totals:		560.00
				Vendor 0007023 Totals:		560.00
0007061 Matthew Holmes						
Check Entry Number: 001						
Electronic Payment: Bank Account: 7046831322 Navy Federal CU 1,925.00						
05242022	5/24/2022	5/24/2022		910.00	0.00	910.00
Comment: Security- 5/14, 5/21						
05242022 APR	5/24/2022	5/24/2022		1,015.00	0.00	1,015.00
Comment: Security- 4/23, 4/24, 4/30						
				Check Entry 001 Totals:		1,925.00
				Vendor 0007061 Totals:		1,925.00
0007063 Rares M. Ungureanu						
Check Entry Number: 001						

CENTRAL MIDLANDS TRANSIT/The COMET (CMR)

Vendor Number/ Invoice Number	Dates		Discount	Invoice Amount	Discount Applied	Net Amount
	Invoice	Due				
Electronic Payment: Bank Account: 05242022	009163948665			First Citizen Bank		420.00
	5/24/2022	5/24/2022		420.00	0.00	420.00
Comment: Security- 4/25						
Vendor 0007063 Totals:				420.00	0.00	420.00
0007031 Todd Ballard						
Check Entry Number: 05242022	001			South State Bank		980.00
Electronic Payment: Bank Account:	8010000204304					980.00
	5/24/2022	5/24/2022		980.00	0.00	980.00
Comment: Security- 5/5, 5/10, 5/23						
Vendor 0007031 Totals:				980.00	0.00	980.00
Report Totals:				9,100.00	0.00	9,100.00

Total number of checks: 0
 Total number of checks not printed: 0
 Total number of ACH entries: 10