3613 Lucius Road. • Columbia, SC • 29201
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Central Midlands Regional Transit Authority
BOARD OF DIRECTORS AGENDA
Wednesday, March 22, 2023
12:00 p.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 Legislative Delegation)
Christopher Lawson, Secretary (Richland County)
Dr. Robert Morris, Treasurer (Richland County Legislative Delegation)

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)
Andy Smith (Forest Acres)
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)

1. CALL TO ORDER AND DETERMINATION OF QUORUM

2. ADOPTION OF THE AGENDA PAGES 1-2

3. MIDLANDS TRANSIT RIDERS' ASSOCIATION UPDATE (CHARLES GOSSETT/WALTER DURST – 2 MINUTES)

4. CALL TO THE PUBLIC
   - INDIVIDUALS WISHING TO ADDRESS THE BOARD MUST SIGN UP AT INFO@THECOMETSC.GOV
   - COMMENT TIME LIMIT – TWO (2) MINUTES PER PERSON.

5. CONSENT CALENDAR: THE FOLLOWING ITEMS LISTED UNDER THE CONSENT CALENDAR WILL BE CONSIDERED AS A GROUP AND ACTED UPON BY ONE MOTION WITH NO SEPARATE DISCUSSION, UNLESS A BOARD MEMBER SO REQUESTS. IN THAT EVENT, THE ITEM WILL BE REMOVED FOR SEPARATE DISCUSSION AND ACTION. Please limit to 2 minutes.
   A. APPROVAL OF FEBRUARY 22, 2023 BOARD MINUTES (PAMELA BYNOE-REED) PAGES 3- 8
   B. SUBMISSION OF THE INVOICE CHECK REGISTER(S) (ACCOUNTING DEPARTMENT) PAGES 9 - 23
      - Check Register 2/17/23 CD-000810
      - Check Register 2/17/23 CD-000811
      - Check Register 2/28/23 CD-000812

- Check Register 3/1/23 CD-000813
- Check Register 3/3/23 CD-000814

6. DISCUSSION AND ACTION ITEMS
   A. ON-TIME PERFORMANCE UPDATE (COOKSEY/DESCHAMPS) PAGES 24-50
   B. LUCIUS AND RIVER UPDATE (ERIC HARRIS/DESCHAMPS, verbal)
   C. MID-YEAR BUDGET REVIEW (ROSALYN ANDREWS) PAGES 51-55
   D. BLUE BIKE CONTRACT (DR. ROBERT MORRIS, ROSALYN ANDREWS, verbal)

7. MOTION PERIODS

8. PROGRESS REPORTS – INFORMATIONAL ONLY – 1 MINUTE PER PRESENTER
   - CHAIR REPORT & EXECUTIVE COMMITTEE UPDATE (ALLISON TERRACIO, verbal)
   - COMMITTEE CHAIRS UPDATE
     A. SERVICE COMMITTEE UPDATES (LILL MOOD, verbal)
     B. FINANCE COMMITTEE UPDATES (DR. ROBERT MORRIS) PAGES 56-103
     C. AD-HOC COMMITTEE FOR ED SEARCH UPDATES (OVERTURE WALKER)
   - EXECUTIVE STAFF UPDATES
     A. CHIEF OPERATING OFFICER (LEROY DESCHAMPS) PAGES 104-105
        - ADMINISTRATION AND OPERATIONS STAFF REPORT
     B. CHIEF FINANCIAL OFFICER (ROSALYN ANDREWS) PAGE 106
        - FINANCE/IT STAFF REPORT
     C. CIVIL RIGHTS OFFICER (DR. ARLENE PRINCE)
        - REGULATORY COMPLIANCE STAFF REPORT PAGES 107-108
        - DBE REPORT PAGES 109-112
     D. PUBLIC INFORMATION OFFICER (PAMELA BYNOE-REED) PAGES 113-115
        - MARKETING & COMMUNTY AFFAIRS REPORT

9. **EXECUTIVE SESSION**
   A. LEGAL/CONTRACTUAL/PERSONNEL
   i. Discussion of contract review relating to the provision of services to CMRTA – TransPro Consulting (PAM BAKER/OVERTURE WALKER)
   ii. Discussion of contract review relating to the provision of services to CMRTA – Nexsen Pruet (PAM BAKER/FRANNIE HEIZER/DR. ROBERT MORRIS)

   B. 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.

10. ADJOURN

All items on this agenda are subject to action being taken by the Board of Directors. Agenda order is subject to change.
GENERAL INFORMATION ABOUT BOARD MEETINGS: The COMET will make all reasonable accommodations for persons with disabilities to participate in this meeting. Upon request to the Public Information Specialist and Clerk of the Board, The COMET will provide agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Requests should be sent to The COMET by mail at 3613 Lucius Road, Columbia, SC 29201, by fax at (803) 255-7113, or by e-mail to info@catchthecomet.org. For language assistance, interpreter services, please contact (803) 255-7133, 711 through the Relay Service. Para información en Español, por favor llame al (803) 255-7133.

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*The COMET **Board of Directors Meeting Minutes** are prepared and presented in summary form. Audio recordings of the meetings are on file at The COMET and are part of the approved minutes. If you would like to hear the recording from the meeting, please contact Angela Jacobs at ajacobs@thecometsc.gov.*

*Per SC Code of Laws, Title 30, Chapter 4, Section 30-4-80 - All public bodies shall notify persons or organizations, local news media, or such other news media as may request notification of the times, dates, places, and agenda of all public meetings, whether scheduled, rescheduled, or called, and the efforts made to comply with this requirement must be noted in the minutes of the meetings. The COMET complied with the notification of this meeting on **Friday, February 17, 2023 at 3:15 P.M.***

Central Midlands Regional Transit Authority
Board of Directors Meeting Minutes
Wednesday, February 22, 2023 – 12:02 P.M.
3613 Lucius Road, Columbia, SC 29201 – Conference Room A

DRAFT

Members Present:
Will Brennan
John Furgess, Vice Chair*
Skip Jenkins*
Lil Mood
Dr. Robert Morris, Treasurer
Andy Smith* (Joined at 12:06)
Allison Terracio, Chair
Overture Walker*

Members Absent:
Carolyn Gleaton
Tina Herbert
Rep. Leon Howard
Christopher Lawson
Stephen Cain**
Michael Green **
Al Koon**
Geraldine Robinson**
Debbie Summers**
William "B.J." Unthank**
Barry Walker**

Guests Present:
Pam Baker, Burr & Forman
Courtney Coney, RATP Dev*
Lenny Cooksey, RATP Dev
Walter Durst, MTRA*
Olga Graziano, RATP Dev*
Natavis Eric Harris, Planning Consultant*
Frannie Heizer*, Burr & Forman *
Mamie Jackson
John Lewis*
Rick Morgan
Paul Porter
Steven Sherrer, RATP Dev
Reginald Simmons, Central Midlands COG*
Tiffany Turner, RATP Dev*

*Virtual or phone participation
**Advisory Member

The COMET Staff Present:
Rosalyn Andrews, Director of Finance/CFO
Jackie Bowers, Director of Operations
Pamela Bynoe-Reed, Director of Marketing & Community Affairs
Leroy DesChamps, Chief Operating Officer
Amaris Pope, Financial Office Assistant
Arlene Prince, Director of Regulatory Compliance & Civil Rights Officer
Michelle Ransom, Regional Grants Manager
Crystal Willis, Financial Accountant

The COMET Staff Present:
Blake Gibbons, Transit Services Intern
Angela Jacobs, Board Clerk & Community Programs Specialist

1. CALL TO ORDER AND DETERMINATION OF QUORUM
   The meeting started at 12:00 P.M. with the determination of a quorum.

2. ADOPTION OF AGENDA
   Motion:
   A motion was made by Dr. Morris and seconded by Mr. Furgess to adopt the agenda.
   Approved: Brennan, Furgess*, Mood, Morris, Terracio, Walker*
   Absent: Gleaton, Herbert, Howard, Lawson, Smith
   Motion passed.

3. MIDLANDS TRANSIT RIDERS ASSOCIATION UPDATE (WALTER DURST)
   Mr. Durst greeted the Board and took a moment to remember the late Rosanne Kolberg, a founding member of the MTRA who passed away in January and gave thanks for her service.

4. CALL TO THE PUBLIC
   No one signed up for call to the public.

5. CONSENT CALENDAR
   Motion:
   A motion was made by Ms. Mood and seconded by Dr. Morris to adopt the Consent Calendar.
   Approved: Brennan, Furgess*, Mood, Morris, Smith*, Terracio, Walker*
   Absent: Gleaton, Herbert, Howard, Lawson
   Motion passed.
   A. APPROVAL OF THE JANUARY 25, 2023, BOARD MINUTES
   B. APPROVAL OF THE INVOICE PAYMENT SELECTION LISTING ENDING FEBRUARY 3, 2023

6. DISCUSSION AND ACTION ITEMS
   A. ON-TIME PERFORMANCE UPDATE (LENNY COOKSEY) Mr. Cooksey said there was a slight improvement in November and December for fixed-route and paratransit. January was a good month for safety improvements with preventable accidents down, improvements in customer service and in recruitment and retention.

      Mr. Brennan asked for an update on live in-time reporting and Mr. Cooksey shared that there has been improvement with reductions in the public and driver reports on bus stop litter.

      Ms. Mood asked Mr. Cooksey to explain the OTP Chart on page 41. Mr. Cooksey said the chart shows that we are now within 2 minutes of meeting the 85% target for OTP versus 10-15 minutes over the past year.
   B. LUCIUS AND RIVER UPDATE – (ERIC HARRIS) Mr. Harris gave an overview of Lucius and River Site Plan which currently includes 16 bus bays, 8 shelters, sidewalks, bus training area and parking spots. Mr. Harris gave an overview of the proposed implementation plan which will be done in phases.
      - Phase One prioritizes low performing routes with limited impact in service implementation.

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- Phase Two prioritizes mid-performing routes with moderate impact in service implementation.
- Phase Three prioritizes high-performing routes with high impact in service implementation.

Next steps in the implementation plan are:

- Finalize Service Plans.
- Develop service impact mitigation strategies to include implementing service in phase; exploring opportunities to improve key destinations via Arterial Rapid Transit (ART) COMET Loop – which would fill in gaps to access and cover these key destinations: Riverbanks Zoo, River Front Park, Bull Street District/Segra Park, Finlay Park, 4 downtown hotels. The route will be 8 miles, 20 minutes and 12 stops including Assembly & Blanding, River & Lucius, and COMET Central.
- Public Engagement between each phase.
- Implement Service by January 2024.

Ms. Mood thanked the Service Committee for their time and attention to the implementation plan packet. She explained that May and September were chosen for route changes to decrease disruption in rider services. She also noted that some details need to be worked out before a recommendation of Phase One for public comment is made to the full board. The Sumter and Route 93X (Newberry Express) which are low-performing routes are proposed for discontinuation and a 30-day public notice will be given to riders for implementation of this phase in May. The Service Committee will discuss the addition of restrooms for the Lucius and River Stop and share at the next Board meeting.

7. MOTION PERIODS

8. PROGRESS REPORTS – INFORMATIONAL ONLY

- CHAIR REPORT & EXECUTIVE COMMITTEE UPDATE (ALLISON TERRACIO) The 2023 TASC Conference will be held March 1st – 5th and Councilman Walker has been asked to give greetings on Thursday, March 2nd at 2:30pm. A legislative reception will be held on Wednesday, March 1st at 6pm and Board members are encouraged to attend.
- COMMITTEE CHAIRS UPDATE
  - A. SERVICE COMMITTEE UPDATES (LILL MOOD)
    January was a good month with increased ridership.
  - B. FINANCE COMMITTEE UPDATES (DR. ROBERT MORRIS) The Committee resolved a union issue and discussed the Executive Director search.
  - C. AD-HOC COMMITTEE FOR ED SEARCH UPDATES (OVERTURE WALKER)
    Mr. Walker said two productive, inciteful and informative meetings were held and thanked Committee members and Dr. Morris for his engagement. The Committee would like to make a recommendation to enter into a contract with the firm TransPro Executive Placement for the Executive Director Search. The COMET staff reached out to 4 firms and TransPro was the only search firm that responded. TransPro will have a 3-prong process to include spending time with COMET staff, screening candidates and submitting finalists for interview, and providing guidance on compensation and transition once a candidate has been chosen for hire.

Motion:
A motion was made by Mr. Furgess and seconded by Mr. Walker to enter into a contract with TransPro Executive Placement for the Executive Director Search.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Terracio, Walker*
Absent: Gleaton, Herbert, Howard, Lawson
Motion passed.

- EXECUTIVE STAFF UPDATES
  A. CHIEF OPERATING OFFICER (LEROY DESCHAMPS)
     - ADMINISTRATION AND OPERATIONS STAFF REPORT
       Mr. Deschamps said he is working with staff to become more in sync with RATP Dev and the Committee's requests in order to be more efficient and to meet obligations. He thanked COMET and RATP Dev staff because the more they are in sync there have been more productive meetings and focus on resolving issues. New hires for February are Olivia Dozier, Marketing Intern and Angela Jacobs, Board Clerk and Community Programs Specialist.
     - A productive meeting was held with SCDOT to discuss challenges and partnerships. Discussion was had about the search for a Planner and how DOT may be able to assist by sharing potential candidate information and promoting the position.
     - Ongoing monthly meetings will be held with the FTA.

  B. CHIEF FINANCIAL OFFICER (ROSALYN ANDREWS)
     - FINANCE/IT STAFF REPORT
       Ms. Andrews reported that The COMET was awarded the Government Finance Officers Association of the United States and Canada (GFOA) Certificate of Achievement for Excellence in Financial Reporting in February and commended finance staff for their efforts.

  C. CIVIL RIGHTS OFFICER (DR. ARLENE PRINCE)
     - REGULATORY COMPLIANCE STAFF REPORT
     - DBE REPORT
       Dr. Prince reported that approximately $47.3 million dollars was paid to vendors for DBE goals as of December 31, 2022. Of this amount DBE's received approximately $12.2 million dollars or 25.9%. She reported that RATP Dev's payment to DBE firms is at 23.1%.

       Dr. Prince serves as a TASC Board Member and said TASC has invited legislators and the General Assembly to attend the conference and she encouraged The COMET Board to attend. Dr. Prince also invited everyone to attend the State Bus Roadeo Competition hosted by The COMET on Saturday, March 4th from 8:30am – 2:30pm.

       Dr. Morris commended RATP Dev and Dr. Prince for their great reports and for achieving their DBE goals.

  D. PUBLIC INFORMATION OFFICER (PAMELA BYNOE-REED)
     - MARKETING & COMMUNTY AFFAIRS REPORT

Ms. Bynoe-Reed shared that a draft of the new Route Guide Booklet has been received and routed to pertinent staff in Planning and Finance for review, and the new booklet should be available by the next board meeting.

9. EXECUTIVE SESSION

Ms. Terracio read the items for Executive Session. Item A is a legal/contractual personnel matter regarding the cost of providing paratransit services. Item B is pursuant to Section 30- 4-70 (A) (5), discussion of matters related to the proposed location, expansion, or provision of services. Item C is pursuant to Section 30-4-70 (A) (1), discussion of employment appointmentcompensation, promotion, demotion, discipline, or release of an employee, etc.

Motion: A motion was made by Dr. Morris and seconded by Mr. Furgess to enter Executive Session.
Approved: Brennan, Furgess*, Mood, Morris, Smith, Terracio, Walker*
Absent: Gleaton, Herbert, Howard, Lawson
Motion passed. *The Board entered Executive Session at 12:52 P.M.*

Motion: A motion was made by Mr. Walker and seconded by Mr. Furgess to leave Executive Session.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Walker*
Absent: Gleaton, Herbert, Howard, Lawson, Terracio
Motion passed.
The Board exited Executive Session at 2.43 P.M.

The following Motions were made during Executive Session
Motion #1: A motion was made by Mr. Brennan and seconded by Dr. Morris to approve Change Order 10 to amend Section 5 of the contract related to compensation.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Walker*
Absent: Gleaton, Herbert, Howard, Lawson, Terracio
Motion passed.

Motion#2: A motion was made by Mr. Brennan and seconded by Ms. Mood to designate the ED Search Subcommittee to work with the Executive Director on expenditures up to his spending limit and pursuant to the procurement policy.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Walker*
Absent: Gleaton, Herbert, Howard, Lawson, Terracio
Motion passed.

Motion#3: A motion was made by Mr. Brennan and seconded by Dr. Morris to authorize notification to the Central Midlands Council of Government, the Board's desire to cancel the solicitation regarding a project manager for the Intermodal facility.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Walker*
Absent: Gleaton, Herbert, Howard, Lawson, Terracio
Motion passed.

Motion#4: A motion was made by Mr. Brennan and seconded by Ms. Mood to authorize the compensation packet for Executive Director LeRoy Deschamps.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Walker*

Absent: Gleaton, Herbert, Howard, Lawson, Terracio
Motion passed.

Motion#5: A motion was made by Mr. Brennan and seconded by Dr. Morris to uphold the decision by staff with regard to Ms. Sowell.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Walker*
Absent: Gleaton, Herbert, Howard, Lawson, Terracio
Motion passed.

10. ADJOURNMENT

Motion: A motion was made by Dr. Morris and seconded by Ms. Mood to adjourn.
Approved: Brennan, Furgess*, Mood, Morris, Smith*, Walker
Absent: Gleaton, Herbert, Howard, Lawson, Terracio
Motion passed.

Meeting adjourned at 2:47 P.M.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

Adopted this _____, 2023.

Prepared by:

Angela Jacobs, Board Clerk & Community Programs Specialist

Reviewed by:

_____
Pamela Bynoe-Reed, Director of Marketing & Community Affairs (Board Administrator)

Approved by:

_____
Christopher Lawson, Secretary

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Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E05070	2/17/2023	0000091	Professional Printers				**Check Entry Number:** 001	
			267740	1/12/2023	275.00	0.00	275.00	
			Invoice Comment: Suicide Prevention Posters					
	G/L Account:	4209-000-000-00	Printing					275.00
			267931	1/23/2023	152.12	0.00	152.12	
			Invoice Comment: Cover Pages for Audit Book					
	G/L Account:	4209-000-000-00	Printing					152.12
				Check E05070 Total:	427.12	0.00	427.12	
				Printed Check Total:			0.00	
				Electronic Payment Total:			427.12	
E05071	2/17/2023	0001000	RATP Dev USA Inc.				**Check Entry Number:** 001	
			10OCT22	11/16/2022	173,637.15	0.00	173,637.15	
			Invoice Comment: October 1 - 31, 2022 Contract Services					
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					414,818.10
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					816,744.76
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					802.31
	G/L Account:	4305-000-000-98	Contractor:Fixed Rte-General-USC					171,111.67
	G/L Account:	4305-000-000-98	Contractor:Fixed Rte-General-USC					24,513.12
	G/L Account:	4306-000-000-00	Contractor: DART					135,456.94
	G/L Account:	4306-000-000-00	Contractor: DART					125,373.89
	G/L Account:	4306-000-000-00	Contractor: DART					11,701.34
	G/L Account:	4306-000-000-00	Contractor: DART					18,241.15
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					7,980.35-
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					4,296.91
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					7,139.95-
	G/L Account:	4306-000-000-00	Contractor: DART					1,453.87-
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					15,912.00
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					162.48-
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					14,136.00
			11OCT22	1/31/2023	1,663,110.80	0.00	1,663,110.80	
			Invoice Comment: Nov. 1 - 30, 2022 Contract Services					
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					414,818.10
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					761,032.00
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					2,413.27
	G/L Account:	4305-000-000-98	Contractor:Fixed Rte-General-USC					163,412.00
	G/L Account:	4305-000-000-98	Contractor:Fixed Rte-General-USC					15,055.14
	G/L Account:	4306-000-000-00	Contractor: DART					135,456.94
	G/L Account:	4306-000-000-00	Contractor: DART					120,294.77
	G/L Account:	4306-000-000-00	Contractor: DART					11,471.28
	G/L Account:	4306-000-000-00	Contractor: DART					17,252.14
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					7,980.35-
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					4,103.01
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					4,103.01
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					6,783.65-
	G/L Account:	4306-000-000-00	Contractor: DART					1,422.38-
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					15,912.00
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					162.48-
	G/L Account:	4305-000-000-00	Contractor: Fixed Route					14,136.00
			LD- PASSENGER PASS28	11/23/2022	250.00-	0.00	250.00-	
			Invoice Comment: Passenger Pass, 11/21/22, Route 12					

Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
	G/L Account:	4305-000-000-00		Contractor: Fixed Route				250.00-
			LD-PASSENGER PASS29	12/6/2022	250.00-	0.00	250.00-	
			Invoice Comment:	Passenger Pass, 11/21/22, Route 96				
	G/L Account:	4305-000-000-00		Contractor: Fixed Route				250.00-
	G/L Account:	4305-000-000-00		Contractor: Fixed Route				250.00
	G/L Account:	4305-000-000-00		Contractor: Fixed Route				250.00-
			LD-POOR CUSTOMER SVR	11/8/2022	250.00-	0.00	250.00-	
			Invoice Comment:	Poor Customer Service Over-The-Phone				
	G/L Account:	4305-000-000-00		Contractor: Fixed Route				250.00-
				Check E05071 Total:	1,835,997.95	0.00	1,835,997.95	
				Printed Check Total:			0.00	
				Electronic Payment Total:			1,835,997.95	
E05072	2/17/2023	0001003	Burr Forman McNair				**Check Entry Number:** 001	
			DEC2022	1/26/2023	4,000.00	0.00	4,000.00	
			Invoice Comment:	Professional Services- December 2022				
	G/L Account:	4361-000-000-00		Professional Svcs				4,000.00
E05073	2/17/2023	0001018	Brownstone Construction Group				**Check Entry Number:** 001	
			12-2022	12/31/2022	43,725.95	0.00	43,725.95	
			Invoice Comment:	Architect & Engineering - December 2022				
	G/L Account:	4361-000-000-01		Professional Contracted Services: Intermodal				8,380.00
	G/L Account:	4361-021-004-02		Professional Svcs-GY2021-5339 E&D-LuciusRdSS				35,345.95
E05074	2/17/2023	0001055	AmeriGas Propane LP				**Check Entry Number:** 001	
			3145738166	1/13/2023	2,146.07	0.00	2,146.07	
			Invoice Comment:	1421.7 gals @ 1.37 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				2,146.07
			3145772744	1/14/2023	696.79	0.00	696.79	
			Invoice Comment:	461.6 gals @ 1.37 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				696.79
			3145797703	1/15/2023	1,975.04	0.00	1,975.04	
			Invoice Comment:	1308.4 gals @ 1.37 / gals				
	G/L Account:	4320-000-000-00		Propane Fuel				1,975.04
			3145903615	1/18/2023	752.51	0.00	752.51	
			Invoice Comment:	488.8 gals @ 1.40 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				752.51
			3145940702	1/19/2023	2,447.36	0.00	2,447.36	
			Invoice Comment:	1589.7 gals @ 1.40 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				2,447.36
			3145976274	1/20/2023	1,750.89	0.00	1,750.89	
			Invoice Comment:	1137.3 gals @ 1.40 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				1,750.89
			3146099864	1/24/2023	2,209.51	0.00	2,209.51	
			Invoice Comment:	1435.2 gals @ 1.40 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				2,209.51
			3146144578	1/25/2023	1,299.01	0.00	1,299.01	
			Invoice Comment:	802.1 gals @ 1.48 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				1,299.01
			3146182071	1/26/2023	1,630.52	0.00	1,630.52	
			Invoice Comment:	1006.8 gals @ 1.48 / gal				
	G/L Account:	4320-000-000-00		Propane Fuel				1,630.52
			3146257247	1/28/2023	3,683.75	0.00	3,683.75	

Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
			Invoice Comment: 2274.6 gals @ 1.48 / gal					
	G/L Account:	4320-000-000-00		Propane Fuel				3,683.75
			3146407362	1/31/2023	3,288.20	0.00	3,288.20	
			Invoice Comment: 2023 gals @ 1.49 / gal					
	G/L Account:	4320-000-000-00		Propane Fuel				3,288.20
			3146475165	1/31/2023	1,527.34	0.00	1,527.34	
			Invoice Comment: 933 gals @ 1.50 / gal					
	G/L Account:	4320-000-000-00		Propane Fuel				1,527.34
				Check E05074 Total:	23,406.99	0.00	23,406.99	
				Printed Check Total:			0.00	
				Electronic Payment Total:			23,406.99	
E05075	2/17/2023	0001081	Advanced Door Systems Inc.				**Check Entry Number:** 001	
			362987	1/17/2023	165.00	0.00	165.00	
			Invoice Comment: Repair Auto Sliders					
	G/L Account:	4205-000-000-00		Facility R&M Expense				165.00
E05076	2/17/2023	0001212	United Way of the Midlands				**Check Entry Number:** 001	
			JAN2023	1/26/2023	218.18	0.00	218.18	
			Invoice Comment: 2021 & 2022 Campaign Pledges					
	G/L Account:	2125-000-000-00		United Way of Midlands (82)				218.18
E05077	2/17/2023	0001214	Center for Transportation and the Environment				**Check Entry Number:** 001	
			9 DEC2022	1/26/2023	4,375.00	0.00	4,375.00	
			Invoice Comment: COMET Zero Emission Bus Project (2021)					
	G/L Account:	4361-000-000-04		Professional Svcs-General-Hydro Bus				4,375.00
E05078	2/17/2023	0001232	Harper, Poston & Moree, P.A.				**Check Entry Number:** 001	
			G2475	1/31/2023	8,460.00	0.00	8,460.00	
			Invoice Comment: Auditing- February 2023					
	G/L Account:	4361-000-000-00		Professional Svcs				8,460.00
E05079	2/17/2023	0001347	FAST SIGNS				**Check Entry Number:** 001	
			INV-108831	1/24/2023	255.60	0.00	255.60	
			Invoice Comment: Authorized Personnel Signs					
	G/L Account:	4205-000-000-00		Facility R&M Expense				255.60
E05080	2/17/2023	0001373	Transit Talent.Com				**Check Entry Number:** 001	
			1352302	2/13/2023	135.00	0.00	135.00	
			Invoice Comment: Employment Ad					
	G/L Account:	4203-000-000-00		Mktg/Adv/Promo/Spnsr				135.00
E05081	2/17/2023	0001421	ABLE South Carolina				**Check Entry Number:** 001	
			3057	1/6/2023	4,334.25	0.00	4,334.25	
			Invoice Comment: Applications- December 2022					
	G/L Account:	4361-000-000-00		Professional Svcs				4,334.25
	G/L Account:	4361-000-000-00		Professional Svcs				4,334.25-
	G/L Account:	4361-000-000-00		Professional Svcs				4,334.25
			3058	1/6/2023	10,310.27	0.00	10,310.27	
			Invoice Comment: Mobility Management- December 2022					
	G/L Account:	4520-000-000-00		Federal Exp: Mobility Mgt 5310				10,310.27
	G/L Account:	4520-000-000-00		Federal Exp: Mobility Mgt 5310				10,310.27-
	G/L Account:	4520-000-000-00		Federal Exp: Mobility Mgt 5310				10,310.27
				Check E05081 Total:	14,644.52	0.00	14,644.52	
				Printed Check Total:			0.00	
				Electronic Payment Total:			14,644.52	
E05082	2/17/2023	0001498	AOS Specialty Contractors, Inc				**Check Entry Number:** 001	

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Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
			01192023-190390	1/19/2023	933.00	0.00	933.00	
			Invoice Comment: COMET Bus Stop Amenities					
	G/L Account:	4503-000-000-00		Fed Exp: Shelter Acq/Install (CMCOG incl)				933.00
			01192023-190390-2	1/19/2023	823.50	0.00	823.50	
			Invoice Comment: COMET Bus Stop Amenities					
	G/L Account:	4503-000-000-00		Fed Exp: Shelter Acq/Install (CMCOG incl)				823.50
				Check E05082 Total:	1,756.50	0.00	1,756.50	
				Printed Check Total:			0.00	
				Electronic Payment Total:			1,756.50	
E05083	2/17/2023	0001521	Selman & Co LLC - Multi Billing				**Check Entry Number:** 001	
			JAN 2023	2/1/2023	96.16	0.00	96.16	
			Invoice Comment: LBT Coverage					
	G/L Account:	2197-000-000-00		Supplemental Insurance EE				96.16
E05084	2/17/2023	0001522	Lyft, Inc.				**Check Entry Number:** 001	
			1001074133	1/31/2023	63,400.51	0.00	63,400.51	
			Invoice Comment: Pick Up, Market, Night-Time- Jan. 2023					
	G/L Account:	4308-000-000-00		Contractor: Special Enhancements				543.87
	G/L Account:	4308-000-000-00		Contractor: Special Enhancements				58,376.32
	G/L Account:	4308-000-000-00		Contractor: Special Enhancements				2,476.16
	G/L Account:	4308-000-000-00		Contractor: Special Enhancements				1,890.03
	G/L Account:	4308-000-000-00		Contractor: Special Enhancements				114.13
E05085	2/17/2023	0001545	Nexsen Pruet, LLC				**Check Entry Number:** 001	
			535955363	2/3/2023	6,000.00	0.00	6,000.00	
			Invoice Comment: Matter No. 061920-00001					
	G/L Account:	4361-000-000-00		Professional Svcs				6,000.00
E05086	2/17/2023	0001653	Gamecock Sports Properties, LLC				**Check Entry Number:** 001	
			759-229527-470769	2/2/2023	2,500.00	0.00	2,500.00	
			Invoice Comment: 2022-2023 South Carolina Sponsorship					
	G/L Account:	4203-000-000-00		Mktg/Adv/Promo/Spnsr				2,500.00
E05087	2/17/2023	0001664	Cherokee Inc.				**Check Entry Number:** 001	
			APPL11 2113	1/31/2023	8,651.80	0.00	8,651.80	
			Invoice Comment: Lucius Rd Superstop					
	G/L Account:	1780-000-000-02		Construction in Progress- LR-General-LuciusRdSS				0.00
	G/L Account:	1780-000-000-02		Construction in Progress- LR-General-LuciusRdSS				8,651.80
E05088	2/17/2023	0001666	Guttman Energy, Inc.				**Check Entry Number:** 001	
			R23011202	1/18/2023	26,862.88	0.00	26,862.88	
			Invoice Comment: 7497 gals @ 3.27 / gal, 1/9/23					
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				26,862.88
			R23014425	1/23/2023	30,782.43	0.00	30,782.43	
			Invoice Comment: 7424 gals @ 3.84 / gal, 9/5/22					
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				30,782.43
			R23015572	1/25/2023	28,752.87	0.00	28,752.87	
			Invoice Comment: 7497 gals @ 3.53 / gal, 1/13/23					
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				28,752.87
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				0.00
			R23020350	2/1/2023	30,081.50	0.00	30,081.50	
			Invoice Comment: 7492 gals @ 3.71 / gal, 1/23/23					
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				30,081.50
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				0.00
			R23021148	2/2/2023	27,271.62	0.00	27,271.62	

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Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
			Invoice Comment: 7481 gals @ 3.34 / gal, 1/4/23					
	G/L Account:	4321-000-000-00	Vehicle Fuel: Diesel/UNL					27,271.62
	G/L Account:	4321-000-000-00	Vehicle Fuel: Diesel/UNL					0.00
			R23023980	2/7/2023	28,124.53	0.00	28,124.53	
			Invoice Comment: 7485 gals @ 3.45/gal, 1/30/2023					
	G/L Account:	4321-000-000-00	Vehicle Fuel: Diesel/UNL					28,124.53
				Check E05088 Total:	171,875.83	0.00	171,875.83	
				Printed Check Total:			0.00	
				Electronic Payment Total:			171,875.83	
E05089	2/17/2023	0001667	Smith & Jones Janitorial Supplies				**Check Entry Number:** 001	
			222856	2/1/2023	27.50	0.00	27.50	
			Invoice Comment: Air Freshener					
	G/L Account:	4401-000-000-00	Misc Administrative Expenses					27.50
			223022	2/10/2023	218.00	0.00	218.00	
			Invoice Comment: Paper Towels					
	G/L Account:	4401-000-000-00	Misc Administrative Expenses					218.00
				Check E05089 Total:	245.50	0.00	245.50	
				Printed Check Total:			0.00	
				Electronic Payment Total:			245.50	
E05090	2/17/2023	0001690	The Pest Bureau, Inc.				**Check Entry Number:** 001	
			99234	2/1/2023	150.00	0.00	150.00	
			Invoice Comment: Monthly Pest Control- Facility					
	G/L Account:	4205-000-000-00	Facility R&M Expense					150.00
			99235	2/1/2023	150.00	0.00	150.00	
			Invoice Comment: Monthly Pest Control- COMET Central					
	G/L Account:	4205-000-000-00	Facility R&M Expense					150.00
			99240	2/1/2023	1,492.00	0.00	1,492.00	
			Invoice Comment: Monthly Pest Control- Vehicles					
	G/L Account:	4387-000-000-00	Vehicle/Equip Repairs&Maint					1,492.00
				Check E05090 Total:	1,792.00	0.00	1,792.00	
				Printed Check Total:			0.00	
				Electronic Payment Total:			1,792.00	
E05091	2/17/2023	0006000	Melissa Amerson				**Check Entry Number:** 001	
			VTRIP JAN'23	1/31/2023	88.00	0.00	88.00	
			Invoice Comment: Volunteer Driver: John Hodge (150 miles)					
	G/L Account:	4520-000-000-00	Federal Exp: Mobility Mgt 5310					87.00
	G/L Account:	4520-000-000-00	Federal Exp: Mobility Mgt 5310					1.00
E05092	2/17/2023	0006003	Ashley Brown				**Check Entry Number:** 001	
			VTRIP JAN'23	1/31/2023	88.00	0.00	88.00	
			Invoice Comment: Volunteer Driver - Allison (max 150mi)					
	G/L Account:	4520-000-000-00	Federal Exp: Mobility Mgt 5310					87.00
	G/L Account:	4520-000-000-00	Federal Exp: Mobility Mgt 5310					1.00
E05093	2/17/2023	0006004	Richard Y.S. Lung Sr				**Check Entry Number:** 001	
			VTRIP DEC'22	12/31/2022	88.00	0.00	88.00	
			Invoice Comment: Volunteer Driver - Julia Langer 150mi					
	G/L Account:	4520-000-000-00	Federal Exp: Mobility Mgt 5310					87.00
	G/L Account:	4520-000-000-00	Federal Exp: Mobility Mgt 5310					1.00
			VTRIP JAN'23	1/31/2023	88.00	0.00	88.00	
			Invoice Comment: Volunteer Driver - Julia Langer 150 mi					
	G/L Account:	4520-000-000-00	Federal Exp: Mobility Mgt 5310					88.00

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Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
				Check E05093 Total:	176.00	0.00	176.00	
				Printed Check Total:			0.00	
				Electronic Payment Total:			176.00	
E05094	2/17/2023	0009630	Natavis Eric Harris				**Check Entry Number:** 001	
			657	2/15/2023	5,256.28	0.00	5,256.28	
				Invoice Comment: Planning Consultation- 1/16/23-2/13/23				
	G/L Account:	4361-021-019-00		Professional Svcs-GY2021-General				5,256.28
				Report Total:	2,197,737.89	0.00	2,197,737.89	
				Printed Check Total:			0.00	
				Electronic Payment Total:			2,197,737.89	

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Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E05095	2/17/2023	00LGIP	SC State Treasurer - LGIP				**Check Entry Number:** 002	
Check Comment:	Transfer from SF Op to LGIP Em							
			TRANSFER EM 02/17/23	2/17/2023	4,000,000.00	0.00	4,000,000.00	
			Invoice Comment:	Transfer from SF Op to LGIP Em				
	G/L Account:	1022-000-000-00		Emergency Reserve Fund: LGIP				4,000,000.00
E05096	2/17/2023	00LGIP	SC State Treasurer - LGIP				**Check Entry Number:** 003	
Check Comment:	Transfer from SF Op to LGIP Op							
			TRANSFER OP 02/17/23	2/17/2023	4,000,000.00	0.00	4,000,000.00	
			Invoice Comment:	Transfer from SF Op to LGIP Op				
	G/L Account:	1023-000-000-00		Operating Reserve Fund: LGIP				4,000,000.00
				Report Total:	8,000,000.00	0.00	8,000,000.00	
				Printed Check Total:			0.00	
				Electronic Payment Total:			8,000,000.00	

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Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E05097	2/28/2023	0001004	Dominion Energy South Carolina				**Check Entry Number:** 002	
Check Comment: 1224 Laurel St.								
			0664-1222	1/5/2023	883.09	0.00	883.09	
			Invoice Comment: 1224 Laurel St.					
	G/L Account: 4381-000-000-00			Utility: Electricity				883.09
E05098	2/28/2023	0001004	Dominion Energy South Carolina				**Check Entry Number:** 003	
Check Comment: 3613 Lucius Rd.								
			1452-0123	1/19/2023	9,278.54	0.00	9,278.54	
			Invoice Comment: 3613 Lucius Rd.					
	G/L Account: 4381-000-000-00			Utility: Electricity				7,326.80
	G/L Account: 4380-000-000-00			Utility: Natural Gas				1,951.74
E05099	2/28/2023	0001004	Dominion Energy South Carolina				**Check Entry Number:** 004	
Check Comment: Fuel Island & Bus Wash								
			9634-0123	1/19/2023	975.08	0.00	975.08	
			Invoice Comment: Fuel Island & Bus Wash					
	G/L Account: 4381-000-000-00			Utility: Electricity				975.08
E05100	2/28/2023	0001010	City of Columbia - Water				**Check Entry Number:** 002	
Check Comment: 1745 Sumter St.								
			0540-0123	2/10/2023	70.75	0.00	70.75	
			Invoice Comment: 1745 Sumter St.					
	G/L Account: 4382-000-000-00			Utility: Water&Sewer				70.75
E05101	2/28/2023	0001010	City of Columbia - Water				**Check Entry Number:** 003	
Check Comment: 3800 Lucius Rd.								
			5705-0123	2/10/2023	183.95	0.00	183.95	
			Invoice Comment: 3800 Lucius Rd.					
	G/L Account: 4382-000-000-00			Utility: Water&Sewer				183.95
E05102	2/28/2023	0001010	City of Columbia - Water				**Check Entry Number:** 004	
Check Comment: 3808 Lucius Rd.								
			5706-0123	2/10/2023	212.25	0.00	212.25	
			Invoice Comment: 3808 Lucius Rd.					
	G/L Account: 4382-000-000-00			Utility: Water&Sewer				212.25
E05103	2/28/2023	0001010	City of Columbia - Water				**Check Entry Number:** 005	
Check Comment: 3613 Lucius Rd.								
			5754-0123	2/1/2023	4,036.42	0.00	4,036.42	
			Invoice Comment: 3613 Lucius Rd.					
	G/L Account: 4382-000-000-00			Utility: Water&Sewer				4,036.42
E05104	2/28/2023	0001022	Segra				**Check Entry Number:** 001	
			2469085	1/1/2023	922.00	0.00	922.00	
			Invoice Comment: VOIP 5231111- 1/1/23-1/31/23					
	G/L Account: 4383-000-000-00			Telecommunications				922.00
			2473258	1/1/2023	2,682.16	0.00	2,682.16	
			Invoice Comment: Internet Charges- 1/1/2023-1/31/2023					
	G/L Account: 4383-000-000-00			Telecommunications				2,682.16
				Check E05104 Total:	3,604.16	0.00	3,604.16	
				Printed Check Total:			0.00	
				Electronic Payment Total:			3,604.16	
E05105	2/28/2023	0001144	PEBA Insurance Finance				**Check Entry Number:** 002	
			FEB 2023	3/1/2023	8,696.20	0.00	8,696.20	
	G/L Account: 4165-000-000-00			Health Insurance Employer Portion				6,564.60
	G/L Account: 2145-000-000-00			State Health: EE				1,316.02

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Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
	G/L Account:	2165-000-000-00		Dental: Employee				13.72
	G/L Account:	2172-000-000-00		Dental Plus: Employee				301.44
	G/L Account:	2175-000-000-00		Optional Life				164.16
	G/L Account:	2180-000-000-00		Dependant Life Ins				5.68
	G/L Account:	2180-000-000-00		Dependant Life Ins				5.04
	G/L Account:	2182-000-000-00		Supplemental Long Term Disability				188.74
	G/L Account:	2187-000-000-00		State Vision Plan				96.80
	G/L Account:	2186-000-000-00		State Tobacco Prem				40.00
E05106	2/28/2023	0001167	AT&T - Atlanta				**Check Entry Number:** 002	
Check Comment:	Elevator & Fire Alarm							
			0749-0123	1/22/2023	337.92	0.00	337.92	
				Invoice Comment: Elevator & Fire Alarm				
	G/L Account:	4383-000-000-00		Telecommunications				337.92
E05107	2/28/2023	0001224	Bank of America				**Check Entry Number:** 001	
			5756-0123	1/14/2023	55.00	0.00	55.00	
	G/L Account:	4402-000-000-00		Banking Related Svc Fees				30.00
	G/L Account:	4401-000-000-00		Misc Administrative Expenses				25.00
			5756-0123 DEC	1/14/2023	822.43	0.00	822.43	
	G/L Account:	4401-000-000-00		Misc Administrative Expenses				22.55-
	G/L Account:	4518-000-000-00		EE Training & Development (& Travel Adv)				145.98
	G/L Account:	4383-000-000-00		Telecommunications				81.98
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				4.32
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				15.00
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				2.50
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				552.00
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				43.20
			8483-0123	1/14/2023	46.56	0.00	46.56	
	G/L Account:	4203-000-000-00		Mktg/Adv/Promo/Spnsr				30.00
	G/L Account:	4401-000-000-00		Misc Administrative Expenses				16.56
			8483-0123 DEC	1/14/2023	1,372.73	0.00	1,372.73	
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				12.95
	G/L Account:	4203-000-000-00		Mktg/Adv/Promo/Spnsr				708.55
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				16.19
	G/L Account:	4203-000-000-00		Mktg/Adv/Promo/Spnsr				635.04
				Check E05107 Total:	2,296.72	0.00	2,296.72	
				Printed Check Total:			0.00	
				Electronic Payment Total:			2,296.72	
E05108	2/28/2023	0001265	Colonial Life Supp Ins				**Check Entry Number:** 001	
			31647120105090	1/5/2023	75.90	0.00	75.90	
				Invoice Comment: January 2023 Supplemental Insurance				
	G/L Account:	2195-000-000-00		Colonial Supplemental				75.90
E05109	2/28/2023	0001328	Waste Management				**Check Entry Number:** 002	
Check Comment:	3613 Lucius Rd.							
			4535756-0080-5	1/17/2023	2,402.96	0.00	2,402.96	
				Invoice Comment: 3613 Lucius Rd.				
	G/L Account:	4205-000-000-00		Facility R&M Expense				2,402.96
E05110	2/28/2023	0001328	Waste Management				**Check Entry Number:** 003	
Check Comment:	1224 Laurel St.							
			4535822-0080-5	1/17/2023	1,066.71	0.00	1,066.71	
				Invoice Comment: 1224 Laurel St.				

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Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
	G/L Account:	4205-000-000-00		Facility R&M Expense				1,066.71
E05111	2/28/2023	0001335	SC Deferred Compensation				**Check Entry Number:** 001	
			1068027028	2/17/2023	610.00	0.00	610.00	
			Invoice Comment:	457 - Feb2023				
	G/L Account:	2190-000-000-00		Deferred Comp: EE 401K & 457				610.00
			1068033928	2/17/2023	3,048.50	0.00	3,048.50	
			Invoice Comment:	401K - Feb2023				
	G/L Account:	2190-000-000-00		Deferred Comp: EE 401K & 457				3,048.50
				Check E05111 Total:	3,658.50	0.00	3,658.50	
				Printed Check Total:			0.00	
				Electronic Payment Total:			3,658.50	
E05112	2/28/2023	0001359	AT&T Mobility				**Check Entry Number:** 001	
			X02092023	2/1/2023	6,760.01	0.00	6,760.01	
	G/L Account:	4383-000-000-00		Telecommunications				6,760.01
E05113	2/28/2023	0001405	Pitney Bowes Global Financial				**Check Entry Number:** 001	
			3316832844	12/28/2022	252.21	0.00	252.21	
			Invoice Comment:	Lease Renewal- 1/30/2023-4/29/2023				
	G/L Account:	4501-000-000-00		Leases/Rentals				252.21
E05114	2/28/2023	0001470	WEX BANK				**Check Entry Number:** 001	
			86752166	1/31/2023	6,697.37	0.00	6,697.37	
			Invoice Comment:	2063.8 gals @ 3.19 avg / gal				
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				6,697.37
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				35.90-
	G/L Account:	4510-019-008-00		Fed Exp: ADP Software Acq/Main-General				35.90
E05115	2/28/2023	0001512	VERIZON WIRELESS				**Check Entry Number:** 001	
			9926046639	1/23/2023	1,216.32	0.00	1,216.32	
			Invoice Comment:	iPad & Tablet Data Plan				
	G/L Account:	4383-000-000-00		Telecommunications				1,216.32
E05116	2/28/2023	0001620	PXC, Inc.				**Check Entry Number:** 001	
			2023020101	2/1/2023	124.81	0.00	124.81	
			Invoice Comment:	Salary Payroll - 2/3/23				
	G/L Account:	1020-000-000-00		Cash: Payroll - WF/SFB				124.81
	G/L Account:	1020-000-000-00		Cash: Payroll - WF/SFB				124.81-
	G/L Account:	1020-000-000-00		Cash: Payroll - WF/SFB				124.81
			2023020801	2/8/2023	136.74	0.00	136.74	
			Invoice Comment:	Hourly Payroll - 2/10/23				
	G/L Account:	1020-000-000-00		Cash: Payroll - WF/SFB				136.74
			2023021501	2/15/2023	124.81	0.00	124.81	
			Invoice Comment:	Salary Payroll - 2/17/23				
	G/L Account:	1020-000-000-00		Cash: Payroll - WF/SFB				124.81
			2023022201	2/22/2023	136.74	0.00	136.74	
			Invoice Comment:	Hourly Payroll - 2/24/23				
	G/L Account:	1020-000-000-00		Cash: Payroll - WF/SFB				136.74
				Check E05116 Total:	523.10	0.00	523.10	
				Printed Check Total:			0.00	
				Electronic Payment Total:			523.10	
				Report Total:	53,228.16	0.00	53,228.16	
				Printed Check Total:			0.00	
				Electronic Payment Total:			53,228.16	

Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
013326	3/1/2023	0000035	Dick Smith Ford, Inc.				**Check Entry Number:** 001	
			211028	2/6/2023	10,112.34	0.00	10,112.34	
			Invoice Comment: Bus#14509 Engine					
	G/L Account:	1711-000-000-00	Bus Transmissions/Engines					5,702.34
	G/L Account:	1711-000-000-00	Bus Transmissions/Engines					4,410.00
013327	3/1/2023	0001019	Office Depot, Inc.				**Check Entry Number:** 001	
			291591244001	1/27/2023	102.07	0.00	102.07	
			Invoice Comment: Binder Tabs, Pens, Sticky Notes, Water					
	G/L Account:	4401-000-000-00	Misc Administrative Expenses					102.07
			291591801001	1/27/2023	11.19	0.00	11.19	
			Invoice Comment: Rubber Bands					
	G/L Account:	4401-000-000-00	Misc Administrative Expenses					11.19
				Check 013327 Total:	113.26	0.00	113.26	
013328	3/1/2023	0001150	Fraley & Quattlebaum Refrigeration				**Check Entry Number:** 001	
			95024	2/17/2023	510.72	0.00	510.72	
			Invoice Comment: Ice Machine Cleaning					
	G/L Account:	4205-000-000-00	Facility R&M Expense					510.72
013329	3/1/2023	0001159	Canon Financial Services				**Check Entry Number:** 001	
			29996517	2/9/2023	507.75	0.00	507.75	
			Invoice Comment: Canon Copier Lease					
	G/L Account:	4501-000-000-00	Leases/Rentals					372.37
	G/L Account:	4209-000-000-00	Printing					135.38
013330	3/1/2023	0001287	Geneva Companies, Inc.				**Check Entry Number:** 001	
			1390609	2/16/2023	504.89	0.00	504.89	
			Invoice Comment: Commercial Fitness Equipment					
	G/L Account:	4501-000-000-00	Leases/Rentals					465.00
	G/L Account:	4501-000-000-00	Leases/Rentals					39.89
013331	3/1/2023	0001323	CLASSIC FORD OF COLUMBIA				**Check Entry Number:** 001	
			234798	2/22/2023	7,834.70	0.00	7,834.70	
			Invoice Comment: Bus#16314 Engine Replacement					
	G/L Account:	1711-000-000-00	Bus Transmissions/Engines					4,300.26
	G/L Account:	1711-000-000-00	Bus Transmissions/Engines					3,423.00
	G/L Account:	1711-000-000-00	Bus Transmissions/Engines					39.44
	G/L Account:	1711-000-000-00	Bus Transmissions/Engines					72.00
			CM553074	12/1/2022	1,250.00-	0.00	1,250.00-	
			Invoice Comment: Credit- Core R, PO 733					
	G/L Account:	1711-000-000-00	Bus Transmissions/Engines					1,250.00-
				Check 013331 Total:	6,584.70	0.00	6,584.70	
013332	3/1/2023	0001362	Irmo Lock Company				**Check Entry Number:** 001	
			35261105	2/14/2023	100.00	0.00	100.00	
			Invoice Comment: Door Closer					
	G/L Account:	4205-000-000-00	Facility R&M Expense					100.00
013333	3/1/2023	0001389	Shred With Us				**Check Entry Number:** 001	
			266301	2/7/2023	72.00	0.00	72.00	
			Invoice Comment: Shredded Confidential Documents					
	G/L Account:	4401-000-000-00	Misc Administrative Expenses					72.00
013334	3/1/2023	0001568	National Safe Place Network				**Check Entry Number:** 001	
			2998	2/3/2023	2,400.00	0.00	2,400.00	
			Invoice Comment: Membership Renewal Feb.2023-Dec.2023					
	G/L Account:	4201-000-000-00	Membership Fees, Dues & Subscriptions					2,400.00

Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
013335	3/1/2023	0001611	Frances Davis				**Check Entry Number:** 001	
			11	1/29/2023	266.00	0.00	266.00	
			Invoice Comment:	Minutes- Finance, Service, Jan 2023				
	G/L Account:	4361-000-000-00		Professional Svcs				266.00
			12	2/10/2023	175.00	0.00	175.00	
			Invoice Comment:	Minutes- BOD Jan. 2023				
	G/L Account:	4361-000-000-00		Professional Svcs				175.00
				Check 013335 Total:	441.00	0.00	441.00	
013336	3/1/2023	0001671	Alphonso Parr				**Check Entry Number:** 001	
			111	1/25/2023	180.00	0.00	180.00	
			Invoice Comment:	Board Meeting Cater- 1/25/23				
	G/L Account:	4210-000-000-00		Board/Committee Exp				180.00
013337	3/1/2023	0001691	Brookland Baptist Church				**Check Entry Number:** 001	
			12142022	12/29/2022	300.00	0.00	300.00	
			Invoice Comment:	December Board Meeting Lunch				
	G/L Account:	4210-000-000-00		Board/Committee Exp				300.00
	G/L Account:	4210-000-000-00		Board/Committee Exp				0.00
				Report Total:	21,826.66	0.00	21,826.66	

Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E05117	3/3/2023	0000046	Nationwide Testing Association Inc.				**Check Entry Number:** 001	
			1474	2/8/2023	16.00	0.00	16.00	
			Invoice Comment: Employee Background Check					
	G/L Account:	4401-000-000-00	Misc Administrative Expenses					16.00
			NTA_17835	2/8/2023	40.00	0.00	40.00	
			Invoice Comment: Employee Drug Screening					
	G/L Account:	4401-000-000-00	Misc Administrative Expenses					40.00
				Check E05117 Total:	56.00	0.00	56.00	
				Printed Check Total:			0.00	
				Electronic Payment Total:			56.00	
E05118	3/3/2023	0000050	Enterprise Holdings, Inc.				**Check Entry Number:** 001	
			172364867572	2/1/2023	8,774.19	0.00	8,774.19	
			Invoice Comment: January 2023- Renter Subsidy					
	G/L Account:	4513-020-015-00	Fed Exp: Vanpool Ops-Grant Year (last 2 digits)-AP					8,774.19
E05119	3/3/2023	0001003	Burr Forman McNair				**Check Entry Number:** 001	
			1368483	2/13/2023	1,342.00	0.00	1,342.00	
			Invoice Comment: Labor Issues- January 2023					
	G/L Account:	4361-000-000-00	Professional Svcs					1,342.00
			JAN2023	2/13/2023	4,000.00	0.00	4,000.00	
			Invoice Comment: Professional Services- January 2023					
	G/L Account:	4361-000-000-00	Professional Svcs					4,000.00
				Check E05119 Total:	5,342.00	0.00	5,342.00	
				Printed Check Total:			0.00	
				Electronic Payment Total:			5,342.00	
E05120	3/3/2023	0001055	AmeriGas Propane LP				**Check Entry Number:** 001	
			3146407363	1/31/2023	1,458.20	0.00	1,458.20	
			Invoice Comment: 900.4 gals @ 1.48 / gal					
	G/L Account:	4320-000-000-00	Propane Fuel					1,458.20
			3146588274	2/4/2023	3,363.79	0.00	3,363.79	
			Invoice Comment: 1975.2 gals @ 1.57 / gal					
	G/L Account:	4320-000-000-00	Propane Fuel					3,363.79
	G/L Account:	4320-000-000-00	Propane Fuel					3,363.79-
	G/L Account:	4320-000-000-00	Propane Fuel					3,363.79
			3146737075	2/7/2023	2,508.20	0.00	2,508.20	
			Invoice Comment: 1472.8 gals @ 1.57 / gal					
	G/L Account:	4320-000-000-00	Propane Fuel					2,508.20
			3146774622	2/8/2023	4,308.05	0.00	4,308.05	
			Invoice Comment: 2558.5 gals @ 1.55 / gal					
	G/L Account:	4320-000-000-00	Propane Fuel					4,308.05
			3146811590	2/9/2023	506.67	0.00	506.67	
			Invoice Comment: 301.5 gals @ 1.55 / gal					
	G/L Account:	4320-000-000-00	Propane Fuel					506.67
			3146848217	2/10/2023	2,799.89	0.00	2,799.89	
			Invoice Comment: 1666.1 gals @ 1.55 / gal					
	G/L Account:	4320-000-000-00	Propane Fuel					2,799.89
			3146983773	2/14/2023	4,796.51	0.00	4,796.51	
			Invoice Comment: 2854.2 gals @ 1.55 / gal					
	G/L Account:	4320-000-000-00	Propane Fuel					4,796.51
				Check E05120 Total:	19,741.31	0.00	19,741.31	

Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
				Printed Check Total:			0.00	
				Electronic Payment Total:			19,741.31	
E05121	3/3/2023	0001059	Trapeze Software Group, Inc.				**Check Entry Number:** 001	
			TSMAU220920	1/28/2023	158.36	0.00	158.36	
				Invoice Comment: Voice Minutes- 10/1/2022-12/31/2022				
	G/L Account:	4383-000-000-00		Telecommunications				158.36
E05122	3/3/2023	0001132	Chernoff Newman, LLC				**Check Entry Number:** 001	
			055040	7/31/2022	2,950.00	0.00	2,950.00	
				Invoice Comment: Year in Review Infographic				
	G/L Account:	4361-000-000-00		Professional Svcs				3,012.50
	G/L Account:	4361-000-000-00		Professional Svcs				3,012.50-
	G/L Account:	4361-000-000-00		Professional Svcs				2,950.00
			056456	1/31/2023	1,675.00	0.00	1,675.00	
				Invoice Comment: Narrative Presentation				
	G/L Account:	4361-000-000-00		Professional Svcs				1,675.00
			56457-0000	1/31/2023	1,912.50	0.00	1,912.50	
				Invoice Comment: Consultation COMET Board- Nov.22-Jan.23				
	G/L Account:	4361-000-000-00		Professional Svcs				1,912.50
				Check E05122 Total:	6,537.50	0.00	6,537.50	
				Printed Check Total:			0.00	
				Electronic Payment Total:			6,537.50	
E05123	3/3/2023	0001214	Center for Transportation and the Environment				**Check Entry Number:** 001	
			10 JAN2023	2/9/2023	4,375.00	0.00	4,375.00	
				Invoice Comment: COMET Zero Emission Bus Project (2021)				
	G/L Account:	4361-000-000-04		Professional Svcs-General-Hydro Bus				4,375.00
E05124	3/3/2023	0001421	ABLE South Carolina				**Check Entry Number:** 001	
			3093	2/7/2023	10,310.27	0.00	10,310.27	
				Invoice Comment: Mobility Management- January 2023				
	G/L Account:	4520-000-000-00		Federal Exp: Mobility Mgt 5310				10,310.27
			3094	2/7/2023	4,334.25	0.00	4,334.25	
				Invoice Comment: Applications- January 2023				
	G/L Account:	4361-000-000-00		Professional Svcs				4,334.25
				Check E05124 Total:	14,644.52	0.00	14,644.52	
				Printed Check Total:			0.00	
				Electronic Payment Total:			14,644.52	
E05125	3/3/2023	0001494	Premier Safety				**Check Entry Number:** 001	
			08040420	2/2/2023	950.00	0.00	950.00	
	G/L Account:	4205-000-000-00		Facility R&M Expense				950.00
	G/L Account:	4205-000-000-00		Facility R&M Expense				0.00
E05126	3/3/2023	0001541	UBER Technologies, Inc.				**Check Entry Number:** 002	
Check Comment:	January 2022- PUP Applications							
			E84930	2/1/2023	170.74	0.00	170.74	
				Invoice Comment: January 2022- PUP Applications				
	G/L Account:	4308-000-000-00		Contractor: Special Enhancements				170.74
E05127	3/3/2023	0001543	Flock & Rally				**Check Entry Number:** 001	
			186ADV	2/10/2023	25,062.01	0.00	25,062.01	
				Invoice Comment: February 2023 Advertising Expenses				
	G/L Account:	4203-000-000-00		Mktg/Adv/Promo/Spnsr				25,062.01
			4156	2/10/2023	15,307.34	0.00	15,307.34	
				Invoice Comment: January 2023 Marketing Hours				

Bank Code: G - Operating Security Federal

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
	G/L Account:	4203-000-000-00		Mktg/Adv/Promo/Spnsr				15,307.34
				Check E05127 Total:	40,369.35	0.00	40,369.35	
				Printed Check Total:			0.00	
				Electronic Payment Total:			40,369.35	
E05128	3/3/2023	0001547	Solutions for Transit (SFT)				**Check Entry Number:** 001	
			23-0205COMET	2/5/2023	4,166.66	0.00	4,166.66	
				Invoice Comment: The Reporting Solution- January 2023				
	G/L Account:	4510-000-000-00		Federal/Non Fed Exp: ADP Software ACQ/Maint				4,166.66
E05129	3/3/2023	0001637	Feonix - Mobility Rising				**Check Entry Number:** 001	
			1884	2/1/2023	19,859.00	0.00	19,859.00	
				Invoice Comment: FTA iCam- January 2023				
	G/L Account:	4520-021-005-00		Federal Exp: 5310-GY2021-ICAM-General				19,859.00
E05130	3/3/2023	0001666	Guttman Energy, Inc.				**Check Entry Number:** 001	
			R23028548	2/15/2023	25,181.77	0.00	25,181.77	
				Invoice Comment: 7490 gals @ 3.05 / gal, 2/9/23				
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				25,181.77
			R23028736	2/15/2023	25,423.50	0.00	25,423.50	
				Invoice Comment: 7499 gals @ 3.08, 2/3/23				
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				25,423.50
			R23031757	2/21/2023	25,351.80	0.00	25,351.80	
				Invoice Comment: 7492 gals @ 3.07 / gal				
	G/L Account:	4321-000-000-00		Vehicle Fuel: Diesel/UNL				25,351.80
				Check E05130 Total:	75,957.07	0.00	75,957.07	
				Printed Check Total:			0.00	
				Electronic Payment Total:			75,957.07	
				Report Total:	201,101.70	0.00	201,101.70	
				Printed Check Total:			0.00	
				Electronic Payment Total:			201,101.70	

RATP Dev USA Monthly Performance Report

February 2023

RATP DEV USA

LIMITED SHARING

Hot Topics:

1. COVID-19 – Lenny Cooksey
2. Customer Service –Alicia Peterson
3. Maintenance – Ron Sweeney
4. Operations – Tiffany Turner
5. Safety and Training – Mary Saunders
6. Human Resources – Courtney Coney
7. Performance Indicators - Lenny Cooksey

Covid- 19

WASHINGTON (Reuters) -President Joe Biden's administration on Monday said it will end COVID-19 emergency declarations on May 11, nearly three years after the United States imposed sweeping pandemic measures to curb the spread of the illness

Bus Cleaning	Totals
Detailed	350

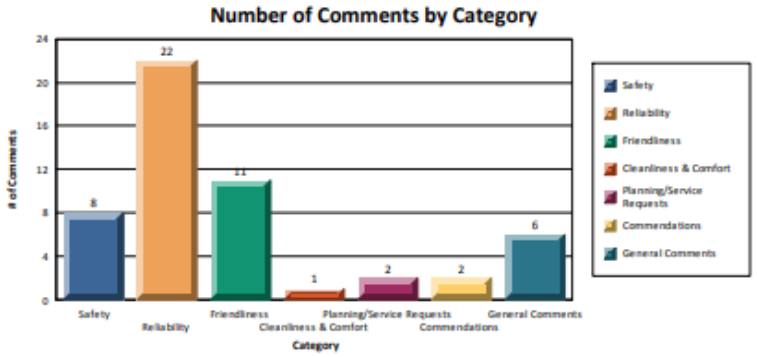
LIMITED SHARING

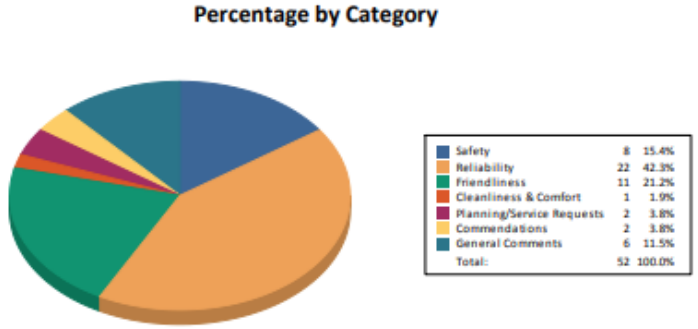
Customer Service

LIMITED SHARING

Customer Service

For the Period: 2/1/2023 to 2/28/2023





For the month of February 2023, RATP Dev had a total of 47 customer complaints comparing to 48 of January 2023, that is a 2.08% decrease from the previous month. The Safety category was increased to 15.4% from 14.8% and the Reliability category decreased to 42.3% from 49.2% of the previous month.

The complaint rate 3.12% (complaints per 10,000 riders) for the month of February is below our target goal of 4.00 to 6.00 complaints per 10,000 customers.

RATP Dev has been continuously addressing the customer complaint issues in different training programs, personal counseling/coaching, and other management actions.

Customer Point of View

YOUR SCORE

Showing data for Current Evaluation

Overall

INFORMATION

ID #
33198

Report Date
11/15/22

Address
NA
Columbia , SC 29201
United States

Company / Survey
Columbia The Comet: Comet Fixed Route

Location
Comet 88- Beltline Crosstown ID# 88

Routes
Comet 88- Beltline Crosstown

SECTIONAL CHANGE

Showing data for all dates

Section	This Evaluation Act/Pos	Score	Last Evaluation Act/Pos	Score	Change Pts	Score	
General Ride Information	/				--	--	
Operator Conduct	40/40	100 %	40/40	100 %	+0	+0 %	--
Fare Collection	3/3	100 %	3/3	100 %	+0	+0 %	--
Driver Safety	27/27	100 %	27/27	100 %	+0	+0 %	--
ADA Compliance	4/4	100 %	9/9	100 %	-5	+0 %	--
Vehicle Condition	5/8	63 %	5/8	63 %	+0	+0 %	--

YOUR SCORE: MAJOR SECTIONS

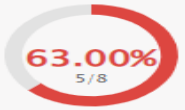
Showing data for Current Evaluation

Operator Conduct

Fare Collection

Driver Safety

ADA Compliance



Vehicle Condition

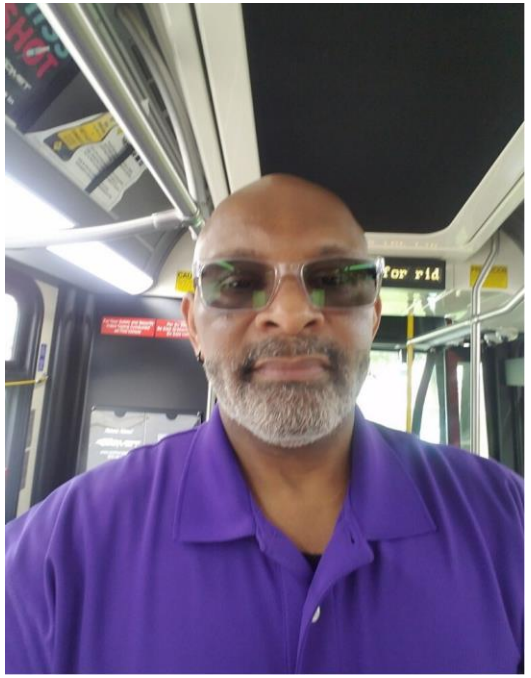
Bus Cleaning	Totals
Detailed	**383**

LIMITED SHARING

RATP DEV USA

Employee Recognition

James Wheeler (TASC)



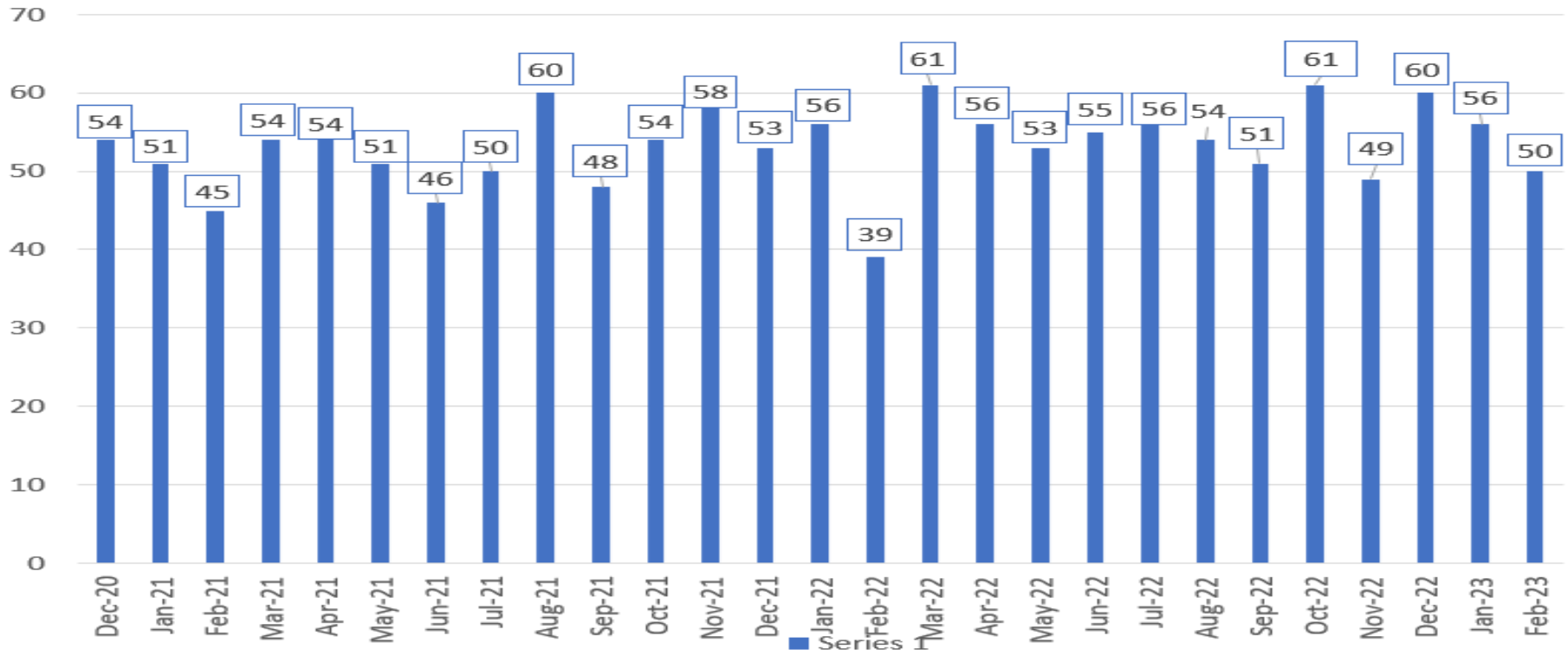
Kevin Settles (EOY) 2022

John Daley (EOM-February)

Maintenance

LIMITED SHARING

Preventive Maintenance



Scheduled PMIs =50

Completed PMIs = 50

100% On-Time

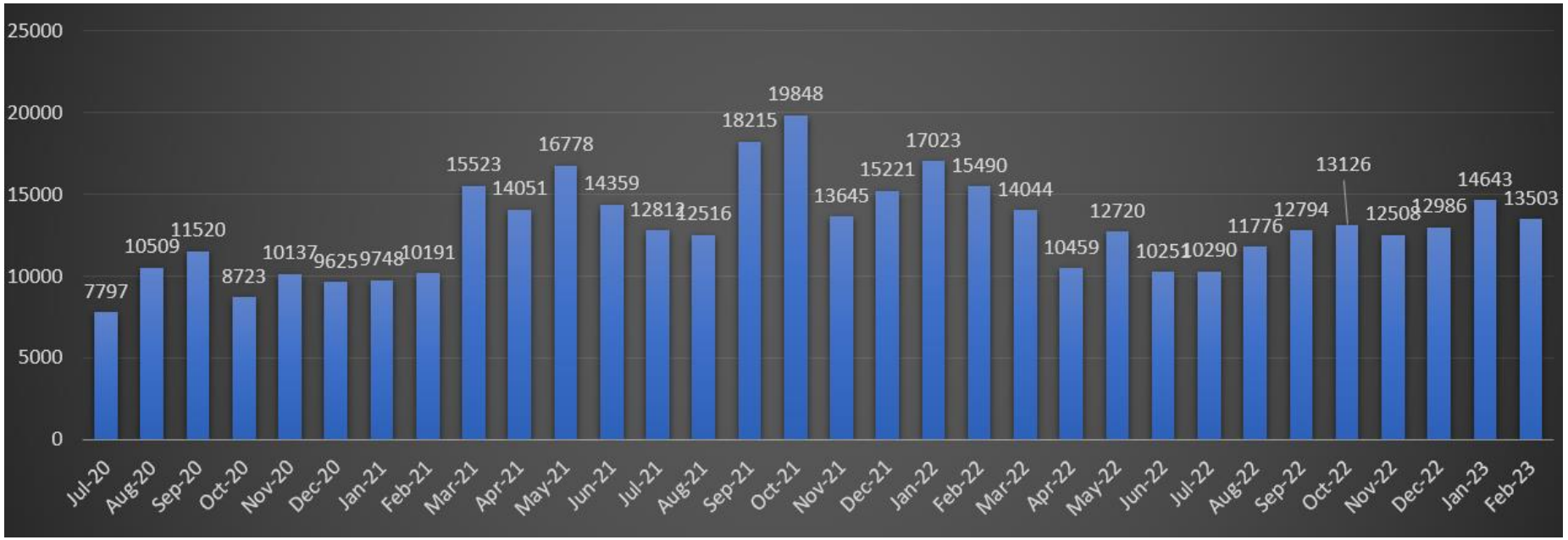
PMI'S ARE TRIGGERED BY ACCUMULATED MILEAGE

AMOUNT VARIES BY MONTH

RATP DEV USA

LIMITED SHARING

PM Results



Total Miles Between Road Calls = **13503**

Target Miles Between Road Calls = 13503

Vehicle Preventative Maintenance Interval Statistics

LIMITED SHARING

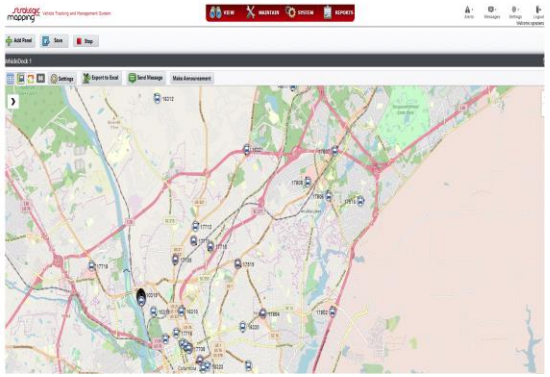
RATP DEV USA

On Time Performance (OTP)

LIMITED SHARING

OTP for Fixed Route / DART / Flex

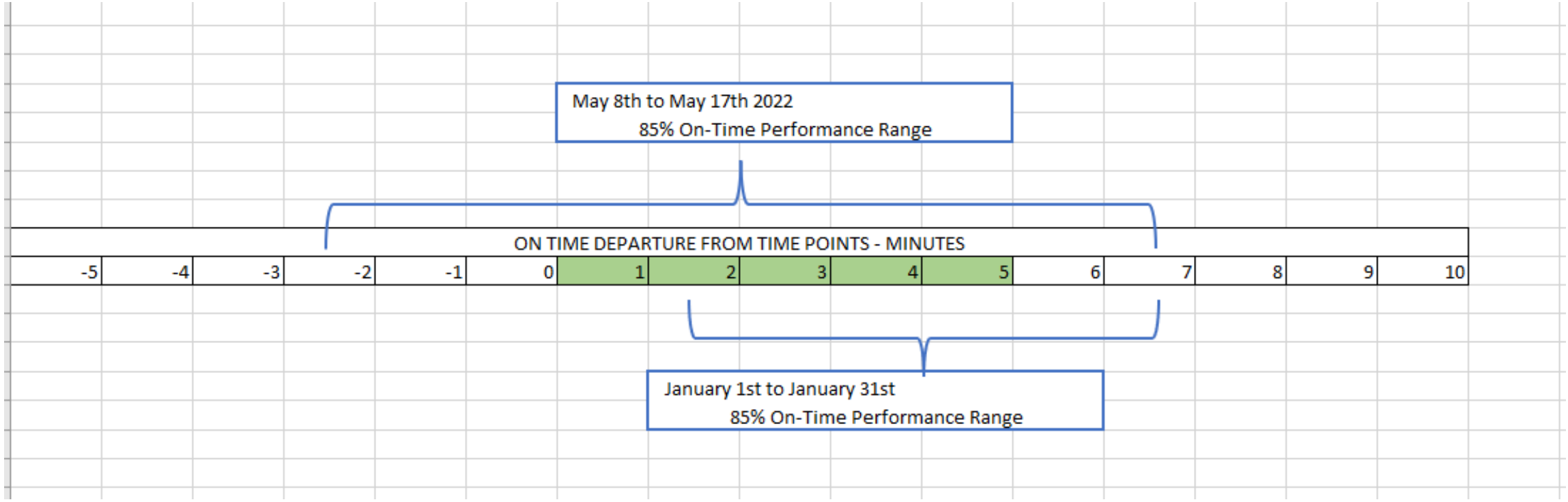
On-time performance is a leading indicator of service reliability and is inscribed as an essential service standard. On-time performance measures the percentage of actual arrival times that are between (<1) minutes early and five (<6) minutes late at designated points along transit routes. The metric is reported by the COMET's AVL system for Fixed Route (Strategic Mapping) and DART Paratransit (Trapeze).



- Fixed Route OTP for February 2023: **78.43%**
- Fixed Route OTP increase by 4.3% % compared to January 2023 at **74.13%**
- DART/Paratransit OTP for February 2023: 90.36**%**
- DART/Paratransit OTP increase **0.30%** compared to January 2022 at **90.06%**

Clever Devices has been replaced with the new AVL system, Strategic Mapping. We are currently in phase one of three-part implementation to improve depiction of the system OTP.

LIMITED SHARING

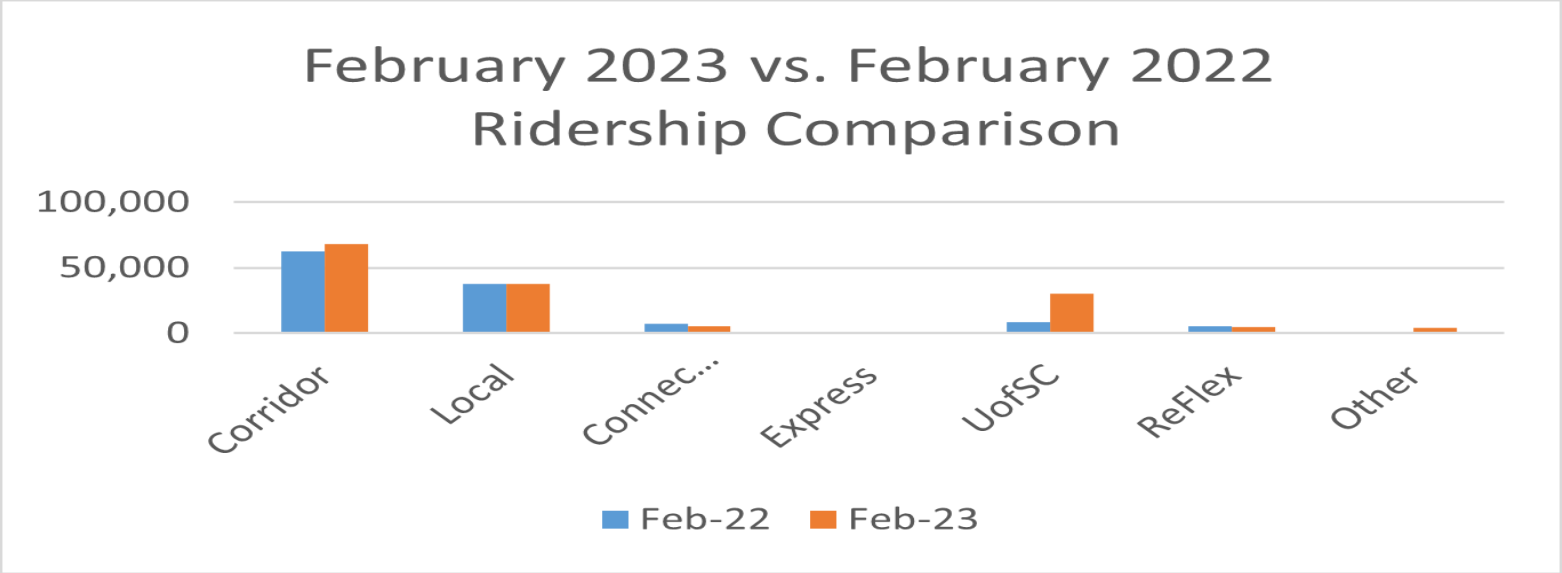

May 8th to May 17th 2022
85% On-Time Performance Range
ON TIME DEPARTURE FROM TIME POINTS - MINUTES
-5
-4
-3
-2
-1
0
1
2
3
4
5
6
7
8
9
10
January 1st to January 31st
85% On-Time Performance Range

Ridership Summary

LIMITED SHARING

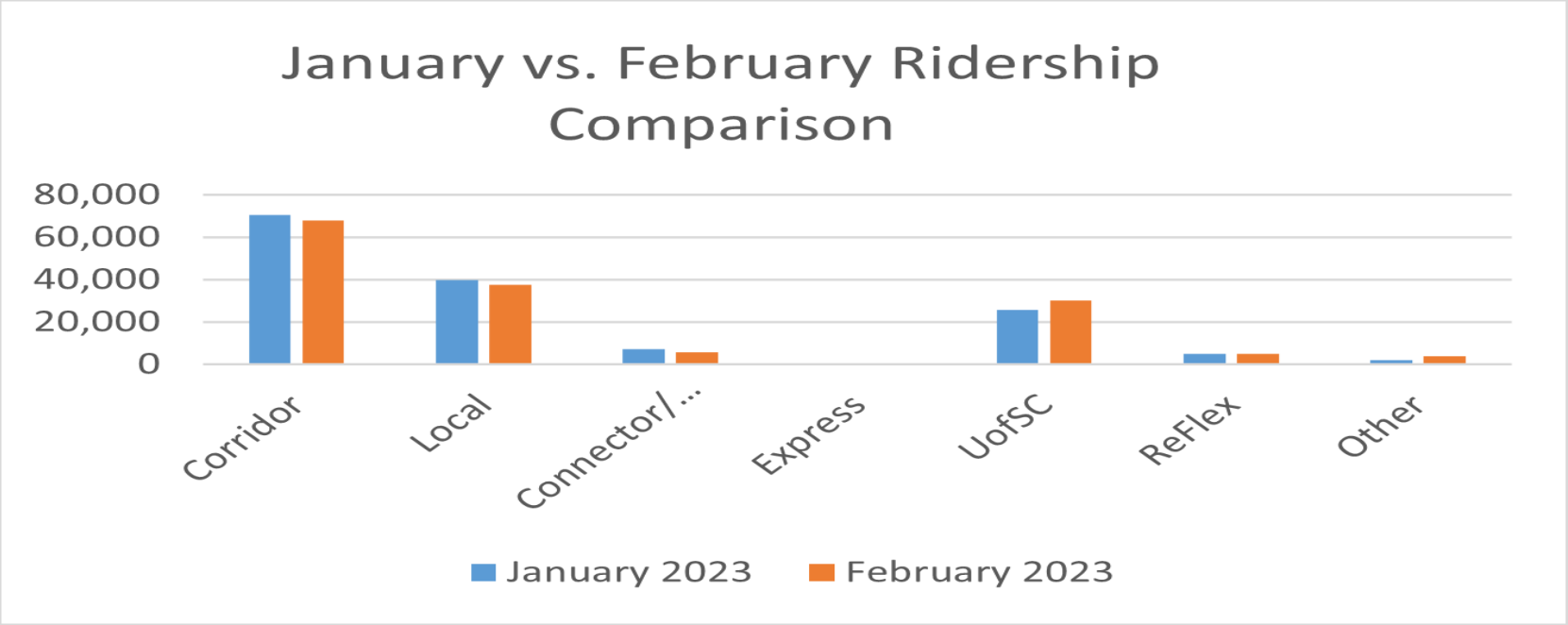
All Aboard

- **150.528 total ridership for February 2023**
- 117,057 total ridership for February 2022
- Ridership has increased by 25.01 % compared to February 2022



Previous Month Comparison

- **150,528 total ridership for February 2023**
- 144,066 total ridership for January 2023
- Ridership increase of 4.38% compared to January 2023



Average Daily Ridership

Average Daily Ridership					
	Monthly Ridership		Average Daily Ridership		
Month	**2022**	**2023**	**2022**	**2023**	**% Change**
January	106,428	144,066	15,204	20,581	35%
February	112,303	150,528	16,043	21,504	34%
March	138,952		19,850	-	-100%
April	134,878		19,268	-	-100%
May	121,579		17,368	-	-100%
June	121,607		17,372	-	-100%
July	118,533		16,933	-	-100%
August	150,627		21,518	-	-100%
September	170,842		24,406	-	-100%
October	155,044		22,149	-	-100%
November	122,649		17,521	-	-100%
December	111,331		15,904	-	-100%
Year to Date	1,564,773	294,594	223,539	42,085	-81%

LIMITED SHARING

RATP DEV USA

GAMECOCK RIDERSHIP

Route	February 2023 Total	January 2023 Total	Variance	% Change
13 North Loop	541	1,241	700	-129%
14 Express	3,958	3,109	849	21%
15 Yellow	1,382	1,085	297	21%
16 Greek Village	22	15	7	32%
17 Green	1,533	1,314	219	14%
18 Red	7,587	5,628	1959	26%
19 Blue	4,213	3,811	402	10%
20 West Campus	5,747	5,861	177	-2%
24 Evening 1	115	107	0	7%
25 Evening 2	687	826	0	-20%
	25,785	22,997	2,788	11%

- 25,785 passenger boardings
- Difference of 2,788 passengers compared to January
- No reduced service run in January

LIMITED SHARING

Safety First, Safety Always

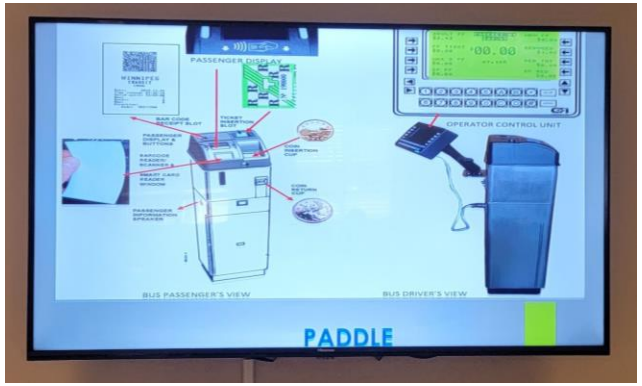
LIMITED SHARING

Safety First

- Safety First Safety Always
- Safety Meeting – ADA Awareness Training

  - ABLE South Carolina
- Facilities Inspection
- Mandatory Safety Bulletin

  - Fatigue Awareness
- Safety Campaign – S.T.O.P. B-Cuz We Luv You!!! (Stop, Think, Observe, Proceed)
- Preventable RATPDEV – 1 (0.37) Per 100,000
- Preventable DART-0
- Total Collisions – 07 Per (2.59) 100,000



RATP DEV USA

LIMITED SHARING

Safety Performance

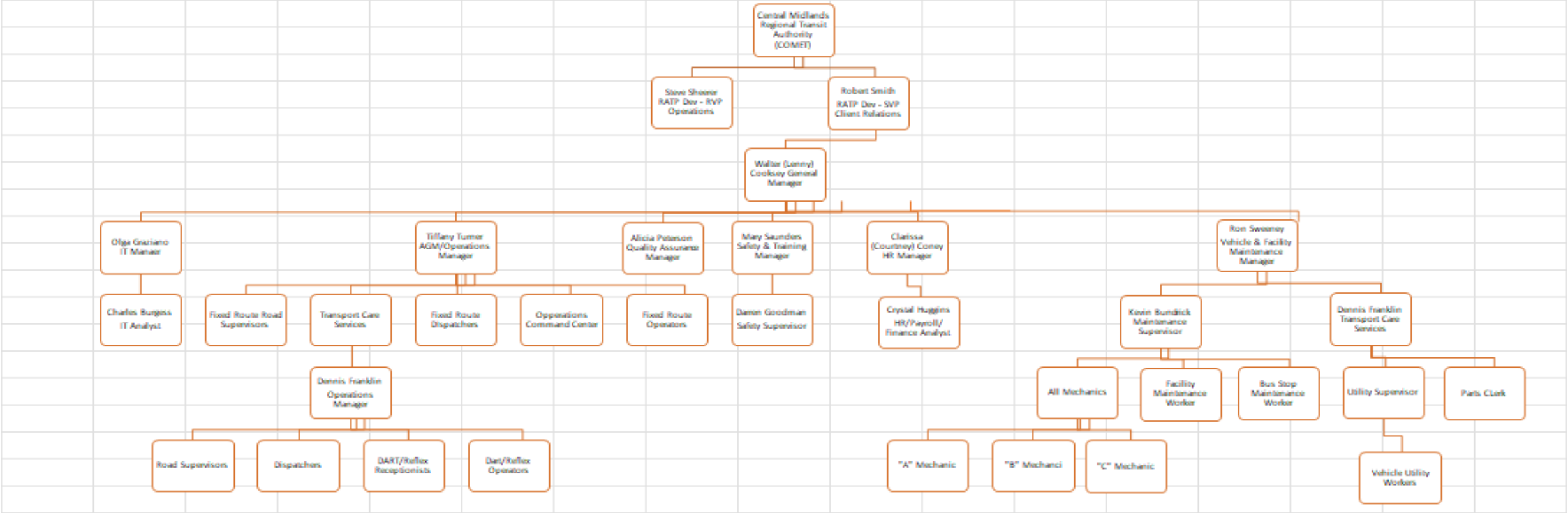
Vehicle Accidents				
	Fixed	Flex	Dart	Total
Revenue Incidents	06	0	1	07
Deadhead Incidents	0	0	0	0
Per 100,000 Miles	0	0	0	2.59
Total Incidents	06	0	1	07

Injuries				
	Fixed	Flex	Dart	Total
Revenue Injuries	1	0	1	1
Deadhead Injuries	0	0	0	0
Per 100,000 Miles	0.74	0	0	0.74
Total Injuries	1	0	1	2

Human Resources

LIMITED SHARING

Organizational Chart



LIMITED SHARING

RATP Dev USA

Staffing & Recruitment

Description	Active	Training	Leave	Total
Fix Route Operators	110	4	5	119
USC Operator	17	0	1	18
Ops Supervisor (USC)	1			1
Dispatcher/supervisor (USC)	3			3
Fix Route Operations Supervisor	7			7
Fix Route Dispatcher	3			3
DART/ReFlex Reservationist	3.5			3.5
TCS Total Operators	31		3	34
IT Analyst	1			1
Mechanics	12	0	1	13
Lead mechanic/Maintenance Supervisor	1			1
Utility Worker	9			9
Shopkeeper	1			1
Totals	199.50	4	10	213.50

Engagement

LIMITED SHARING

RATP DEV USA

Key Performance Indicator (KPI)

LIMITED SHARING

Key Performance Indicator (KPI)

Performance Measure	*RATP Dev Contract Goal*	RATP Dev February/Actual
On-Time Performance (Fixed Route / Paratransit)	*85% / 90%*	*78.43%/ 90.36%*
Miles Between Road Calls	*12,000*	13,503
Customer Complaints (Per 10,000 Customers)	*6.0*	*3.12*
Preventable Accidents (Per 10,000 Miles)	*2.0*	*0.03*

LIMITED SHARING

RATP Dev USA

	A	B	C	D	E	F	G	H	I
1		**Central Midlands Regional Transit Authority**							
2		**FY23 Midyear Budget Review**							
3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
7		***Revenues***							
8		Operating Revenues							
9	3010	Passenger Revenue		1,500,000		1,500,000		-	0%
10	3022	Advertising Revenue		110,000		110,000		-	0%
11	3025	Contracted Services Revenue		1,500,000		1,500,000		-	0%
12	3029	ARP 5310 Funding - Rural		76,308		-		(76,308)	-100%
13	3030	CRRSA 5310 Act Funding		76,307		-		(76,307)	-100%
14	3035	ARP 5307 Funding - Urban (CARES ACT)		8,318,402		8,318,402		-	0%
15	3119	Human Trafficking Awareness		75,888		75,888		-	0%
16	3129+3130	CARES ACT funding (Fed & SCDOT)		-		496,345		496,345	#DIV/0!
17	3900	Miscellaneous Income		3,000		3,000		-	0%
18		Total Operating Revenue		11,659,905		12,003,635		343,730	
19		Nonoperating Revenues							
20	3027	Local Revenue - Lexington Cty		304,123		304,123		-	0%
21	3032	Interest Income		36,000		580,000		544,000	1511%
22	3033	Richland County 1% Sales Tax		21,000,000		21,113,691		113,691	1%
23	3034	RTAP Reimbursement		1,500		2,000		500	33%
24	3036	Fuel Tax Refunds		110,000		260,000		150,000	136%
25	3037	OPT/SMTF 5339		960,000		960,000		-	0%
26	3038	OPT Rural Program 5311 Revenue		339,079		150,000		(189,079)	-56%
27	3039	Hospitality/Accomodations Tax		5,000		-		(5,000)	-100%
28	3040	CDBG Grants (Shelters & Pass Program)		5,000		-		(5,000)	-100%
29	3060	Rental Income		720		800		80	11%
30	3070	Federal Revenue - NOLO Bus Project		-		566,000		566,000	#DIV/0!
31	3110	Federal Revenue - Planning		72,000		50,000		(22,000)	-31%
32	3111	Federal Revenue - Capital: Non Prev Maint		960,000		150,000		(810,000)	-84%

	A	B	C	D	E	F	G	H	I
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3									
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5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
33	3112	Federal Revenue - Capital: Prev. Maint		1,125,156		1,125,156		-	0%
34	3113	Federal Revenue - CapX Fleet Procurement		-		-		-	#DIV/0!
35	3114	Federal Revenue - Salaried Positions		72,000		40,000		(32,000)	-44%
36	3115	Federal Revenue - ADP Software		400,000		200,000		(200,000)	-50%
37	3116	Federal Revenue - ADP Hardware		400,000		200,000		(200,000)	-50%
38	3117	Federal Revenue - Operations Assistance		1,016,000		1,016,000		-	0%
39	3118	Federal Revenue - ADA Paratransit		550,000		200,000		(350,000)	-64%
40	3120	Federal Revenue - EE Training		25,000		25,000		-	0%
41	3121	Federal Revenue - Mobility 5310		-		300,000		300,000	#DIV/0!
42	3122	Federal Revenue - 3rd Party Contractual (Website)		8,000		3,000		(5,000)	-63%
43	3124	Federal Revenue - Safety & Security		400,000		400,000		-	0%
44	3125	Federal Revenue - Vanpool		50,000		50,000		-	0%
45	3127	Federal Revenue - 5339 Shelter ACQ & Install		2,811,260		2,811,260		-	0%
46	3132	Federal Revenue - Intermodal		212,720		-		(212,720)	-100%
47	3300	Gain(Loss) Sale of Asset		10,000		-		(10,000)	-100%
48	3500	Insurance Claim		10,000		-		(10,000)	-100%
49	3800	Concenssions Revenue		3,000		3,000		-	0%
50		Total Nonoperating Revenue		**30,886,558**		**30,510,030**		**(376,528)**	
51		***Total Revenues:***		**42,546,463**		**42,513,665**		**(32,798)**	-0.08%
52		***Expenses***							
53		Administrative							
54	4101 to 4144	Salaries (Staff/Intern) & Other Paid Wages		1,439,449		1,439,449		-	0%
55	4160	SC Retirement: ER		259,101		259,101		-	0%
56	4162	FICA & Medicare		110,118		110,118		-	0%
57	4165	Health Insurance: ER		116,892		116,892		-	0%
58	4166	SC Unemployment		14,364		14,364		-	0%

	A	B	C	D	E	F	G	H	I
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3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
59	4167	Workers Comp		4,000		4,000		-	0%
60	4201	Dues/Subscriptions/Memberships		23,870		23,870		-	0%
61	4203	Marketing/Advertising/Promotional Material		530,000		529,250		(750)	0%
62	4207	Charitable Donations (Passes ONLY)		7,200		7,200		-	0%
63	4208	Postage & Shipping		6,000		6,000		-	0%
64	4209	Printing		80,000		80,000		-	0%
65	4210	Board/Committee		7,200		7,200		-	0%
66	4220	Transit Academy		-		750		750	#DIV/0!
67	4368	Tickets & Transfers		10,000		10,000		-	0%
68	4501	Office Equipment - Lease & Rental		12,600		12,600		-	0%
69	4401 + 4219	Admin Misc: Fines, Taxes, etc.		37,800		37,800		-	0%
70	4402	Banking Fees		15,000		15,000		-	0%
71	4403	Payroll Processing Fees		10,000		10,000		-	0%
72	4518	Federal Expense: Staff Training & Development		53,620		53,620		-	0%
73	4580	Contingency		-		694,500		694,500	#DIV/0!
74		Total Administrative		2,737,214		3,431,714		694,500	
75		Operations & Maintenance							
76	+4305 + 4519	Contractor-Fixed Route		17,261,493		17,511,493		250,000	1%
77	+4306 + 4517	Contractor-DART		4,110,522		4,255,521		144,999	4%
78	+4308 + 4309	Contractor-Spcl Svc/Svc Enhancements		700,315		700,315		-	0%
79	4310	CARES Act - SCDOT 5311		678,158		678,158		-	0%
80	4320	Propane Fuel		684,800		640,000		(44,800)	-7%
81	4321	Diesel & Vehicle Fuel		1,623,986		1,873,993		250,007	15%
82	4322	Hydrogen Fuel		5,000		5,000		-	0%
83	4337	OPT: SMTF Expenses		1,296,000		648,000		(648,000)	-50%
84	4205	Facility Related Repairs & Maintenance Expense		800,000		700,000		(100,000)	-13%
85	4510	Federal Expense: ADP Software ACQ & Maint		500,000		575,000		75,000	15%

	A	B	C	D	E	F	G	H	I
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3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
86	4511	Federal Expense: ADP Hardware ACQ & Maint		500,000		250,000		(250,000)	-50%
87	4507	Federal Expense: 3rd Party Contractual (Website)		10,000		10,000		-	0%
88	4509	Federal Expense: Safety & Security		500,000		500,000		-	0%
89	4513	Federal Expense: Van Pool Ops		100,000		110,000		10,000	10%
90	4514	Federal Expense: Bike Program		-		70,000		70,000	#DIV/0!
91	4520	Federal Expense: 5310		120,000		460,000		340,000	283%
92		Total Operations & Maintenance		28,890,274		28,987,480		97,206	
93		Insurance							
94	4341	Insurance - Vehicle		22,000		6,900		(15,100)	-69%
95	4342	Insurance - Facility		53,000		67,930		14,930	28%
96	4343	Insurance-Tort Liability		42,000		42,000		-	0%
97	4344	Insurance-Officers & Directors		18,000		18,000		-	0%
98		Total Insurance		135,000		134,830		(170)	0%
99		Technical Services							
100	4361 to 4363	Professional Contract Services		2,650,721		2,426,387		(224,334)	-8%
101	4367	Fare Collection Service & Supplies		4,000		4,000		-	0%
102		Total Technical Services		2,654,721		2,430,387		(224,334)	
103		Utilities							
104	4380	Natural Gas		21,975		21,975		-	0%
105	4381	Electric		150,856		150,856		-	0%
106	4382	Water & Sewer		61,040		61,040		-	0%
107	4383	Telecommunications		162,846		162,846		-	0%
108		Total Utilites		396,717		396,717		-	
109		Capital Expense							
110	4 + 4387 + 4512	Federal Expense: Preventative Maint (PM)		1,406,446		1,406,446		-	0%
111	4502	Furniture, Fixtures, & Equipment < $5000		40,000		40,000		-	0%
112	4503	Federal Expense: Shelter & Accessories ACQ/Install		3,514,075		3,514,075		-	0%

	A	B	C	D	E	F	G	H	I
1		**Central Midlands Regional Transit Authority**							
2		**FY23 Midyear Budget Review**							
3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
113	4389+4505	Federal/Non Federal Expense: Cap EX (Non PM)		1,571,016		1,571,016		-	0%
114	4506	Federal Expense: Capital (Non PM)		1,200,000		600,000		(600,000)	-50%
115	4603	Interest Expense		1,000		1,000		-	0%
116		Total Capital Expense		7,732,537		7,132,537		(600,000)	
117	4700	Depreciation Expense		-		-		-	
118									
119		***Total Expenses:***		**42,546,463**		**42,513,665**		(32,798)	-0.08%
120		***Net Income From Operations:***		**0**		**-**		**(0)**	
121									

3613 Lucius Road. • Columbia, SC • 29201
www.catchthecomet.org • (o) 803.255.7133 • (f) 803.255.7113

Central Midlands Regional Transit Authority

FINANCE COMMITTEE AGENDA

Wednesday, March 8, 2023
10:00 a.m.
3613 Lucius Road, Columbia, SC, 29201
Conference Room A (Large) – 2nd Floor

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

OFFICERS

Andy Smith, Chair (Forest Acres)
Dr. Robert Morris, (Richland County Legislative Delegation)
Mike Green (West Columbia)
Rep. Leon Howard (Richland County Legislative Delegation)
Christopher Lawson (Richland County)

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1. CALL TO ORDER AND DETERMINATION OF QUORUM

2. ADOPTION OF AGENDA* — Page(s) 1-2

3. ADOPT MINUTES FROM *February 8, 2023,* MEETING — Page(s) 3-8

4. MATTERS REFERRED FROM THE BOARD OF DIRECTORS — Page(s) 9
   - Discuss Previous Motions From 2017 to Present (none)

5. MONTHLY FINANCIAL REPORTS (R. Andrews) — Page(s) 10-39
   January 2023
   - Financial Highlights
     - Invoices for select vendors *
   - Condensed Financial Summary
   - Income Statement
   - Month to Month Budget comparison view
   - Reserve Accounts Bank Statement (OPTUS, LGIP)
   - Fuel Cost Summary

6. DISADVANTAGED BUSINESS ENTERPRISE (DBE) UPDATE (A. Prince) — Page(s) 40-43

7. DISCUSSION AND ACTION ITEMS
   A. Midyear Budget review Page(s) 44-48

8. LEGAL/CONTRACTUAL/PERSONNEL (may require executive session)
   A. None

9. ADJOURN

All items on this agenda are subject to action being taken by the Committee.
**Agenda order is subject to change.*

*** Documents provided quarterly*

GENERAL INFORMATION ABOUT BOARD COMMITTEE MEETINGS: The COMET will make all reasonable accommodations for persons with disabilities to participate in this meeting. Upon request to the Administrative & Customer Service Specialist, The COMET will provide agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Requests should be sent to The COMET by mail at 3613 Lucius Road, Columbia, SC 29201, by fax at (803) 255-7113, or by e-mail to info@catchthecomet.org. For language assistance, interpreter services, please contact (803) 255-7133, 711 through the Relay Service. Para información en Español, por favor llame al (803) 255-7133.

Catch The COMET to the Meeting! Route 6 and DART serve the facility. Visit www.catchthecomet.org or call (803) 255-7100 for more details.

Upcoming Meeting Dates: *recurring 4th Wednesday of each month*

Board of Directors Meeting

Wednesday, *March 22, 2023* @12:00 p.m.

Conference Room A (Large) – 2nd floor

Lowell C. Spires, Jr. Regional Transit Facility
3613 Lucius Road
Columbia, SC 29201

The COMET Finance Committee Meeting minutes are prepared and presented in summary form*. Audio recordings of the meetings are on file at The COMET and are part of the approved minutes. If you would like to hear the recording from the meeting, please contact pbynoe-reed@thecometsc.gov.*

Per SC Code of Laws, Title 30, Chapter 4, Section 30-4-80 - All public bodies shall notify persons or organizations, local news media, or such other news media as may request notification of the times, dates, places, and agenda of all public meetings, whether scheduled, rescheduled, or called, and the efforts made to comply with this requirement must be noted in the minutes of the meetings. ***The COMET complied with the notification of this meeting on February 1, 2023.***

Central Midlands Regional Transit Authority
FINANCE COMMITTEE MEETING
Wednesday, February 8, 2023-10:00 A.M.
3613 Lucius Road, Columbia, SC 29201
Conference Room A (Large) – 2nd Floor

Members Present:
Robert Morris, Finance Chair
Andy Smith
Christopher Lawson, Secretary

Members Absent:
Leon Howard
Mike Green**

**Advisory Board Member

COMET Staff Present:
Jackie Bowers, Director of Operations
Michelle Ransom, Regional Grants Manager
LeRoy DesChamps, Chief Operating Officer
Arlene Prince, Director of Compliance, Civil Rights Officer
Pamela Bynoe-Reed, Director of Marketing & Community Affairs
Crystal Willis, Financial Accountant
Rosalyn Andrews, Director of Finance/CFO

1. CALL TO ORDER AND DETERMINATION OF A QUORUM
   Dr. Morris called the meeting to order at 10:01 A.M. A quorum was present at the opening of the meeting.

DRAFT

2. ADOPTION OF AGENDA Pages 1-2

Motion:

A motion was made by Mr. Smith and seconded by Mr. Lawson to adopt the agenda.

Approved: Aye (Voice Vote)

Motion passed.

3. ADOPTION OF MINUTES

Motion:

A motion was made by Mr. Smith and seconded by Mr. Lawson to adopt the minutes from the January 11, 2023 meeting.

Approved: Morris, Lawson, Smith

Motion passed.

4. MATTERS REFERRED FROM THE BOARD OF DIRECTORS Page 10

A. Discuss Previous Motions

No new matters to discuss.

5. MONTHLY FINANCIAL REPORTS (R. Andrews) Pages 11-51

A. Financial Highlights

Ms. Andrews referred to Page 11, regarding the month of December, which brings us to 50% completion for the fiscal year.

- Net Income
  - Our net income for December was just under $500,000, and year to date, it's $2.59 million.
- Total Revenue
  - Our total revenue was $3.7 million, and year to date, it's $18 million, compared to annual budget of $42.55 million.
- Total Expenses
  - Our total expenses totaled $2.58 million, and year to date, it's $16.13 million.
- **PTD - contract operator RATP Dev 7/1/2020 to reporting month**
  - So far, we have paid RATP Dev a little over $42 million.
- **Professional Contract Services, Marketing & Security (4203, 4361, 4509)**
  - Ms. Andrews noted that the packet shows what we're paying, and the ones noted with a star have invoices, showing details of what we're paying out for.
- **Pass Donations FY 2023 – YTD total $950**
  - No change for this month.
- **Total collections of Penny Revenue since 2013 to present**

DRAFT

- Ms. Andrews stated we didn't get anything through December, but she sent out a bill in January, on which we received payment yesterday, and it was about $6.9 million.

Ms. Andrews then asked for questions.

Mr. Smith asked if the $6 million we've received for the Penny is accrued back into this report. Ms. Andrews said it's not, because we didn't do it until January, and this report cuts off at December. She said we do an accrual until we get the money, and then she backs out the accrual.

Mr. Smith noted that the report shows $15 million through December on a budget of less than $11 million. He asked if that's because they're collecting it faster than we budgeted. Ms. Andrews said that yes, the money is coming in. She explained that she does do an accrual, but once she gets a payment, she backs that accrual out. She determines her accrual amount by dividing the check amount by three, because that's how many months we account for, or about four to five months (6:50 in the audio recording).

Ms. Andrews explained that right now, the accounting has gotten off, because usually, it was six months behind, but somehow the dates of collections are changing. She said she still accounts for four months of accrual, just as a safety net, but she always backs out three months, once we get a payment. She said we get it quarterly, so that's why she backs out three months.

Mr. Smith asked if the $15 million is a good measure of six months' worth of collection. Ms. Andrews stated that we already collected $6.5 million in August, another $6.5 million in November, which is $13 million, and if you add in another, you'll be around $18 million, which is what we just received. She said she watches that number.

Dr. Morris asked for further questions. None were heard.

6. **DISADVANTAGED BUSINESS ENTERPRISE (DBE) UPDATE** (A. Prince) **Pages 52-55**

Dr. Prince explained that Pages 52 and 53 are just a quick snapshot of all the vendors with a DBE goal, as of December 31st, 2022. She said the amount paid to vendors from The COMET was about $47.3 million, and of that amount, the vendors paid DBE firms about $12.2 million, which calculates to 25.9%. She said Page 53 is just a breakdown of amounts paid to all the vendors and DBEs.

Dr. Prince explained that Pages 54 and 55 contain information on payments made by RATP Dev. Page 54 reflects from the beginning of the contract on July 1st, 2020, up through

DRAFT

December 31st, 2022. The total payment is about $9.8 million, which represents about 23.1% of the 20.06% goal that RATP Dev has put in place with The COMET.

She said Page 55 is a snapshot of where the contractor is for the fiscal year, starting July 1st, 2021, going through December 31st, 2022, just for tracking purposes. She said she continues to monitor the communication with RATP Dev about the DBE utilization.

Dr. Morris thanked Dr. Prince and noted that he's glad to see the DBE goals being achieved.

Mr. Lawson stated that Page 54 contains a contract expiration column. He asked if we can keep track of DBE contract expiration dates, so we know when they're expiring and to make sure we're promoting new DBEs into our business model. Dr. Prince said she'd work on it.

Dr. Morris thanked Dr. Prince and Mr. Lawson and called for further questions. None were heard.

7. DISCUSSION AND ACTION ITEMS

A. None.

8. LEGAL/CONTRACTUAL PERSONNEL

A. Discussion of Contractual Issues

Dr. Morris asked if Attorneys Morgan and Baker were present. Ms. Bynoe-Reed stated that they were not and began trying to reach them by phone. Dr. Morris asked if they're notified of these meetings, and Ms. Bynoe-Reed said that they are.

Ms. Andrews noted that at the last Finance Committee meeting, Dr. Morris asked to get the present bank balances for the bank accounts we have. She said that as of today, our balance with Security Federal, which is our main operating, is $8.67 million. For the LGIP, the emergency reserve is a little over $13 million, and the operating reserve is just over $14 million. Our Optus Bank, which is labeled marketing reserve, is just under $4.04 million. She said she would e-mail this information to everyone, so they can see it and ask questions. She explained that she will begin sending these bank balances monthly, on the morning of the Finance Committee meetings.

Dr. Morris thanked Ms. Andrews.

Ms. Bynoe-Reed reached the attorneys on the phone.

Dr. Morris suggested going into executive session.

DRAFT

Motion: A motion was made by Mr. Smith and seconded by Mr. Lawson to go into executive session.
Approved: Aye (Voice Vote)
Motion passed.

The meeting went into executive session at 10:19 A.M.

Motion:
A motion was made by Mr. Smith and seconded by Mr. Lawson to come out of executive session.
Approved: Aye (Voice Vote)
Motion passed.

The meeting return to open session at 10:47 A.M.

Motion:
A motion was made by Mr. Smith and seconded by Mr. Lawson to recommend to the full Board, adoption of the recently negotiated change to the contract with RATP Dev, as discussed in executive session.
Amendment:
An amendment was made by Dr. Morris and seconded by Mr. Lawson, to have RATP Dev provide a statement on how they will spend these funds, as discussed in executive session.
Approved: Aye (Voice Vote)
Motion passed.

Dr. Morris called for further discussion. None was heard.

9. ADJOURNMENT
Motion:
A motion was made by Mr. Smith and seconded by Mr. Lawson to adjourn.
Approved: Aye (Voice Vote 10:50 A.M.)
Motion passed.

The meeting adjourned at 10:50 A.M.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

Adopted this _____, 2023.

Prepared by:

DRAFT

Frances Von Korff

Reviewed by:

_____

Pamela Bynoe-Reed, Director of Marketing & Community Affairs/PIO

Approved by:

_____

Christopher Lawson, Secretary

DRAFT

Finance Committee Motions List						
Through Reporting Period						
Date of Request	Motion	Status	Next Steps	Open or Closed	Completion Date	Notes
	NONE					

Financial Highlights FY 2023
Month End January 2023

58% of fiscal year completed

- Net Income (Loss):
  - Excluding depreciation - Month = ~$3.10M Actual YTD = ~$7.35M
- Total Revenue:
  - PTD = $5.64M Actual YTD = ~$24.36M

    Compared to 7/12th of annual budget of ~$42.52M; total YTD collections represent an average ~57% of annual budgeted amount
- Total Expenses (w/depreciation):
  - PTD = $2.78M Actual YTD ~ $18.82M

    compared to 7/12th of annual budget of ~ $42.52M; total YTD expenditures represent an average ~ 44% of annual budgeted amount
- PTD - contract operator RATP Dev 7/1/2020 to reporting month: $43,933,544
- Professional Contract Svcs, Marketing & Security (4203, 4361, 4509): (* details included)

ABLE South Carolina	4,334
Brownstone* accrual	30,000
Burr Forman McNair – Retainer incl*	5,342
CTEE	4,375
Chernoff Newman, LLC*	3,588
Harper, Poston & Moree, PA	8,460
iT1 Solutions	5,500
Lonestar Transit*	1,875
Natavis Harris (Planner Consultant)*	5,256
Frances Davis	441

*Nexsen Pruet	6,000
Crowe LLP – NTD Audit	15,000
Security (4509) - accrual	23,000
Marketing, Adv & Promotion (4203)	40,146

  - Flock & Rally (F&R)
  - Sponsorships: Gamecock Sports; Pink & Green Fdn
  - Ads: Transit Talent employment, Facebook, WP Engine, Hoot Suite,

- Pass Donations FY 23 – YTD total $200 (no new donations as of previous month)
  - Senior Resources: $200

- Total collections of Penny Revenue since 2013 to present: (no new collections)
  - ✓ Collected $170,955,475 (57%) of $300,991,000 allocation: remaining balance = $130,035,525 (43%)
  - ✓ Payments received from Richland County
    - August 2022 - $6,529,236.38 November 2022 - $6,528,695.13
    - January 2023 - $6,599,467.46

BURR FORMAN LLP

results matter

REMITTANCE ADDRESS
Post Office Box 830719
Birmingham, Alabama 35283-0719
Main: (205) 251-3000
https://www.BURR.com/payment/
Tax ID #63-0322727

THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

13 Feb 2023
Invoice # 1368483
Bill Atty: F. Heizer
As of 01/31/23

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000003 LABOR ISSUES

BILL SUMMARY THROUGH JANUARY 31, 2023

Professional Services	$1,342.00
TOTAL DUE THIS BILL	**$1,342.00**

WIRING/ACH INSTRUCTIONS:

Account Name:	Burr & Forman LLP 420 North 20th Street, Suite 3400 Birmingham, Alabama 35203
Bank Name:	Wells Fargo Bank 420 Montgomery Street San Francisco, CA 94104
Wire Routing Transit Number:	121000248
ACH Routing Transit Number:	062000080
Account Number:	2000686788359
SWIFT Code:	WFBIUS6S

PLEASE EMAIL REMITTANCE ADVICE TO:
AccountsReceivable@burr.com

R E M I T T A N C E C O P Y

PLEASE INCLUDE THE INVOICE NUMBER or CLIENT ID WITH YOUR PAYMENT

For your convenience, pay online at https://www.Burr.com/payment (Bank Draft or Credit Card)

Please direct inquiries to Melissa Tilton at MTilton@burr.com or BFReceivables@burr.com

BURR & FORMAN LLP

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHOR
0000003 LABOR ISSUES

13 Feb 2023
Invoice # 1368483
Page 2

THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

13 Feb 2023
Invoice # 1368483
Bill Atty: F. Heizer
As of 01/31/23

EMPLOYER I.D. #63-0322727

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000003 LABOR ISSUES

Date	Description	Tkpr	Hours	Value
01/03/23	Receipt, review, analysis of former employee grievance, FOIA letters from her attorney and response to LeRoy Deschamps	RJM	0.60	$180.00
01/05/23	Telephone call with Les Deschamps regarding FOIA and grievance issues	RJM	0.40	$120.00
01/10/23	Revise correspondence to Paul Porter regarding Sowell grievance request; telephone call with John T. Lay and J. Crapps regarding RAPTDev contract amendment	RJM	0.70	$210.00
01/19/23	Follow-up with L. Deschamps regarding FOIA/grievance inquiry (x3); letter to Paul Porter regarding Sowell grievance and follow-up response regarding same	RJM	1.00	$300.00
01/20/23	Receipt, review of initial FOIA response (Sowell) and response	RJM	0.40	$120.00
01/30/23	Receipt, review, analysis of new Jackson lawsuit documents	RJM	1.00	$300.00
01/30/23	Receipt, review correspondence from L. Deschamps regarding Jackson lawsuit; review docket and download case filings; review complaint, motion, report and recommendation, order and objections	VH	0.70	$112.00
		Total Services	4.80	$1,342.00

BURR & FORMAN LLP

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHOR
0000003 LABOR ISSUES

13 Feb 2023
Invoice # 1368483
Page 3

Total Services and Disbursements	$1,342.00
TOTAL NOW DUE	$1,342.00

SUMMARY OF SERVICES

Name	Rate	Hours	Amount
Richard J. Morgan	$300.00	4.10	$1,230.00
Valerie N. Hampton	$160.00	0.70	$112.00
TOTALS		4.80	$1,342.00

M E M O R A N D U M

To: Rosalyn Andrews, Finance Director/CFO
Central Midlands Regional Transit Authority

From: Francenia B. Heizer, Esquire

Date: February 13, 2023

Subject: General Counsel Services

During the month of January 2023, the following general counsel services were rendered:

Preparation for and attendance at Board of Directors Meeting

Telephone conversations, meetings, conference calls, correspondence and e-mails on various matters including union negotiations, grievances and FOIA's

CHERNOFF NEWMAN

INVOICE

Attn: Accounting
3613 Lucius Road
Columbia, SC 29201

Invoice Number : 056456
Date : 1/31/2023
Page : 1 of 1

		Current
Job:	**012386 - Narrative Presentation**	
Component:	**001 - Narrative Presentation**	
Agency Service		
Public Relations		75.00
Art Direction		1,600.00
	Total for Job/Component:	**1,675.00**

Total	**$1,675.00**

CHERNOFF NEWMAN

INVOICE

Invoice Number : 56457-0000
Date : 1/31/2023
Page : 1

COMET
Attn: Accounting
3613 Lucius Road
Columbia, SC 29201

November, December, and January

Job: 006407 – Direct Consultation to COMET Board, Executive or Staff

	Hours	Rate		
Rick Silver	7.00	225.00	11/16/22 – 12/02/22	675.00
Heyward Bannister	13.50	225.00	11/01/22 – 01/17/23	1,237.50
			Total Due	**$1,912.50**

TERMS: NET 30 DAYS
ACH/EFT Information:
Synovus Bank
2401 Devine Street
Columbia SC 29205
Routing Number: 061100606
Account Number: 4509324701

INVOICE

Lone Star Transit Asset Management LLC

EIN#82-4335702

PO Box 2494
Whitney, TX 76692
(254) 340-0366 O
(214) 789-7799 M

INVOICE #196
DATE: JANUARY 9, 2023

TO:

Central Midlands Regional
Transit Authority dba The COMET
Attn: Accounts Payable
accounting@thecometsc.gov
3613 Lucius Road
Columbia, SC 29201

FOR:

Transit Related Business Process Re-engineering & Contract Management Professional Consulting Services

DESCRIPTION	HOURS	RATE	AMOUNT
Project professional services – (January 1, 2023 – January 7, 2023) – See attached activity log	7.50	$250.00	$ 1,875.00
Project related travel, lodging & per diem expenses (January 1, 2023 – January 7, 2023) – None	N/A	Actual	$ 0.00
NOTE: THIS IS OUR FINAL INVOICE			
		TOTAL	$ 1,875.00

Make all checks payable to **Lone Star Transit Asset Management**
Payment Terms – Net 60 days

Thank you for your business!

Central Midlands Regional Transit Authority dba The COMET
Lone Star Transit Asset Management, LLC
EIN#82-4335702
Billable Hr. Rate $ 250.00
M. Hubbell - Monthly Activity Log
Period Beginning January 1, 2023
Period Ending January 7, 2023

Total Project Hours					
Date / Time - CST					
Date	Time Start	Time End	Hours: Minutes		Activities
01/03/23	8:00	10:30	2:30		Update OTP data for the last two weeks; analyze and calculate annualized hours based on weekly hours sent from TMD
01/03/23	11:30	13:00	1:30		Discuss annualization of hours w/Bolan & develop draft hours annualization template
01/03/23	15:30	16:00	0:30		Prepare outstanding project issues update for Deschamps
01/04/23	5:45	6:45	1:00		Prepare charts & finalize agenda for weekly OTP meeting
01/04/23	9:30	10:30	1:00		Conduct weekly OTP meeting & follow up
01/06/23	5:00	6:00	1:00		Project close out & transfer files to Bowers
			0:00		
		Total Hrs	7:30:00		

Submitted - Michael C. Hubbell

01/09/2023
Date

INVOICE

Natavis Eric Harris
20 Marietta St, Apt 3H
Atlanta, GA 30303
404-259-1919
ericharris.mpa@gmail.com

Invoice No : [656]
Date : 1/17/23

Central Midlands Regional Transit
The COMET
3613 Lucius Rd
Columbia, South Carolina
803-255-7100

Work Type	Description	Hours Worked/Miles	Rate	Line Total
Administrative	Responded to customer complaints, scheduling meetings, and responding to emails (this further includes preparation for all meetings).	28.75	$50.00	$1,437.50
Planning	Reviewed route performance, organized route data, monitored UofSC Service, Started preparing for next steps in the Reimagine The COMET project, Designed planned options for Lucius & River SuperStop, Continued update of turn by turns, performed work for OTP service update, developed map for stakeholder project request (e.g. City of Columbia, Lexington County, & Richland County).	38.5	$50.00	$1,925.00
Meetings	Attended public meetings for external stakeholders. The standard monthly meetings include: Service Committee, Rural Transportation Committee, Technical Committee, Transportation Subcommittee and meetings with contractors, internal stake holders, staff meetings, vendors, etc.	6.5	$50.00	$325.00
Staff Training	No staff training performed this month.	0	$50.00	$0.00
Travel	01/10/2022 - 438 miles - Particpated in Facebook Live: Catching up with The COMET; The COMET Service Committee Meeting	438	$0.59	$256.23
Lodging	Holiday Inn Express Blythewood	155.68	$155.68	$155.68

TOTAL $4,099.41

Make all checks payable to Natavis Eric Harris

Administrative
Planning
Meetings
Staff Training

Hours	Week of December 12th
-1	Lucius Road Superstop - Project Walk Through
-1	LR Superstop Walkthrough
0.5	APC Monthly Meeting
0.75	Meeting Prep
1	Phone Calls
0	Responded/Reviewed to emails
0	Responding/Reviewing to customer complaints
2	Service Route Analysis Planning Activities
3	Reviewed Title VI Analysis
1	Reviewed bus stop amenities
1	Lucius & River Planning Activities

Hours	Week of December 19th
1	Scheduled Hours
1	Service Hours Discussion
2	Meeting Prep
0.5	Phone Calls
0.5	Responded/Reviewed to emails
0	Responding/Reviewing to customer complaints
1	Continued work on shelter placement plan
2.5	Lucius & River Planning Activities
2	Service Route Analysis Planning Activities
3	Worked on Lucius & River PPt. Presentation
2.5	QA/QC Service Schedules and Hours

1.75	Administrative
7	Planning
-1.5	Meetings
0	Staff Training
7.25	Week Total

3	Administrative
11	Planning
2	Meetings
0	Staff Training
16	Week Total

Administrative
Planning
Meetings
Staff Training

Hours	Week of December 26th
	N/A
0	Meeting Prep
0	Phone Calls
1	Responded/Reviewed to emails
0.5	Responding/Reviewing to customer complaints
0.5	Continued work on shelter placement plan
1	QA/QC Service Schedules and Hours
1	Worked on Lucius & River PPt. Presentation
0.5	Reviewed bus stop amenties request Midlands Tech

Hours	Week of January 2nd
0	N/A
0.5	Phone Calls
1	Responded/Reviewed to emails
1.5	Responding/Reviewing to customer complaints
3.5	Review Lucius & River Construction Plans
2.5	Process Documentation for Planning Changes
1.5	Finalized work for calculated hours/miles
0.5	Worked on Lucius & River PPt. Presentation
0.5	Lucius & River Planning Activities

1.5	Administrative
3	Planning
0	Meetings
0	Staff Training
4.5	Week Total

3	Administrative
8.5	Planning
0	Meetings
0	Staff Training
11.5	Week Total

Administrative
Planning
Meetings
Staff Training

Hours	Week of January 9th
2	Facebook Live: Catching up with The COMET
0.5	AOS Bi-Weekly Meeting
0.5	Gateway Bi-Weekly Meeting
1.5	The COMET Service Committee Meeting
0.5	CMRTA Update meeting
4	Meeting Prep
0.5	Phone Calls
2.5	Responded/Reviewed to emails
1	Responding/Reviewing to customer complaints
8	In-Office
3	Service Route Analysis Planning Activities
2.5	Lucius & River Planning Activities
1	Reviewed APC Data and GTFS

Hours	Week of January 16th
0.5	COMET/USC
0.5	APC Monthly Meeting
0.5	Phone Calls
2	Responded/Reviewed to emails
1	Responding/Reviewing to customer complaints
0.5	Service Route Analysis Planning Activities
2	Lucius & River Planning Activities

16	Administrative
6.5	Planning
5	Meetings
0	Staff Training
27.5	Week Total

3.5	Administrative
2.5	Planning
1	Meetings
0	Staff Training
7	Week Total

NEXSEN | PRUET

February 3, 2023 Invoice No. 535955363

Matter: 061920-00001

Central Midlands Regional Transit Authority
d/b/a The Comet Central Midlands Transit
Derrick Huggins
accounting@thecometsc.gov
3613 Lucius Road
Columbia SC 29201

Enclosed please find our statement for the period ending January 31, 2023. We trust that you will find this statement to be in order and will place it in line for payment.

If you have any questions, please do not hesitate to contact us. You can also reach our finance department at 803-253-8242.

Very truly yours,

Nexsen Pruet, LLC

PLEASE SEND REMITTANCE TO: **NEXSEN PRUET, LLC**
Attorneys and Counselors at Law
Post Office Box 2426
Columbia SC 29202
ID# 061920-00001

NEXSEN | PRUET

IRS # 570386425

Remit Address:
Post Office Box 2426
Columbia, SC 29202

Central Midlands Regional Transit Authority
d/b/a The Comet Central Midlands Transit
Derrick Huggins
accounting@thecometsc.gov
3613 Lucius Road
Columbia SC 29201

Matter No.	061920-00001
Invoice No.	535955363
Invoice Date	February 3, 2023
Attorney	R Coble

Re: Legislative

For Professional Services Rendered Through January 31, 2023

Previous Balance……	$4,000.00
Less Payments Received……	$-4,000.00
Current Charges……	$6,000.00
New Balance……..	**$6,000.00**

ALL BILLS ARE DUE AND PAYABLE IN FULL UPON RECEIPT OF THIS INVOICE. A LATE PAYMENT CHARGE OF 1 ½% PER MONTH WILL BE ADDED TO ANY BALANCE REMAINING UNPAID 30 DAYS AFTER THE BILLING DATE.

Invoice Date: 02/03/2023 Invoice No. 535955363 Matter No. 061920-00001

FEES

Date	Timekeeper	Description	Hours
01/03/23	RDC	Review and file lobbyist reports;	1.00
01/04/23	RDC	Review 2023 Legislative Session status and strategy;	1.00
01/05/23	RDC	Review 2023 legislative status and schedule;	1.20
01/07/23	RDC	Review draft legislative re penny referendum issues;	0.60
01/13/23	RDC	Conference with Rick Silver re referendum status;	1.00
01/17/23	RDC	Review legislative issues with Penny Referendum;	0.60
01/18/23	RDC	Review emails from and to Rick Silver; review meeting with Chairwoman Allison Terracio; email from and to Erin Predmore, Executive Director of Greenville Connects re status of S.290;	0.60
01/20/23	RDC	Review legislative meeting schedule and bill introductions;	1.00
01/20/23	RDC	Telephone call with Attorney Frannie Heizer re draft legislation on referendum;	0.20
01/23/23	RDC	Review status of S.290 and penny referendum amendment strategy;	1.00
01/30/23	RDC	Review legislative status in preparation for meeting with Chairwoman Allison Terracio; review email and documents from Dalton Trezvant with Congressman Clyburn's Office;	1.20
01/31/23	RDC	Review email and documents from Dalston Tezvant with Congressman Clyburn's Office re Bus and Bus Facilities grant;	1.00
Total Fees:			**$6,000.00**

NEXSEN | PRUET

IRS # 570386425

Remit Address:
Post Office Box 2426
Columbia, SC 29202

Central Midlands Regional Transit Authority
d/b/a The Comet Central Midlands Transit
Derrick Huggins
accounting@thecometsc.gov
3613 Lucius Road
Columbia SC 29201

Matter No.	061920-00001
Invoice No.	535955363
Invoice Date	February 3, 2023
Attorney	R Coble

Re: Legislative

For Professional Services Rendered Through January 31, 2023

Previous Balance……	$4,000.00
Less Payments Received……	$-4,000.00
Current Charges……	$6,000.00
New Balance……..	**$6,000.00**

ALL BILLS ARE DUE AND PAYABLE IN FULL UPON RECEIPT OF THIS INVOICE. A LATE PAYMENT CHARGE OF 1 ½% PER MONTH WILL BE ADDED TO ANY BALANCE REMAINING UNPAID 30 DAYS AFTER THE BILLING DATE.

Central Midlands Regional Transit Authority
Condensed Statement of Financial Position
Period Ended 01/31/23

	Actual PTD 1/31/2023	Actual YTD 1/31/2023	FY 2023 Budgeted Amount YTD	FY 2023 Budgeted Amount Annual
Revenues:				
Passenger Fares/Revenue Contracts	338,914	2,241,399	1,750,000	3,000,000
Special (Advertising, Interest, Rental, Etc)	239,667	804,625	554,633	950,800
Admin/Misc/Gain(Loss) Sale of Assets	(860)	22,104	3,500	6,000
Local Revenue (The Penny)	4,486,001	19,843,876	12,493,725	21,417,814
Reimbursement (RTAP, UofSC, etc)	-	2,032	1,167	2,000
State (SCDOT)	-	-	647,500	1,110,000
CBDG & Hospitality	-	-	-	-
Federal (CARES Act, CRRSA, ARP)	571,999	1,447,751	9,446,591	16,027,051
Total Revenue	**$ 5,635,722**	**$ 24,361,787**	**$ 24,897,116**	**$ 42,513,665**
Expenses:				
Contract Operator	1,817,928	12,429,903	13,210,504	23,281,079
Federal/State (Capital, PM, NPM)	119,260	1,059,671	5,102,591	8,747,299
Fuel	216,260	1,437,673	1,847,413	3,166,993
Administrative (includes Salaries & Benefits)	115,328	960,476	1,133,956	1,943,924
Professional Services	218,341	826,089	1,724,122	2,955,637
Utilities	26,581	174,279	231,418	396,717
Other Operating Expenses	19,660	125,876	1,179,072	2,021,266
Depreciation	242,769	1,806,658	-	-
Total Expenses	**$ 2,776,127**	**$ 18,820,623**	**$ 24,429,075**	**$ 42,512,915**
Net Income (Loss) From Operations + Depreciation add back:	**$ 3,102,363**	**$ 7,347,823**	**$ 468,042**	**$ 751**

Cash:		
Petty Cash		300
OPTUS Bank		
Operating Reserve Funds	4,040,162	
Capital Reserve Funds	2,648,385	6,688,546
Local Gov't Investment Pool		
Emergency Reserve	13,025,118	
Operating Reserve	14,463,574	27,488,692
Security Federal Bank		
Operating/Sweeps Acct		8,712,630
Total Cash		**$ 42,890,168**
Total Assets		**$ 87,368,109**
Total Current Liabilities		**$ 8,633,599**

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended January 31, 2023

Fiscal Year % complete = 58%

	Actual PTD 1/31/2023	*Actual YTD*	*Budgeted YTD ($) 1/31/2023*	*Variance ($) Budget YTD*	*Annual Budgeted Amount*	*($) of Budget remaining Annual Budget*
Revenue:						
Operating Revenues						
Passenger Revenue	136,316	870,122	875,000	4,879	1,500,000	629,879
Advertising Revenue	1,450	17,150	64,167	47,017	110,000	92,850
Contracted Services Revenue	202,598	1,371,278	875,000	(496,278)	1,500,000	128,722
Human Trafficking Awareness	-	-	44,268	44,268	75,888	75,888
CARES Act/ARP Funding (Federal & SCDOT)	-	496,345	5,141,936	4,645,591	8,814,747	8,318,402
Other Revenue	4,073	25,812	1,750	(24,062)	3,000	(22,812)
Total Operating Revenue	344,436	2,780,706	7,002,120	4,221,414	12,003,635	9,222,929
Nonoperating Revenues						
Local Revenue - Lexington Cty	62,765	186,478	177,405	(9,072)	304,123	117,645
Interest Income	227,660	556,826	338,333	(218,493)	580,000	23,173
Richland County 1% Sales Tax	4,423,236	19,657,399	12,316,320	(7,341,079)	21,113,691	1,456,292
RTAP Reimbursement	-	2,032	1,167	(866)	2,000	(32)
Fuel Tax Refunds	10,487	230,198	151,667	(78,532)	260,000	29,802
OPT/SMTF 5339	-	-	560,000	560,000	960,000	960,000
OPT Rural Program 5311 Revenue	-	-	87,500	87,500	150,000	150,000
Rental Income	70	450	467	17	800	350
Federal Revenue - NOLO Project	-	58,500	330,167	271,667	566,000	507,500
Federal Revenue - ICAM	-	62,478	62,478	-		(62,478)
Federal Revenue - Planning	-	19,374	29,167	9,793	50,000	30,626
Federal Revenue - Capital: Non Prev Maint	-	35,174	87,500	52,326	150,000	114,826
Federal Revenue - Capital: Prev. Maint	-	-	656,341	656,341	1,125,156	1,125,156
Federal Revenue - Salaried Positions	-	16,836	23,333	6,497	40,000	23,164
Federal Revenue - ADP Software	-	-	116,667	116,667	200,000	200,000
Federal Revenue - ADP Hardware	-	-	116,667	116,667	200,000	200,000
Federal Revenue - Operations Assistance	-	-	592,667	592,667	1,016,000	1,016,000
Federal Revenue - ADA Paratransit	-	-	116,667	116,667	200,000	200,000

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended January 31, 2023

Fiscal Year % complete = 58%

	Actual PTD 1/31/2023	*Actual YTD*	*Budgeted YTD ($) 1/31/2023*	*Variance ($) Budget YTD*	*Annual Budgeted Amount*	*($) of Budget remaining Annual Budget*
Federal Revenue - EE Training	-	-	14,583	14,583	25,000	25,000
Federal Revenue - Mobility 5310	-	-	175,000	175,000	300,000	300,000
Federal Revenue - 3rd Party Contractual (Website)	-	400	1,750	1,350	3,000	2,600
Federal Revenue - Safety & Security	-	4,832	233,333	228,501	400,000	395,168
Federal Revenue - Vanpool	-	27,405	29,167	1,762	50,000	22,595
Federal Revenue - 5339 Shelter ACQ & Install	571,999	726,407	1,639,902	913,495	2,811,260	2,084,853
Gain(Loss) Sale of Asset	(5,175)	(5,175)	-	5,175	-	5,175
Concessions Revenue	243	1,467	1,750	283	3,000	1,533
Total Nonoperating Revenue	**5,291,285**	**21,581,081**	**17,894,996**	**(3,686,086)**	**30,515,030**	**8,933,949**
Total Revenues:	**5,635,722**	**24,361,787**	**24,897,116**	**535,329**	**42,518,665**	**18,156,878**
Expenses:						
Administrative						
Salaries (Staff/Intern) & Other Paid Wages	85,462	728,747	839,679	110,931	1,439,449	710,702
SC Retirement: ER	15,004	125,723	151,142	25,419	259,101	133,378
FICA & Medicare	6,779	55,125	64,236	9,111	110,118	54,993
Health Insurance: ER	6,652	47,304	68,187	20,883	116,892	69,588
SC Unemployment	1,060	1,428	8,379	6,951	14,364	12,936
Workers Comp	372	2,148	2,333	185	4,000	1,852
Dues/Subscriptions/Memberships	100	3,100	13,924	10,824	23,870	20,770
Marketing/Advertising/Promotional Material	40,146	214,501	308,729	94,228	529,250	314,749
Charitable Donations (Passes ONLY)	-	200	4,200	4,000	7,200	7,000
Postage & Shipping	10	511	3,500	2,989	6,000	5,489
Printing	4,367	18,739	46,667	27,928	80,000	61,261
Board/Committee	180	968	4,200	3,232	7,200	6,232
Tickets & Transfers	1,102	5,035	5,833	798	10,000	4,965
Office Equipment - Lease & Rental	664	3,747	7,350	3,603	12,600	8,853
Admin Misc: Office Supplies, Fines, Taxes, etc.	1,321	10,982	22,050	11,068	37,800	26,818

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended January 31, 2023

Fiscal Year % complete = 58%

	Actual PTD 1/31/2023	Actual YTD	Budgeted YTD ($) 1/31/2023	Variance ($) Budget YTD	Annual Budgeted Amount	($) of Budget remaining Annual Budget
Banking Fees	393	4,509	8,750	4,241	15,000	10,491
Payroll Processing Fees	886	4,334	5,833	1,499	10,000	5,666
Employee Training & Development (Fed & Non Fed)	6,101	17,795	31,278	13,484	53,620	35,825
Total Administrative	170,599	1,244,897	1,596,271	351,374	3,430,964	1,491,567
Operations & Maintenance						
In Kind Expense (Facility use)	-	-	35,000	35,000	5,000	5,000
Contractor-Fixed Route	1,449,750	9,883,207	10,215,038	331,830	17,511,493	7,628,286
Contractor-DART	290,000	2,074,163	2,482,387	408,224	4,255,521	2,181,358
Contractor-Spcl Svc/Svc Enhancements	63,571	371,833	408,517	36,684	700,315	328,482
CARES Act - SCDOT 5311	-	-	395,592	395,592	678,158	678,158
Propane Fuel	37,723	307,470	373,333	65,864	640,000	332,530
Diesel & Vehicle Fuel	178,537	1,130,203	1,093,163	(37,041)	1,873,993	743,790
Hydrogen Fuel	-	-	2,917	2,917	5,000	5,000
OPT: SMTF Expenses	-	15,946	378,000	362,054	648,000	632,054
Facility Related Repairs & Maintenance Expense (PM)	29,162	219,628	408,333	188,705	700,000	480,372
Federal Expense: ADP Software ACQ & Maint	21,914	288,266	335,417	47,150	575,000	286,734
Federal Expense: ADP Hardware ACQ & Maint	1,293	7,459	145,833	138,374	250,000	242,541
Federal Expense: 3rd Party Contractual (Website)	-	-	5,833	5,833	10,000	10,000
Federal Expense: Safety & Security	23,000	246,959	291,667	44,708	500,000	253,041
Federal Expense: Van Pool Ops	8,774	59,869	64,167	4,298	110,000	50,132
Federal Expense: Bike Program	5,833	40,831	40,833	2	70,000	29,169
Federal Expense: 5310	32,933	218,708	268,333	49,625	460,000	241,292
Total Operations & Maintenance	2,142,491	14,864,541	16,944,363	2,079,822	28,992,480	14,127,939
Insurance						
Insurance - Vehicle/Facility/Tort/Cyber	9,713	64,420	68,151	3,731	116,830	52,410
Insurance-Officers & Directors	874	5,981	10,500	4,519	18,000	12,019
Total Insurance	10,587	70,401	78,651	8,250	134,830	64,429
Technical Services						
Professional Contract Services	178,195	611,588	1,415,392	803,805	2,426,387	1,814,799
Fare Collection Service & Supplies	-	-	2,333	2,333	4,000	4,000
Total Technical Services	178,195	611,588	1,417,726	806,138	2,430,387	1,818,799

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended January 31, 2023

Fiscal Year % complete = 58%

	Actual PTD 1/31/2023	*Actual YTD*	*Budgeted YTD ($) 1/31/2023*	*Variance ($) Budget YTD*	*Annual Budgeted Amount*	*($) of Budget remaining Annual Budget*
Utilities						
Natural Gas	1,952	5,307	12,819	7,511	21,975	16,668
Electric	9,108	57,801	87,999	30,198	150,856	93,055
Water & Sewer	4,503	26,341	35,607	9,266	61,040	34,700
Telecommunications	11,018	84,829	94,994	10,164	162,846	78,017
Total Utilites	26,581	174,279	231,418	57,140	396,717	222,438
Capital Expense						
Federal Expense: Preventative Maint (PM)	1,442	17,878	820,427	802,549	1,406,446	1,388,568
Furniture, Fixtures, & Equipment < $5000	-	2,925	23,333	20,408	40,000	37,075
Non - Federal Expense: Cap Ex	-	-	916,426	916,426	1,571,016	1,571,016
Federal Expense: Shelter & Accessories ACQ/Install	2,564	13,171	2,049,877	2,036,706	3,514,075	3,500,904
Federal Expense: Capital (Non PM)	850	13,861	350,000	336,139	600,000	586,139
Interest Expense	49	424	583	159	1,000	576
Total Capital Expense	4,905	48,259	4,160,646	4,112,387	7,132,537	7,084,278
Depreciation Expense	242,769	1,806,658	-	(1,806,658)	-	(1,806,658)
Total Expenses:	**2,776,127**	**18,820,623**	**24,429,075**	**5,608,452**	**42,517,915**	**23,002,791**
Net Income before Deprecation:	**2,859,595**	**5,541,164**	**468,041**	**(5,073,123)**	**751**	**(4,845,914)**
Add Back: Depreciation Expense	242,769	1,806,658	-	(1,806,658)	-	(1,806,658)
Net Income From Operations:	**3,102,363**	**7,347,823**	**468,041**	**(6,879,782)**	**751**	**(6,652,572)**

Central Midlands Transit Cash Budget Analysis*

Period Ended January 31, 2023

		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
	Beginning Balance	$ 13,798,343	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121
	+Projected Cash Inflow	$ 2,320,699	$ 4,842,851	$ 2,930,149	$ 2,813,351	$ 2,740,262	$ 3,575,099	$ 5,635,722	$ 36,153	$ 772	$ -	$ -	$ -
	Cash Available	$ 16,119,041	$ 18,432,652	$ 18,511,970	$ 18,566,679	$ 18,593,268	$ 19,553,156	$ 22,611,978	$ 19,872,005	$ 19,536,606	$ 19,536,606	$ 19,531,606	$ 19,531,121
	-Projected Cash Outflow	$ 2,529,240	$ 2,850,831	$ 2,758,643	$ 2,713,673	$ 2,615,211	$ 2,576,899	$ 2,776,127	$ 336,171	$ -	$ 5,000	$ 485	$ 60,000
	Net Cash Available	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121	$ 19,471,121
	Xfer of Funds												
	Ending Balance	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121	$ 19,471,121
	Annual Budgeted Amount	*7/31/2022*	*8/31/2022*	*9/30/2022*	*10/31/2022*	*11/30/2022*	*12/31/2022*	*1/31/2023*	*2/28/2023*	*3/31/2023*	*4/30/2023*	*5/31/2023*	*6/30/2023*
Revenue:													
Operating Revenues													
Passenger Revenue	1,500,000	114,620	135,820	126,945	130,237	120,715	105,469	136,316	15,571	772	-	-	-
Advertising Revenue	110,000	-	-	-	-	15,700	-	1,450	-	-	-	-	-
Contracted Services Revenue	1,500,000	90,046	168,599	277,823	262,870	239,134	130,208	202,598	10,458	-	-	-	-
Human Trafficking Awareness	75,888	-	-	-	-	-	-	-	-	-	-	-	-
CARES Act/ARP Funding (Federal & SCDOT)	8,814,747	-	-	-	-	-	496,345	-	-	-	-	-	-
Miscellaneous Income	3,000	376	563	301	300	11,830	8,370	4,073	2,795	-	-	-	-
Local Revenue - Lexington Cty	304,123	61,856	-	-	61,856	-	-	62,765	-	-	-	-	-
Interest Income	580,000	1,546	37,387	114,397	3,499	165,916	6,421	227,660	-	-	-	-	-
Richland County 1% Sales Tax	21,113,691	2,043,677	4,485,559	2,176,412	2,176,412	2,175,871	2,176,231	4,423,236	-	-	-	-	-
RTAP Reimbursement	2,000	-	2,032	-	8,750	-	(8,750)	-	-	-	-	-	-
Fuel Tax Refunds	260,000	8,308	12,632	10,408	169,144	10,831	8,388	10,487	-	-	-	-	-
OPT/SMTF 5339	960,000	-	-	-	-	-	-	-	-	-	-	-	-
OPT Rural Program 5311 Revenue	150,000	-	-	-	-	-	-	-	-	-	-	-	-
Rental Income	800	60	60	60	60	70	70	70	70	-	-	-	-
Federal Revenue - NOLO Project	566,000	-	-	-	-	-	58,500	-	-	-	-	-	-
Federal Revenue - Health Care Access	62,478	-	-	62,478	-	-	-	-	-	-	-	-	-
Federal Revenue - Planning	50,000	-	-	8,408	-	-	10,966	-	-	-	-	-	-
Federal Revenue - Capital: Non Prev Maint	150,000	-	-	26,789	-	-	8,385	-	-	-	-	-	-
Federal Revenue - Capital: Prev. Maint	1,125,156	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - Salaried Positions	40,000	-	-	7,646	-	-	9,190	-	-	-	-	-	-
Federal Revenue - ADP Software	200,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - ADP Hardware	200,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - Operations Assistance	1,016,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - ADA Paratransit	200,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - EE Training	25,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - Mobility 5310	300,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - 3rd Party Contractual (Website)	3,000	-	-	300	-	-	100	-	-	-	-	-	-
Federal Revenue - Safety & Security	400,000	-	-	4,832	-	-	-	-	-	-	-	-	-
Federal Revenue - Vanpool	50,000	-	-	15,025	-	-	12,380	-	-	-	-	-	-
Federal Revenue - 5339 Shelter ACQ & Install	2,811,260	-	-	98,120	-	-	56,288	571,999	-	-	-	-	-
CARES ACT Funding (State & Federal)	496,345	-	-	-	-	-	496,345	-	-	-	-	-	-
Gain(Loss) Sale of Asset	-	-	-	-	-	-	-	(5,175)	-	-	-	-	-
Insurance Claim	-	-	-	-	-	-	-	-	7,079	-	-	-	-
Concenssions Revenue	3,000	209	199	205	223	195	193	243	180	-	-	-	-
Total Revenues:	**43,072,488**	**2,320,699**	**4,842,851**	**2,930,149**	**2,813,351**	**2,740,262**	**3,575,099**	**5,635,722**	**36,153**	**772**	**-**	**-**	**-**

Central Midlands Transit Cash Budget Analysis*

Period Ended January 31, 2023

		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
	Beginning Balance	$ 13,798,343	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121
	+Projected Cash Inflow	$ 2,320,699	$ 4,842,851	$ 2,930,149	$ 2,813,351	$ 2,740,262	$ 3,575,099	$ 5,635,722	$ 36,153	$ 772	$ -	$ -	$ -
	Cash Available	$ 16,119,041	$ 18,432,652	$ 18,511,970	$ 18,566,679	$ 18,593,268	$ 19,553,156	$ 22,611,978	$ 19,872,005	$ 19,536,606	$ 19,536,606	$ 19,531,606	$ 19,531,121
	-Projected Cash Outflow	$ 2,529,240	$ 2,850,831	$ 2,758,643	$ 2,713,673	$ 2,615,211	$ 2,576,899	$ 2,776,127	$ 336,171	$ -	$ 5,000	$ 485	$ 60,000
	Net Cash Available	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121	$ 19,471,121
	Xfer of Funds												
	Ending Balance	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121	$ 19,471,121
	Annual Budgeted Amount	*7/31/2022*	*8/31/2022*	*9/30/2022*	*10/31/2022*	*11/30/2022*	*12/31/2022*	*1/31/2023*	*2/28/2023*	*3/31/2023*	*4/30/2023*	*5/31/2023*	*6/30/2023*
Expenses:													
Administrative													
Salaries (Staff/Intern) & Other Paid Wages	1,439,449	107,097	109,830	110,842	106,118	108,168	101,231	85,462	86,075	-	-	-	-
SC Retirement: ER	259,101	19,778	19,175	19,354	17,995	16,937	17,480	15,004	-	-	-	-	-
FICA & Medicare	110,118	8,473	8,216	8,281	7,938	7,895	7,543	6,779	6,544	-	-	-	-
Health Insurance: ER	116,892	6,635	6,635	6,635	7,897	7,057	5,795	6,652	7,072	-	-	-	-
SC Unemployment	14,364	16	53	74	67	66	93	1,060	712	-	-	-	-
Workers Comp	4,000	264	264	361	296	296	296	372	372	-	-	-	-
Dues/Subscriptions/Memberships	23,870	-	2,000	-	750	-	250	100	2,400	-	-	-	-
Marketing/Advertising/Promotional Material	529,250	22,322	19,338	38,383	40,765	24,516	29,030	40,146	30,227	-	5,000	-	-
Charitable Donations (Passes ONLY)	7,200	-	-	-	750	200	(750)	-	600	-	-	-	-
Postage & Shipping	6,000	10	-	221	10	260	-	10	(8)	-	-	-	-
Printing	80,000	7,007	1,855	1,149	1,148	2,825	388	4,367	412	-	-	-	-
Board/Committee	7,200	-	272	217	-	-	300	180	123	-	-	-	-
Tickets & Transfers	10,000	517	778	832	563	7,950	(6,707)	1,102	(83)	-	-	-	-
Office Equipment - Lease & Rental	12,600	664	412	412	769	412	412	664	277	-	-	-	-
Admin Misc: Fines, Taxes, etc.	37,800	1,757	1,467	1,346	1,510	1,870	1,712	1,321	274	-	-	-	-
Banking Fees	15,000	1,291	309	825	572	514	604	393	30	-	-	-	-
Payroll Processing Fees	10,000	648	539	539	539	535	648	886	523	-	-	-	-
Federal Expense: Staff Training & Development	53,620	1,371	4,101	2,805	2,346	725	346	6,101	2,156	-	-	485	-
Contractor-Fixed Route	17,511,493	1,298,215	1,408,855	1,451,527	1,445,552	1,379,308	1,450,000	1,449,750	(500)	-	-	-	-
Contractor-DART	4,255,521	310,438	310,784	300,569	289,319	283,053	290,000	290,000	-	-	-	-	-
Contractor-Spcl Svc/Svc Enhancements	700,315	28,658	53,842	59,519	70,042	56,843	39,358	63,571	-	-	-	-	-
CARES Act - SCDOT 5311	678,158	-	-	-	-	-	-	-	-	-	-	-	-
Propane Fuel	640,000	54,491	53,684	49,004	39,572	36,227	36,768	37,723	37,673	-	-	-	-
Diesel & Vehicle Fuel	1,873,993	129,849	194,903	149,710	182,590	182,105	112,508	178,537	75,957	-	-	-	-
Hydrogen Fuel	5,000	-	-	-	-	-	-	-	-	-	-	-	-
OPT: SMTF Expenses	648,000	-	1,321	2,194	4,631	7,800	-	-	-	-	-	-	-
Facility Related Repairs & Maintenance Expense	700,000	30,818	28,606	27,762	44,836	26,685	31,758	29,162	18,949	-	-	-	-
Federal Expense: ADP Software ACQ & Maint	575,000	30,360	118,926	44,948	23,870	26,398	21,851	21,914	17,154	-	-	-	-
Federal Expense: ADP Hardware ACQ & Maint	250,000	497	497	1,293	1,293	1,293	1,293	1,293	1,293	-	-	-	-
Federal Expense: 3rd Party Contractual (Website)	10,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Expense: Safety & Security	500,000	45,654	56,658	38,554	36,785	22,964	23,344	23,000	2,500	-	-	-	-
Federal Expense: Van Pool Ops	110,000	7,710	8,090	8,204	8,911	9,000	9,180	8,774	-	-	-	-	-
Federal Expense: Bike Program	70,000	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	-	-	-	-
Federal Expense: 5310	460,000	31,322	31,326	23,394	31,344	34,976	33,413	32,933	-	-	-	-	-
Insurance - Vehicle	6,900	517	517	48	113	113	113	113	113	-	-	-	-
Insurance - Facility	67,930	4,065	4,065	5,579	5,916	6,049	6,122	6,019	6,019	-	-	-	-
Insurance-Tort Liability	42,000	2,034	2,034	2,034	2,034	2,034	2,034	2,034	2,034	-	-	-	-

Central Midlands Transit Cash Budget Analysis*

Period Ended January 31, 2023

		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
	Beginning Balance	$ 13,798,343	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121
	+Projected Cash Inflow	$ 2,320,699	$ 4,842,851	$ 2,930,149	$ 2,813,351	$ 2,740,262	$ 3,575,099	$ 5,635,722	$ 36,153	$ 772	$ -	$ -	$ -
	Cash Available	$ 16,119,041	$ 18,432,652	$ 18,511,970	$ 18,566,679	$ 18,593,268	$ 19,553,156	$ 22,611,978	$ 19,872,005	$ 19,536,606	$ 19,536,606	$ 19,531,606	$ 19,531,121
	-Projected Cash Outflow	$ 2,529,240	$ 2,850,831	$ 2,758,643	$ 2,713,673	$ 2,615,211	$ 2,576,899	$ 2,776,127	$ 336,171	$ -	$ 5,000	$ 485	$ 60,000
	Net Cash Available	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121	$ 19,471,121
	Xfer of Funds												
	Ending Balance	$ 13,589,801	$ 15,581,821	$ 15,753,327	$ 15,853,006	$ 15,978,057	$ 16,976,257	$ 19,835,852	$ 19,535,834	$ 19,536,606	$ 19,531,606	$ 19,531,121	$ 19,471,121
	Annual Budgeted Amount	*7/31/2022*	*8/31/2022*	*9/30/2022*	*10/31/2022*	*11/30/2022*	*12/31/2022*	*1/31/2023*	*2/28/2023*	*3/31/2023*	*4/30/2023*	*5/31/2023*	*6/30/2023*
Insurance-Officers & Directors	18,000	806	806	874	874	874	874	874	874	-	-	-	-
Insurance - Crime/Cyber	-	1,548	1,548	1,548	1,548	1,548	1,548	1,548	1,548	-	-	-	-
Professional Contract Services	2,426,387	52,440	84,297	86,801	48,366	76,832	84,656	178,195	8,450	-	-	-	-
Fare Collection Service & Supplies	4,000	-	-	-	-	-	-	-	-	-	-	-	-
Natural Gas	21,975	88	84	104	651	856	1,573	1,952	1,392	-	-	-	-
Electric	150,856	8,639	8,812	8,595	7,400	7,450	7,796	9,108	7,277	-	-	-	-
Water & Sewer	61,040	3,889	3,966	3,764	3,851	3,236	3,131	4,503	-	-	-	-	-
Telecommunications	162,846	13,380	15,251	12,406	12,317	8,116	12,340	11,018	10,364	-	-	-	-
Federal Expense: Preventative Maint (PM)	1,406,446	3,636	3,636	2,840	1,476	3,500	1,348	1,442	1,492	-	-	-	-
Non - Federal Expense: Cap Ex	1,571,016	-	-	-	-	-	-	-	-	-	-	-	-
Furniture, Fixtures, & Equipment < $5000	40,000	-	2,618	505	(198)	-	-	-	-	-	-	-	-
Federal Expense: Shelter & Accessories ACQ/Install	3,514,075	-	3,787	1,998	3,066	-	1,757	2,564	-	-	-	-	-
Federal Expense: Capital (Non PM)	600,000	11,855	-	1,157	-	-	-	850	-	-	-	-	-
Facility Rental Expense Realized	60,000	-	-	-	-	-	-	-	-	-	-	-	60,000
Interest Expense	1,000	72	68	64	61	57	53	49	45	-	-	-	-
Depreciation Expense	-	274,576	270,772	275,541	251,588	251,835	239,579	242,769	-	-	-	-	-
Total Expenses:	**41,879,165**	**2,529,240**	**2,850,831**	**2,758,643**	**2,713,673**	**2,615,211**	**2,576,899**	**2,776,127**	**336,171**	**-**	**5,000**	**485**	**60,000**
Add Back: Depreciation Expense	-	274,576	270,772	275,541	251,588	251,835	239,579	242,769	-	-	-	-	-
Net Income From Operations:	**1,193,324**	**66,034**	**2,262,793**	**447,047**	**351,266**	**376,886**	**1,237,778**	**3,102,363**	**(300,017)**	**772**	**(5,000)**	**(485)**	**(60,000)**

OPTUS BANK

CENTRAL MIDLANDS RTA
OPERATING RESERVE FUND ACCOUNT
3613 LUCIUS RD
COLUMBIA SC 29201-1108

Page 1

Statement Date 1/31/23

Account Number 100056790 D

Enjoy our convenient online banking and mobile cash app free of charge!

TYPE OF ACCOUNT--Commercial MMA

Statement Summary

Beginning Balance	12/30/22			4,039,984.45	0
Deposits/Credits		0	Credits	.00	
Checks/Debits		0	Debits	.00	
Interest Paid				177.10	
Ending Balance	1/31/23			4,040,161.55	
2022 interest				1,969.60	

Credits/Deposits

Date	Amount	Description
1/31	177.10	Interest Deposited

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
Beginning Balance	4,039,984.45				
1/31	4,040,161.55				

South Carolina Office of State Treasurer

Curtis M. Loftis, Jr.

Local Government Investment Pool

Statement of Account

01/01/2023 - 01/31/2023

		Account Number:	2530
CENTRAL MIDLANDS REGIONAL		**Beginning Balance:**	14,407,628.25
Operating Reserve		**Ending Balance:**	14,463,573.93
3613 Lucius Road		**Average Balance:**	14,407,628.25
Columbia, SC 29201		**Average Interest Rate (365):**	4.5720 %

Date	Description	Contributions	Withdrawals	Balance
01/01/2023	Beginning Balance	--	--	14,407,628.25
01/31/2023	Reinvestment	55,945.68	--	14,463,573.93

	Funds Received	Funds Withdrawn	Interest Earned
MTD	0.00	0.00	55,945.68
YTD	2,600,000.00	0.00	271,618.53

South Carolina Office of State Treasurer

Curtis M. Loftis, Jr.

Local Government Investment Pool

Statement of Account

01/01/2023 - 01/31/2023

		Account Number:	2533
CENTRAL MIDLANDS REGIONAL		**Beginning Balance:**	12,974,736.25
Emergency Reserve		**Ending Balance:**	13,025,117.95
3613 Lucius Road		**Average Balance:**	12,974,736.25
Columbia, SC 29201		**Average Interest Rate (365):**	4.5720 %

Date	Description	Contributions	Withdrawals	Balance
01/01/2023	Beginning Balance	--	--	12,974,736.25
01/31/2023	Reinvestment	50,381.70	--	13,025,117.95

	Funds Received	Funds Withdrawn	Interest Earned
MTD	0.00	0.00	50,381.70
YTD	2,600,000.00	0.00	244,408.92

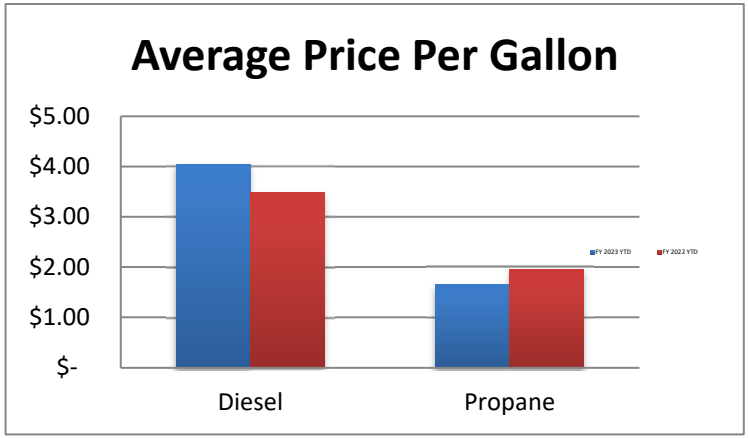
Jan-23

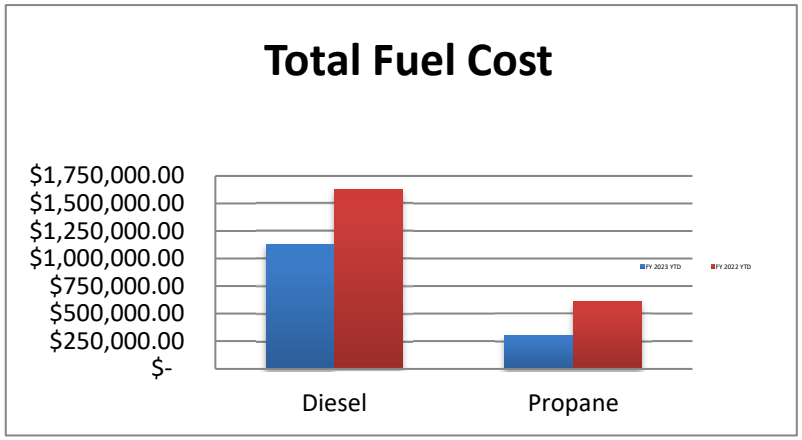
MONTHLY FUEL GAUGE REPORT

		Diesel		Propane
FY 2023 YTD				
July 2022 - June 2023				
Budgeted Cost Per Gallon	$	4.16	$	1.51
Average Price per Gallon	$	4.05	$	1.65
Net Gallons Purchased		278,797.75		185,958.80
Total Cost	$	1,130,239.02	$	306,011.32
Total Savings per Gallon Average ($)	$	0.11	$	(0.14)
Total Savings This Budget Period Average	$	29,559.62	$	(25,213.53)
FY 2022 YTD				
July 2021 - June 2022				
Budgeted Cost Per Gallon	$	2.04	$	1.54
Average Price per Gallon	$	3.49	$	1.96
Net Gallons Purchased		467,073.35		311,916.91
Total Cost	$	1,629,701.25	$	610,030.52
Total Savings per Gallon Average ($)	$	(1.45)	$	(0.42)
Total Savings This Budget Period Average	$	(679,127.78)	$	(130,698.92)

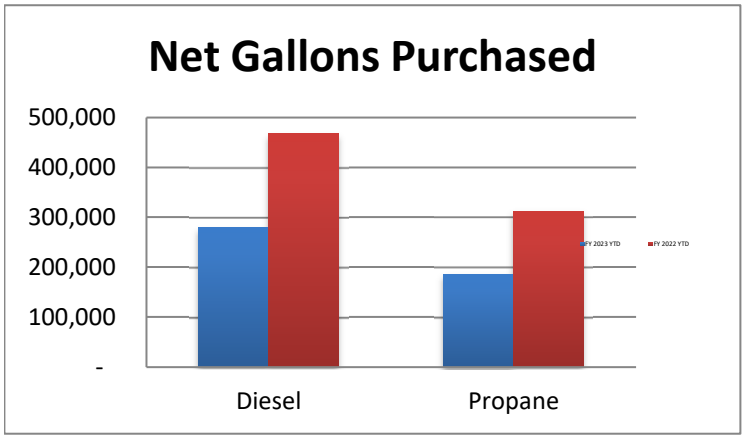
	Diesel	Propane
FY 2023 YTD	$ 4.05	$ 1.65
FY 2022 YTD	$ 3.49	$ 1.96

	Diesel	Propane
FY 2023 YTD	$ 1,130,239.02	$306,011.32
FY 2022 YTD	$ 1,629,701.25	$610,030.52





	Diesel	Propane
FY 2023 YTD	278,798	185,959
FY 2022 YTD	467,073	311,917



M/DBE Tracking-Local Funds Only
July 1, 2020 - January 31, 2023

Fiscal Year Summary (July 1, 2020 - January 31, 2023)	
Vendors Paid - Contracts with M/DBE Goal	$ 48,928,795.40
# M/DBEs Paid*	$ 12,793,143.57
The COMET M/DBE Goal	25%
M/DBE Goal Percentage Achieved	26.1%
# Vendors with M/DBE Goal	20
Note: Data reviewed from The COMET's Check Register from July 2020 -January 2023	
**Payments being verified for RATP Dev/Payments reflect up thru January 2023	

	The COMET/Contractors Vendor Name	The COMET Paid Vendor YTD	Amount DBE Paid YTD* (Direct/Indirect)	Contract Period	Contract M/DBE Requirement	Percentage of Goal Achieved
1	A James Global Services	$ 198,122.90	$ 198,122.90	3/15/21-3/14/24 or 3/14/26	100%	100%
2	AOS Specialty Contractors (20%)	$ 351,297.40	$ 351,297.40	5/1/20-4/30/21 or 4/1/25	100%	100%
3	Able South Carolina	$ 295,506.22	$ 4,543.13	3/1/19-2/28/22 or 2/28/24	2%	2%
4	Amerigas	$ 849,905.25	$ 9,360.00	5/1/20-4/30/23 or 4/30/25	2%	1%
5	B & C Associates	$ 266,029.30	$ 266,029.30	3/1/21-2/29/24 or 2/28/26	100%	100%
6	Brownstone Construction Group (MBE) (20%)	$ 160,947.61	$ 155,179.01	6/1/20-5/31/23 or 5/31/25	2%	96%
7	Burr Furman McNair	$ 542,821.97	$ 73,730.00	7/1/19-12/31/22 or 12/31/24	2%	14%
8	Capital Building Services	$ 116,854.61	$ 116,854.61	contract ended	100%	100%
9	Chernoff Newman	$ 114,425.00	$ 4,050.00	contingency as needed	2%	4%
10	CR Jackson Inc (20%)	$ 128,835.66	$ 14,668.00	contract ended	5%	11%
11	DESA	$ 9,750.00	$ 9,750.00	contract ended	100%	100%
12	Flock and Rally	$ 761,886.30	$ 761,886.30	4/1/19-3/31/22 or 3/31/24	100%	100%
13	IT1 Solutions (20%)	$ 50,665.00	$ 325.14	2/1/20-1/31/22 or 1/31/24	2%	1%
14	New Age Protection	$ 505,052.55	$ 505,052.55	3/15/21-3/14/26	100%	100%
15	PJ Noble & Associates	$ 5,040.00	$ 5,040.00	contract ended	100%	100%
16	RATP Dev**	$ 43,933,543.71	$ 10,268,426.05	7/1/20-6/30/25 or 6/30/28 or 6/30/30	20.06%	23%
17	Strategic Mapping (20%)	$ 367,110.40	$ 18,390.00	6/3/20-6/2/23 or 6/2/25	7%	5%
18	Tolar Manufacturing (20%)	$ 181,832.60	$ 6,454.66	4/1/19-3/31/22 or 3/31/24	2%	4%
19	Transit Mgmt Oversight & Solutions	$ 17,014.92	$ 17,014.92	contract ended	100%	100%
20	Walker White (20%)	$ 72,154.00	$ 6,969.60	contract ended	12%	10%
	Total Payments	**$ 48,928,795.40**	**$ 12,793,143.57**			**26.1%**

M/DBE Tracking
July 1, 2020 - January 2023

	DBE Firm	The COMET Vendor	Service Description	The COMET Paid Vendor YTD	Amount DBE Paid YTD**
1	A James Global Services	A James Global Services	Landscaping	$ 198,122.90	$ 198,122.90
2	AOS Specialty	AOS Specialty	Bus Stop Amenities	$ 351,297.40	$ 351,297.40
3	Flock and Rally	Able South Carolina	Certification/Mobility Management	$ 295,506.22	$ 4,543.13
4	Apex Construction	Amerigas	Propane Fuel	$ 849,905.25	$ 9,360.00
5	B & C Associates	B & C Associates	Janitorial	$ 266,029.30	$ 266,029.30
6	Brownstone Construction Group (MBE)	Brownstone Construction Group (MBE)	Architectural & Engineering	$ 157,551.36	$ 151,782.76
	CES Group Engineers	Brownstone Construction Group (MBE)	Civil Engineering, Surveying, Environmental	$ 3,396.25	$ 3,396.25
7	Gaffney Lewis LLC	Burr Furman McNair	Legal Services	$ 542,821.97	$ 73,730.00
8	Capital Building Services	Capital Building Services	Janitorial/Landscaping	$ 116,854.61	$ 116,854.61
9	Heyward Bannister/Banco-Bannister	Chernoff Newman	PR/Website	$ 114,425.00	$ 4,050.00
10	AOS Specialty	CR Jackson Inc	Parking Lot Repair	$ 128,835.66	$ 14,668.00
11	DESA	DESA	Outreach	$ 9,750.00	$ 9,750.00
12	Flock and Rally	Flock and Rally	Marketing	$ 761,886.30	$ 761,886.30
13	No Info to Date	IT1 Solutions	IT	$ 50,665.00	$ 325.14
14	New Age Protection	New Age Protection	Security	$ 505,052.55	$ 505,052.55
15	PJ Noble & Associates	PJ Noble & Associates	DBE Public Particpation	$ 5,040.00	$ 5,040.00
16		RATP Dev	Fixed Route/Paratransit Oper	$ 43,933,543.71	
	Transport Care Services	RATP Dev	Paratransit, Bus Cleaning		$ 9,212,998.17
	Capital Building Services	RATP Dev	Bus Stop Maintenance, Vehicle Detailing		$ 390,426.00
	Nissi Group	RATP Dev	NTD Reporting		$ 30,962.00
	Hard Hat	RATP Dev	Safety Equipment		$ 7,800.79
	A Customer Point of View	RATP Dev	Mystery Rider		$ 65,806.00
	Ed Rush	RATP Dev	Uniforms		$ 377,850.51
	Alpha Business Solutions	RATP Dev	Office Supplies		$ 15,388.80
	Rely Supply	RATP Dev	Oil, Lube, etc.		$ 167,193.78
17	Elite Professionals	Strategic Mapping	ITS	$ 367,110.40	$ 18,390.00
18	Davis Freight Mgmt	Tolar Manufacturing	Bus Shelters	$ 181,832.60	$ 6,454.66
19	Transit Mgmt Oversight & Solutions	Transit Mgmt Oversight & Solutions	Triennial Review Prep	$ 17,014.92	$ 17,014.92
20	Wallace Mechanic Supply	Walker White	HVAC Replacement	$ 72,154.00	$ 6,969.60
	Total Payments			**$ 48,928,795.40**	**$ 12,793,143.57**

M/DBE Tracking
RATP Dev Payments
7/1/20-1/31/23

Fiscal Year Summary (July 1, 2020 - January 31, 2023)			RATP Dev Contractors	Type of Work or Products	Contract Period	RATP Dev Paid Vendor YTD	RATP Dev Contract M/DBE Requirement	Percentage of Goal Achieved
The COMET Paid RATP Dev*	$ 43,933,543.71	1	Transport Care Services	Operate DART services, vehicle cleaning	7/1/20 - current (5 yr term)	$ 9,212,998.17	18.41%	21.0%
M/DBEs Paid**	$ 10,268,426.05	2	Capital Building Services	Bus Stop cleaning/maintenance & vehicle detailing services	7/1/20 - current (5 yr term)	$ 390,426.00	1.14%	0.9%
The COMET M/DBE Goal	20.06%	3	Nissi Group	Trip sampling for NTD Reports	7/1/20 - current (5 yr term)	$ 30,962.00	0.14%	0.1%
M/DBE Goal Percentage Achieved	23.4%	4	Hard Hat Transportation	Safety, facility and office supplies and equipment	7/1/20 - current (5 yr term)	$ 7,800.79	0.02%	0.0%
		5	A Customer's Point of View	Mystery rides/observations on Fixed Routes	7/1/20 - current (5 yr term)	$ 65,806.00	0.20%	0.1%
Note: Data reviewed from The COMET's Check Register*		6	Ed Rush Consulting & Dev	Operator uniforms	7/1/20 - current (5 yr term)	$ 377,850.51	0.14%	0.9%
Note: Verified data provided by RATP Dev from July 2020 -January 2023**		7	Alpha Business Solutions	Office supplies	7/1/20 - current (5 yr term)	$ 15,388.80		0.0%
THE COMET CENTRAL MIDLANDS TRANSIT		8	Rely Supply	Lube, oil, coolants, etc.	7/1/20 - current (5 yr term)	$ 167,193.78		0.4%
			Total Payments			$ 10,268,426.05		23.4%

M/DBE Tracking
RATP Dev Payments
7/1/22-1/31/23

Fiscal Year Summary (July 1, 2022 - January 31, 2023)	
The COMET Paid RATP Dev*	$ 9,833,500.92
# M/DBEs Paid**	$ 3,040,997.69
The COMET M/DBE Goal	20.06%
M/DBE Goal Percentage Achieved	30.9%

Note: Data reviewed from The COMET's Check Register*

Note: Verified data provided by RATP Dev from July 2022-January2023**

	RATP Dev Contractors	Type of Work or Products	RATP Dev Paid Vendor YTD	RATP Dev Contract M/DBE Requirement	Percentage of Goal Achieved
1	Transport Care Services	Operate DART services, vehicle cleaning	$ 2,753,435.26	18.41%	28.0%
2	Capital Building Services	Bus Stop cleaning/maintenance & vehicle detailing services	$ 96,723.00	1.14%	1.0%
3	Nissi Group	Trip sampling for NTD Reports	$ 7,183.00	0.14%	0.1%
4	Hard Hat Transportation	Safety, facility and office supplies and equipment	$ -	0.02%	0.0%
5	A Customer's Point of View	Mystery rides/observations on Fixed Routes	$ 30,849.00	0.20%	0.3%
6	Ed Rush Consulting & Dev	Operator uniforms	$ 83,850.99	0.14%	0.9%
7	Alpha Business Solutions	Office supplies	$ 510.86		0.0%
8	Rely Supply	Lube, oil, coolants, etc.	$ 68,445.58		0.7%
	Total Payments		**$ 3,040,997.69**		**30.9%**

	A	B	C	D	E	F	G	H	I
1		**Central Midlands Regional Transit Authority**							
2		**FY23 Midyear Budget Review**							
3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
7		***Revenues***							
8		Operating Revenues							
9	3010	Passenger Revenue		1,500,000		1,500,000		-	0%
10	3022	Advertising Revenue		110,000		110,000		-	0%
11	3025	Contracted Services Revenue		1,500,000		1,500,000		-	0%
12	3029	ARP 5310 Funding - Rural		76,308		-		(76,308)	-100%
13	3030	CRRSA 5310 Act Funding		76,307		-		(76,307)	-100%
14	3035	ARP 5307 Funding - Urban (CARES ACT)		8,318,402		8,318,402		-	0%
15	3119	Human Trafficking Awareness		75,888		75,888		-	0%
16	3129+3130	CARES ACT funding (Fed & SCDOT)		-		496,345		496,345	#DIV/0!
17	3900	Miscellaneous Income		3,000		3,000		-	0%
18		Total Operating Revenue		11,659,905		12,003,635		343,730	
19		Nonoperating Revenues							
20	3027	Local Revenue - Lexington Cty		304,123		304,123		-	0%
21	3032	Interest Income		36,000		580,000		544,000	1511%
22	3033	Richland County 1% Sales Tax		21,000,000		21,113,691		113,691	1%
23	3034	RTAP Reimbursement		1,500		2,000		500	33%
24	3036	Fuel Tax Refunds		110,000		260,000		150,000	136%
25	3037	OPT/SMTF 5339		960,000		960,000		-	0%
26	3038	OPT Rural Program 5311 Revenue		339,079		150,000		(189,079)	-56%
27	3039	Hospitality/Accomodations Tax		5,000		-		(5,000)	-100%
28	3040	CDBG Grants (Shelters & Pass Program)		5,000		-		(5,000)	-100%
29	3060	Rental Income		720		800		80	11%
30	3070	Federal Revenue - NOLO Bus Project		-		566,000		566,000	#DIV/0!
31	3110	Federal Revenue - Planning		72,000		50,000		(22,000)	-31%
32	3111	Federal Revenue - Capital: Non Prev Maint		960,000		150,000		(810,000)	-84%

	A	B	C	D	E	F	G	H	I
1		**Central Midlands Regional Transit Authority**							
2		**FY23 Midyear Budget Review**							
3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
33	3112	Federal Revenue - Capital: Prev. Maint		1,125,156		1,125,156		-	0%
34	3113	Federal Revenue - CapX Fleet Procurement		-		-		-	#DIV/0!
35	3114	Federal Revenue - Salaried Positions		72,000		40,000		(32,000)	-44%
36	3115	Federal Revenue - ADP Software		400,000		200,000		(200,000)	-50%
37	3116	Federal Revenue - ADP Hardware		400,000		200,000		(200,000)	-50%
38	3117	Federal Revenue - Operations Assistance		1,016,000		1,016,000		-	0%
39	3118	Federal Revenue - ADA Paratransit		550,000		200,000		(350,000)	-64%
40	3120	Federal Revenue - EE Training		25,000		25,000		-	0%
41	3121	Federal Revenue - Mobility 5310		-		300,000		300,000	#DIV/0!
42	3122	Federal Revenue - 3rd Party Contractual (Website)		8,000		3,000		(5,000)	-63%
43	3124	Federal Revenue - Safety & Security		400,000		400,000		-	0%
44	3125	Federal Revenue - Vanpool		50,000		50,000		-	0%
45	3127	Federal Revenue - 5339 Shelter ACQ & Install		2,811,260		2,811,260		-	0%
46	3132	Federal Revenue - Intermodal		212,720		-		(212,720)	-100%
47	3300	Gain(Loss) Sale of Asset		10,000		-		(10,000)	-100%
48	3500	Insurance Claim		10,000		-		(10,000)	-100%
49	3800	Concenssions Revenue		3,000		3,000		-	0%
50		Total Nonoperating Revenue		**30,886,558**		**30,510,030**		**(376,528)**	
51		***Total Revenues:***		**42,546,463**		**42,513,665**		**(32,798)**	-0.08%
52		***Expenses***							
53		Administrative							
54	4101 to 4144	Salaries (Staff/Intern) & Other Paid Wages		1,439,449		1,439,449		-	0%
55	4160	SC Retirement: ER		259,101		259,101		-	0%
56	4162	FICA & Medicare		110,118		110,118		-	0%
57	4165	Health Insurance: ER		116,892		116,892		-	0%
58	4166	SC Unemployment		14,364		14,364		-	0%

	A	B	C	D	E	F	G	H	I
1		**Central Midlands Regional Transit Authority**							
2		**FY23 Midyear Budget Review**							
3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
59	4167	Workers Comp		4,000		4,000		-	0%
60	4201	Dues/Subscriptions/Memberships		23,870		23,870		-	0%
61	4203	Marketing/Advertising/Promotional Material		530,000		529,250		(750)	0%
62	4207	Charitable Donations (Passes ONLY)		7,200		7,200		-	0%
63	4208	Postage & Shipping		6,000		6,000		-	0%
64	4209	Printing		80,000		80,000		-	0%
65	4210	Board/Committee		7,200		7,200		-	0%
66	4220	Transit Academy		-		750		750	#DIV/0!
67	4368	Tickets & Transfers		10,000		10,000		-	0%
68	4501	Office Equipment - Lease & Rental		12,600		12,600		-	0%
69	4401 + 4219	Admin Misc: Fines, Taxes, etc.		37,800		37,800		-	0%
70	4402	Banking Fees		15,000		15,000		-	0%
71	4403	Payroll Processing Fees		10,000		10,000		-	0%
72	4518	Federal Expense: Staff Training & Development		53,620		53,620		-	0%
73	4580	Contingency		-		694,500		694,500	#DIV/0!
74		Total Administrative		2,737,214		3,431,714		694,500	
75		Operations & Maintenance							
76	+4305 + 4519	Contractor-Fixed Route		17,261,493		17,511,493		250,000	1%
77	+4306 + 4517	Contractor-DART		4,110,522		4,255,521		144,999	4%
78	+4308 + 4309	Contractor-Spcl Svc/Svc Enhancements		700,315		700,315		-	0%
79	4310	CARES Act - SCDOT 5311		678,158		678,158		-	0%
80	4320	Propane Fuel		684,800		640,000		(44,800)	-7%
81	4321	Diesel & Vehicle Fuel		1,623,986		1,873,993		250,007	15%
82	4322	Hydrogen Fuel		5,000		5,000		-	0%
83	4337	OPT: SMTF Expenses		1,296,000		648,000		(648,000)	-50%
84	4205	Facility Related Repairs & Maintenance Expense		800,000		700,000		(100,000)	-13%
85	4510	Federal Expense: ADP Software ACQ & Maint		500,000		575,000		75,000	15%

	A	B	C	D	E	F	G	H	I
1		**Central Midlands Regional Transit Authority**							
2		**FY23 Midyear Budget Review**							
3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
86	4511	Federal Expense: ADP Hardware ACQ & Maint		500,000		250,000		(250,000)	-50%
87	4507	Federal Expense: 3rd Party Contractual (Website)		10,000		10,000		-	0%
88	4509	Federal Expense: Safety & Security		500,000		500,000		-	0%
89	4513	Federal Expense: Van Pool Ops		100,000		110,000		10,000	10%
90	4514	Federal Expense: Bike Program		-		70,000		70,000	#DIV/0!
91	4520	Federal Expense: 5310		120,000		460,000		340,000	283%
92		Total Operations & Maintenance		28,890,274		28,987,480		97,206	
93		Insurance							
94	4341	Insurance - Vehicle		22,000		6,900		(15,100)	-69%
95	4342	Insurance - Facility		53,000		67,930		14,930	28%
96	4343	Insurance-Tort Liability		42,000		42,000		-	0%
97	4344	Insurance-Officers & Directors		18,000		18,000		-	0%
98		Total Insurance		135,000		134,830		(170)	0%
99		Technical Services							
100	4361 to 4363	Professional Contract Services		2,650,721		2,426,387		(224,334)	-8%
101	4367	Fare Collection Service & Supplies		4,000		4,000		-	0%
102		Total Technical Services		2,654,721		2,430,387		(224,334)	
103		Utilities							
104	4380	Natural Gas		21,975		21,975		-	0%
105	4381	Electric		150,856		150,856		-	0%
106	4382	Water & Sewer		61,040		61,040		-	0%
107	4383	Telecommunications		162,846		162,846		-	0%
108		Total Utilites		396,717		396,717		-	
109		Capital Expense							
110	4 + 4387 + 4512	Federal Expense: Preventative Maint (PM)		1,406,446		1,406,446		-	0%
111	4502	Furniture, Fixtures, & Equipment < $5000		40,000		40,000		-	0%
112	4503	Federal Expense: Shelter & Accessories ACQ/Install		3,514,075		3,514,075		-	0%

	A	B	C	D	E	F	G	H	I
1		**Central Midlands Regional Transit Authority**							
2		**FY23 Midyear Budget Review**							
3									
4				*Original*				*Variance*	
5				*Budgeted $*		*New Budget $*		*$*	*%*
6									
113	4389+4505	Federal/Non Federal Expense: Cap EX (Non PM)		1,571,016		1,571,016		-	0%
114	4506	Federal Expense: Capital (Non PM)		1,200,000		600,000		(600,000)	-50%
115	4603	Interest Expense		1,000		1,000		-	0%
116		Total Capital Expense		7,732,537		7,132,537		(600,000)	
117	4700	Depreciation Expense		-		-		-	
118									
119		***Total Expenses:***		**42,546,463**		**42,513,665**		(32,798)	-0.08%
120		***Net Income From Operations:***		**0**		**-**		**(0)**	
121									

TO: The COMET Board of Directors
FROM: LeRoy DesChamps, Interim Executive Director/CEO
DATE: March 15, 2023
SUBJECT: Administration and Operations Report: Activities from February 15, 2023 to March 15, 2023.

Administration, Operations, Customer Experience and Human Resources (LeRoy DesChamps, Jackie Bowers, and Patricia Geddis)

- Worked with Finance Staff during the Mid-Year Budget review process and started planning for new Fiscal Year Budget.
- Participated in the pre-screening process for the Information Technology position.
- Worked with Legal in preparing for Employee Grievance Hearing and coordinated with staff and Legal to provide FOIA request from former employee attorney.
- Working with staff in restructuring the Planning Department to include a Director/Manager and Transit Planner I which will be included in the 2023/2024 Fiscal Year Budget.
- Placed advertisement and posted the Planning and Development Manager position national and locally.
- Coordinated and participated in monthly Check-In meeting with Federal Transportation Association.
- Participated in monthly SC PEBA Meeting for Optional Employers about Benefits changes and updates.
- Attended bi-weekly and monthly meetings with Brownstone, Davis and Floyd and Cherokee, Inc. for the Lucius Road SuperStop project. Working with Project Lead to address any project issues. Project is currently on schedule and in final stage of completion.
- Attended the Annual Transit Retreat in Myrtle Beach.
- Helped coordinate, plan and provide support for the State Roadeo meeting, competition and banquet.
- Attended RATP Dev Mandatory Monthly Safety Meeting.
- Attended Transitions Public Safety Meeting at Columbia Police Department Headquarters.
- Attended the USC and The COMET regular meetings regarding service updates.
- Periodically performed site visits of shelters and bus stops on Bush River Road, St. Andrews Road, Harbison Boulevard, Columbiana Drive and Harbison Walmart.
- Participating in meetings with RATP Dev staff to review and discuss plan of action for reporting and the data management system. Working with Staff and RATP Dev on action plan to address On Time Performance issues in reaching goal of 85%.
- Continue to assist with the evaluation of On Time Performance of the transit system routes.

- Attending weekly meetings with the Center for Transportation and the Environment/CTE and other vendors on the Low/No Emission Buses project. Project is currently on schedule.
- Monitor RATP Dev staff and all daily operations which includes all other contractors and vendors.
- Visited COMET Central to observe and monitor The COMET staff, Contractor's staff and cleanliness of building.
- Participated in COMET Academy.
- Prepare and present the monthly Customer Experience Department Report during The COMET Staff meeting and The COMET/RATP Dev/TCS Staff meeting.
- Monitor the Customer Experience Call Center and provided constant feedback on performance and service.
- Continuously document the Weekly Call Log to record the weekly number of and various call types received in the Call Center to determine most common issues and methods to resolve.
- Continuously discuss fares, schedule changes to The COMET's routes, what is new with The COMET, and best customer service practices with Customer Experience Representatives.
- Through The COMET Solutions for Transit system, expeditiously monitor customer inquiries, concerns and complaints related to services, ensuring that they are coded properly and closed out accordingly.
- Continuously provide telephone assistance to incoming customer inquiries, to include escalated transfer calls from CER's and other departments.
- Attended all scheduled staff meetings.

Monthly Activity Report

Finance Department and Information Technology Department
(Rosalyn Andrews, Crystal Willis, Amaris Ray-Pope, and IT1 Solutions)

Feb 23 – Mar 23

Work Summary

IT Dept

Security and business continuity

- Windows & application updates
- Network and NVR updates

Projects & Setups

- Account offboard/onboard
- Network documentation and maintenance
- Equipment inventory & organization
- Laptop & Soft phone deployment
- Trapeze project (meetings)
- Battery backup replacement

Maintenance/Troubleshooting

- Printer troubleshooting
- Workstation & Network troubleshooting
- MFA troubleshooting
- Cradlepoint router maintenance
- Technical support: conf rm, network assets & services
- Segra phone issues

Accounting Dept

Day to Day

- Counted farebox revenue, and COMET Central pass sales receipts
- Processed ticket orders (customers, replenish CSR, 3rd party vendors)
- Processed payroll, payables, and receivables (invoices and payments)
- Bank reconciliations
- Submitted SC DOR Fuel Motor Application
- Finance Committee Meeting Packet
- Month end preparations
- Monthly and Bi-Weekly Meetings, Conferences (USC, Brownstone)

- ❖ Mid-Year budget review
- ❖ Safety Meeting

Regulatory Compliance & Civil Rights Report
(Arlene Prince, Michelle Ransom, Alicia Pearson, Brittany Higgins)
Reporting Period–February 22, 2023-March 21,2023

- **Brief snapshot of activities performed by the Director of Regulatory Compliance & Civil Rights Officer (Prince)**
  - Continued to meet with the Planning Unit of The COMET Team to obtain updated information for the Title VI Compliance Plan. The Plan is scheduled to expire by June 1, 2023.
  - Coordinated with contractors (RATP Dev/Transport Care Service/New Age Protection) on the completion and submission of MIS Reports relevant to drug and alcohol testing.
  - Met with Safety & Training Manager regarding the timeline and updates to the Safety Plan.
  - Prepared for and presented information at workshop on February 3, 2023 during the TASC Annual Training, and Expo event.
  - Prepared for and presented information regarding Accessibility for All at The COMET Academy on March 13,2023.
- **The Regional Grants and Coordination Manager (Ransom) prepared several grant applications to request future funding for agency's initiatives as follows:**
  - Submitted monthly vanpool data to NTD
  - Submitted monthly vanpool data to NTD
  - Input invoice data for grant-eligible expenses
  - Completed requested NTD audit data
  - Met with Pamela Bynoe-Reed to discuss possible City of Columbia Hospitality Tax Application
  - Began work on SCDOT SMTF application
- **Activities attended by Regulatory Compliance & Civil Rights Officer (Prince)**
  - Attended the Transportation Association of South Carolina (TASC) Annual Training, Expo, and Bus Roadeo held in Columbia, South Carolina from March 1-4, 2023. The day prior to the event, attended a Legislative Reception. Also, during the event attended a Board Meeting. The Director of Regulatory Compliance & Civil Rights was re-elected to the Board for a two-year term, and during the election of officers, elected as Secretary.
  - Participated in FTA Drug & Alcohol National Conference from a virtual setting. The conference was held in-person in San Diego. This three-day conference provided attendees with a background on 49 CFR Part 655 (Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operators) and 49 CFR Part 40 (Procedures for Transportation Workplace Drug and Alcohol Testing Programs). Attendees were able to choose from a variety of sessions to customize their experience for the specific needs of their employer and knowledge level of the regulations. The conference an update from the Office of Drug and Alcohol Policy and Compliance (ODAPC), and various other sessions catered to running a compliant drug and alcohol program. Additionally, there were networking opportunities, access to FTA and other federal drug and alcohol compliance experts, and much more.
  - Attended monthly Safety Meeting and Safety Committee Meeting planned and facilitated by the contractor as apart of contractual and compliance requirements.

- **Activities attended by Grants & Regional Coordination Manager (Ransom)**
  - Participated in Mid-Year Budget review
  - Participated in monthly check-in with FTA
  - Attended CMCOG Technical Committee meeting
  - Participated in The COMET Finance Committee meeting
  - Participated in weekly Low/No grant stakeholders meeting
  - Participated in Fluitron Project Kickoff (related to Low/No Project)
  - Attended Day 2 of 2023 TASC Conference
  - Met with Pamela Bynoe-Reed to discuss possible City of Columbia Hospitality Tax Application
  - Participated in preliminary FY2024 Budget preparation
- **Mobility Management Initiatives that occurred during the Reporting Period (Higgins)**
  - ***Pick Up Program (PUP) & Volunteer Transportation Reimbursement Program (V-TRIP)***
    - The PUP program has **39** individuals enrolled. In February, **109** trips were taken by **22** individuals.
    - The VTrip program has **11** individuals enrolled with crossover from PUP. **Four** people used VTrip in February taking **34** trips. Two V-TRIP passenger's trips were recorded from previous months in this report. Together they had **14** trips not counted in this month's data.
  - ***Travel Navigator/Travel Ambassador***
    - During the month of February, there were 4 individual ride-a-long travel trainings with two different individuals. One group training with the Heyward Center was conducted as well.
  - ***The COMET Accessibility Advisory Committee (AAC)***
    - The ACC committee meeting was held on January 19, 2023. Its next meeting will be held in April 2023. The status of website and schedule accessibility was discussed. Discussion in the meeting determined that disability culture training for the drivers, formerly disability awareness, needed to be started again. The Disability Culture training took place on February 23rd and 24th. Dori Tempio and Ali Ruegamer gave the training during those two days to a total of 105 people.
  - ***Updates and Future Plans***
    - The MMS will develop a flier to distribute to neighborhood associations to recruit more volunteer drivers for V-TRIP.
  - ***Outreach Efforts***
    - The South Carolina Disability Employment Coalition presentation provided outreach to several colleagues across multiple disciplines about the mobility programs, and public transportation.
    - Able SC posted on their social media and sent an eblast about The Mobility programs that are partnered with The COMET. A few individuals have contacted the MMS and Transportation Program Coordinator for more information about the programs, and other transportation options.

M/DBE Tracking-Local Funds Only
July 1, 2020 - January 31, 2023

Fiscal Year Summary (July 1, 2020 - January 31, 2023)	
Vendors Paid - Contracts with M/DBE Goal	$ 48,928,795.40
# M/DBEs Paid*	$ 12,793,143.57
The COMET M/DBE Goal	25%
M/DBE Goal Percentage Achieved	26.1%
# Vendors with M/DBE Goal	20
Note: Data reviewed from The COMET's Check Register from July 2020 -January 2023	
**Payments being verified for RATP Dev/Payments reflect up thru January 2023	

	The COMET/Contractors Vendor Name	The COMET Paid Vendor YTD	Amount DBE Paid YTD* (Direct/Indirect)	Contract Period	Contract M/DBE Requirement	Percentage of Goal Achieved
1	A James Global Services	$ 198,122.90	$ 198,122.90	3/15/21-3/14/24 or 3/14/26	100%	100%
2	AOS Specialty Contractors (20%)	$ 351,297.40	$ 351,297.40	5/1/20-4/30/21 or 4/1/25	100%	100%
3	Able South Carolina	$ 295,506.22	$ 4,543.13	3/1/19-2/28/22 or 2/28/24	2%	2%
4	Amerigas	$ 849,905.25	$ 9,360.00	5/1/20-4/30/23 or 4/30/25	2%	1%
5	B & C Associates	$ 266,029.30	$ 266,029.30	3/1/21-2/29/24 or 2/28/26	100%	100%
6	Brownstone Construction Group (MBE) (20%)	$ 160,947.61	$ 155,179.01	6/1/20-5/31/23 or 5/31/25	2%	96%
7	Burr Furman McNair	$ 542,821.97	$ 73,730.00	7/1/19-12/31/22 or 12/31/24	2%	14%
8	Capital Building Services	$ 116,854.61	$ 116,854.61	contract ended	100%	100%
9	Chernoff Newman	$ 114,425.00	$ 4,050.00	contingency as needed	2%	4%
10	CR Jackson Inc (20%)	$ 128,835.66	$ 14,668.00	contract ended	5%	11%
11	DESA	$ 9,750.00	$ 9,750.00	contract ended	100%	100%
12	Flock and Rally	$ 761,886.30	$ 761,886.30	4/1/19-3/31/22 or 3/31/24	100%	100%
13	IT1 Solutions (20%)	$ 50,665.00	$ 325.14	2/1/20-1/31/22 or 1/31/24	2%	1%
14	New Age Protection	$ 505,052.55	$ 505,052.55	3/15/21-3/14/26	100%	100%
15	PJ Noble & Associates	$ 5,040.00	$ 5,040.00	contract ended	100%	100%
16	RATP Dev**	$ 43,933,543.71	$ 10,268,426.05	7/1/20-6/30/25 or 6/30/28 or 6/30/30	20.06%	23%
17	Strategic Mapping (20%)	$ 367,110.40	$ 18,390.00	6/3/20-6/2/23 or 6/2/25	7%	5%
18	Tolar Manufacturing (20%)	$ 181,832.60	$ 6,454.66	4/1/19-3/31/22 or 3/31/24	2%	4%
19	Transit Mgmt Oversight & Solutions	$ 17,014.92	$ 17,014.92	contract ended	100%	100%
20	Walker White (20%)	$ 72,154.00	$ 6,969.60	contract ended	12%	10%
	Total Payments	**$ 48,928,795.40**	**$ 12,793,143.57**			**26.1%**

M/DBE Tracking
July 1, 2020 - January 2023

	DBE Firm	The COMET Vendor	Service Description	The COMET Paid Vendor YTD	Amount DBE Paid YTD**
1	A James Global Services	A James Global Services	Landscaping	$ 198,122.90	$ 198,122.90
2	AOS Specialty	AOS Specialty	Bus Stop Amenities	$ 351,297.40	$ 351,297.40
3	Flock and Rally	Able South Carolina	Certification/Mobility Management	$ 295,506.22	$ 4,543.13
4	Apex Construction	Amerigas	Propane Fuel	$ 849,905.25	$ 9,360.00
5	B & C Associates	B & C Associates	Janitorial	$ 266,029.30	$ 266,029.30
6	Brownstone Construction Group (MBE)	Brownstone Construction Group (MBE)	Architectural & Engineering	$ 157,551.36	$ 151,782.76
	CES Group Engineers	Brownstone Construction Group (MBE)	Civil Engineering, Surveying, Environmental	$ 3,396.25	$ 3,396.25
7	Gaffney Lewis LLC	Burr Furman McNair	Legal Services	$ 542,821.97	$ 73,730.00
8	Capital Building Services	Capital Building Services	Janitorial/Landscaping	$ 116,854.61	$ 116,854.61
9	Heyward Bannister/Banco-Bannister	Chernoff Newman	PR/Website	$ 114,425.00	$ 4,050.00
10	AOS Specialty	CR Jackson Inc	Parking Lot Repair	$ 128,835.66	$ 14,668.00
11	DESA	DESA	Outreach	$ 9,750.00	$ 9,750.00
12	Flock and Rally	Flock and Rally	Marketing	$ 761,886.30	$ 761,886.30
13	No Info to Date	IT1 Solutions	IT	$ 50,665.00	$ 325.14
14	New Age Protection	New Age Protection	Security	$ 505,052.55	$ 505,052.55
15	PJ Noble & Associates	PJ Noble & Associates	DBE Public Particpation	$ 5,040.00	$ 5,040.00
16		RATP Dev	Fixed Route/Paratransit Oper	$ 43,933,543.71	
	Transport Care Services	RATP Dev	Paratransit, Bus Cleaning		$ 9,212,998.17
	Capital Building Services	RATP Dev	Bus Stop Maintenance, Vehicle Detailing		$ 390,426.00
	Nissi Group	RATP Dev	NTD Reporting		$ 30,962.00
	Hard Hat	RATP Dev	Safety Equipment		$ 7,800.79
	A Customer Point of View	RATP Dev	Mystery Rider		$ 65,806.00
	Ed Rush	RATP Dev	Uniforms		$ 377,850.51
	Alpha Business Solutions	RATP Dev	Office Supplies		$ 15,388.80
	Rely Supply	RATP Dev	Oil, Lube, etc.		$ 167,193.78
17	Elite Professionals	Strategic Mapping	ITS	$ 367,110.40	$ 18,390.00
18	Davis Freight Mgmt	Tolar Manufacturing	Bus Shelters	$ 181,832.60	$ 6,454.66
19	Transit Mgmt Oversight & Solutions	Transit Mgmt Oversight & Solutions	Triennial Review Prep	$ 17,014.92	$ 17,014.92
20	Wallace Mechanic Supply	Walker White	HVAC Replacement	$ 72,154.00	$ 6,969.60
	Total Payments			**$ 48,928,795.40**	**$ 12,793,143.57**

M/DBE Tracking
RATP Dev Payments
7/1/20-1/31/23

Fiscal Year Summary (July 1, 2020 - January 31, 2023)			RATP Dev Contractors	Type of Work or Products	Contract Period	RATP Dev Paid Vendor YTD	RATP Dev Contract M/DBE Requirement	Percentage of Goal Achieved
The COMET Paid RATP Dev*	$ 43,933,543.71	1	Transport Care Services	Operate DART services, vehicle cleaning	7/1/20 - current (5 yr term)	$ 9,212,998.17	18.41%	21.0%
M/DBEs Paid**	$ 10,268,426.05	2	Capital Building Services	Bus Stop cleaning/maintenance & vehicle detailing services	7/1/20 - current (5 yr term)	$ 390,426.00	1.14%	0.9%
The COMET M/DBE Goal	20.06%	3	Nissi Group	Trip sampling for NTD Reports	7/1/20 - current (5 yr term)	$ 30,962.00	0.14%	0.1%
M/DBE Goal Percentage Achieved	23.4%	4	Hard Hat Transportation	Safety, facility and office supplies and equipment	7/1/20 - current (5 yr term)	$ 7,800.79	0.02%	0.0%
		5	A Customer's Point of View	Mystery rides/observations on Fixed Routes	7/1/20 - current (5 yr term)	$ 65,806.00	0.20%	0.1%
Note: Data reviewed from The COMET's Check Register*		6	Ed Rush Consulting & Dev	Operator uniforms	7/1/20 - current (5 yr term)	$ 377,850.51	0.14%	0.9%
Note: Verified data provided by RATP Dev from July 2020 -January 2023**		7	Alpha Business Solutions	Office supplies	7/1/20 - current (5 yr term)	$ 15,388.80		0.0%
THE COMET CENTRAL MIDLANDS TRANSIT		8	Rely Supply	Lube, oil, coolants, etc.	7/1/20 - current (5 yr term)	$ 167,193.78		0.4%
			Total Payments			$ 10,268,426.05		23.4%

M/DBE Tracking
RATP Dev Payments
7/1/22-1/31/23

Fiscal Year Summary (July 1, 2022 - January 31, 2023)	
The COMET Paid RATP Dev*	$ 9,833,500.92
# M/DBEs Paid**	$ 3,040,997.69
The COMET M/DBE Goal	20.06%
M/DBE Goal Percentage Achieved	30.9%
Note: Data reviewed from The COMET's Check Register*	
Note: Verified data provided by RATP Dev from July 2022-January2023**	

	RATP Dev Contractors	Type of Work or Products	RATP Dev Paid Vendor YTD	RATP Dev Contract M/DBE Requirement	Percentage of Goal Achieved
1	Transport Care Services	Operate DART services, vehicle cleaning	$ 2,753,435.26	18.41%	28.0%
2	Capital Building Services	Bus Stop cleaning/maintenance & vehicle detailing services	$ 96,723.00	1.14%	1.0%
3	Nissi Group	Trip sampling for NTD Reports	$ 7,183.00	0.14%	0.1%
4	Hard Hat Transportation	Safety, facility and office supplies and equipment	$ -	0.02%	0.0%
5	A Customer's Point of View	Mystery rides/observations on Fixed Routes	$ 30,849.00	0.20%	0.3%
6	Ed Rush Consulting & Dev	Operator uniforms	$ 83,850.99	0.14%	0.9%
7	Alpha Business Solutions	Office supplies	$ 510.86		0.0%
8	Rely Supply	Lube, oil, coolants, etc.	$ 68,445.58		0.7%
	Total Payments		**$ 3,040,997.69**		**30.9%**

DEPARTMENT OF MARKETING AND COMMUNITY AFFAIRS

(For Period of February 20, 2023 – March 20, 2023)

- Pamela Bynoe-Reed, Director of Marketing & Community Affairs/Public Information Officer

Contributing Team Members

- Angela Jacobs, Board Clerk & Community Programs Specialist
- Mariana Paredes, Marketing Intern
- Olivia Dozier, Communications Intern

ANGELA

- Coordinated Full Board and Committee Meetings – Minutes Prep/Packet Compilation & Delivery
- Participated in Flock & Rally/WLTX Creative Meetings
- Prep & Facilitation for St. Pat's Parade
- Apprenticeship Carolina partnership meeting
- Participated in WTS Equity, Diversity & Inclusion event planning sub-committee.

MARIANA

- Attended WLTX + The COMET Meeting
- Printed COMET on the GO for February and March
- Scheduled content for march
- Assisted to the COMET and Flock and Rally content planning of WLTX media partnership meeting
- Captured high quality photos for social media during the Transportation Association of SC Statewide ROADEO
- Translated Transit Banner into Spanish
- Created a comprehensive Google Sheets document to plan Soda City Markets events theme
- Attended COMET Academy
- Safety Meeting with ABLE south Carolina

OLIVIA

- Participated in the TASC ROADEO.
- Filmed and created content for the ROADEO
- Created a flyer for the Auntie Karen raffle.
- Researched Soda City Certified and developed a plan to partner with them.
- Participated in The COMET academy virtual meeting.
- Attended a safety meeting for Disability Services

Events (Notable projects may be highlighted.)

- Transportation Sponsor – Auntie Karen Legends featuring contest giveaways (Feb 25)
- St. Patrick's Day in 5 Points – COMET bus lounge, Transit app promo, Tripper Shuttles
- The COMET Academy (Spring 2023)

UPCOMING EVENTS

- Allen University ridealong on Soda Cap (in planning process)
- Benedict College ridealong on Soda Cap (in planning process)
- Putt with Pop – Masters' Week Event (April 5)
- Soda Cap at Soda City Market (First Saturday of each month)

- **Major Projects (working)**
  - The COMET/RATP Dev Transportation Apprenticeship Program (TBD 2023)
    - Apprenticeship SC meetings and internal outline meetings
  - Plan of Revamp and Relaunch of Soda Cap Connector (ongoing)
    - Hold meetings with Main Street District – Marketing Committee (starting Feb 2023)
    - Held meetings with Historic Columbia and WeGOJA Foundation for identifying historic sites
      - Creating and Implementing DIY and scheduled tours on Soda Cap to launch Spring 2023-delayed due to key staff exit.
    - Final Stage of Development of new Soda Cap Route Map
    - Rebrand, Planning and Development of new Soda Cap landing page on website
  - "People of The COMET" campaign on bus shelters (ongoing)
    - Candid photos and quotes from riders, bus operators and staff – begun September 1 on shelters. Sent locations to participants.
    - Candid photos and quotes from riders, bus operators and staff – Currently running on social media
  - Planning and Development of New Route Guide Booklet
    - Currently in final design. Scheduled to launch prior to May service change.
  - Media Partnership with WLTX to debut May 25

- **Board of Directors and Government Relations**
  - The COMET Board of Directors Meeting (February)
    - Notices, Deliveries, Meeting Management, Digital
  - The COMET Ad-Hoc Subcommittee Meeting For ED Search (March)
    - Packets, Invitations and Public Notices, Deliveries, Meeting Management, Digital
  - The COMET Finance & Service Committee Meetings (March)
    - Packets, Invitations and Public Notices, Deliveries, Meeting Management, Digital

- **Press releases and Media Advisories**
  - Press release: APPLICATIONS BEING ACCEPTED FOR THE SPRING 2023 COMET ACADEMY (2/22/2023)
  - (upcoming) Spotlight on the Statewide TASC ROADEO winners from The COMET

- **Articles, Newsletters, Interviews and Blogs**
  - Staff Interview with Transportation Research Board (TRB) regarding Transportation Equity practices during the COVID-19 pandemic (3/9/2023)
- **Social Media Highlights**
  - People of The COMET
  - COMET Employee of the Month
  - Highlights from the TASC ROADEO
- **Honors and Awards**
- **Presentations**
  - Presenter at TASC Conference (Title VI and Public Outreach) – P. Bynoe-Reed
- **Campaigns and/or Issues Management**
  - People of The COMET campaign
  - Messaging for campaign featuring value of The COMET
- **Professional Development and Industry**
  - TRCP Project A-47 senior research panel. Transit Capacity and Quality of Service Manual, 4th Edition
  - WTS Diversity, Equity and Inclusion Committee (ongoing Leadership Development)
- **Marketing and Public Information Administrative**
  - Website updates (ongoing)
  - Vanpool outreach meeting (ongoing)
- **Community Affairs and Other**
  - Elected representative on Main Street District Board 2022-2025 (P.Bynoe-Reed)
  - Main Street District Long-range Planning Workshop (P. Bynoe-Reed)
  - WTS-SC Board of Directors Meeting (P. Bynoe-Reed)
  - WTS-SC Diversity, Equity and Inclusion Committee (P. Bynoe-Reed)
  - City of Columbia Food Policy Committee (P. Bynoe-Reed)
  - MBLG – Midlands Business Leaders' Group (P. Bynoe-Reed
  - Affordable Housing Task Force (P. Bynoe-Reed)
  - City of Columbia Bike, Pedestrian Advisory Committee (BPAC) meeting (P. Bynoe-Reed, B. Gibbons)

For information regarding this staff report, please contact Pamela Bynoe-Reed (803) 255-7139 or email pbynoe-reed@TheCOMETSC.gov

Respectfully submitted,

Pamela Bynoe-Reed
Director of Marketing & Community Affairs/Public Information Officer