



TRANSPORTATION
PROGRAM

Transportation Penny Advisory Committee Meeting

Monday, May 20, 2019 at 5:30 PM

4th Floor Conference Room

2020 Hampton Street, Columbia SC 29202

Meeting Agenda

1. **Call to Order** Mr. Phillip Simoneaux

2. **Approval of Minutes – No Quorum** Mr. Phillip Simoneaux

3. **Public Comments**

4. **Office of Small Business Opportunities (Pages 1-6)** Ms. Erica Wade

5. **Transportation Program (Pages 7-8)** Mr. Michael Niermeier
 - Council Approvals
 - Preconstruction Update
 - Construction Update
 - MiscellaneousMr. David Beaty

6. **The Comet (Pages 9-58)** Mr. John Andoh
 - Financial Statements
 - Proposed Budget for FY 2019- FY 2020
 - Proposed Free Fare Proposal
 - DBE Report
 - March Ridership Report
 - Bus Stop Permitting Report
 - Harden & Taylor Proposed Streetscape Project

7. **Other Business**
 - Next scheduled meeting: June 24, 2019

8. **Adjournment**



RICHLAND COUNTY OFFICE OF SMALL BUSINESS OPPORTUNITY
2000 Hampton Street, Suite 3014
Columbia, SC 29204



Transportation Penny Advisory Committee Report

OSBO
Manager's Report

May 16
2019



1. Executive Summary:

This report is submitted pursuant to Ordinance (s) 049-13HR and 058-16HR to ensure that the OSBO team provides support to the County to ensure that the SLBE has equal opportunity to participate in County contracts for all six (6) Industry Categories.

Primary Industry Category					
Construction Services	Professional Services	Non-Professional Services	Engineering Services	Architectural Services	Wholesale Operations

2. Purpose:

The purpose of this report is to manage the ongoing requirements of the Ordinance(s), improving and creating new Standard Operating Procedures (SOPs), and ensuring payment to contracted SLBEs.

3. Office of the Small Business Opportunity Cross Functional Team

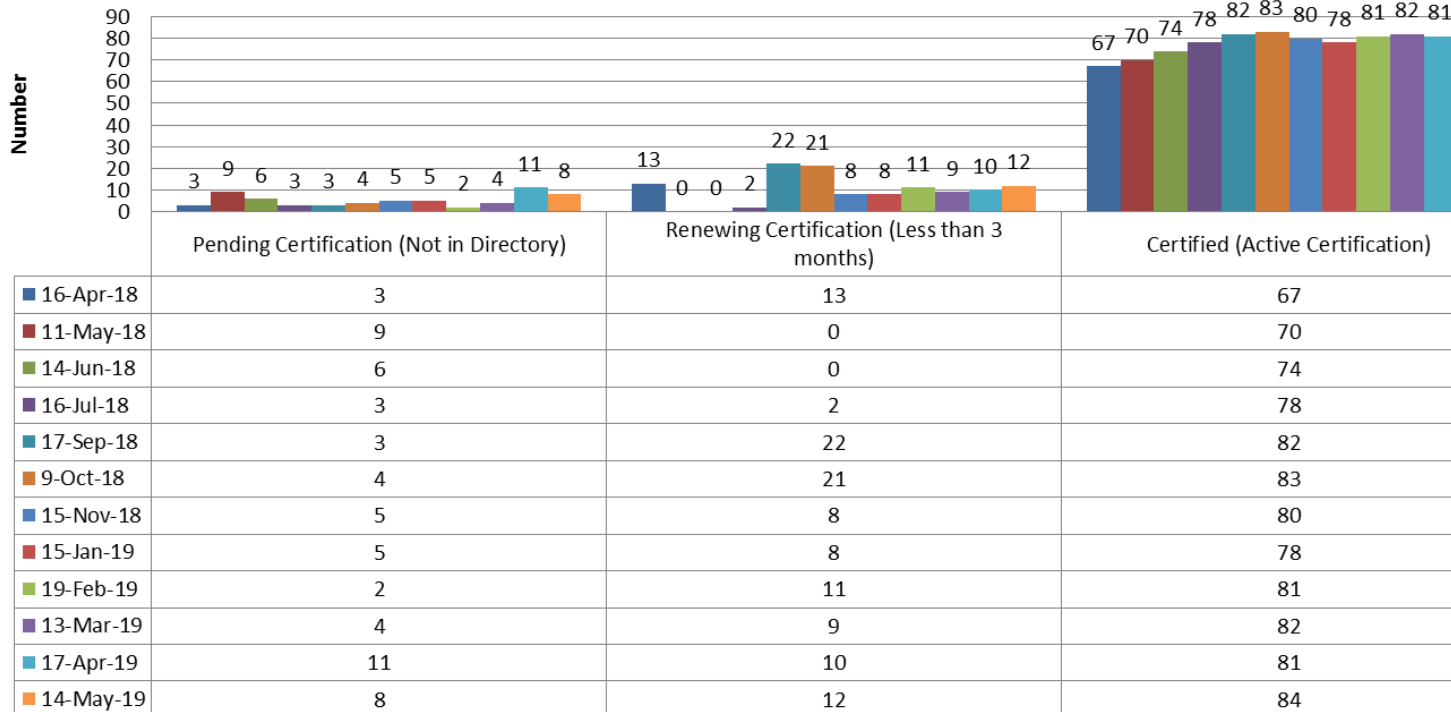
Team Matrix		
Name	Department	Title
<i>Christine Keefer</i>	<i>GCS</i>	<i>GCS Director</i>
<i>Michael Niermeier</i>	<i>Transportation</i>	<i>Director of Transportation</i>
Erica Wade	OSBO	Manager of OSBO
Michelle Rosenthal	OSBO	Business Development Coordinator
Bryant Davis	GCS	Asst. Director of GCS
Cheryl Cook	OSBO	Assistant Manager of OSBO
Jennifer Wladischkin	Procurement	Manager of Procurement
Yolanda Davis	Procurement	Contract Specialist
Allison Steele	Transportation	Assistant Director
Alicia Aull	Transportation	Senior Accountant
Nathaniel Miller	Transportation	Contract & Budget Manager

4. Goal Setting Committee (GSC)

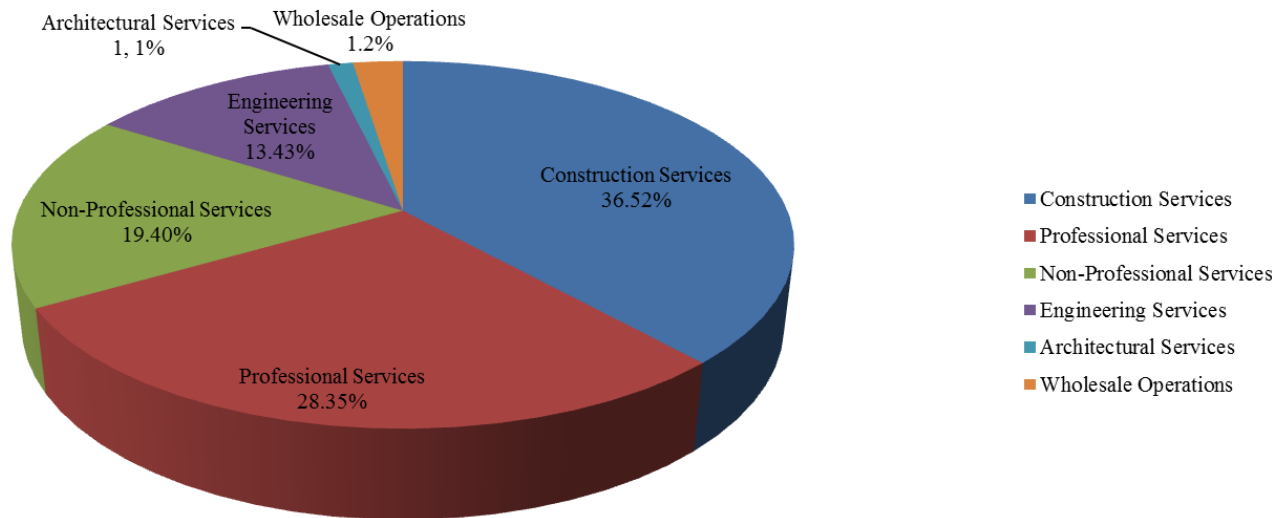
Team Matrix		
Name	Department	Title
Erica Wade	OSBO	Manager of OSBO
Ross Tilton	PDT	Program Administrator
Cor'deija Horne	OSBO	Program Coordinator
Margaret Jones	OSBO	Certification & Compliance Specialist
Jennifer Wladischkin	Procurement	Manager of Procurement
Gerald Walker	PDT	Estimator

5. Analysis:

SLBE Certified Firm Status

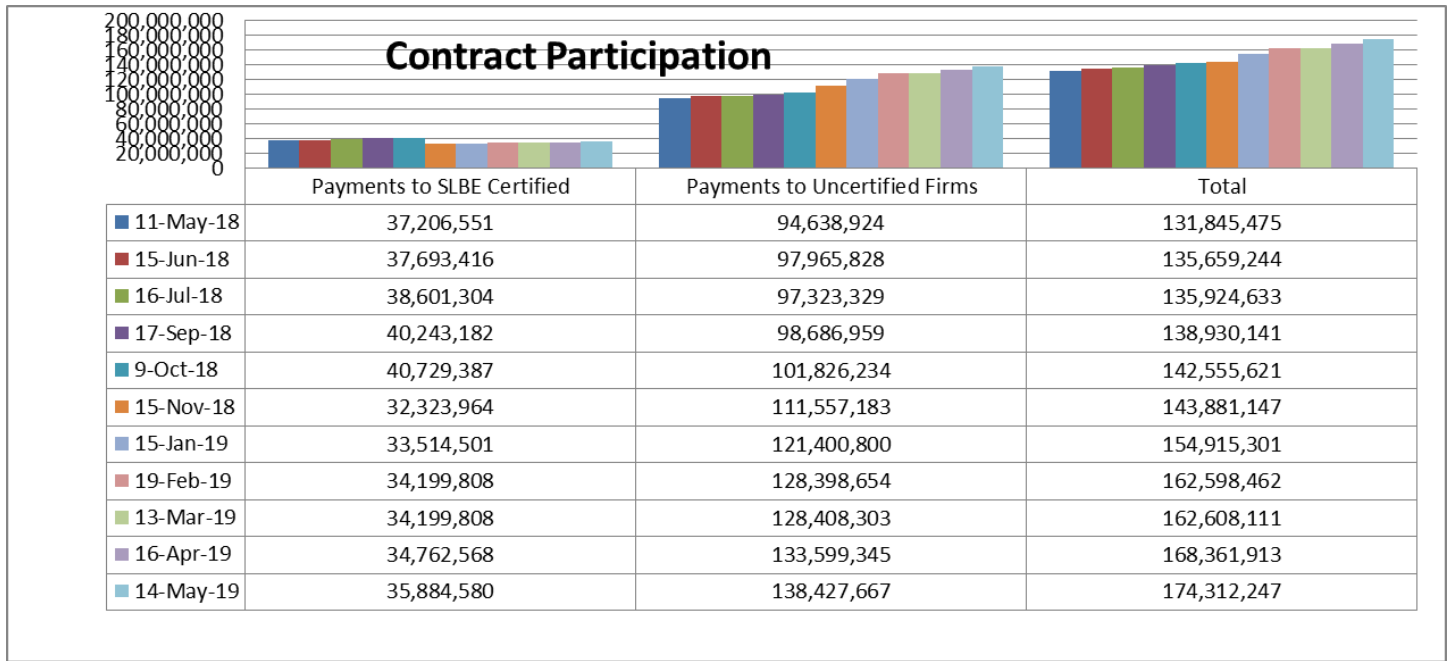
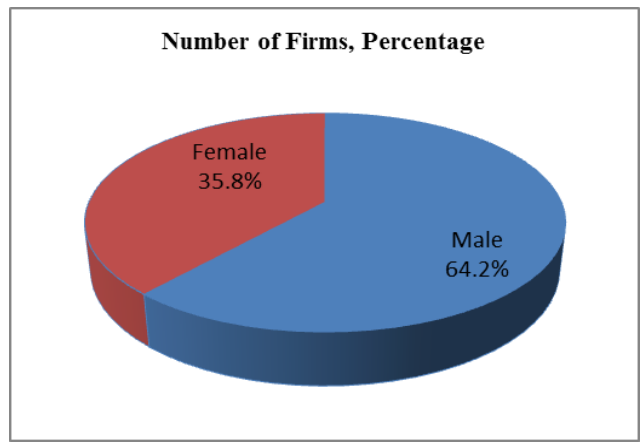
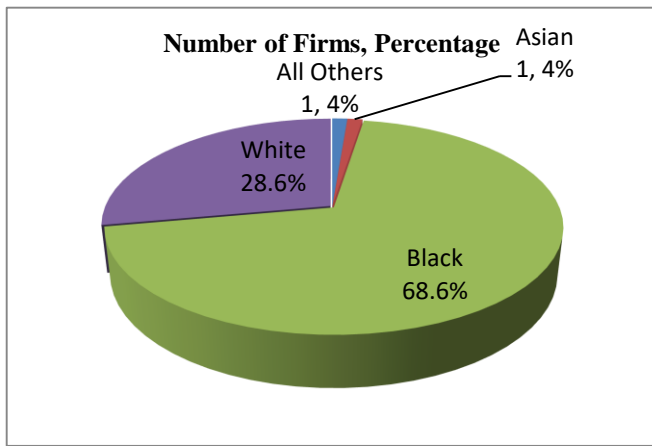


**SLBE Firms by Primary Industry Category
Number of Firms, Percentage**



SLBE Firms by Ethnicity

SLBE Firms by Gender



PDT SLBE GOAL PARTICIPATION UPDATE 2018-2019

Project Name	Sheltered Market	SLBE Goal	DATE
2017 Dirt Roads Package H/I	No	4.05%	February 6, 2018
2017 Dirt Roads Package G	Yes	100%	February 22, 2018
2018 Resurfacing Project Package O	No	0%	March 2, 2018
Resurfacing Project Package P	No	0%	May 7, 2018
Sidewalk Package S-8	Yes	100%	April 19, 2018
Pedestrian Improvements at Intersections	No	12%	July 3, 2018
2018 Sidewalks – Koon Rd. & Farmview St.	Yes	100%	July 18, 2018
2016 PDT Sidewalks-Clemson Road	Yes	100%	October 2, 2018
2018 Richland County Dirt Roads Package I	No	5.95%	October 19, 2018
SERN NIP	No	17.3%	November 15, 2018
2018 Richland County Dirt Roads Project 7 Road Group	No	11%	December 31, 2018
OET Sidewalks – Polo Road	No	25%	January 17, 2019
Sidewalk Package S-11	No	22%	January 28, 2019
Richland County Resurfacing Package Q	No	0%	February 26, 2019
North Springs and Harrington Intersection Improvements	No	15%	March 13, 2019
Greene Street Widening-Phase II	No	16%	April 9, 2019
Atlas Road Widening Project	No	14%	April 4, 2019
2019 Resurfacing Package R	No	0%	April 17, 2019

6. Department Outlook:

- i. Facilitating increase in County wide SLBE utilization in County wide contracts
 - OSBO staff is collaborating with RC Directors to identify current vendors to become certified SLBEs
- ii. Continued review of PDT SLBE Contractual Compliance

• Business Development

- i. OSBO Website Highlights
- ii. Highlighted Articles
 - Firm’s Featured Stories
 - Sims Petroleum Company, LLC – District 4
 - Chason Landscaping, LLC – District 2
- iii. Attended Government Contract Readiness Workshop, Apr 17
- iv. Attended Comet DBE Public Meeting, Apr. 23
- v. Coordinated Successful Marketing Principles for Small Businesses Workshop, Apr. 24
- vi. Completed Midlands Technical College, Government Leadership Development Course, Apr. 26
- vii. Attended Cross Function Meeting, Apr. 29
- viii. Participated in SC Chamber 2019 Salute to Small Businesses, May 1
- ix. Columbia Chamber Small Business Week Workshop – “Scaling Up: How to Do Business with Private and Public Entities”, May 8
- x. Participated in City of Columbia 7th Annual Small Business Week Conference – Leading the Change, May 10
- xi. Attended Devine Street Business Association Meeting, May 14
- xii. Conducted two certification site visits

2019 Office of Small Business Opportunity Workshops

Title of Workshop	Date	No. Attended
Small Business Compliance and Legal Issues	Jan 24	44
Small Business Certifications	Feb 11	83
RFPs & RFQs: The Alphabet Soup of Procurement	Feb 20	38
Keeping Your Finances in Check Tax Preparation	Mar 25	15
Successful Marketing Principles for Small Businesses	Apr 24	31
Effective Business Management Skills Series (Jun 3, 10, 17, 24)	Jun 3	
Best Safety Practices for Job Sites (How to Protect Yourself)	Jul 17	
Capability Statement	Aug 22	
Matchmaking and Access to Capital	Sep 12	
How to Manage a Project	Oct 3	
Richland County Procurement Process	Nov 6	

• Certification and Compliance

Projects Completed

- iii. Completed two (2) new certifications and three (3) renewals. There are seven (7) new certification pending and twelve (12) re-certification pending
- iv. Conducted two site visits
- v. Attended several Outreach Workshops that OSBO hosted
- vi. Attended Sidewalk Package S11 bid opening, April 24, 2019
- vii. Attended Cross Function meeting on April 29, 2019
 Attended several other meetings with OSBO staff members during the month of April

• Program Coordinator

- i. Reconciled/posted multiple payments to prime and subcontractors
- ii. Number of payments due to prime, 31
- iii. Number of payments due to subcontractors, 115 (March and April)

Outreach

- Speaker at CHDO workshop hosted by Community Planning & Development Department Community Development Division.
- Vendor/Matchmaker - SBA's Salute to Small Business, A National Small Business Week event that is organized by the SBA South Carolina District Office, South Carolina Chamber of Commerce, SCORE, South Carolina Research Authority, Small Business Development Center, and the South Carolina Department of Commerce. The mission of the event to connect the state's small businesses to new opportunities and resources and to honor South Carolina's top small businesses and small business advocates.
- Attended the Columbia Chamber's small business event "Scaling Up: How to Do Business with Public & Private Entities."
- Exhibitor at City of Columbia's Small Business Week Conference. The conference is designed to recognize the successes of local small businesses and provide businesses with management tools to be successful and networking opportunities. The Conference includes keynote presentations, breakout sessions, networking, and exhibitors.
- Attended Devine St. Business Association Meeting

Transportation Department Update

Council Approvals

- The Broad River Corridor Neighborhood Public Meeting Summary and Concept Report
- 3 Rivers CSX Railroad Right of Way Acquisition
- Recommendation to Award to Construction Dirt Road Package J
- Budget Transfer Between Projects within FY 2019 Budget to process outstanding invoices

Pre-Construction Update

- Procurement Items – Resurfacing package Q to be advertised in very near future. Polo Shared Use Path, and Harrison Sidewalk open bids on May 22, 2019. North Springs/Harrington Intersection has been submitted to the County. Atlas Road Widening and Greene Street 2 are tentatively scheduled to be advertised for construction in late May 2019.
- PDT preparing Scopes of Work for design with OET firms for following projects:
 - Lower Richland Boulevard Widening
 - Polo Widening
 - Smith/Rocky Branch Greenway
 - Crane Creek Greenway
 - Shop Road Extension Phase 2
 - Trenholm Acres/Newcastle NIP
 - Broad River Corridor NIP
 - McNulty/Creech Connector (Blythewood Phase 2)
- Percival Road Sidewalk – Service Order to perform Subsurface Utility Engineering approved. Work has resumed.
- Clemson/Sparkleberry Intersection – PDT has submitted revised design (Modified Quadrant) to SCDOT to review. This design could reduce cost by \$5 Million.
- Broad River Road Widening – Project has been completed through draft 65% plans. Project on hold pending contract modification to make alignment changes to reduce impacts.
- Blythewood Widening Phase 1 – The PDT is actively procuring Right of Way with about 10 tracts likely to go to condemnation. 95% Complete plans were submitted to the SCDOT on 3-29-19.
- Bull/Elmwood Intersection – Right of Way acquisition is in process. 95% complete plans have been submitted to SCDOT. Coordination with business owners is ongoing.
- Garners Ferry/Harmon Intersection – Received SCDOT Authorization to Proceed to Construction 5-9-19. Plan to advertise with Screaming Eagle/Percival Intersection.
- Screaming Eagle Percival Intersections – Anticipate SCDOT Authorization to Proceed to Construction week of 5-20-19.

- Shop Road Widening – Right of Way Acquisition has been authorized to proceed by SCDOT. PDT is coordinating with OET changing eastern termini from S. Beltline to Mauney Drive.
- Shop Road Extension Phase 2 – 30% Complete plans have been delivered.
- Greene Street Phase 2 – Ready to advertise pending limited items. Project critical item remains County/City IGA and permits.
- Decker/Woodfield Neighborhood Plan – 95% complete plans for Chatsworth Connector and Faraway Sidewalks are under review by the PDT. Median and drive closures/consolidations being studied with public meeting in Summer/Fall 2019 planned.
- Gills Creek Greenway – Phase 2 and 3 design continues.

Construction Update

- Clemson Road Widening – Construction continues to include clearing and grubbing, earthwork and some drainage activities.
- North Main Street – Contractor has made significant progress from Anthony to Sunset. Drainage installation progressing north of Sunset toward Monticello.
- Shop Road Extension Phase 1 – The entire project is nearly complete. A tentative completion date is mid June 2019.
- 3 Rivers Greenway – Installation of the concrete pathway is now 99% complete. The 900' section of elevated boardwalk in the vicinity of the rapids is complete. Construction of a 30' bridge over the Mill Race abutment is complete. Work is nearing completion on the bathrooms, ranger station, and parking lot which is now paved.
- Magnolia/Schoolhouse Sidewalks – Construction has been delayed due to contractor demobilizing.
- Dirt Road Packages G and H (9 roads) – Construction continues.
- Koon Sidewalk – Construction has started.
- Pedestrian Improvement Projects – Construction continues.
- Candlewood NIP Phase 3 - Construction has started.
- SERN – Construction expected to start in mid June 2019.
- Broad River Neighborhood – Construction expected to start in May 2019.
- Dirt Road Package I - Construction expected to start in May 2019.

Miscellaneous

The PDT presented a Greenway Category Summary and Recommendations memorandum to Ad Hoc 3-26-19. Council directed that a Work Session to discuss the Greenway Category be conducted prior to any further direction regarding the Category. This Work Session is pending. The PDT is updating the 2019-2024 CTIP and will provide it to Council in the near future.

Central Midlands Regional Transit Authority
Balance Sheet
As of March 31, 2019

Assets

Current Assets

Petty Cash	172.45	
Cash: Operating (Wells Fargo)	6,618,194.74	
Cash: OPTUS Bank	2,185,168.76	
CD: Capital Reserve Funding (OPTUS)	2,719,806.10	
Emergency Reserve Fund (LGIP)	6,869,641.90	
Operating Reserve Fund (LGIP)	6,869,641.90	
Accts Receivable: Local Gov't	161,400.73	
Accts Receivable: Ticket Sales	139,138.46	
Accts Receivable: Contract Services Revenue	32,656.16	
Accts Receivable: Deferred 1% Sales Tax	3,630,812.31	
Accts Receivable: 1% Sales Tax Est. Revenue	3,306,812.13	
Accts Receivable: Interest Revenue Earned	19,865.27	
Inventory	29,651.64	
Prepaid Insurance	57,617.54	
Prepaid Expenses	119,315.58	
Total Current Assets:		\$ 32,759,896

Fixed Assets

Land	1,772,521.78	
Building	14,244,042.99	
DART Vehicles	1,802,347.00	
Buses	18,713,621.88	
Automobiles	144,719.82	
Equipment	5,423,643.59	
Furniture & Fixtures	222,902.50	
Accumulated Depr.: Furniture & Fixtures	(149,448.03)	
Accumulated Depr.: Equipment	(3,144,290.02)	
Accumulated Depr.: Buildings	(5,952,550.42)	
Accumulated Depr.: Vehicles	(6,094,311.46)	
Accumulated Depr.: Land Improvements	(833.33)	
Total Fixed Assets:		\$ 26,982,366

Deferred Outflows of Resources

Deferred Outflows on Pensions	303,767.88	
Total Deferred Outflows of Resources:		\$ 303,768

Total Assets	\$ 60,046,030
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Central Midlands Regional Transit Authority
Balance Sheet
As of March 31, 2019

Liabilities

Current Liabilities

Accounts Payable	4,399,568.94	
Salaries Payable	45,511.69	
State Unemployment Tax Payable	5,203.65	
State Health: Employee	(1,667.90)	
Dental: Employee	(6.86)	
Dental Plus: Employee	(300.02)	
Optional Life	(18.63)	
Dependent Life: Employee	3.51	
Supplemental LTD	4.84	
Optional Life Pretax	(40.20)	
State Tobacco Prem	40.00	
State Vision Plan	(77.95)	
Medical Spending Acct Admin Fees	8.91	
Medical Spending Acct	83.33	
Colonial Life Supplemental	(182.26)	
Supplemental Insurance: EE	110.67	
Accrued Annual Leave	37,698.23	
Total Current Liabilities		\$ 4,485,940

Deferred Inflows of Resources

Deferred Inflows on Pensions	105,512.00	
Total Deferred Inflows of Resources		\$ 105,512

Non Current Liabilities

Net Pension Liability/OPEB	1,536,948.00	
Total Net Pension Liability:		\$ 1,536,948
Total Liabilities		\$ 6,128,400

Fund Balance

Fund Balance	52,789,844.88	
Net Assets-Current Year	43,577.22	
Fund Balance: Restricted for Vehicle	224,808.00	
Prior Period Adjustment	77,858.75	
Prior Period Adjustment Grant #210	1,400,156.00	
Prior Period Adjustment Restricted Cash	(618,615.00)	
Total Fund Balance:		\$ 53,917,630
Total Liabilities & Fund Balance:		\$ 60,046,030

Central Midlands Transit Cash Budget Analysis*

Fiscal Year 2019

*Based on actual figures thru current reporting month and budgeted for future months

Reporting Month: March-19

Twelve Month Projection

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Beginning Balance	\$ 10,284,720	\$ 9,711,916	\$ 9,512,098	\$ 10,101,590	\$ 9,840,480	\$ 9,557,593	\$ 9,572,561	\$ 9,954,263	\$ 10,726,347	\$ 10,328,297	\$ 10,437,221	\$ 10,546,146
+Projected Cash Inflow	\$ 1,358,589	\$ 1,748,079	\$ 1,978,722	\$ 1,880,053	\$ 1,699,898	\$ 1,829,970	\$ 2,497,216	\$ 2,651,486	\$ 1,807,559	\$ 2,198,518	\$ 2,198,518	\$ 2,198,518
Cash Available	\$ 11,643,309	\$ 11,459,995	\$ 11,490,820	\$ 11,981,643	\$ 11,540,378	\$ 11,387,563	\$ 12,069,777	\$ 12,605,749	\$ 12,533,906	\$ 12,526,815	\$ 12,635,740	\$ 12,744,665
-Projected Cash Outflow	\$ 1,931,393	\$ 1,947,897	\$ 1,389,230	\$ 2,141,163	\$ 1,982,785	\$ 1,815,002	\$ 2,115,515	\$ 1,879,402	\$ 2,205,609	\$ 2,089,594	\$ 2,089,594	\$ 2,089,594
Net Cash Available	\$ 9,711,916	\$ 9,512,098	\$ 10,101,590	\$ 9,840,480	\$ 9,557,593	\$ 9,572,561	\$ 9,954,263	\$ 10,726,347	\$ 10,328,297	\$ 10,437,221	\$ 10,546,146	\$ 10,655,071
Xfer of Funds												
Ending Balance	\$ 9,711,916	\$ 9,512,098	\$ 10,101,590	\$ 9,840,480	\$ 9,557,593	\$ 9,572,561	\$ 9,954,263	\$ 10,726,347	\$ 10,328,297	\$ 10,437,221	\$ 10,546,146	\$ 10,655,071

Revenues (Cash Inflow)

Title	Budgeted												Total Revenues to Date	Total Budget to Actual	
	Appropriation	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19			Jun-19
Passenger Fares	\$ 2,450,000	\$ 191,785	\$ 200,843	\$ 133,190	\$ 223,014	\$ 153,495	\$ 171,856	\$ 223,518	\$ 158,546	\$ 207,371	\$ 204,167	\$ 204,167	\$ 204,167	\$ 2,276,118	\$ (173,882)
Advertising Revenue	\$ 7,200	\$ 653	\$ 653	\$ 641	\$ 1,283	\$ -	\$ 529	\$ 529	\$ 529	\$ 529	\$ 600	\$ 600	\$ 600	\$ 7,146	\$ (54)
Interest	\$ 30,000	\$ 451	\$ 826	\$ 5,573	\$ 9,984	\$ 318	\$ 12,229	\$ 59,359	\$ 67,942	\$ 30,592	\$ 2,500	\$ 2,500	\$ 2,500	\$ 194,774	\$ 164,774
Contractual Service	\$ 150,000	\$ 8,750	\$ 2,817	\$ 60,923	\$ 1,782	\$ 460	\$ 9,229	\$ 497	\$ 34,309	\$ 17,104	\$ 12,500	\$ 12,500	\$ 12,500	\$ 173,371	\$ 23,371
Local (The Penny) Revenue 1% SMTF 5339	\$ 18,700,000	\$ 1,140,118	\$ 1,537,925	\$ 1,537,925	\$ 1,587,925	\$ 1,537,925	\$ 1,537,925	\$ 2,156,166	\$ 1,537,925	\$ 1,537,925	\$ 1,558,333	\$ 1,558,333	\$ 1,558,333	\$ 18,786,759	\$ 86,759
OPT Rural Program 4311	\$ 146,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,211	\$ 12,211	\$ 12,211	\$ 36,634	\$ (109,902)
Partnership Revenue (Lex Co)	\$ 211,658	\$ 11,802	\$ -	\$ 92,151	\$ 50,250	\$ -	\$ 31,250	\$ 50,250	\$ (62,500)	\$ -	\$ 17,638	\$ 17,638	\$ 17,638	\$ 226,118	\$ 14,460
Federal Revenue: Non PM	\$ 957,088	\$ -	\$ -	\$ 98,485	\$ -	\$ -	\$ 11,885	\$ (6,534)	\$ 46,420	\$ -	\$ 79,757	\$ 79,757	\$ 79,757	\$ 11,321,601	\$ (567,560)
Federal Revenue: PM	\$ 1,460,000	\$ -	\$ -	\$ 37,857	\$ -	\$ -	\$ 45,888	\$ -	\$ 861,806	\$ -	\$ 121,666.67	\$ 121,666.67	\$ 121,666.67	\$ 1,226,806	\$ (149,449)
Federal Revenue: Salary - Grant Funded	\$ 12,320	\$ -	\$ -	\$ 6,977	\$ -	\$ -	\$ 2,879	\$ -	\$ -	\$ 7,043	\$ 1,026.67	\$ 1,026.67	\$ 1,026.67	\$ 10,123	\$ 7,659
Federal Revenue: ADP S/W	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,365	\$ -	\$ -	\$ 4,166.67	\$ 4,166.67	\$ 4,166.67	\$ 248,203	\$ (31,135)
Federal Revenue: ADP H/W	\$ 62,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 169	\$ -	\$ -	\$ 5,208.33	\$ 5,208.33	\$ 5,208.33	\$ 119,461	\$ (46,706)
Federal Revenue: Oper Asst	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,333.33	\$ 83,333.33	\$ 83,333.33	\$ 333,745	\$ (750,000)
Federal Revenue: ADA Paratransit	\$ 418,884	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,907	\$ 34,907	\$ 34,907	\$ 114,577	\$ (314,163)
Federal Revenue: Training	\$ 52,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,367	\$ 4,367	\$ 4,367	\$ 11,049,009	\$ (39,300)
Rental Income	\$ 7,150	\$ -	\$ -	\$ -	\$ 750	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 596	\$ 596	\$ 596	\$ 3,388	\$ (613)
Misc Revenue	\$ 3,000	\$ 30	\$ 15	\$ -	\$ 65	\$ 1,900	\$ 500	\$ 1,097	\$ 709	\$ 1,195	\$ 250	\$ 250	\$ 250	\$ 6,261	\$ 3,261
In Kind Revenue: Transit Center	\$ 60,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 60,000	\$ -
Totals	\$ 26,382,221	\$ 1,358,589	\$ 1,748,079	\$ 1,978,722	\$ 1,880,053	\$ 1,699,898	\$ 1,829,970	\$ 2,497,216	\$ 2,651,486	\$ 1,807,559	\$ 2,198,518	\$ 2,198,518	\$ 2,198,518	\$ 46,344,964	\$ (2,335,094)

Central Midlands Transit Cash Budget Analysis*

Fiscal Year 2019

*Based on actual figures thru current reporting month and budgeted for future months

Expenditures (Cash Outflow)

Title	Budgeted Appropriation	Total Expenditures To														Total Budget to Actual
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Date		
Salaries	\$ 817,570	\$ 80,967	\$ 69,877	\$ 75,429	\$ 75,134	\$ 82,886	\$ 77,087	\$ 77,251	\$ 92,910	\$ 82,721	\$ 68,131	\$ 68,131	\$ 68,131	\$ 68,131	\$ 918,655	\$ (101,085)
SC Retirement: Employer	\$ 125,340	\$ 11,789	\$ 10,174	\$ 10,982	\$ 10,939	\$ 12,068	\$ 11,499	\$ 11,248	\$ 13,528	\$ 11,324	\$ 10,445	\$ 10,445	\$ 10,445	\$ 10,445	\$ 134,886	\$ (9,546)
FICA & Medicare	\$ 62,215	\$ 6,021	\$ 5,174	\$ 5,598	\$ 5,575	\$ 6,168	\$ 5,869	\$ 5,720	\$ 6,909	\$ 5,789	\$ 5,185	\$ 5,185	\$ 5,185	\$ 5,185	\$ 68,378	\$ (6,163)
Health Insurance: Employer	\$ 69,685	\$ 6,170	\$ 6,170	\$ 6,170	\$ 6,170	\$ 6,170	\$ 6,170	\$ 6,170	\$ 6,575	\$ 6,575	\$ 5,687	\$ 5,807	\$ 5,807	\$ 5,807	\$ 73,279	\$ (3,594)
SC Unemployment Ins	\$ 30,445	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,246	\$ 2,058	\$ 899	\$ 2,537	\$ 2,537	\$ 2,537	\$ 2,537	\$ 12,815	\$ 17,630
Workers Comp	\$ 1,700	\$ 152	\$ 152	\$ 152	\$ 152	\$ 152	\$ 152	\$ 141	\$ 141	\$ 279	\$ 142	\$ 142	\$ 142	\$ 142	\$ 1,896	\$ (196)
Mmbrshp, Dues, Subsc	\$ 65,000	\$ 19,150	\$ 725	\$ 6,000	\$ 2,072	\$ 125	\$ -	\$ 2,025	\$ 307	\$ 489	\$ 5,417	\$ 5,417	\$ 5,417	\$ 5,417	\$ 47,143	\$ 17,857
Employee Training	\$ 65,500	\$ 5,702	\$ 7,611	\$ 5,957	\$ 5,430	\$ 4,790	\$ 3,967	\$ 100	\$ 1,680	\$ 11,257	\$ 5,458	\$ 5,458	\$ 5,458	\$ 5,458	\$ 62,869	\$ 2,631
Mktg/Adv/Promotion	\$ 100,000	\$ 8,711	\$ 4,163	\$ 6,148	\$ 14,604	\$ 5,085	\$ 20,566	\$ 2,812	\$ 2,168	\$ 568	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 89,825	\$ 10,175
Office Supplies	\$ 12,000	\$ 739	\$ 678	\$ 1,922	\$ 277	\$ 1,348	\$ 773	\$ 1,755	\$ 323	\$ 130	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 10,945	\$ 1,055
Postage & Shipping	\$ 4,200	\$ 2,614	\$ (72)	\$ 411	\$ 323	\$ 369	\$ 303	\$ (13)	\$ 384	\$ 4	\$ 350	\$ 350	\$ 350	\$ 350	\$ 5,373	\$ (1,173)
Printing	\$ 100,000	\$ 2,128	\$ 4,925	\$ 3,586	\$ 4,117	\$ 31,301	\$ 15,098	\$ 12,900	\$ 4,358	\$ 52,342	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 155,755	\$ (55,755)
Board Member Expenses	\$ 10,000	\$ 288	\$ 330	\$ 607	\$ 270	\$ 767	\$ -	\$ 233	\$ 245	\$ 225	\$ 833	\$ 833	\$ 833	\$ 833	\$ 5,465	\$ 4,535
Transit Academy	\$ 3,216	\$ -	\$ -	\$ -	\$ 2,216	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 268	\$ 268	\$ 268	\$ 268	\$ 4,020	\$ (804)
Contractor: Fixed Route	\$ 12,448,086	\$ 1,042,835	\$ 1,084,752	\$ 793,825	\$ 1,088,556	\$ 979,662	\$ 989,363	\$ 1,043,515	\$ 960,072	\$ 1,062,407	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 12,157,008	\$ 291,078
Contractor: DART	\$ 2,323,580	\$ 154,582	\$ 182,779	\$ 152,110	\$ 213,768	\$ 179,359	\$ 191,536	\$ 212,902	\$ 211,055	\$ 222,677	\$ 193,632	\$ 193,632	\$ 193,632	\$ 193,632	\$ 2,301,663	\$ 21,917
Contractor: Special Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75	\$ -	\$ 4,464	\$ 11,114	\$ -	\$ -	\$ -	\$ -	\$ 15,653	\$ (15,653)
5311: Rural Expenses	\$ 188,992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,749	\$ 15,749	\$ 15,749	\$ 15,749	\$ 47,248	\$ 141,744
Vehicle Fuel - Propane	\$ 840,000	\$ 60,392	\$ 72,224	\$ 61,608	\$ 76,817	\$ 57,937	\$ 56,298	\$ 61,873	\$ 58,036	\$ 65,616	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 780,801	\$ 59,199
Vehicle Fuel - Diesel	\$ 950,000	\$ 114,282	\$ 80,572	\$ 71,910	\$ 93,466	\$ 66,415	\$ 72,288	\$ 60,000	\$ 68,624	\$ 88,322	\$ 79,167	\$ 79,167	\$ 79,167	\$ 79,167	\$ 953,379	\$ (3,379)
Insurance - Vehicle	\$ 76,000	\$ 6,318	\$ 5,750	\$ 6,272	\$ 6,272	\$ 6,272	\$ 6,416	\$ 6,282	\$ 6,282	\$ 6,282	\$ 6,333	\$ 6,333	\$ 6,333	\$ 6,333	\$ 75,146	\$ 854
Insurance - Lucius Rd Bldg	\$ 15,400	\$ 1,073	\$ 1,073	\$ 1,246	\$ 1,246	\$ 1,246	\$ 1,282	\$ 1,282	\$ 1,282	\$ 1,282	\$ 1,283	\$ 1,283	\$ 1,283	\$ 1,283	\$ 14,863	\$ 537
Insurance - Tort Liability	\$ 18,800	\$ 1,103	\$ 1,103	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,567	\$ 1,567	\$ 1,567	\$ 1,567	\$ 17,434	\$ 1,366
Insurance - Officers & Directors	\$ 5,256	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ 5,256	\$ -
Professional Contracted Services	\$ 980,000	\$ 69,281	\$ 31,634	\$ 96,410	\$ 31,480	\$ 149,220	\$ 29,262	\$ 38,380	\$ 69,401	\$ 94,861	\$ 81,667	\$ 81,667	\$ 81,667	\$ 81,667	\$ 854,928	\$ 125,072
Security Services	\$ 509,350	\$ -	\$ 5,915	\$ 13,685	\$ 17,045	\$ 5,800	\$ 40,190	\$ 23,325	\$ 27,770	\$ 27,990	\$ 42,446	\$ 42,446	\$ 42,446	\$ 42,446	\$ 289,058	\$ 220,292
Fare Collection Svces/Supplies:	\$ 50,000	\$ 1,416	\$ 1,534	\$ 1,491	\$ 1,759	\$ 1,578	\$ 1,460	\$ 1,543	\$ 343	\$ 1,524	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 25,148	\$ 24,852
Tickets & Transfers	\$ 30,000	\$ 2,845	\$ 1,271	\$ 832	\$ 3,579	\$ 1,182	\$ 1,680	\$ 3,775	\$ 3,973	\$ 1,127	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 27,764	\$ 2,236
Natural Gas	\$ 8,000	\$ 60	\$ 55	\$ 56	\$ 69	\$ 899	\$ 1,207	\$ 1,771	\$ 1,312	\$ 1,654	\$ 667	\$ 667	\$ 667	\$ 667	\$ 9,083	\$ (1,083)
Electricity	\$ 122,000	\$ 8,926	\$ 4,559	\$ 8,652	\$ 8,191	\$ 8,122	\$ 8,761	\$ 9,460	\$ 4,359	\$ 9,119	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 100,649	\$ 21,351
Water & Sewer	\$ 27,000	\$ 2,628	\$ 3,461	\$ 2,535	\$ 2,401	\$ 1,790	\$ 3,010	\$ 2,252	\$ 2,559	\$ 2,911	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 30,297	\$ (3,297)
Telecommunications	\$ 100,000	\$ 6,287	\$ 9,969	\$ 9,012	\$ 9,029	\$ 8,531	\$ 8,909	\$ 9,461	\$ 10,548	\$ 9,443	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 106,189	\$ (6,189)
Other Misc Expenses	\$ 25,000	\$ 1,205	\$ 294	\$ 1,180	\$ 2,847	\$ 4,767	\$ 2,363	\$ 1,120	\$ 8,427	\$ 2,728	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 31,181	\$ (6,181)
Banking Fees	\$ 20,000	\$ 1,074	\$ 1,249	\$ 1,793	\$ 1,570	\$ 1,799	\$ 2,051	\$ 1,825	\$ 2,894	\$ 1,782	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 21,037	\$ (1,037)
Payroll Processing Fees	\$ 2,000	\$ 192	\$ 154	\$ 170	\$ 131	\$ 157	\$ 170	\$ 208	\$ 179	\$ 188	\$ 167	\$ 167	\$ 167	\$ 167	\$ 2,049	\$ (49)
Ofc Equip & Furn <\$5000	\$ 7,500	\$ -	\$ 2,653	\$ 112	\$ -	\$ 715	\$ 829	\$ -	\$ 2,399	\$ 1,477	\$ 625	\$ 625	\$ 625	\$ 625	\$ 10,060	\$ (2,560)
Federal Expense PM	\$ 764,928	\$ 22,013	\$ 48,505	\$ 41,686	\$ 114,434	\$ 73,633	\$ (5,210)	\$ 43,520	\$ 29,334	\$ 56,938	\$ 63,744	\$ 63,744	\$ 63,744	\$ 63,744	\$ 616,085	\$ 148,843
Federal Expense: Capital-NonPM	\$ 1,196,360	\$ 15,613	\$ 43,336	\$ (246,482)	\$ 85,309	\$ 33,293	\$ 11,184	\$ 211,315	\$ 19,258	\$ 101,795	\$ 99,697	\$ 99,697	\$ 99,697	\$ 99,697	\$ 573,712	\$ 622,648
ADP Software Acq	\$ 100,000	\$ 3,769	\$ 7,720	\$ 1,205	\$ 350	\$ 990	\$ 6,350	\$ 1,500	\$ 5,083	\$ 113	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 52,080	\$ 47,920
ADP H/W Acq	\$ 125,000	\$ 26,280	\$ 2,429	\$ 147	\$ 8,751	\$ -	\$ (3,773)	\$ 8,052	\$ 1,425	\$ -	\$ 10,417	\$ 10,417	\$ 10,417	\$ 10,417	\$ 74,561	\$ 50,439
Office Equipment: Lease/Rental	\$ 15,000	\$ 805	\$ 1,015	\$ 805	\$ 805	\$ 1,015	\$ 805	\$ 2,030	\$ 1,015	\$ 14,805	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 26,850	\$ (11,850)
Facility Rental Expense Realized	\$ 60,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 60,000	\$ -
Depreciation Expense	\$ 2,600,000	\$ 238,545	\$ 238,546	\$ 239,066	\$ 239,066	\$ 239,232	\$ 240,068	\$ 240,189	\$ 240,780	\$ 240,798	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 2,806,290	\$ (206,290)
Totals	\$ 25,075,123	\$ 1,931,393	\$ 1,947,897	\$ 1,389,230	\$ 2,141,163	\$ 1,982,785	\$ 1,815,002	\$ 2,115,515	\$ 1,879,402	\$ 2,205,609	\$ 2,089,594	\$ 2,089,594	\$ 2,089,594	\$ 2,089,594	\$ 23,676,776	\$ 1,398,347
Surplus/(Short Fall)	\$ 1,307,098	\$ (572,804)	\$ (199,818)	\$ 589,492	\$ (261,110)	\$ (282,887)	\$ 14,968	\$ 381,701	\$ 772,084	\$ (398,050)	\$ 108,925	\$ 108,925	\$ 108,925	\$ 108,925	\$ 22,668,188	\$ (936,747)
Cumulative		\$ (572,804)	\$ (772,622)	\$ (183,130)	\$ (444,240)	\$ (727,127)	\$ (712,159)	\$ (330,457)	\$ 441,627	\$ 43,577	\$ 152,501	\$ 261,426	\$ 370,351			

Central Midlands Regional Transit Authority
Condensed Statement of Financial Position
Period Ended 03/31/19

	Actual PTD 3/31/2019	Actual YTD 3/31/2019	Budget YTD FY 2019
Revenues:			
Passenger Fares/Revenue Contracts	224,475	1,972,694	2,108,744
Special (Advertising, Interest, Rental, Etc)	31,921	197,368	32,650
Admin/Misc	6,195	50,510	47,250
Local (The Penny)	1,537,925	14,111,759	14,025,000
State (SCDOT)	-	-	562,516
Federal	7,043	1,119,240	3,005,528
Total Revenue	\$ 1,807,559	\$ 17,451,570	\$ 19,781,687
Expenses:			
Contract Operator	1,296,197	10,781,408	11,078,750
Federal	166,403	789,924	1,830,585
Depreciation	240,798	2,156,290	1,950,000
Fuel	153,938	1,286,678	1,342,500
Salaries and Fringes	106,701	933,171	827,575
Professional Services	123,420	836,476	1,192,012
Utilities	13,683	100,779	117,750
Other Operating Expenses	104,469	523,268	464,529
Total Expenses	\$ 2,205,609	\$ 17,407,993	\$ 18,803,701
Net Income (Loss) From Operations:	\$ (398,050)	\$ 43,577	\$ 977,986
Cash:			
Wells Fargo			
Petty Cash		172	
Operating Acct		6,618,195	
OPTUS Bank (formerly South Carolina Community Bank)			
Operating Reserve Funds	2,185,169		
Capital Reserve Funds	2,719,806	4,904,975	
Local Gov't Investment Pool			
Emergency Reserve: Avg Interest Rate: 2.4684%	6,869,642		
Operating Reserve: Avg Interest Rate: 2.4684%	6,869,642	13,739,284	
Total Cash		\$ 25,262,626	
Total Assets		\$ 60,046,030	
Total Liabilities		\$ 6,128,400	

Central Midlands Regional Transit Authority
Statement of Cash Flows
For the Quarter Ending March 31, 2019

Cash Flow from Operating Activities

Change in net assets \$ 43,577.22

Adjustments to reconcile change in net assets to net cash provided:

Depreciation 2,156,290.05

Changes in assets and liabilities:

(Increase) Decrease in:

Accounts receivable - Local Government	(145,446.70)
Accounts receivable - Ticket Sales	(28,256.46)
Accounts receivable - Contract Services	(33,767.46)
Accounts receivable - Deferred 1% Sales Tax	(3,630,812.31)
Accounts receivable - OPT Rural 5311	206,272.00
Accounts receivable - OPT-SMTF 5339	527,836.00
Accounts receivable - 1% Sales Tax Revenue	8,674,107.65
Inventory	(14,633.20)
Prepaid Insurance	(26,455.50)
Prepaid Expenses	(12,724.06)
Disposal of Assets	(550,319.00)

Increase (Decrease) in:

Accounts Payable	1,355,530.34
SC Unemployment Tax Payable	4,192.73
SC Retirement Payable - EE	0.05
State Health - EE	99.87
Dental - EE	13.72
Dental Plus - EE	49.64
Optional Life - EE	46.74
Dependent Life - EE	1.26
Supplemental LTD - EE	6.26
State Tobacco Premium	20.00
State Vision Plan	8.58
MoneyPlus Admin - EE	8.91
MoneyPlus Medical Spending	83.33
Colonial Supplemental Insurance	35.63
Supplemental Insurance - EE	110.67

6,326,008.69

Net Cash Provided by (used in) Operating Activities **\$ 8,525,875.96**

Cash Flows from Investing Activities:

Purchase of Fixed Assets 148,226.49

Net Cash Provided by (used in) Investing Activities **\$ 148,226.49**

Cash Flows from Financing Activities:

Proceeds from New Borrowings 0.00

Net Cash Provided by (used in) Financing Activities **\$ -**

Net Increase (Decrease) in Cash and Cash Equivalents: **\$ 8,674,102.45**

Cash & Cash Equivalent at Begin of Year: **16,588,523.40**

Cash & Cash Equivalent at End of Year: **\$ 25,262,625.85**



Financial Highlights FY 2019 Month End Mar 2019

75% of fiscal year completed

✦ Net Income (Loss)

- Month ~ (\$398K) YTD ~ \$43K

✦ Total Revenue:

- YTD ~ \$17.45M compared 9/12th of annual budget at ~\$19.79M; total YTD collections average ~66% of annual budgeted amount
 - ✓ Includes accrual for penny sales tax income: ~\$1.54M

✦ Total Expenses:

- YTD ~ \$17.41M compared to 9/12th of annual budget of \$18.80M; total YTD expenditures average ~ 69% of annual budget
 - YTD paid to Contract Operator since 7/1/2015 – current mo. ~\$47,331,418
 - Payments include any liquidated damages
 - No payments made on Jan, Feb and March invoices
 - Professional Contract services (#4361 & 4366):

▪ ABLE South Carolina	1,680
▪ Auger Consulting Group LLC	5,850
▪ BGX Courier Service	564
▪ Chernoff Newman, LLC	46,005
▪ Harper, Poston & Moree, P.A.	3,800
▪ Larry Livingston Group LLC	2,025
▪ Mauldin & Jenkins LLC	2,921
▪ Michael Dantzler	149
▪ P.J. Noble & Associates	14,843
▪ Riley Pope & Laney LLC	725
▪ Robinson Gray Law Firm	4,305
▪ ABLE South Carolina	1,680
▪ Security Services (RCPD, CPD)	161,720
 - Board Expenses (#4210):

• Lunch	225
---------	-----
 - Employee Training (#4518): 11,257
(includes per diem, flight, hotel, registration fees & related expenses)
 - TASC: J. Andoh, R. Andrews, A. Prince, M. Lawlor, C. Willis, M. Ransom, L. Ortiz
 - END Transportation Fdn (J. Andoh)

✦ Cash:

- Wells Fargo - Operating: ~\$ 6.62M
- OPTUS Bank Reserve Funds: ~\$ 4.90M
 - ✓ See Condensed Financial Summary for breakdown details
- Local Government Investment Pool (LGIP): ~\$13.73M
 - ✓ See Condensed Financial Summary for breakdown details
- Total collections of Penny Revenue since 2013:
 - ✓ thru Mar 31, 2019: \$94,633,216 of \$300,991,000 allocation
 - ✓ next payment expected April 2019

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended March 31, 2019

Fiscal Year % complete = 75.00%

	<i>Actual PTD</i>	<i>Actual YTD</i>	<i>Budgeted YTD (\$)</i>	<i>Variance (\$)</i>	<i>Annual Budgeted</i>	<i>(\$ of Budget</i>	<i>(%) of Budget</i>
	<i>3/31/2019</i>		<i>3/31/2019</i>	<i>Actual YTD vs</i>	<i>Amount</i>	<i>remaining</i>	<i>Actual YTD vs</i>
				<i>Budget YTD</i>		<i>Actual YTD vs Annual</i>	<i>Actual YTD vs</i>
						<i>Budget</i>	<i>Annual Budget</i>
Revenue:							
Passenger Revenue	207,371	1,663,619	1,837,500	173,881	2,450,000	786,381	68%
Advertising Revenue	529	5,344	5,400	56	7,200	1,856	74%
In Kind Revenue (Transit Center)*	5,000	45,000	45,000	-	60,000	15,000	75%
Contracted Services Revenue	17,104	135,872	112,500	(23,372)	150,000	14,128	91%
Local Revenue - Lexington Cty	-	173,203	158,744	(14,460)	211,658	38,455	82%
Interest Income	30,592	187,274	22,500	(164,774)	30,000	(157,274)	624%
1% Sales Taxes Revenue Earned	1,537,925	14,111,759	14,025,000	(86,759)	18,700,000	4,588,241	75%
OPT/SMTF 5339	-	-	452,614	452,614	603,485	603,485	0%
OPT Rural Program 5311 Revenue	-	-	109,902	109,902	146,536	146,536	0%
Rental Income	800	4,750	4,750	-	7,150	2,400	0%
Federal Revenue - Capital: Non Prev Maint	-	150,256	757,116	606,860	1,009,488	859,232	15%
Federal Revenue - Capital: Prev. Maint	-	945,551	1,095,000	149,449	1,460,000	514,449	65%
Federal Revenue - Salaried Positions	7,043	16,899	9,240	(7,659)	12,320	(4,579)	137%
Federal Revenue - ADP Software	-	6,365	37,500	31,135	50,000	43,635	0%
Federal Revenue - ADP Hardware	-	169	46,875	46,706	62,500	62,331	0%
Federal Revenue - Operations Assistance	-	-	750,000	750,000	1,000,000	1,000,000	0%
Federal Revenue - ADA Paratransit	-	-	314,163	314,163	418,884	418,884	0%
Gain(Loss) Sale of Asset	-	1,606	-	(1,606)	-	(1,606)	#DIV/0!
Miscellaneous Income	1,195	3,904	2,250	(1,654)	3,000	(904)	130%
Total Revenues:	1,807,559	17,451,570	19,786,053	2,334,483	26,382,221	8,930,651	66%
					0		
Expenses:							
Salaries (Staff/Intern) & Other Paid Wages	82,722	714,263	613,177	(101,086)	817,570	103,307	87%
SC Retirement: ER	11,324	103,551	87,892	(15,659)	117,190	13,639	88%
FICA & Medicare	5,789	52,824	46,661	(6,163)	62,215	9,391	85%
Health Insurance: ER	5,687	55,858	55,735	(123)	69,685	13,827	80%
SC Unemployment	899	5,204	22,834	17,630	29,210	24,006	18%
Workers Comp	279	1,471	1,275	(196)	1,700	229	87%
Dues/Subscriptions/Memberships	489	30,893	48,750	17,857	65,000	34,107	48%
Marketing/Advertising/Promotional Material	568	64,826	75,000	10,174	100,000	35,174	65%
Office Expense	130	7,944	9,000	1,056	12,000	4,056	66%
Postage & Shipping	4	4,322	3,150	(1,172)	4,200	(122)	103%

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended March 31, 2019

Fiscal Year % complete = 75.00%

	<i>Actual PTD</i>	<i>Actual YTD</i>	<i>Budgeted YTD (\$)</i>	<i>Variance (\$)</i>	<i>Annual Budgeted</i>	<i>(\$ of Budget</i>	<i>(%) of Budget</i>
	<i>3/31/2019</i>		<i>3/31/2019</i>	<i>Actual YTD vs</i>	<i>Amount</i>	<i>remaining</i>	<i>Actual YTD vs</i>
				<i>Budget YTD</i>		<i>Actual YTD vs Annual</i>	<i>Actual YTD vs</i>
						<i>Budget</i>	<i>Annual Budget</i>
Printing	52,342	130,754	75,000	(55,754)	100,000	(30,754)	131%
Board/Committee	225	2,964	7,500	4,536	10,000	7,036	30%
Transit Academy	-	3,216	2,412	(804)	3,216	0	100%
Contractor-Fixed Route	1,062,407	9,044,986	9,336,065	291,079	12,448,086	3,403,100	73%
Contractor-DART	222,677	1,720,770	1,742,685	21,916	2,323,580	602,811	74%
Contractor-Spel Svc/Svc Enhancements	11,114	15,653	-	(15,653)	-	(15,653)	#DIV/0!
5311 Rural Expenses	-	-	141,744	141,744	188,992	188,992	0%
Propane	65,616	570,800	630,000	59,200	840,000	269,200	68%
Vehicle Fuel	88,322	715,878	712,500	(3,378)	950,000	234,122	75%
Insurance - Vehicle	6,282	56,146	57,000	854	76,000	19,854	74%
Insurance - Facility	1,282	11,014	11,550	536	15,400	4,386	72%
Insurance-Tort Liability	1,504	12,734	14,100	1,366	18,800	6,066	68%
Insurance-Officers & Directors	438	3,942	3,942	-	5,256	1,314	75%
Professional Contract Services	94,861	609,929	735,000	125,071	980,000	370,071	62%
Security	27,990	161,720	382,012	220,292	509,350	347,630	32%
Fare Collection Service & Supplies	1,524	12,648	37,500	24,852	50,000	37,352	25%
Tickets & Transfers	1,127	20,264	22,500	2,236	30,000	9,736	68%
Facility Renovations	-	2,025	-	(2,025)	-	(2,025)	#DIV/0!
Natural Gas	1,654	7,083	6,000	(1,083)	8,000	917	89%
Electric	9,119	70,148	91,500	21,352	122,000	51,852	57%
Water & Sewer	2,911	23,548	20,250	(3,298)	27,000	3,452	87%
Telecommunications	9,443	81,191	75,000	(6,191)	100,000	18,809	81%
Misc Fees: Fines, Taxes, etc.	2,728	22,907	18,750	(4,157)	25,000	2,093	92%
Banking Fees	1,782	16,039	15,000	(1,039)	20,000	3,961	80%
Payroll Processing Fees	188	1,549	1,500	(49)	2,000	451	77%
Office Equipment - Lease & Rental	14,805	23,100	11,250	(11,850)	15,000	(8,100)	154%
Furniture, Fixtures, & Equipment < \$5000	1,477	8,186	5,625	(2,561)	7,500	(686)	109%
Federal Expense: (PM)	56,937	422,399	573,696	151,297	764,928	342,529	55%
Federal Expense: Cap Ex (Non PM)	-	2,448	-	(2,448)	-	(2,448)	0%
Federal Expense: Capital (Non PM)	101,908	345,012	1,066,020	721,008	1,421,360	1,076,348	24%
Federal Expense: Training	11,257	46,495	49,125	2,630	65,500	19,005	71%
Transit Center Facility Expense Realized*	5,000	45,000	45,000	-	60,000	15,000	75%
Depreciation Expense	240,798	2,156,290	1,950,000	(206,290)	2,600,000	443,710	83%
Total Expenses:	2,205,609	17,407,993	18,803,701	1,395,708	25,065,738	7,657,745	69%
Net Income From Operations:	(398,050)	43,577	982,352	938,775	1,316,483		



Central Midlands Regional Transit Authority



Fiscal Year 2019-2020 Budget



May 16, 2019

Dear Honorable Members of the Board of Directors,

This budget document is my first since becoming Executive Director/CEO/CEO of the Central Midlands Regional Transit Authority (The COMET). The previous fiscal year had its successes and challenges as The COMET continues to manage its public transit system throughout Richland and Lexington Counties. From the past year, there was continued increase ridership growth, addition of new advisory members from the Cities of West Columbia and Cayce, Towns of Springdale and Eastover and new partnerships were formed with Richland One, Nephron Pharmaceuticals, Riverbanks Zoo & Garden, Midlands Technical College, City Center Partnership, Experience SC, Foodshare, Richland Library, Central Midlands Council of Governments and various associations and chambers of commerce's to support and increase awareness of The COMET services. The COMET also implemented new mobility management strategies such as partnerships with Lyft and Uber, Commute with Enterprise and Blue Bike. The COMET is more than just fixed route buses and ADA paratransit services.

South Carolina Code of Law Chapter 25, Section 58-25-70 requires The COMET, as a regional transportation authority, to submit to the member municipalities and counties the annual operating and capital budget proposed for each fiscal year, at least sixty days (60) prior to the beginning of the fiscal year. This proposed operating and capital budget document is to achieve the intent of this section. It is my pleasure to present the Fiscal Year 2019-2020 budget for Central Midlands Regional Transit Authority.

This budget continues the endeavor to maintain our current operations. Any expansion would be borne by pursuit of new grants or funding sources as well as continued service planning to improve the efficiency of the transit system. In order to provide a total picture of The COMET, this budget document encompasses all of the activities under the jurisdiction of The COMET Board of Directors. The budget assumes that approximately 185,000 revenue hours for fixed route, 16,000 revenue hours for flex routes and 39,000 revenue hours for DART paratransit services will be provided in fiscal year 2019-2020. Transdev's rate will increase by CPI Index of 1.5% with a \$1.54 adder, per fixed route hour operated. Their contract expires at the end of June 30, 2020 with an option to extend up to five (5) one-year extensions through June 30, 2025.

Service enhancements are funded by Federal Transit Administration (FTA) funding in the amount of \$1,500,000 to cover Transdev's operational costs. This will allow for the addition of a new route along Trenholm Road, a rural route to Batesburg/Leesville and an express route to Lower Richland area. It is projected that two additional regular fixed routes may be converted to ReFlex routes and subcontracted to the DART operator this fiscal year to reduce costs based on the productivity of those routes. In addition, \$455,572 of FTA funding will cover DART ADA paratransit expenses. This offset allows for additional services to be provided in both Richland and Lexington Counties, and the building of a reserve of the Richland County Transportation Penny. Beyond the service levels of fiscal year 2019-2020, there are no additional funds to expand service unless another source of operational funds are provided to The COMET or lower productive routes are discontinued.

The budget is based on known revenue amounts that have been committed. Revenue amounts are always subject to change and staff will keep the Board of Directors apprised on any changes based on decisions made by local, state and Federal agencies. Known revenue amounts include FTA, member agency contributions from the municipalities, miscellaneous revenues, farebox revenues and pass revenues based on memorandum of understandings exercised with various social service agencies.

There will be a slight increase in local match revenues due to a 1.5% increase in the Transdev contract. This increase will be passed to member jurisdictions in Lexington County as well as any contractual service provided. Staffing will be reduced from 13 employees to 11 employees, plus one employee contracted to a social service agency and will be funded through FTA Section 5310 funding. This is from a reorganization last fiscal year to ensure all areas of the administering agency, such as The COMET is covered. Many duplicative functions provided by The COMET and its contractors or consultants have been eliminated. Professional services will slightly decline due to many contracts being re-procured in the prior fiscal year with defined pricing.

All these efforts are contained within a budget that maintains a stable financial footing for this fiscal year. Given our heavy reliance upon member agency contributions, this budget assumes limited growth in member agency contributions by CPI and continues to seek additional funding from external partners, other educational institutions and employers.

As The COMET moves into the future, this budget will take into consideration the overall review of how The COMET does business. While there is ample funding for today's operations, the largest funding source, the Richland County Transportation Penny is capped at \$300,991,000 or 22 years (2035). The COMET projects that the funding cap will be reached in the start of fiscal year 2028-2029 with reserves to last through the end of that fiscal year. The COMET will spend the next upcoming fiscal year to engage the community and build support for the transit system. This will involve increased marketing and community awareness, study of The COMET's business practices and routes through a comprehensive operational analysis, development of mobility management strategies, adding passenger amenities and discussions on addressing future funding and governance of the regional transportation authority. There will be a renewed effort to make the transit system fast, fun, friendly and frequent by redirecting existing resources.

While there are unmet transit needs in Richland and Lexington Counties, The COMET does not have the resources to implement these needs at this time and it is very prudent that the resources available are utilized in the appropriate manner consistent with the Vision 2020 and Compass Strategic Plan to ensure that the promise has been delivered to Richland County taxpayers. This will ensure creditability should The COMET be successful in requesting Richland County to consider a seven-year extension of the Penny Program.

For a second year in a row, The COMET's financial successes and complex grant management successes goes to Rosalyn Andrews, The COMET's Director of Finance/CFO and Michelle Ransom, the Grants & Regional Coordination Manager in being able to manage The COMET's finances in a manner to allow for our continued fiscal sustainability and to The COMET's Finance Committee, including its previous Chair, Andy Smith, current Chair, Dr. Robert Morris and its members, Joyce Dickerson, Jacqueline Boulware, Leon Howard and Col. (R) Roger Leaks, Jr. in ensuring the limited funds needed to operate The COMET is managed in the most prudent possible way.

Being 18 years old as a government agency and The COMET transit system being around for 127 years through its predecessors together, we will continue to experience a much smoother road and clearer skies in fiscal year 2019-2020 as we continue to encourage Central Midlands residents and visitors to Catch The COMET!

Should you have any questions regarding this budget report, please contact me at (803) 255-7087 or email me at jandoh@TheCometSC.gov or Rosalyn Andrews, Director of Finance/CFO at (803) 255-7135 or email randrews@TheCometSC.gov.

Sincerely,



John C. Andoh, CCTM
Executive Director/CEO/CEO

Central Midlands Regional Transit Authority
3613 Lucius Road, Columbia, SC 29201
P 803 255 7133 F 803 255 7113
CATCHTHECOMETSC.GOV
info@TheCOMETSC.gov

John Andoh, CCTM, CPM Executive Director/CEO
Ron Anderson, Chair, John V. Furgess, Sr., Vice Chair
Andy Smith, Secretary, Dr. Robert Morris, Treasurer
Board Members: Jacqueline Boulware, Lill Mood,
Carolyn Gleaton, Leon Howard, Derrick Huggins,
Col. (R) Roger Leaks, Jr., Joyce Dickerson, Skip Jenkins, Debbie
Summers, Bobby Horton, Kevin Reeley, Geraldine Robinson, William
(B.J.) Unthank



Introduction

Per the South Carolina Code of Laws – Chapter 25 – Regional Transportation Authority Law, Central Midlands Regional Transit Authority is required to present and seek concurrence of annual budget by the member governments, at least 60 days prior to the beginning of the fiscal year.

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

The authority must keep books of account, which must be independently audited at least once in each calendar year. A copy of the audit report must be provided to the member municipalities and counties. The authority must make an annual report of its activities to the member municipalities and counties. The authority must submit to the member municipalities and counties the annual operating and capital budget proposed for each fiscal year, at least sixty days prior to the beginning of the fiscal year. In the event a member municipality or county disagrees with the proposed budget, it may set forth points of disagreement and transmit its statement to the authority and other governing bodies of the member municipalities and counties within thirty days of the receipt of the proposed budget. Budgets must be adopted by a majority of the member governments. In the event a majority of the governing bodies of the member municipalities and counties do not agree with the proposed budget, the authority must convene a meeting of chief elected and administrative officials of member governments to develop a budget which may be acceptable to a majority of the member governments; a majority, for the purposes of this section, includes the governing bodies of the member municipalities and counties representing more than one-half of the service area population. In the event a budget acceptable to a majority of the member governments is not developed prior to the beginning of its fiscal year, the authority shall continue to operate at the budget levels of the previously approved budget. Any budget changes requiring an increase in local funds in excess of ten percent during the budget year must be approved as provided above for annual budgets.

HISTORY: 1962 Code Section 59-127; 1973 (58) 726; 1985 Act No. 169, Section 2, eff July 1, 1985; 1997 Act No. 43, Section 6, eff May 21, 1997.

The following is an overview of the revenues and expenses for The COMET for its 2019-2020 fiscal year. The fiscal year encompasses the period from July 01, 2019 through June 30, 2020. Total budgeted operating & capital revenues increased by 13% and expenditures increased by 8% from the FY 2018-2019 adopted budget. Specific details regarding the increase in the operating budget are outlined later in this publication.



The Organization

The COMET is a regional transportation authority formed by Richland County, City of Columbia and Lexington County on April 24, 2000 by the Central Midlands Council of Governments. In May 2001, The COMET Board of Directors held its first meeting. On October 16, 2002, The COMET assumed operations of the bus services provided by South Carolina Electric and Gas Company whom was utilizing a private contractor.

The COMET consists of an intergovernmental agreement signed by Richland County, City of Columbia, City of Forest Acres and Lexington County to fund, operate and maintain public transit services in the Central Midlands area. The intergovernmental agreement took effect in July of 2013 based on receipt of new funding from Richland County for 22 years or \$300,991,000, whichever comes first.

The COMET Board of Directors sets overall policy and direction for the transit system. 11 voting Board Members representing the City of Columbia (3), Richland County (3), City of Forest Acres (1), Lexington County (3) and Richland County Delegation (1). Non-voting members include one (1) representative each from the City of Cayce, City of West Columbia, Town of Springdale, Town of Eastover, Lexington County Legislative Delegation and Lexington County. Board meetings are held the 4th Wednesday of each month. Committee meetings are held on the 2nd Wednesday of each month.

The COMET has 12 employees, overseen by an Executive Director/CEO with support from staff in the Finance, Regulatory Compliance & Civil Rights, Operations & Administration, Planning and Development departments.

Board Members

Ron Anderson - Chair
Robert Morris -Treasurer
Jacqueline Boulware
Carolyn Gleaton
Derrick Huggins
Lill Mood
Debbie Summers*
J. Kevin Reeley*
William (B.J.) Unthank*

John V. Furgess, Sr. – Vice Chair
Andy Smith - Secretary
Joyce Dickerson
Leon Howard
Col (R) Roger Leaks Jr.
Skip Jenkins*
Bobby Horton*
Geraldine Robinson*

(*Advisory members)

Senior Staff

John C. Andoh III - Executive Director/CEO
Rosalyn Andrews - Director of Finance/CFO
LeRoy DesChamps - Director of Administration & Operations/COO
Dr. Arlene Prince – Director of Regulatory Compliance & Civil Rights Officer
Donna “Michelle” Ransom - Grants & Regional Coordination Manager



Motto, Mission, Vision & Core Values Statement

Motto

Catch The COMET.....We Will Get You There!

Mission Statement

The COMET provides safe, reliable, efficient, and customer-friendly mobility services throughout the Midlands region and stimulates economic development and enhances quality of life.

Vision Statement

A high-quality public transit service that contributes to economic development, environmental sustainability and mobility solutions throughout the Midlands.

Core Values

- ✓ Safety
- ✓ Reliability
- ✓ Friendliness
- ✓ Cleanliness
- ✓ Cost Effectiveness

Revenues & Expenditures Summary

The total proposed budget for Fiscal Year (FY) 2019-2020 is ~\$29.80 million, increasing \$3.42 million or 13% from \$26.38 million in FY 2018-2019. The table below provides the budgets major categories, percentage change from FY 2018-2019 to FY 2019-2020 and percent of revenue.

	FY2019 Approved Budget	Total Proposed Budget FY 2020	% Change	% of Revenue
Operating Revenue				
Passenger Fares Revenue	2,450,000	2,720,579	110%	9.13%
Advertising Revenue	7,200	40,000	455.6%	0.13%
In Kind Revenue: Transit Center	60,000	-	-100.0%	0.00%
Contractual Service Revenue	150,000	155,000	3.3%	0.52%
County of Lexington	211,658	238,771	12.8%	0.80%
Interest Income	30,000	40,000	33.3%	0.13%
Richland County Penny Tax	18,700,000	18,855,298	0.8%	63.27%
SCDOT: SMTF & OPT 5311	750,021	714,455	-4.7%	2.40%
Hospitality/ Accomodations	-	6,000	# DIV/ 0!	0.02%
CDBG- Shelters & Pass Program	-	100,000	# DIV/ 0!	0.34%
FTA Federal Revenue	4,013,192	6,924,332	72.5%	23.24%
Miscellaneous Income	10,150	6,400	-36.9%	0.02%
Total Revenue	26,382,221	29,800,835	13%	100%

Funding for The COMET's operation and capital cost are generated from several funding sources. The COMET's main sources are: Passenger fares @ 9.13%, Federal Transit Administration (FTA) grants @ 23.24%, Richland County Penny tax revenue @ 63.27% and miscellaneous revenues (Lexington County, State, advertising, etc.) are 4.36% of the total proposed budgeted revenue anticipated to be received in FY 2019-2020.

The COMET's expected capital projects for FY 2019-2020 are:

- Two diesel powered trolleys
- Two low-floor gasoline powered cutaways
- Continued renovation of Laurel & Sumter Street Transit Center
- New Intelligent Transportation System (ITS)
- Bikeshare stations in Downtown Columbia, Cayce and West Columbia
- Passenger amenities, including bus shelters, benches and bike racks
- Website redesign
- Mobility management
- Training and development of staff
- Computer hardware and software

The COMET's expected operations projects for FY 2019-2020 are:

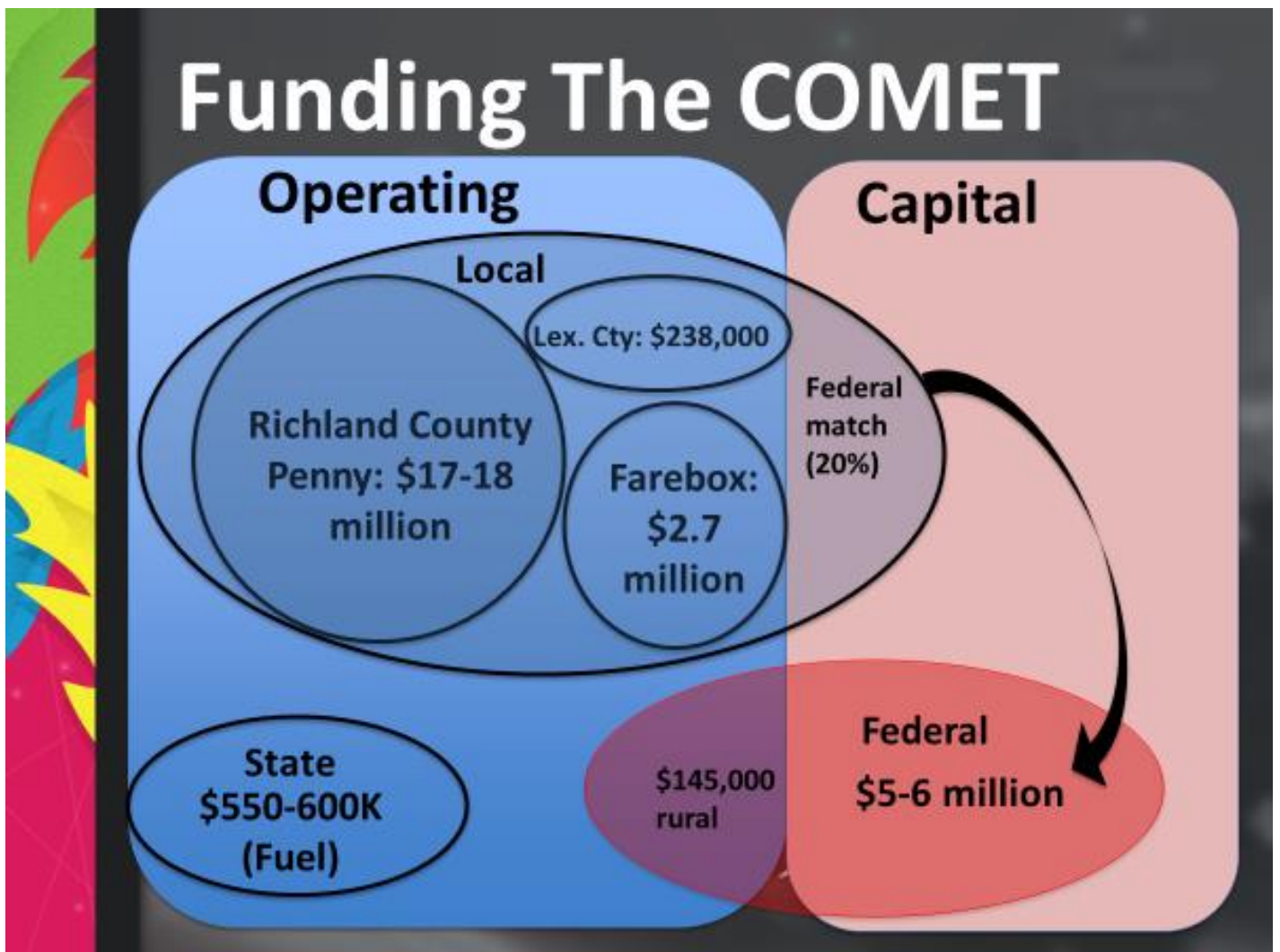
- Transit operations, marketing and administration in Richland and Lexington Counties
- Security on buses, transit center and bus stops
- Vanpool program
- Preventative maintenance of transit buses and facilities
- Lyft/Uber subsidy, Blue Bike, Volunteer transportation and subsidized taxi scrip program.

	FY2019 Approved Budget	Total Proposed Budget FY 2020	\$ Variance	% Change	Operating Budget	Capital Budget
Operating Revenue						
Passenger Fares Revenue	\$ 2,450,000	\$ 2,720,579	\$ 270,579	11%	\$ 2,720,579	
Advertising Revenue	\$ 7,200	\$ 40,000	\$ 32,800	456%	\$ 40,000	
In Kind Revenue: Transit Center	\$ 60,000	\$ -	\$ (60,000)	-100%		
Contractual Service Revenue	\$ 150,000	\$ 155,000	\$ 5,000	3%	\$ 155,000	
Local Revenue: County of Lexington	\$ 211,658	\$ 238,771	\$ 27,113	13%	\$ 238,771	
Interest Income	\$ 30,000	\$ 40,000	\$ 10,000	33%	\$ 40,000	
1% Sales Taxes Revenue Earned: Richland County	\$ 18,700,000	\$ 18,855,298	\$ 155,298	1%	\$ 16,258,128	\$ 2,597,170
SCDOT: State Mass Transit Funds	\$ 603,485	\$ 567,919	\$ (35,566)	-6%	\$ 567,919	
SCDOT: OPT Rural Program 5311 Revenue	\$ 146,536	\$ 146,536	\$ -	0%	\$ 146,536	
Rental Income	\$ 7,150	\$ 5,400	\$ (1,750)	-24%	\$ 5,400	
Hospitality/ Accomodations	\$ -	\$ 6,000	\$ 6,000	# DIV/0!	\$ 6,000	
CDBG- Shelters	\$ -	\$ 81,000	\$ 81,000	# DIV/0!		\$ 81,000
CDBG- Pass Program	\$ -	\$ 19,000	\$ 19,000	# DIV/0!	\$ 19,000	
Federal Revenue: Non PM	\$ 957,088	\$ 891,191	\$ (65,897)	-7%		\$ 891,191
Federal Revenue: PM	\$ 1,460,000	\$ 800,000	\$ (660,000)	-45%	\$ 800,000	
Federal Revenue: Cap Ex	\$ -	\$ 727,200	\$ 727,200	# DIV/0!		\$ 727,200
Federal Revenue: 5310 Salary Positions	\$ 12,320	\$ 57,200	\$ 44,880	364%		\$ 57,200
Federal Revenue: ADP Software	\$ 50,000	\$ 80,000	\$ 30,000	60%		\$ 80,000
Federal Revenue: ADP Hardware	\$ 62,500	\$ 80,000	\$ 17,500	28%		\$ 80,000
Federal Revenue: Operations Assistance	\$ 1,000,000	\$ 1,500,000	\$ 500,000	50%	\$ 1,500,000	
Federal Revenue: ADA Paratransit	\$ 418,884	\$ 455,572	\$ 36,688	9%	\$ 455,572	
Federal Revenue: Training	\$ 52,400	\$ 41,600	\$ (10,800)	-21%	\$ 41,600	
Federal Revenue: 3rd Party Contractual (Website)	\$ -	\$ 16,000	\$ 16,000	# DIV/0!	\$ 16,000	
Federal Revenue: Automated Passenger Counters	\$ -	\$ 319,230	\$ 319,230	# DIV/0!		\$ 319,230
Federal Revenue: Safety & Security	\$ -	\$ 130,557	\$ 130,557	# DIV/0!	\$ 130,557	
Federal Revenue: Vanpool Operations	\$ -	\$ 120,000	\$ 120,000	# DIV/0!	\$ 120,000	
Federal Revenue: Bike Program	\$ -	\$ 256,000	\$ 256,000	# DIV/0!		\$ 256,000
Federal Revenue: 5339 Shelter Acquisition & Installation	\$ -	\$ 1,440,928	\$ 1,440,928	# DIV/0!		\$ 1,440,928
Federal Revenue: 5310 Mobility Program	\$ -	\$ 8,854	\$ 8,854	# DIV/0!	\$ 8,854	
Miscellaneous Income	\$ 3,000	\$ 1,000	\$ (2,000)	-67%	\$ 1,000	
Total Revenue	\$ 26,382,221	\$ 29,800,835	\$ 3,418,614	13%	\$ 23,270,916	\$ 6,529,919

	FY2019 Approved Budget	Total Proposed Budget FY 2020	\$ Variance	% Change	Operating Budget	Capital Budget
Operating Expenses						
Salaries	\$ 832,970	\$ 892,087	\$ 59,117	7%	\$ 892,087	
Fringe Benefits	\$ 280,000	\$ 277,882	\$ (2,118)	-1%	\$ 277,882	
Membership, Dues, Subscriptions	\$ 65,000	\$ 36,000	\$ (29,000)	-45%	\$ 36,000	
Tuition Reimbursement	\$ -	\$ 42,000	\$ 42,000	# DIV/0!	\$ 42,000	
Marketing/ Advertising/ Promotion	\$ 100,000	\$ 256,000	\$ 156,000	156%	\$ 256,000	
Office Expense	\$ 12,000	\$ 12,000	\$ -	0%	\$ 12,000	
Charitable Donations (Passes)	\$ -	\$ 7,200	\$ 7,200	# DIV/0!	\$ 7,200	
Postage & Shipping	\$ 4,200	\$ 5,500	\$ 1,300	31%	\$ 5,500	
Printing	\$ 100,000	\$ 85,000	\$ (15,000)	-15%	\$ 85,000	
Board Member Expenses	\$ 10,000	\$ 10,000	\$ -	0%	\$ 10,000	
Transit Academy	\$ 3,216	\$ 1,500	\$ (1,716)	-53%	\$ 1,500	
Contractor: Fixed Route	\$ 12,448,086	\$ 8,473,375	\$ (3,974,711)	-32%	\$ 8,473,375	
Contractor: DART	\$ 2,323,580	\$ 2,816,697	\$ 493,117	21%	\$ 2,816,697	
Reserved for Service Enhancements	\$ -	\$ 270,000	\$ 270,000	# DIV/0!	\$ 270,000	
531t Rural Expenses	\$ 188,992	\$ -	\$ (188,992)	-100%		
Vehicle Fuel - Propane	\$ 840,000	\$ 900,000	\$ 60,000	7%	\$ 900,000	
Vehicle Fuel - Diesel/ Unleaded	\$ 950,000	\$ 1,000,000	\$ 50,000	5%	\$ 1,000,000	
Insurance - Vehicle	\$ 76,000	\$ 95,000	\$ 19,000	25%	\$ 95,000	
Insurance - Property	\$ 15,400	\$ 17,710	\$ 2,310	15%	\$ 17,710	
Insurance - Tort Liability	\$ 18,800	\$ 23,500	\$ 4,700	25%	\$ 23,500	
Insurance - Officers & Directors	\$ 5,256	\$ 6,307	\$ 1,051	20%	\$ 6,307	
Professional Contracted Services	\$ 980,000	\$ 472,430	\$ (507,570)	-52%	\$ 472,430	
Fare Collection Services/ Supplies	\$ 50,000	\$ 50,000	\$ -	0%	\$ 50,000	
Tickets & Transfers	\$ 30,000	\$ 30,000	\$ -	0%	\$ 30,000	
Natural Gas	\$ 8,000	\$ 9,600	\$ 1,600	20%	\$ 9,600	
Electricity	\$ 122,000	\$ 140,300	\$ 18,300	15%	\$ 140,300	
Water & Sewer	\$ 27,000	\$ 35,000	\$ 8,000	30%	\$ 35,000	
Telecommunications	\$ 100,000	\$ 84,100	\$ (15,900)	-16%	\$ 84,100	
Other Administrative Expenses	\$ 25,000	\$ 39,000	\$ 14,000	56%	\$ 39,000	
Banking Fees	\$ 20,000	\$ 25,000	\$ 5,000	25%	\$ 25,000	
Payroll Processing Fees	\$ 2,000	\$ 2,500	\$ 500	25%	\$ 2,500	
Leases/ Rentals	\$ 15,000	\$ 38,000	\$ 23,000	153%	\$ 38,000	
Office Equipment & Furniture <\$5,000	\$ 7,500	\$ 6,000	\$ (1,500)	-20%	\$ 6,000	

	FY2019 Approved Budget	Total Proposed Budget FY 2020	\$ Variance	% Change	Operating Budget	Capital Budget
Federal Expense: 5310	\$ -	\$ 86,762	\$ 86,762	# DIV/0!	\$ 86,762	
Federal Expense: 5339 Shelter Acquisition & Installation	\$ -	\$ 1,801,160	\$ 1,801,160	# DIV/0!		\$ 1,801,160
Federal Expense: Transit Operations	\$ 1,000,000	\$ 3,000,000	\$ 2,000,000	200%	\$ 3,000,000	
Federal Expense: Preventative Maintenance (PM)	\$ 1,825,000	\$ 1,000,000	\$ (825,000)	-45%	\$ 1,000,000	
Federal Expense: Capital Expenses	\$ -	\$ 2,037,228	\$ 2,037,228	# DIV/0!		\$ 2,037,228
Federal Expense: Capital-Non PM	\$ 1,196,360	\$ 623,377	\$ (572,983)	-48%		\$ 623,377
Federal Expense: 3rd Party Contractual (Website)	\$ -	\$ 25,000	\$ 25,000	# DIV/0!	\$ 25,000	
Federal Expense: Automated Passenger Counter	\$ -	\$ 498,796	\$ 498,796	# DIV/0!		\$ 498,796
Federal Expense: Safety & Security	\$ 509,358	\$ 559,358	\$ 50,000	10%		\$ 559,358
Federal Expense: Software & Equipment Acquisition	\$ 100,000	\$ 100,000	\$ -	0%		\$ 100,000
Federal Expense: Hardware Acquisition	\$ 125,000	\$ 100,000	\$ (25,000)	-20%		\$ 100,000
Federal Expense: Vanpool Operations	\$ -	\$ 120,000	\$ 120,000	# DIV/0!	\$ 120,000	
Federal Expense: Bike Program	\$ -	\$ 250,000	\$ 250,000	# DIV/0!		\$ 250,000
Federal Expense: ADA Paratransit	\$ 523,605	\$ 569,465	\$ 45,860	9%	\$ 569,465	
Federal Expense: Training & Development (Staff)	\$ 65,500	\$ 70,000	\$ 4,500	7%	\$ 70,000	
Facility Rental Expense Realized	\$ 60,000	\$ -	\$ (60,000)	-100%		
Depreciation Expense	\$ 2,600,000	\$ 2,800,000	\$ 200,000	8%	\$ 2,240,000	\$ 560,000
Total Expenses	\$ 27,664,823	\$ 29,800,835	\$ 2,136,012	8%	\$ 23,270,916	\$ 6,529,919
Net Income (before reserve requirements)	\$ (1,282,602)	\$ (0)				
Less: Operating Reserve - LGP		\$ 850,708				
Less: Emergency Reserve - LGP		\$ 850,708				
Less: Capital Reserve - OPTUS Bank		\$ 138,000				
Total Reserve	\$ -	\$ 1,839,416				
Add: NonCash Depreciation Expense	\$ 2,600,000	\$ 2,800,000				
Net Cash	\$ 1,317,398	\$ 960,584				

The Funding Picture



Budget Line Details

Operating Revenue	Description
Passenger Fares Revenue	Revenue from fares paid directly by passengers; expected increase due to 2019 fare increase
Advertising Revenue	Revenue from bus bench & shelter advertising (Creative Outdoor) and other advertising sales from buses (Sightline)
In Kind Revenue: Transit Center	Remove FY20: Budget year (City of Columbia provides in-kind support based of a 2013 lease for the Transit Center and Assembly Street)
Contractual Service Revenue	Revenues from business partnerships: UofSC (Route 28 & Gamecock Express), 93X, Nephron (1/2 year), Richland School Districts 1 & 2, McEntire Produce, Prisma Health Employee program and future programs
Local Revenue: County of Lexington	Revenue for transit services in Lexington County (West Columbia, Cayce, Springdale, Lexington Medical Center, Lexington County) + additional \$10,000 from West Columbia Soda Cap Connector and 1/2 year of Route 92X from Lexington County
Interest Income	Income derived from deposits in Local Government Investment Pool & OPTUS Bank
1% Sales Taxes Revenue Earned: Richland County	Estimated revenues from Richland County per Transportation Ordinance of 2013
SCDOT: State Mass Transit Funds	Revenues allocated by SCDOT for federal fund matching (\$48,841 for rural funds and \$519,078 for urban funds)
SCDOT: CPT Rural Program 5311 Revenue	Revenue for rural transit services in Richland and Lexington Counties allocated by FTA to SCDOT to The COMET
Rental Income	Megabus (\$750/ month), Richland Library (\$50/ month) and future revenues
Hospitality/ Accomodations	Revenue from Hospitality Tax in Cayce
CDBG- Shelters	Community Development Block Grant (CDBG) for purchase of 3, 16-foot bus shelters in Lexington County
CDBG- Pass Program	Community Development Block Grant (CDBG) for 1/2 fare 31 day bus passes in Lexington County
Federal Revenue: Non PM	FTA 5307 funds allocated to the Columbia Urbanized Area for capital needs, such as capital purchases and associated transit enhancements etc
Federal Revenue: PM	FTA 5307 funds to Includes reimbursement for expenses such as incidental repairs and maintenance of assets that do not add to the value or appreciably prolong its life; waste collection; maintenance on office equip, monthly fees for software/ hardware cost, bus stop maintenance, vehicle maintenance with Transdev, pass-through facility and vehicle maintenance costs
Federal Revenue: Cap Ex	FTA 5307 grant revenue for bus purchase (80/ 20)
Federal Revenue: 5310 Salary Positions	FTA 5310 grant revenue for Mobility Manager (80/ 20) from CMCOG
Federal Revenue: ADP Software	FTA 5307 grant revenue for purchase of computer software (80/ 20)
Federal Revenue: ADP Hardware	FTA 5307 grant revenue for purchase of computer hardware (80/ 20)
Federal Revenue: Operations Assistance	FTA 5307 grant revenue for transit operations in Richland and Lexington Counties (50/ 50)
Federal Revenue: ADA Paratransit	FTA 5307 grant revenue for DART ADA paratransit (80/ 20)
Federal Revenue: Training	FTA 5307 grant revenue for staff training/ conferences attendance (80/ 20)
Federal Revenue: 3rd Party Contractual (Website)	FTA 5307 grant revenue website redesign/ updates (80/ 20)
Federal Revenue: Automated Passenger Counters	FTA 5307 grant revenue for APC counters (80/ 20)
Federal Revenue: Safety & Security	FTA 5307 grant revenue for funding of security (private and police) at transit center, cameras & surveillance equipment & installation, etc. (80/ 20 or 50/ 50) based on 1% required security
Federal Revenue: Vanpool Operations	FTA 5307 JARC grant revenue reimbursement (50/ 50)
Federal Revenue: Bike Program	FTA 5307 grant revenue for construction of 10 BlueBike stations in Columbia, West Columbia and Cayce (90/ 10) - no bicycles
Federal Revenue: 5339 Shelter Acquisition & Installation	FTA 5307 grant revenue reimbursement for bus shelter construction, engineering and development (80/ 20)
Federal Revenue: 5310 Mobility Program	FTA 5310 grant revenue for Mobility guides & brochuers (80/ 20) & voucher programs (50/ 50)
Miscellaneous Income	Sale of assets, generation of additional income to support The COMET operations

Account Name	Description
Operating Expenses	
Salaries	12 employees - See attachment "A" for details (11 The COMET, 1 contracted to Able-SC)
Fringe Benefits	See attachment "A" for details
Membership, Dues, Subscriptions	Subscriptions and membership dues for civic, service, professional, trade organizations - See attachment "A" for details
Tuition Reimbursement	Expense to reimburse employee for expenses up \$3,500 per year per employee
Marketing/Advertising/Promotion	This account covers all advertising, marketing and promotion fees paid in the course of marketing, advertising and promotion of events and services, etc It includes all printing relating to promotional material and website maintenance, design, content (not capitalized) It includes merchandising and uniforms provided by the organization for any specific event/promotion/campaign etc. (includes Flock & Rally consulting)
Office Expense	Paper, ink and other office materials
Charitable Donations (Passes)	Expense to show passes being donated to local agencies
Postage & Shipping	Freight, postage, stamps and courier costs incurred
Printing	Route maps, rack cards, DART manuals and other printed related materials
Board Member Expenses	Retreat, board members expenses - see attachment "B" for details
Transit Academy	Expenses related to The COMET Transit Academy (meals, supplies), once a year
Contractor: Fixed Route	Transdev The COMET Fixed Route and Soda Cap Connector operations based on 185,000 annual service hours @ \$64.91 per hour (includes 1.5% CPI + \$1.54 adder per agreement) based on the 650 weekday service hours tier
Contractor: DART	Transdev DART and ReFlex operations based on 54,000 annual service hours @ \$61.78 per hour; 39,000 for regular DART paratransit hours and 15,000 hours for Routes 31, 46, 47, 62, & 97 (rate includes 1.5% CPI)
Reserved for Service Enhancements	Uber (\$75,000), Lyft (\$75,000), Microtransit (\$50,000), BikeShare (\$70,000)
5311: Rural Expenses	Combined with Transdev DART operations
Vehicle Fuel - Propane	Fuel used in 40 propane fixed route and paratransit vehicles based on average \$2.12/gallon; Total gallons consumed thru 01/2019 FY19 - 210,000
Vehicle Fuel - Diesel/Unleaded	Includes diesel and regular unleaded fuel: 39 diesel buses, 2 trolleys; 3 unleaded gas for The COMET staff cars, 2 DART minivans, 2 shop vehicles used by Transdev and 2 DART cutaways based on average of \$2.26 per gallon. Total gallons consumed thru January 2019 FY19 - 241,000
Insurance - Vehicle	Current fleet comprehensive & collision coverage
Insurance - Property	Property Insurance (Lucius Rd, Transit Center, Assembly St (through FY 19), Bus Wash, Fuel Island, Boom Lift)
Insurance - Tort Liability	Insurance coverage for injury or related
Insurance - Officers & Directors	Professional indemnity insurance for Directors and Officers
Professional Contracted Services	See Attachment "B" for breakdown
Fare Collection Services/Supplies	Dunbar services and supplies
Tickets & Transfers	EDMI, Inc fare box passes
Natural Gas	Utility for Admin Bldg, Transit Center paid to SCE&G/Dominion Energy
Electricity	Utility for Admin Bldg, Transit Center paid to SCE&G/Dominion Energy
Water & Sewer	Utility for Admin Bldg, Transit Center paid to City of Columbia
Telecommunications	Wi-fi on buses, Administration & Transit Center, The COMET issued cell-phones & iPads - See attachment "B" for details
Other Administrative Expenses	Expenses related to storm water fees, employee morale events (food, gifts, incentives), community projects (supplies & food) and vehicle registration fees
Banking Fees	Fees associated with Wells Fargo and OPTUS Bank
Payroll Processing Fees	Payroll fees expense with payroll services (currently Palmetto Payroll)
Leases/Rentals	Acquisitions of capital assets through lease/rental purchase agreements: postage machine, copier, exercise equipment and bus lease
Office Equipment & Furniture <\$5,000	The amount of \$5,000 is arbitrary and reliant on The COMET's asset policy This account shows all assets purchased by The COMET that have an individual value of less than \$5,000

Account Name	Description
Federal Expense: 5310	FTA grant eligible expense for Mobility Manager, voucher program, mobility guides & brochures
Federal Expense: 5339 Shelter Acquisition & Installation	FTA grant eligible expenses related to purchase and install of new shelters and amenities
Federal Expense: Transit Operations	FTA grant eligible expense for transit operations in Richland and Lexington Counties
Federal Expense: Preventative Maintenance (PM)	Includes expenses such as incidental repairs and maintenance of assets that do not add to the value or appreciably prolong its life; waste collection; maintenance on office equip, monthly fees for software/hardware cost, bus stop maintenance, vehicle maintenance with Transdev, pass-through facility and vehicle maintenance costs
Federal Expense: Capital Expenses	FTA grant eligible expenses related to capital asset purchase with federal funds (buses, trolleys, SCDOT Vehicle replacement plan)
Federal Expense: Capital-Non PM	FTA grant eligible expenses related to items eligible for federal funds that are not preventive maintenance
Federal Expense: 3rd Party Contractual (Website)	FTA grant eligible expenses related to redesign/ update of website
Federal Expense: Automated Passenger Counter	FTA grant eligible expenses related to purchase of automatic passenger counter for buses
Federal Expense: Safety & Security	See attachment "B" for details
Federal Expense: Software & Equipment Acquisition	FTA grant eligible expenses for purchase of computer software
Federal Expense: Hardware Acquisition	FTA grant eligible expenses for purchase of computer hardware
Federal Expense: Vanpool Operations	FTA grant eligible expenses related to Vanpool: 20 vans @\$500.00 per month for 12 months
Federal Expense: Bike Program	FTA grant eligible expenses for purchase of 10 bike stations
Federal Expense: ADA Paratransit	FTA grant expense for DART ADA paratransit
Federal Expense: Training & Development (Staff)	FTA grant eligible expenses related to employee training not reimbursed under tuition reimbursement
Facility Rental Expense Realized	Remove in FY20: Expense recognition match for in-kind revenue (value assessed for Transit Center & Assembly Street)
Depreciation Expense	Amount of depreciation and amortization computed on capital assets owned by The COMET

Attachment "A"

Select Expense Breakdown

Salaries 4101 & 4102

Executive Director/CEO (Include incentive)	\$	153,363
Director of Administration & Operations/COO	\$	92,452
Director of Finance/CFO	\$	88,400
Financial Accountant	\$	55,721
Procurement Specialist or Contracts & Procurement Manager	\$	64,039
Director of Regulatory Compliance & Civil Rights Officer	\$	88,400
Grants and Regional Coordinator Manager	\$	87,448
Transit Operations Specialist	\$	51,179
Administrative & Customer Service Specialist	\$	35,693
Mobility Management Specialist (Contracted through Able-SC)	\$	35,500
Planning & Development Specialist	\$	54,891
Marketing & Public Information Manager	\$	60,000
Temporary Staff or Interns	\$	25,000
Total	\$	892,087

Fringe Benefits - 4140 to 4167 (12 Employees)

Dental (\$15.00 per employee per month)	\$	1,980
Vision (no employer cost)	\$	-
Health	\$	61,149
Health Insurance	\$	63,129
Workers Compensation	\$	1,200
SC Unemployment 3%	\$	6,500
FICA 6.2% & Medicare 1.45%	\$	68,245
SC Retirement (14.41+.56=15.56% of salaries)	\$	138,809
Total	\$	277,882

Membership, Dues, Subscriptions - 4201

APTA	\$	21,000
GFOA	\$	300
CTAA (Community Transportation Association of America)	\$	300
TASC (Transportation Association of South Carolina)	\$	1,000
CTE (Center for Transportation & the Environment)	\$	3,000
ZEBRA (Zero Emission Bus Resource Alliance)	\$	3,000
ACT, SHRM, Sam's Club, Costco, Chamber, COMTO, Procurement, Vista, Five Points, other districts	\$	7,400
Total	\$	36,000

Attachment "B"

Select Expense Breakdown

Board Member Expenses - 4210

12 Monthly Meetings - Luncheon	\$	4,500
Board Member Training	\$	5,500
Total	\$	10,000

Professional Contract Services - 4361

Legal (Currently Burr Forman McNair) \$1,000 per month, plus special projects	\$	37,000
Extra Attorneys (Currently Robinson Gray, Riley-Pope-Laney Attorneys)	\$	75,000
Audit Firm	\$	22,000
Public Relations (Chernoff) \$225.00 per hour	\$	60,000
ADA Eligibility (Able-SC \$80.00 per new applicant \$60 per re-certification based on avg 550 new applications)	\$	44,000
Engineering & Design	\$	100,000
Other contractors for special projects	\$	134,430
Total	\$	472,430

Telecommunications - 4383

iPad data plan with Verizon (1 cell phone; 10 iPads)	\$	8,000
The COMET cell phones (7 employees); wi-fi (Administration, Transit Center, Buses) (AT&T)	\$	76,100
Total	\$	84,100

Security - 4363

Columbia Police Department – 6 a.m. to 10 p.m., 363 days times \$35.00 per hour (14 hours a day)	\$	177,870
City Center Partnership- Yellow Shirt Ambassador	\$	50,000
Richland County Sheriff – 6 a.m. to 6 p.m., 363 days times \$40.00 per hour (12 hours a day)	\$	174,240
West Columbia Police Department – 9 a.m. to 6 p.m., 104 days \$42.00 per hour (9 hours a day, two days a week)	\$	78,624
Cayce Police Department – 9 a.m. to 6 p.m., 104 days \$42.00 per hours (9 hours a day, two days a week)	\$	78,624
Total	\$	559,358

Member Contributions

Match Contributions - FY 2019-2020									
Agency	Membership	Votes	Population	%	Routes as of 5/29/2019	%	Funding	%	Cumulative%
Richland County (Less Forest Acres, Eastover & Columbia)	Public	3	244,058	35.66%	12.19	29.73%	\$ 18,855,298	96.07%	53.82%
Forest Acres	Public	1	10,361	1.51%	0.63	1.53%	\$ -	0.00%	10.1%
Columbia	Public	3	129,272	18.89%	22.75	55.48%	\$ -	0.00%	24.79%
Eastover	Advisory	0	813	0.12%	0.10	0.24%	\$ -	0.00%	0.12%
Lexington County (Less Cayce, West Columbia, Batesburg/Leesville and Springdale)	Public/Advisory	1	225,432	32.94%	142	3.46%	\$ 138,371	0.70%	12.37%
Cayce	Advisory	0	12,528	1.83%	147	3.59%	\$ 30,150	0.15%	18.6%
West Columbia	Advisory	0	14,988	2.19%	1.16	2.82%	\$ 50,200	0.26%	17.6%
Springdale	Advisory	0	2,636	0.39%	0.55	1.33%	\$ 10,050	0.05%	0.59%
Batesburg/Leesville	None	0	5,362	0.78%	0.35	0.85%	\$ -	0.00%	0.55%
Chapin	None	0	1,445	0.21%	0.02	0.05%	\$ -	0.00%	0.09%
Little Mountain	None	0	291	0.04%	0.01	0.02%	\$ -	0.00%	0.02%
Newberry	None	0	10,277	1.50%	0.10	0.24%	\$ -	0.00%	0.58%
Newberry County (Less Newberry and Little Mountain)	None	0	26,940	3.94%	0.26	0.63%	\$ -	0.00%	15.2%
Lexington County Delegation	Public	0	-	0.00%	-	0.00%	\$ 211,794	1.08%	0.36%
Richland County Delegation	Public	3	-	0.00%	-	0.00%	\$ 331,429	1.69%	0.56%
TOTAL		11	684,403	100.00%	41.00	100.00%	\$ 19,627,292	100.00%	100.00%

Service Area As Compared to Contributions	
Jurisdiction	Service Miles
Richland County	29.73%
Lexington County	3.46%
Forest Acres	1.53%
Columbia	55.48%
Eastover	
Batesburg/Leesville	
Chapin	
Little Mountain	
Newberry	
Newberry County	
Cayce	3.59%
West Columbia	2.82%
Springdale	1.33%
Lexington County Delegation	0.00%
Richland County Delegation	0.00%
TOTAL	98%

Lexington County Split of Funding		
Description	Population	Percent
Lexington Medical Center (in West Columbia)	10,050	4.61%
Cayce	30,150	13.84%
West Columbia	40,150	18.43%
Springdale	10,050	4.61%
Lexington County	127,500	58.51%
Lexington County 92X	10,871	
TOTAL	217,900	100.00%
TOTAL with 92X	228,771	100.00%

FTA Unallocated Funding Split Based off Population				
Description	Allocation	Richland County Split	Lexington County Split	Other Urban Split
FTA 5307 FFY 17	\$ 4,555,743.00	\$ 2,708,269.67	\$ 1,630,730.88	\$ 216,742.45
FTA 5307 FFY 18	\$ 5,043,759.00	\$ 2,998,382.37	\$ 1,805,416.50	\$ 239,960.13
FTA 5307 FFY 19	\$ 5,154,206.00	\$ 3,064,040.22	\$ 1,844,951.06	\$ 245,214.72
FTA 5339 FFY 17	\$ 425,653.00	\$ 253,039.54	\$ 152,362.74	\$ 20,250.72
FTA 5339 FFY 18	\$ 632,576.00	\$ 376,049.83	\$ 226,430.95	\$ 30,095.22
FTA 5339 FFY 19	\$ 584,990.00	\$ 209,397.51	\$ 557,158.72	\$ 584,990.00
Total	\$ 15,811,937.00	\$ 9,399,781.63	\$ 5,659,892.13	\$ 752,263.23

* Other Urban includes Kershaw County and Calhoun County.

Total Budgeted Regional Funds	
5307/5339 Federal Funds	\$ 1,691,191
5311 Federal Funds	\$ 146,536
SMTF Rural	\$ 48,841
SMTF Urban	\$ 519,078
Total	\$ 2,405,646

Urban/Rural Split							Urban for STMF Purposes
County	Population	Percent	Urban	Percent	Rural	Percent	
Richland County	384,504	59.44%	326,828	59.45%	57,676	46.79%	0.624169008
Lexington County	262,391	40.56%	196,793	35.80%	65,598	53.21%	0.375830992
Total	646,895	100.00%	523,621	95.24%	123,274	100.00%	
Balance of Urban Area			26,156	4.76%			
Total Urbanized Area			549,777	100.00%			

* Other Urban includes Kershaw County and Calhoun

Local Contributions			Regional Allocations					
Agency	Annual Funding	%	County	Population (2010 Census)	Percent of Population	Federal Funds	State Mass Transit Funds	Service Hours Projected based off Transdev's Rate
Richland County	\$ 18,855,298	98.80%	Richland County Urban Population	326,828	85.00%	\$ 1,005,369	\$ 308,578	
Columbia	\$ -	0.00%	Richland County Rural Population	57,676	15.00%	\$ 68,560	\$ 22,851	1,362.24
Eastover	\$ -	# DIV/0!	Total Richland County Population	384,504	100.00%	\$ 1,073,928	\$ 331,429	
Batesburg/Leesville	\$ -	# DIV/0!	Lexington County Urban Population	196,793	75.00%	\$ 605,363	\$ 185,804	
Chapin	\$ -	0.00%						
Little Mountain	\$ -	0.00%						
Newberry	\$ -	# DIV/0!						
Newberry County	\$ -	# DIV/0!						
West Columbia	\$ 50,200	0.26%	Lexington County Rural Population	65,598	25.00%	\$ 77,976	\$ 25,990	1,549.36
Cayce	\$ 30,150	0.16%	Total Lexington County Population	262,391	100.00%	\$ 683,339	\$ 211,794	
Springdale	\$ 10,050	0.05%						
Lexington County	\$ 138,371	0.73%						
TOTAL	\$ 19,084,069	# DIV/0!						

Route Allocation FY 19-20

Route or Service	Richland County	Columbia	Eastover	Forest Acres	West Columbia	Cayce	Springdale	Batesburg/Leesville	Lexington County	Chapin	Little Mountain	Newberry	Newberry County	Total
6		1.00												1.00
11		1.00												1.00
12		1.00												1.00
21	0.01	0.99												1.00
31	0.95	0.05												1.00
32	0.35	0.65												1.00
42	0.05	0.95												1.00
44X - NewRoute	0.75	0.20	0.05											1.00
45	0.10	0.90												1.00
46	0.98	0.02												1.00
47	0.93	0.02	0.05											1.00
53X	0.70	0.30												1.00
55	1.00	-												1.00
57L	1.00	-												1.00
61	0.55	0.45												1.00
62	0.98	0.02												1.00
74		0.95		0.05										1.00
75	0.94	0.05		0.01										1.00
76		1.00												1.00
77	0.98	0.02												1.00
78 - NewRoute	0.01	0.84		0.15										1.00
83L	0.05	0.25							0.70					1.00
84	0.05	0.95												1.00
88	0.05	0.85		0.10										1.00
91		0.05			0.25	0.15	0.54		0.01					1.00
92X		0.15			0.10	0.50			0.25					1.00
93X	0.17	0.15							0.29	0.02	0.01	0.10	0.26	1.00
96		0.09			0.45	0.45			0.01					1.00
97 - New Route					0.25	0.25		0.35	0.15					1.00
101	0.01	0.99												1.00
301		1.00												1.00
401		1.00												1.00
501	0.25	0.74		0.01										1.00
701		0.70		0.30										1.00
801	0.50	0.50												1.00
Gamecock Express	0.05	0.95												1.00
Soda Cap Connector 1		0.80			0.10	0.10								1.00
Soda Cap Connector 2		1.00												1.00
Soda Cap Connector 3		1.00												1.00
Soda Cap Connector 4 (Orbit)		1.00												1.00
DART	0.78	0.17	-	0.01	0.01	0.02	0.01	-	0.01					1.00
Total By Jurisdiction	12.19	22.75	0.10	0.63	1.16	1.47	0.55	0.35	1.42	0.02	0.01	0.10	0.26	41.00
Percentage of Service Allocation	29.73%	55.48%	0.24%	1.53%	2.82%	3.59%	1.33%	0.85%	3.46%	0.05%	0.02%	0.24%	0.63%	100.00%

DART Breakdown by Square Miles	Actual Square Miles	DART Service Area Square Miles	Percentage of DART Service Area
Richland County	630.90	489.80	72.09%
Lexington County	721.10	22.00	3.24%
Columbia	134.90	134.90	19.86%
Eastover	1.20	-	0.00%
Forest Acres	5.00	5.00	0.74%
Batesburg/Leesville	7.40	-	0.00%
Chapin	1.80	-	0.00%
Little Mountain	1.10	-	0.00%
Newberry	6.60	-	0.00%
Newberry County	639.30	-	0.00%
West Columbia	6.30	6.30	0.93%
Cayce	17.40	17.40	2.56%
Springdale	4.00	4.00	0.59%
Total	2,177.00	679.40	100.00%

Transdev Cost per Hour	\$ 64.91
DART Cost Per Hour	\$ 61.78
Fully Allocated Cost Per Hour*	\$ 77.35
Fully Allocated Cost Per Hour with depreciation*	\$ 67.98

* No capital

Fixed Route Service Hours	185,000.00
DART Service Hours	54,000.00
Total Service Hours	239,000.00

The Budget Process

An operating budget is a formal, written plan that aligns the operating requirements with the funding sources of an organization. An operating budget reflects the missions and specific command objectives of the organization, as well as any limitations and controls (e.g., constraining targets, available funds) imposed upon it. An operating budget provides the means to control obligations and expenditures against approved funding levels.

The objective of the operating budget is to provide managers with the ability to plan, organize, staff, and control the operations to accomplish the mission for the fiscal year.

The COMET adopts a flexible annual operating and capital budget. The operating budget is adopted on a basis, which approximates Generally Accepted Accounting Principles (GAAP).

This administrative procedure identifies the steps for creation, submission, approval and review of an annual budget. The fiscal year for The COMET shall be July 1st through June 30th in accordance with the by-laws.

In mid-March of each year, the Executive Director/CEO shall develop and submit a draft budget request to the Finance Committee for the next fiscal year based on the needs of The COMET. Such request shall include an itemized estimate of the anticipated revenues and expenditures for the next fiscal year. Methodologies and notes related to each line item accompany the budget request where appropriate and necessary. The proposed annual budget is structured based on historic and projected levels of available funding (revenues) and expenditures, with consideration given to the requirements of any of the organization's funding partners.

At the regularly scheduled April meeting of the Board of Directors, the COMET's Executive Director/CEO will submit a draft budget request to the Board of Directors to support the annual operations, administration and capital needs of The COMET for the ensuing fiscal year. Presentation of the proposed budget at the annual April meeting provides up to 60 days for Board review, revision, and approval, prior to the beginning of the new fiscal year and prior to submission to funding sources. All Board of Directors members will be given the opportunity to review the draft budget and present any questions or concerns for discussion.

No later than May 30th of each year The COMET's Executive Director/CEO shall prepare a proposed final and complete budget including all approved Board of Directors requested revisions. The methodologies and notes related to each line item accompany the budget request where appropriate and necessary. The budget plan shall include a narrative explaining any major changes from the current fiscal year revenue and expenditures.

The budget plan shall be adopted annually by the Finance Committee and Board of Directors no later than June 30th of each year. Should the Board of Directors not adopt a new budget prior to the start of a fiscal year, The COMET will operate under the funding levels and constraints of the previous fiscal year, until a new budget is adopted by the Board of Directors. This process would be like the "continuing resolution" process used at the Federal level.

Amendments: The Finance team will conduct reviews monthly to identify any variances and notify the Executive Director/CEO. The COMET adopts a flexible (within bottom line figure) annual operating, administrative and capital budget, which provides the Executive Director/CEO with the flexibility to make transfers between approved line items at his/her discretion if the bottom line total expenditure amount remains the same as was originally approved by the Board of Directors. In the event of a significant adjustment being required within the approved budget, the Executive Director/CEO will revise the budget as appropriate and provide copies of the revised budget to the Finance Committee and Board of Directors.

The operating and capital budget process consists of the following six phases:

Phase 1. Formulation

This is the draft and proposed phase of the operating budget process by the Executive Director/CEO.

Phase 2. Review and Analysis

The Executive Director/CEO prepares a proposed budget, identifies the impact of alternatives to the proposed budget, makes recommendations, and presents the proposed budget to the Executive Committee and Board of Directors.

Phase 3. The COMET Review and Consensus

The Finance Committee and full Board of Directors will review the proposed budget and alternatives and will determine a recommended budget for submission to the Board of Directors for final approval.

Phase 4. Approval

The Executive Director/CEO submits the recommended budget and alternatives for final board approval. Budget approval requires 1/2 plus 1 majority which represents a quorum of the Board of Directors.

Phase 5. Monitoring

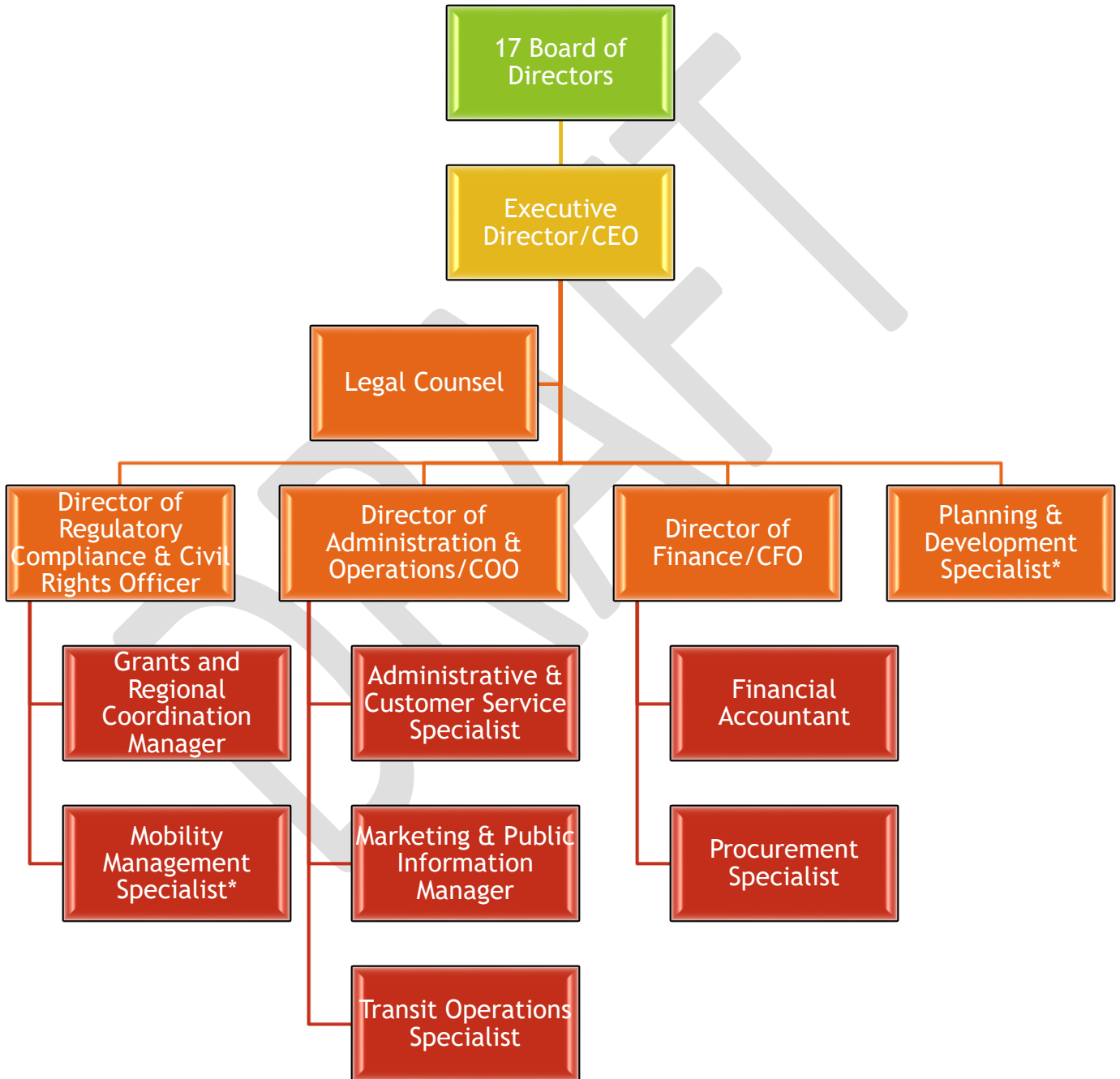
Quarterly Budget Analysis and monthly Financial Statements reports are available to Board of Directors for monitoring actual performance compared to budgeted amounts.

Phase 6. Adjustments

Significant operating budget changes identified during the fiscal year will be summarized by Director of Finance/CFO and presented to the Executive Director/CEO and Board of Directors for approval.



The COMET Organizational Chart





Contact Information

Questions, concerns or for additional information about this publication or any of the services provided by The COMET, please contact:

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Thursday, May 16, 2019

Agenda Item

To: Central Midlands Regional Transit Authority Board of Directors Finance Committee Members
From: Rosalyn Andrews, Director of Finance/CFO
Subject: Central Midlands Regional Transit Authority Fiscal Year 2019-2020 Budget

Requested Action: Staff recommends that the Finance Committee approve and recommend to the Board of Directors for adoption of Fiscal Year 2019-2020 proposed budget.

Background and Summary: As defined in South Carolina Code of Law Chapter 25, Section 58-25-70 requires The COMET, as a regional transportation authority, must submit to the member municipalities and counties the annual operating and capital budget proposed for each fiscal year, at least sixty days prior to the beginning of the fiscal year. This proposed operating and capital budget document is to achieve the intent of this section.

This budget continues to endeavor to maintain our current operations. Any expansion would be borne by pursuit of new grants or funding sources as well as continued service planning to improve the efficiency of the transit system. In order to provide a total picture of The COMET, this budget document encompasses all of the activities under the jurisdiction of The COMET Board of Directors. The budget assumes that approximately 185,000 revenue hours for fixed route, 16,000 revenue hours for flex routes and 39,000 revenue hours for DART paratransit services will be provided in fiscal year 2019-2020. Transdev's rate will increase by 1.5% with a \$1.54 adder, per fixed route hour operated. Their contract expires at the end of June 30, 2020 with an option to extend up to five (5) one year extensions through June 30, 2025.

Service enhancements are funded through the use of Federal Transit Administration (FTA) funding in the amount of \$1,500,000 to cover Transdev's operational costs. This will allow for the addition of a new route along Trenholm Road, a rural route to Batesburg/Leesville and an express route to Lower Richland area. It is projected that two additional regular fixed routes may be converted to ReFlex routes and subcontracted to the DART operator this fiscal year to reduce costs based on the productivity of those routes. In addition, \$455,572 of FTA funding will cover DART ADA paratransit expenses. This offset allows for additional services to be provided in both Richland and Lexington Counties, and the building of a reserve of the Richland County Transportation Penny. Beyond the service levels of fiscal year 2019-2020, there are no additional funds to expand service unless another source of operational funds are provided to The COMET or lower productive routes are discontinued.

The budget is based on known revenue amounts that have been committed. Revenue amounts are always subject to change and staff will keep the Board of Directors apprised on any changes based on decisions made by local, state and Federal agencies. Known revenue amounts include FTA, member agency contributions from the

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John Andoh, CCTM, CPM Executive Director/CEO
Ron Anderson, Chair, John V. Furgess, Sr., Vice Chair
Andy Smith, Secretary, Dr. Robert Morris, Treasurer
Board Members: Jacqueline Boulware, Lill Mood, Carolyn Gleaton
Leon Howard, Derrick Huggins, Col. (R) Roger Leaks, Jr.
Joyce Dickerson, Skip Jenkins, Debbie Summers, Bobby Horton
Kevin Reeley, Geraldine Robinson, William (B.J.) Unthank

municipalities, miscellaneous revenues, farebox revenues and pass revenues based on memorandum of understandings exercised with various social service agencies.

There will be a slight increase in local match revenues due to a 1.5% increase in the Transdev contract. This increase will be passed to member jurisdictions in Lexington County as well as any contractual service provided. Staffing will be reduced from 13 employees to 11 employees, plus one employee contracted to a social service agency and will be funded through FTA Section 5310 funding. This is from a reorganization last fiscal year to ensure all areas of the administering agency, such as The COMET is covered. Many duplicative functions provided by The COMET and its contractors or consultants have been eliminated. Professional services will slightly decline due to many contracts being re-procured in the prior fiscal year with defined pricing.

All of these efforts are contained within a budget that maintains a stable financial footing for this fiscal year. Given our heavy reliance upon member agency contributions, this budget assumes limited growth in member agency contributions by CPI and continues to seek additional funding from external partners, other educational institutions and employers.

As The COMET moves into the future, this budget will take into consideration the overall review of how The COMET does business. While there is ample funding for today's operations, the largest funding source, the Richland County Transportation Penny is capped at \$300,991,000 or 22 years (2035). The COMET projects that the funding cap will be reached in the start of fiscal year 2028-2029 with reserves to last through the end of that fiscal year. The COMET will spend the next upcoming fiscal year to engage the community and build support for the transit system. This will involve increased marketing and community awareness, study of The COMET's business practices and routes through a comprehensive operational analysis, development of mobility management strategies, adding passenger amenities and discussions on addressing future funding and governance of the regional transportation authority. There will be a renewed effort to make the transit system fast, fun, friendly and frequent by redirecting existing resources.

While there are unmet transit needs in Richland and Lexington Counties, The COMET does not have the resources to implement these needs at this time and it is very prudent that the resources available are utilized in the appropriate manner consistent with the Vision 2020 and Compass Strategic Plan to ensure that the promise has been delivered to Richland County taxpayers. This will ensure creditability should The COMET be successful in requesting Richland County to consider a seven-year extension of the Penny Program.

Projects that this budget will fund listed below:

The COMET's expected capital projects for FY 2019-2020 are:

- Two diesel powered trolleys
- Two low-floor gasoline powered cutaways
- Continued renovation of Laurel & Sumter Street Transit Center
- New Intelligent Transportation System (ITS)
- Bikeshare stations in Downtown Columbia, Cayce and West Columbia
- Passenger amenities, including bus shelters, benches and bike racks
- Website redesign
- Mobility management

Central Midlands Regional Transit Authority
3613 Lucius Road, Columbia, SC 29201
P 803 255 7133 F 803 255 7113
CATCHTHECOMETSC.GOV
info@TheCOMETSC.gov

John Andoh, CCTM, CPM Executive Director/CEO
Ron Anderson, Chair, John V. Furgess, Sr., Vice Chair
Andy Smith, Secretary, Dr. Robert Morris, Treasurer
Board Members: Jacqueline Boulware, Lill Mood, Carolyn Gleaton
Leon Howard, Derrick Huggins, Col. (R) Roger Leaks, Jr.
Joyce Dickerson, Skip Jenkins, Debbie Summers, Bobby Horton
Kevin Reeley, Geraldine Robinson, William (B.J.) Unthank

- Training and development of staff
- Computer hardware and software

The COMET's expected operations projects for FY 2019-2020 are:

- Transit operations, marketing and administration in Richland and Lexington Counties
- Security on buses, transit center and bus stops
- Vanpool program
- Preventative maintenance of transit buses and facilities
- Lyft/Uber subsidy, Blue Bike, Volunteer transportation and subsidized taxi scrip program.

Free Transit Program

This budget also recommends the implementation of a one-year pilot of free transit service to the entire community (excluding Express routes) to replicate the successes of transit agencies that offer free transit service to their citizens. These communities include Breckenridge & Frisco, Colorado, Missoula, Montana, Emeryville, California and Corvallis, Oregon. Each of these transit systems has seen a 25 to 35% increase in passenger trips as a result of a free transit program as well as a correspondence increase in FTA funding. This pilot would operate from January 1, 2020 to December 31, 2020. This will allow The COMET to generate approximately \$1,360,289 in revenue. The expense would be \$1,360,289 (as a revenue loss), however, that revenue will be offset by funding partnerships and increase in FTA Operations Assistance by \$450,000. The true expense with fare collection is \$372,058. When you add the revenue loss from not collecting fares, that increases by \$1,285,730 for a total \$1,657,788.

Charleston has similar characteristics when it comes to operations, population, density, revenue miles, but has 1.1 million more passenger trips and 12 million more passenger miles than The COMET, which demonstrates that if The COMET increases its passenger trips by 25%, The COMET can generate an additional \$900,000 in FTA funding for operational and capital needs, which would offset the loss in fare revenue.

Should the free fare pilot program not work due to significant revenue loss or operational considerations, staff would revert back to collecting fares in July of 2020.

Fiscal Impacts: The total proposed budget for Fiscal Year (FY) 2019-2020 is ~\$29.80 million, increasing \$3.42 million or 13% from \$26.38 million in FY 2019-2020. Increase to total operating and capital revenue by \$3,418,614 or 13% and an increase to total expenses by \$2,136,012 or 8% from fiscal year 2018-2019.

Legal Counsel Review: None.

Recommended Motion: The Finance Committee approve and recommend to the Board of Directors to adopt the proposed Fiscal Year 2019-2020 budget.

Attachments: Fiscal Year 2019-2020 Proposed Budget, Free Transit Program and FTA Calculations.

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

Approved for Submission,



John Andoh, Executive Director/CEO

Proposed Fare Free Program January 2019 - June 30, 2020

Current		Proposed		Comment
Expected Revenue Category	Amount	Expected Revenue Category	Amount	
Passenger Revenue	\$ 2,720,579	Passenger Revenue (6 months)	\$ 1,360,290	
		Older American Act	\$ 50,000	Proposed request to CMCOG for seniors to ride free
		Richland 1	\$ 15,000	
		Richland 2**	\$ -	Credit for FY 2016-2017, normally \$9,000 per year
		Lexington Richland 5	\$ 1,750	Starts in January 1, 2020
		Prisma Health	\$ 18,376	Increase by 5% for FY 19-20 (\$36,750 annually)
		Lexington Medical Center	\$ 10,050	Part of Lexington County Contribution
		UofSC - Route 28	\$ 52,531	Contracted service
		Anticipated FTA Revenue based on 25% Increase in Ridership	\$ 450,000	This would occur in FY 21-22. FTA would be frontloaded in Operations Expense to mitigate the loss in FY 19-20
		CDBG Grant	\$ 19,000	Low income pass program for unincorporated Richland and Lexington County residents
Total	<u>\$ 2,720,579</u>	Total	<u>\$ 1,976,996.75</u>	
		Loss from Annualized Revenue Collections	\$ (743,582)	
Expected Expenses		Expected Expenses		
Dunbar	65,000	Dunbar	\$ 32,500	Amoured car service no longer needed
EDMI - Pass Printing	30,000	EDMI - Pass Printing	\$ 15,000	Bus pass order no longer needed
Alpha Busn Cards - Half Fare ID	5,000	Alpha Busn Cards - Half Fare ID	\$ 2,500	ID cards no longer needed

Passport Parking (10% of revenue)	272,058	Passport Parking (10% of revenue)	\$ 68,014	App for bus passes no longer needed
Freeman Freedom based off FY 2017-2018	\$ 247,592	Freeman Freedom based off FY 2017-2018	\$ 123,796	123,796 free passenger trips provided in FY 2017-2018 based on a loss of \$2.00 per rider
Allen-Benedict Court Passes	\$ 17,080	Allen-Benedict Court Passes	\$ 8,540	823 31-day passes sold at 50% off, revenue loss because of discount
Free Rides based off FY 2017-2018	\$ 1,021,058	Free Rides based off FY 2017-2018	\$ 510,529	510,529 free passenger trips provided in FY 2017-2018. *Free includes Children 15 years old and younger, DART riders, Personal Care Attendants, Santee Waterree RTA Transfers, shuttles and Soda Cap Connector, employees and donated passes, based on a loss of \$2.00 per rider.
Total	\$ 1,657,788	Total	\$ 760,879	
Expense - not counting free rides already provided Total	\$ 372,058	Expense - not counting free rides already provided Total	\$ 118,014	
Surplus/Deficit	\$ 1,062,791	Surplus/Deficit	\$ 1,216,117	Based off revenues vs. expenses

FTA Funding Formula

- 66.71% ("Bus" Tier)
 - 90.8% (Non-incentive Portion of Tier)
 - 73.39% for UZAs with population 1,000,000 or greater
 - 50% - bus revenue vehicle miles
 - 25% - population
 - 25% - population x population density
 - 9.2% ("Incentive" Portion of Tier)
 - bus passenger miles x bus passenger miles/operating cost

	DATA UNIT VALUE
Section 5307 Urbanized Area Formula Program - Bus Tier	
Urbanized Areas Over 1,000,000:	
Population	#####
Population x Density	#####
Bus Revenue Vehicle Mile	#####
Bus Incentive (PM denotes Passenger Mile):	
 <u>Bus PM x Bus PM =</u> Operating Cost	 0.0140160
 Section 5307 Urbanized Area Formula Program - Low-income Individuals - Areas over 200,000	
Low-income	2.353083
 Section 5307 Small Transit Intensive Cities	
For Each Qualifying Performance Category.....	261,911

Based on 2010 Census Information and 2017 NTD Data

Rank	Name	Population (2010 Census)	Land Area (sq. mi)	Density (Population / sq. mi)	Funding	Passenger Miles	Revenue Miles	Passenger Trips	Low Income Population Population	Operating Cost
75	Columbia, SC	549,777	380	1,446.70	\$ 5,154,206	7,048,105	3,011,632	2,496,462	80,267	\$ 17,375,016
76	Charleston--North Charleston, SC	548,404	293.4	1,869.50	\$ 6,002,466	19,493,956	3,082,819	3,663,325	68,002	\$ 15,407,297

Difference
when
compared to
Charleston

(1,373)	(87)	423	848,260	12,445,851	71,187	1,166,863	(12,265)	(1,967,719)
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(means less than Columbia)
Means more than Columbia



DBE Compliance Invoice Review

Contractor: Transdev Services, Inc.

Transdev Invoice Period: 3/1/19 to 3/31/19



Committed DBEs:

DBE Firm	Description of Work Performed	Invoice Amount	Percentage Counted Towards DBE Goal	Amount Counted Towards DBE Goal
Alpha Business Essentials	Office Supplies	\$0	60% (supplies)	0.00
Influence, LLC	Mystery Rider Program	\$3,000 <i>Payment Issued 3/15/19</i>	100%	\$3,000.00
Julietta Landscape Management	Landscaping	\$5,000.00 <i>Payment Issued 3/15/19</i>	100%	\$5,000.00
New Age Protection	Security	\$31,596.88 <i>Payment Issued 3/15/19</i>	100%	31,596.88
Capital Building Services	Janitorial	\$19,817.00 <i>Payment Issued 3/15/19-3/29/19</i>	100%	\$19,817.00
Transport Care Services	DART/Paratransit	\$214,134.47 <i>Payment Issued 3/15/19-3/29/19</i>	100%	\$214,134.47
Transport Care Services	Repair Parts	\$55,933.75 <i>Payment Issued 3/15/19-3/29/19</i>	60% (supplies)	\$33,560.25
Transport Care Services	Bus Detailing	\$5,639.00 <i>Payment Issued 3/15/19</i>	100%	\$5,639.00
EdRush Consulting & Development Group	Uniforms	\$26,794.27 <i>Payment Issued 3/29/19</i>	100%	\$26,794.27
Capp Uniform Service	Safety Equipment	\$8,143.75 <i>Payment Issued: n/a</i>	100%	\$8,143.75
	Total amount counted towards Contract Goal for this invoice			\$347,685.62
	Total amount paid to committed DBEs as of March 2019 Invoice Period			\$12,810,468.95
	Total invoices paid by The COMET as of March 2019			\$47,235,828*
	Percentage towards Contract Goal for monthly invoices as of March 2019 Invoice Period			27.1%

Note: * The total paid by The COMET reflects the actual payments to Transdev during receipt and review of Transdev's invoice for the March 2019 reporting period. The COMET staff is still reviewing Transdev's invoices and have not released payment to Transdev for March 2019. The total paid to Transdev is reflective of the last payment to Transdev for the January Reporting Period.

Reviewed by The COMET-Director of Regulatory Compliance & Civil Rights Officer: Arlene Prince Review Date: 5/3/19

Ridership Report

March		2018		2019			Difference from Previous Year		
Route	Description	Boardings	Boardings per vehicle hour	Boardings	Boardings Per hour or Trip (Efficiency)	Subsidy per passenger	Farebox Recovery Ratio	Boardings	Efficiency
Systemwide totals	All Boardings Total	229,727		240,102				10,375	
	Fixed-Route Total	223,565	12.9	231,854	22.4	\$ 4.07	14.9%	8,289	9.5
	Weekday Service	188,833	14.0	185,427	22.0	\$ 4.15	14.7%	-3,406	8.0
	Saturday Service	24,312	16.8	28,764	34.9	\$ 2.36	23.3%	4,452	18.1
	Sunday Service	10,420	7.7	17,663	16.0	\$ 5.98	10.7%	7,243	8.3
	Flex Route	385	0.9	1,158	2.6	\$ 39.79	1.8%	773	1.8
	DART	6,162	2.2	4,959	1.6	\$ 44.94	11.9%	-1,203	-0.6
Special Services	Trolley			45					
	St. Patrick's Shuttle			1,050					
	COMET @ Night Uber			22	N/A	N/A	#0 IV /D!		
	COMET @ Night Lyft			80	N/A	N/A	#0 IV /D!		
	COMET To The Market Uber			134	N/A	N/A	#0 IV /D!		
	COMET To The Market Lyft			720	N/A	N/A	#0 IV /D!		
	COMET Vanpool			0	N/A	\$ -	#0 IV /D!		
	BikeShare from COMET Stations			0	N/A	\$ -	#0 IV /D!		
	Other Ridership			214					
Weather 	↓ Ave high 87 °; Ave low 43°; Ave temp 68°. ◆ 19 days of rain (4.15inches)		↓ Ave high 83°; Ave low 43°; Ave temp 64°. ◆ 14 days of rain (3.2 inches)						
Events and Occurances 			St. Patrick's Weekend March Madness						
Service weekdays		22		21					
Service Saturdays		5		5					
Service Sundays		4		5					
Average weekday boardings		8,583		8,830				▲ 247	
Average Saturday boardings		4,862		5,753				▲ 890	
Average Sunday boardings		2,605		3,533				▲ 928	
KEY	No Data (Not in service)	Not to standard	<66% of Standard	22					
Monday through Friday									
Corridor				≥18	≤\$3	≥20%	Boardings	Efficiency	
101 North Main	18,252	25.0	19,455	26.3	\$3.36	17.5%	▲ 1,203	▲ 1.3	
201 Rosewood	8,093	11.2							
301 Farrow	11,582	15.8	10,388	18.2	\$5.17	12.1%	▼ -1,194	▲ 2.4	
401 Devine	15,676	20.9	15,971	24.9	\$3.58	16.6%	▲ 295	▲ 4.0	
501 Two Notch	18,662	26.2	16,263	27.8	\$3.14	18.5%	▼ -2,399	▲ 1.6	
601 Shop Road	9,598	13.3							
701 Forest Drive	15,581	23.2	16,106	25.9	\$3.43	17.2%	▲ 525	▲ 2.7	
801 Broad River			19,393	21.4	\$4.30	14.2%	▲ 19,393	▲ 21.4	
34 Broad River	15,346	21.3							
Local				≥12	≤\$5	≥15%	Boardings	Efficiency	
Rt. 6 Eau Claire	5,130	18.3	4,828	17.6	\$5.38	11.7%	▼ -302	▼ -0.7	
Rt. 11 Fairfield	6,413	18.1	5,977	13.2	\$7.38	8.8%	▼ -436	▼ -4.9	
Rt. 12 Edgewood	7,055	24.3	5,727	21.9	\$4.17	14.6%	▼ -1,328	▼ -2.4	
Rt. 21 Rosewood			5027	22.3	\$4.09	14.9%	▼ -1,328	▲ 22.3	
Rt. 26 West Columbia	756	14.0	2,005	9.0	\$11.21	6.0%	▲ 1,249	▼ -5.0	
Rt. 28 Airport	2,053	17.1	2,553	8.9	\$11.32	5.9%	▲ 500	▼ -8.2	
Rt. 42 Millwood Ave	4,868	16.0	5,359	19.7	\$4.72	13.1%	▲ 491	▲ 3.7	
Rt. 45 Leesburg-Hazelwood	7,895	19.0	4,043	8.7	\$11.65	5.8%	▼ -3,852	▼ -10.3	
Rt. 55 Sandhills	4,321	11.7	2,735	8.9	\$11.38	5.9%	▼ -1,586	▼ -2.8	
Rt. 61 Shop Road			8162	24.0	\$3.75	16.0%	▲ 8,162	▲ 24.0	

March		2018		2019				Difference from Previous Year	
Route	Description	Boardings	Boardings per vehicle hour	Boardings	Boardings Per hour or Trip (Efficiency)	Subsidy per passenger	Farebox Recovery Ratio	Boardings	Efficiency
Rt. 75	Decker-Parklane	5,646	11.6	3,725	8.6	\$11.74	5.7%	-1,921	-3.0
Rt. 84	Bush River/St. Andrews			4,867	16.7	\$5.69	11.1%	4,867	16.7
Rt. 34b	St. Andrews	7,975	22.5						
Rt. 88	Beltline Crosstown	2,483	17.1	2,723	8.7	\$11.57	5.8%	240	-8.4
Connector/Shuttle					≥8	≤\$8	≥10%	Boardings	Efficiency
Rt. 1	Soda Cap 1	1,714	6.0	440	1.8	\$57.52	1.2%	-1,274	-4.1
Rt. 2	Soda Cap 2	988	3.4	520	2.2	\$48.50	1.5%	-468	-1.3
Rt. 3	Soda Cap 3								
Rt. 4	Soda Cap 4			250	0	-\$0.71	0.0%	250	0.0
Rt. 22	Harden	1,456	4.9	1,294	5.6	\$18.51	3.7%	-162	0.7
Rt. 32	North Main - Hard Scrabble	3,788	12.4	2,481	9.1	\$11.07	6.1%	-1,307	-3.3
Rt. 57L	Killian-Clemson Local			652	2.4	\$44.21	1.6%	652	2.4
Rt. 63	Bluff	2,650	6.3	196	4.3	\$23.95	2.9%	-2,454	-2.0
Rt. 74 [frm. 1	Harrison-Trenholm	2,004	17.4	1,512	9.4	\$10.68	6.3%	-492	-8.0
Rt. 76	Fort Jackson	446	2.8	257	1.7	\$61.58	1.1%	-189	-1.1
Rt. 77	Polo Road	917	5.4	1,385	7.5	\$13.48	5.0%	468	2.1
Rt. 83L	St. Andrews Local			1,723	6.8	\$15.12	4.5%	1,723	6.8
Rural					≥5	≤\$12	≥10%	Boardings	Efficiency
Rt. 46	Lower Richland Blvd	1,794	6.1	1,178	4.6	\$22.64	3.1%	-616	-1.5
Rt. 47	Eastover	2,261	6.9	1,971	6.3	\$16.36	4.2%	-290	-0.6
Rt. 97									
Express					≥10/trip	≤\$5	≥15%	Boardings	Efficiency
Rt. 44X									
Rt. 52X	Blythewood Express	134	1.7	123	0.9	\$118.44	0.6%	-11	-0.8
Rt. 53X	Killian Road Express			964	4.1	\$25.69	2.7%	964	4.1
Rt. 82X	Harbison Express			890	3.6	\$28.68	2.4%	890	3.6
Rt. 92X	12th Street Ext. Express			164	5.5	\$18.78	3.7%	164	5.5
Rt. 93X								0	0.0
Demand Response/Flex					≥3	≤\$30	≥10%	Boardings	Efficiency
Route 13	Northeast Flex	-	0.0					0	0.0
Rt. 31	Denny Terrace	2,614	14.1	814	5.4			-1,800	-8.7
Rt. 62	Hopkins	385	1.1	176	0.8			-209	-0.3
DART	ADA Paratransit	5,026	1.9	6,109	2.2	\$29.56	9.0%	1,083	0.3
Saturday									
Corridor					≥18	≤\$3	≥20%	Boardings	Efficiency
101	North Main	2,421	38.1	3,028	27.4	\$3.20	18.3%	607	-10.7
201	Rosewood	1,105	18.2	247					
301	Farrow	1,128	19.7	1,663	30.3	\$2.82	20.2%	535	10.6
401	Devine	1,840	30.3	2,309	37.1	\$2.18	24.7%	469	6.8
501	Two Notch	2,073	34.1	2,311	37.2	\$2.17	24.8%	238	3.1
601	Shop Road	1,251	12.3	325					
701	Forest Drive	2,655	43.7	3,627	57.5	\$1.15	38.3%	972	13.8
801	Broad River			2,176	17.0	\$5.58	11.4%	2,176	17.0
34	Broad River	2,917	23.8						
Local					≥12	≤\$5	≥15%	Boardings	Efficiency
Rt. 6	Eau Claire	316	7.6	654	13.1	\$7.46	8.7%	338	5.5
Rt. 11	Fairfield	469	7.7	946	11.3	\$8.74	7.6%	477	3.6
Rt. 12	Edgewood	1,315	25.3	1,000	17.1	\$5.57	11.4%	-315	-8.2
Rt. 21	Rosewood			261	9.8	\$10.22	6.5%		
Rt. 26	West Columbia			57	2.4	\$44.52	1.6%	57	2.4
Rt. 28	Airport			238	7.3	\$13.99	4.9%	238	7.3
Rt. 42	Millwood Ave	958	18.1	1,255	23.6	\$3.83	15.7%	297	5.4
Rt. 45	Leesburg-Hazelwood	1,446	24.4	413	7.3	\$14.02	4.8%	-1,033	-17.2
Rt. 55	Sandhills	818	15.0	329	5.8	\$17.76	3.9%	-489	-9.2
Rt. 61	Shop Road			601	15.1	\$6.36	10.1%		
Rt. 75	Decker-Parklane	323	5.5	1,074	19.0	\$4.93	12.6%	751	13.5
Rt. 84	Bush River/St. Andrews			812	15.5	\$6.18	10.4%	812	15.5
Rt. 34b	Bush River	1,487	26.9						
Rt. 88	Beltline Crosstown	363	6.7	271	8.2	\$12.37	5.5%	-92	1.5
Connector/Shuttle					≥8	≤\$8	≥10%	Boardings	Efficiency
Rt. 1	Soda Cap 1	310	4.8	970	14.8	\$6.54	9.8%	660	9.9
Rt. 2	Soda Cap 2	258	4.0	1,281	19.5	\$4.77	13.0%	1,023	15.5
Rt. 3	Soda Cap 3								
Rt. 22	Harden	152	2.6	59	1.8	\$59.00	1.2%	-93	-0.8
Rt. 32	North Main - Hard Scrabble	720	11.5	333	5.8	\$17.78	3.9%	-387	-5.7
Rt. 57L	Killian-Clemson Local			144	2.8	\$37.03	1.9%	144	2.8

March		2018		2019				Difference from Previous Year	
Route	Description	Boardings	Boardings per vehicle hour	Boardings	Boardings Per hour or Trip (Efficiency)	Subsidy per passenger	Farebox Recovery Ratio	Boardings	Efficiency
Rt. 76	Fort Jackson	142	5.0	122	4.2	\$24.69	2.8%	-20	-0.8
Rt. 77	Polo Road	60	2.1	181	7.2	\$14.09	4.8%	121	5.1
Rt. 83L	St. Andrews Local			304	6.7	\$15.36	4.4%	304	6.7
Express					≥10/trip	≤\$5	≥15%	Boardings	Efficiency
Rt. 82X	Harbison Express			414	8.1	\$12.59	5.4%	414	8.1
Rt. 92X	12th Street Ext. Express			18	1.2	\$68.10	0.8%		
Demand Response/Flex					≥3	≤\$30	≥10%	Boardings	Efficiency
Rt. 31	Denny Terrace	306	8.3	95	3.0			-211	-5.3
DART	ADA Paratransit	217	2.5	313	2.2	\$28.94	10.4%	96	-0.3
Sunday									
Corridor					≥18	≤\$3	≥20%	Boardings	Efficiency
101	North Main	1,038	16.3	2,007	14.5	\$6.68	9.7%	969	-1.8
201	Rosewood	473	7.8						
301	Farrow	483	8.4	668	10.3	\$9.66	6.9%	185	1.9
401	Devine	788	13.0	1,226	15.7	\$6.12	10.5%	438	2.7
501	Two Notch	889	14.6	2,018	25.9	\$3.42	17.3%	1,129	11.3
601	Shop Road	536	5.3						
701	Forest Drive	1,138	18.7	1,539	19.6	\$4.77	13.0%	401	0.8
801	Broad River			2,243	14.1	\$6.90	9.4%	2,243	14.1
34	Broad River	1,250	10.2						
Local					≥12	≤\$5	≥15%	Boardings	Efficiency
Rt. 6	Eau Claire	135	3.2	405	6.5	\$15.78	4.3%	270	3.3
Rt. 11	Fairfield	201	3.3	690	6.6	\$15.58	4.4%	489	3.3
Rt. 12	Edgewood	564	10.8	755	9.8	\$10.25	6.5%	191	-1.1
Rt. 21	Rosewood			336	8.4	\$12.03	5.6%		
Rt. 42	Millwood Ave	410	7.8	549	8.3	\$12.27	5.5%	139	0.5
Rt. 45	Leesburg-Hazelwood	620	10.5	200	2.8	\$37.16	1.9%	-420	-7.6
Rt. 55	Sandhills	350	6.4	174	2.5	\$42.79	1.6%	-176	-4.0
Rt. 61	Shop Road			526	8.8	\$11.41	5.9%		
Rt. 75	Decker-Parklane	138	2.3	709	10.0	\$9.99	6.7%	571	7.7
Rt. 84	Bush River/St. Andrews			485	7.4	\$13.71	4.9%	485	7.4
Rt. 34b	Bush River	637	11.5						
Rt. 88	Beltline Crosstown	155	2.9	99	2.4	\$44.04	1.6%	-56	-0.5
Connector/Shuttle					≥8	≤\$8	≥10%	Boardings	Efficiency
Rt. 1	Soda Cap 1			114	4.1	\$25.71	4.9%	114	4.1
Rt. 2	Soda Cap 2			34	1.2	\$1.82	4.9%	34	1.2
Rt. 3	Soda Cap 3								
Rt. 4	Soda Cap 4			168	0.0	\$1.82	4.9%	168	0.0
Rt. 22	Harden	65	1.1	120	2.9	\$35.99	1.9%	55	1.8
Rt. 32	North Main - Hard Scrabble	308	4.9	376	5.2	\$19.75	3.5%	68	0.3
Rt. 76	Fort Jackson	61	2.1	122	3.4	\$31.25	2.2%	61	1.2
Rt. 77	Polo Road	26	0.9	88	2.8	\$36.91	1.9%	62	1.9
Rt. 83L	St. Andrews Local			246	4.3	\$24.11	2.9%	246	4.3
Express					≥10/trip	≤\$5	≥15%	Boardings	Efficiency
Rt. 82X	Harbison Express			223	3.5	\$30.16	2.3%	223	3.5
Rt. 92X	12th Street Ext. Express			13	0.7	\$153.01	0.5%		
Demand Response/Flex					≥3	≤\$30	≥10%	Boardings	Efficiency
Rt. 31	Denny Terrace	175	4.8	77	2.6			-98	-2.1
DART	ADA Paratransit	177	1.7	393	1.8	\$34.47	10.1%	216	0.2

COMET Amenities Status March and April 2019

Approved Sites

Shelters

Stop #828 Hallbrook Drive and Ronson Street

Stop #1042 Forest Drive and Percival Road

Stop #829 Ulmer Road

Stop #595 Fairmont Road and Caroline Road

Stop #1257 Bull Street and Confederate Avenue

Stop #1740 Gracern Road and Betsy Drive

Stop #525 Devine Street and Woodrow Street

Benches

None during this period

Boarding and Alighting

Stop #1144 Elmwood Avenue and Park Street

Sites Currently Under Permit Review

Shelters

Stop #1328 Columbia Place Mall Transfer Facility - Richland County

Stop #304 Barhamville Road and Elmwood Avenue - City of Columbia

Stop #1690 Saint Andrews Road Drury Road - Easement (Lexington County)

Stop #1179 Farrow Road and Colonial Drive - Easement

Stop #TBD Parklane Road and Springtree Drive – Easement (Richland County Recreation Commission)

Stop #1286 Broad River Road and Brevard Street - Easement

Sites in Design

Shelters

Stop #1450 Beltline Road and Chapel Drive

Stop #1094 Monticello Road and Elliot Avenue
Stop #1397 W Hospital Drive and Sunset Boulevard
Stop #306 Barhamville Road and Germany Street
Stop #871 Farrow Road and Busby Street
Stop #1457 Fairfield Road and Ashley Street
Stop #623 Fairfield Road and Stebondale Road
Stop #1183 Devine Street and Abelia Road
Stop # 1082 Bailey Street and Colony Forest Drive
Stop #822 Blue Ridge Terrace and Peachwood Drive
Stop #411 Two Notch Road and Wildewood
Stop #414 Two Notch Road and Wildewood
Stop #385 Bower Parkway and Park Terrace Drive
Stop #788 Decker Boulevard and Wedgefield Road
Stop #1720 Sandhills Library

Benches

Stop #1707 Longcreek Drive and Cambout Street
Stop #1085 Monticello Road and Joan Street

Boarding and Alighting

Stop #550 Hazelwood Road and Marie Street

Bus Stop Route Inventory

Route 101- Google Earth/Right of Way Review Complete
Route 301- Google Earth/Right of Way Review Complete
Route 47- Google Earth/Right of Way Review Complete

DAVIS & FLOYD

SINCE 1954

May 2, 2019

John Andoh
Executive Director/CEO
The COMET
3616 Lucius Rd
Columbia, SC 29201

Re: Bus Stop Amenity Permitting – March/April Summary of Work
D&F Job Number: 13594.02

Dear Mr. Andoh:

During the months of March and April, Davis & Floyd (D&F) has successfully designed and permitted 8 bus stops for improved amenities. Of these sites there have been 7 shelters and 1 boarding and lighting area. In addition to these sites there are 6 sites currently under review for permitting or easements and approximately 18 sites that are in design that will be moving to permitting soon. We continue to face challenges such as lack of available R/W and difficulty with obtaining easements on private property. We also anticipate a difficult task ahead as we will be coordinating with CSX for a stop located in the CSX R/W on Two Notch and Rivkin. Some of our current permitting with the City of Columbia is on hold as we await the signed and sealed shop drawings from TOLAR.

D&F continues to push forward with the new SuperStop to be located on the Columbia Place Mall property. We have finalized the plans for this stop and are currently in the permitting process with Richland County. We have received comments from Richland County and provided responses to those comments. We anticipate this project to be permitted within the next few months and be ready for bid shortly thereafter.

D&F staff are actively working on the Bus Route Inventories and have completed our desktop and Right of Way reviews for Routes 101, 301 and 47. The next step for these routes is to make site visits to every stop and identify site specific complexities that may not have been captured in the desktop review. This inventory is intended to discover sites in the current system where improvements will not be hindered by issues such as minimal right of way, sight distance, or poor site conditions (i.e. grade variations, ADA accessibility, etc.). We will eventually review all the COMET Routes with the goal of helping the COMET to focus the addition of amenities and more quickly identify suitable locations for amenity improvements.

Very truly yours,

DAVIS & FLOYD



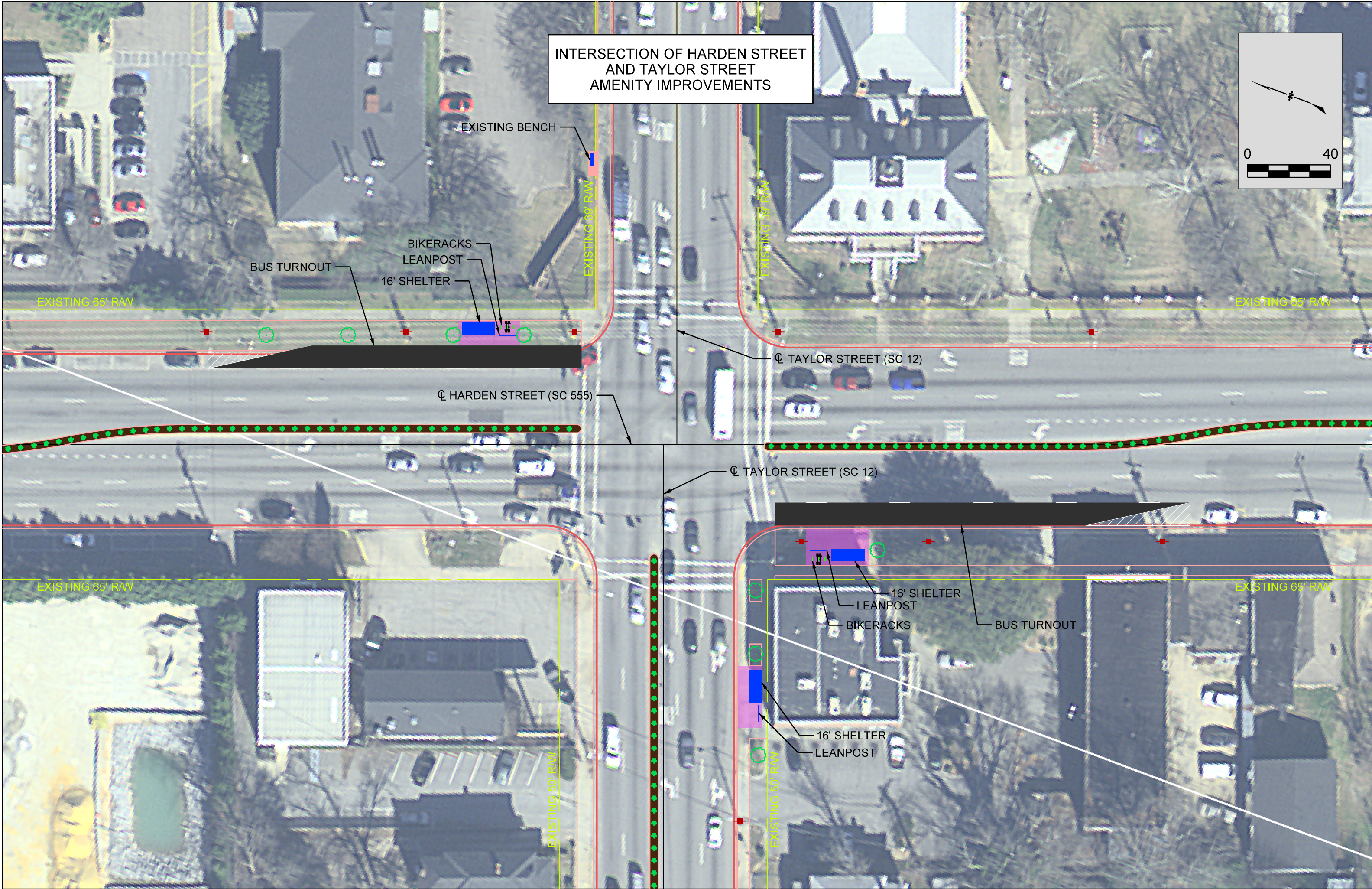
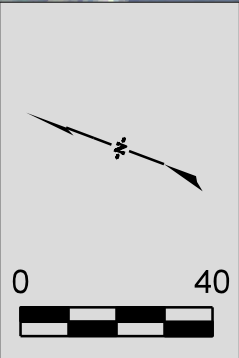
Todd J. Warren, PE
Associate/Project Manager

240 Stoneridge Drive, Suite 305, Columbia, SC 29210

o. (803) 256-4121 f. (803) 254-4549

WWW.DAVISFLOYD.COM

INTERSECTION OF HARDEN STREET
AND TAYLOR STREET
AMENITY IMPROVEMENTS



DATE: 5/22/2019
PENTABLE: COMET-PDF.tbl
FILE: \\cch-j51\data\Jobs\Even\13468-00\Production\T_dgn\Phase 86 - Harden and Taylor Intersection\Harden & Taylor Intersection.dgn
SCALE: 40,000 ft./in.