

**CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY
(CARTA)
BOARD OF DIRECTORS MEETING
January 15, 2025
Meeting Notes**

A Charleston Area Regional Transportation Authority (CARTA) Board of Directors meeting was held at the Berkeley-Charleston-Dorchester Council of Governments (BCDCOG) in the Barrett Lawrimore Conference Room located at 5790 Casper Padgett Way in North Charleston, SC at 1:00 p.m. on Wednesday, January 15, 2025.

MEMBERSHIP: Brad Belt; MaryBeth Berry; Joe Boykin; Mike Brown; Daniel Brownstein; Reggie Burgess; William Cogswell; Henry Darby; Dwayne Green; Will Haynie; Brandon Hudson; James Lewis; Pat O'Neil; Christie Rainwater; Michael Seekings; Jimmy Ward; Robert Wehrman

MEMBERS PRESENT: MaryBeth Berry; Joe Boykin; Daniel Brownstein; Dwayne Green; Will Haynie; Brandon Hudson; James Lewis; Pat O'Neil; Michael Seekings; Robert Wehrman

PROXIES: Craig Harris for Brad Belt; Ron Brinson for Reggie Burgess; Michael Mathis for William Cogswell; Jerry Lahm for Henry Darby; Chief Gebhardt for Christie Rainwater

OTHERS PRESENT: Elissa Smith (HDR); Robert Flagler (HNTB); Bryan Kizer (Stantec); William Hamilton (Best Friends of Lowcountry Transit); Abraham Champagne (WSP); Morven MacLean (WSP); Scot Sibert (STV); Lance Spencer (Town of Kiawah Island); Diamond Curry (Charleston Metro Chamber of Commerce)

STAFF PRESENT: Ron Mitchum; Andrea Kozloski; Robin Mitchum; Megan Ross; Matthew Spath; Kim Coleman

1. Call to Order

Chairman Seekings called the CARTA Board of Directors Meeting to order at 1:05 p.m. followed by a moment of silence and a quorum determination.

2. Consideration of Board Minutes: November 20, 2024 Meeting

***Mr. Lahm made a motion to approve the November 20, 2024 Meeting Minutes as presented.
Mayor Haynie seconded the motion. The motion was unanimously approved.***

3. Election of Officers

Board Member Dwayne Green presented the Nominating Committee report. Mr. Green noted that the Nominating Committee met via Microsoft Teams on January 13, 2025. The Nominating Committee, chaired by Dwayne Green and consisting of Board Members MaryBeth Berry and James Lewis, unanimously recommends the following Slate of Officers for 2025-2027:

- Mike Seekings – Chair
- Robert Wehrman – Vice Chair
- Brandon Hudson – Secretary/Treasurer

Mr. Brinson made a motion to approve the Nominating Committee's Slate of Officers for 2025-2027 as presented. Mayor Haynie seconded the motion. The motion was unanimously approved.

Chairman Seekings thanked the incoming officers and the Board of Directors for their continued service and stated it has been his pleasure serving as Chairman for the past seven years. He looks forward to continuing

to serve as Chairman. He believes in the importance of public transit and appreciates serving with a Board of Directors who actively participates in serving CARTA and the community.

4. Financial Status Report – Robin Mitchum

Robin Mitchum, Deputy Director of Finance and Administration, presented the financial status report for the period ending November 30, 2024. She noted that, overall, the agency remains in good shape, continues to be in line with the budget and ended the month with unexpended funds of \$417,131. Ms. Mitchum provided information on the following activities for FY25 thus far:

Revenues:

- Farebox is the fares collected on the revenue vehicles.
- Passes & Mobile Ticketing are bus pass fares sold to customers.
- Federal Revenue includes operating for the year-to-date. Federal Revenue is recorded as eligible expenditures are incurred.
- Advertising is the advertising on the buses.
- Insurance proceeds are a result of accidents.
- Sale of Assets is the proceeds from the sale of a 2017 van.

Expenditures:

- Retiree Benefits include the cost of retiree insurance.
- Supplies include office, facility maintenance and rebranding supplies.
- Printing includes costs of printing passes.
- Automotive is the cost to service the 2018 Ford F-150.
- Office Equipment Rental includes the monthly battery lease for the electric buses.
- Office Equipment Maintenance (OEM) includes GMV Sycromatics, GMV Digital Signage, Genfare Support, Swiftly real time passenger predictions, Swiftly GPS Playback, Swiftly on-time performance, Swiftly run-times, RCN NetCloud Essentials and NetCloud Advanced for mobile routers and other IT services.
- Rent includes the Ashley Phosphate Park & Ride lot, Dorchester Village Shopping Center Park & Ride lot, Leeds Avenue lot lease from Dominion and document storage.
- Communications is the cost of phone, internet and radio services at the facilities and on the buses.
- Utilities include electric and water at the SuperStop, Melnick Park & Ride, the Radio Shop at Leeds Avenue, Medcom Street and the charging stations at Leeds Avenue.
- Auditing is the cost of the FY24 GASB 75 Actuary.
- Custodial Services are the cost of janitorial services at the Melnick Park & Ride location.
- OnDemand Program is customer transportation cost for same-day service through independent rideshare.
- Other Professional Services includes bus wash inspection services.
- Shared Contract Services (IGA & Management) is the extensive services the BCDCOG provides to CARTA.
- Fixed-Route Service is the cost of fixed and commuter service provided by National Express Shuttle and Transit.
- Money Transport is the cost of the armored guard service to transport cash deposits to the bank.
- Security Services is the contracted security service provided at the SuperStop by the City of North Charleston Police Department and by Extra Duty Solutions at the Mary Street bus stop.
- Vehicle Maintenance is the cost to maintain the fleet.

- Facility Repair & Maintenance is the cost to maintain facilities.
- Operating Fees & Licenses include credit card transaction fees and vehicle title and registration fees.
- Insurance includes the cost of liability insurance provided by the Insurance Reserve Fund.
- Paratransit is the cost of paratransit transportation provided by National Express Shuttle and Transit.
- Interest is the interest on the Melnick Park & Ride loan.

Capital Expenditures:

- Rolling Stock is the purchase of the Hometown Trolley Villager.
- Bus Facilities/Charging Stations is the Leeds Avenue parking lot repairs and charging infrastructure.
- Bus Shelter Construction/Bench Install is the installation of a bench.
- Security/Cameras & Equipment is the purchase of cameras, access control equipment and AVL equipment.
- Facilities Construction is Shipwatch Square engineering.
- Capital (IT, Facility Repairs, Maint.) is the purchase of bike racks.

Ms. Mitchum reviewed the activity of the OnDemand Program as of November 30, 2024. She noted that the FY25 total cost is \$93,848 at 73% completion. The Board of Directors received the Financial Status Report and the OnDemand Program Activity Report as information.

5. Project Updates – Andrea Kozloski

Andrea Kozloski, Deputy Director of Operations and Support, discussed the Project Updates report regarding the following projects: Service Planning Initiatives; Downtown Route Study; US 52 BRT Study; CARTA OnDemand; Shelter Improvement Program; Shipwatch Square Transit Center; Transit Oriented Development Study; LCRT; Dorchester Transit Signal Priority (TSP) Pilot Project; Mt. Pleasant Street Park & Ride; Fairgrounds Park & Ride; O&M Facility - LCRT; and Mobile Ticketing Sales and Use. Ms. Kozloski then delivered a recap of the events held in November and December and presented a slide show depicting the Military Magnet Shelter Ribbon Cutting Ceremony, Christmas Parades and the Bike Giveaway. Ms. Kozloski addressed questions and comments. The Board of Directors received the Project Updates report as information.

6. 2025 Calendar of Events – Request for Approval – Andrea Kozloski

Ms. Kozloski presented the proposed 2025 Calendar of Events. She discussed the events and days that CARTA would like to participate in throughout the calendar year. Ms. Kozloski noted that staff is seeking approval to provide free rides and/or offer promotions on the specific days/dates proposed as well as approval to participate in the various events proposed. The proposed Days/Dates for Free Ride and/or Promotions are as follows: March (Driver Appreciation Day-Promotions); April 22nd (Earth Day-Free Day); May (Mobility Month-Promotions); June 17th (Dump the Pump-Free Day); November 4th (Ride to the Polls-Free Day); November 11th (Veterans Ride Free Day); December 19th and 25th (Christmas Holiday Free Ride Days); as well as four Seniors Ride Free Days on the following dates: February 17th (Presidents' Day – February is Senior Independence Month); May 28th (National Senior Health & Fitness Day and Older Americans Month); August 21st (National Senior Citizen Day); and December 19th (Holiday Gift). The events are as follows: Stingrays in March; Black Expo in March; MUSC Senior Fair in April; Earth Day in April; College of Charleston Sustainability Fair in April; North Charleston Business Expo in May; Riverdogs in August/September; Trunk or Treat in October; Bus Rodeo in October; Turkey Giveaway in November; Christmas Parades in December; Bike Giveaway in December. Ms. Kozloski addressed questions and comments.

***Mr. Brownstein made a motion to approve the 2025 Calendar of Events as presented.
Mr. Brinson seconded the motion. The motion was unanimously approved.***

7. Ridership Report – Megan Ross

Megan Ross, Transit Planner, presented the Ridership Reports as of November 2024. She noted that passenger trips totaled 172,155 and there were 10.1 customers per service hour (11.2 last month). Ms. Ross stated that overall ridership comparing November 2024 to October 2024 decreased by 16.6%, overall ridership comparing November 2024 to November 2023 decreased by 7.5%, and overall ridership comparing 2024 YTD to 2023 YTD increased by 3.4%. She stated that Tel-A-Ride ridership for November 2024 was 4,062 (a decrease of 4.3% when comparing 2023 YTD to 2024 YTD). Ms. Ross then discussed the ridership trends for December 2024. She noted that passenger trips totaled 152,257 and there were 9.3 customers per service hour. Ms. Ross stated that overall ridership comparing December 2024 to November 2024 decreased by 11.6%, overall ridership comparing December 2024 to December 2023 decreased by 11.4%, and overall ridership comparing 2024 YTD to 2023 YTD increased by 2.2%. She stated that Tel-A-Ride ridership for December 2024 was 4,068 (a decrease of 5.3% when comparing 2023 YTD to 2024 YTD). Ms. Ross discussed OnDemand trips for November and December 2024, noting that the total ridership for November was 3,679 passengers between both Uber and Lyft. The trip cost averaged \$12.22, higher than October's average of \$12.05 and that 39% of the overall rides were from Tel-A-Ride passengers. She then discussed OnDemand trips for December noting that the total ridership was 3,806 passengers between both Uber and Lyft. December's trip cost averaged \$10.99 and 41% of the overall rides were from Tel-A-Ride customers. Ms. Ross and Mr. Mitchum addressed questions and comments. The Board of Directors received the Ridership Report as information.

8. Executive Director's Report – Ron Mitchum

Ron Mitchum, Executive Director, noted that staff is preparing to issue the Comprehensive Operational Analysis RFP and he updated the Board on the City of North Charleston's Planning Grant for the Durant Overpass approval. Mr. Mitchum stated that the Dorchester Road TSP project is moving forward and staff is evaluating some potential opportunities to improve service at the transit mall as well as expand HOP services. He stated that the LCRT Right of Way project is underway and there are no major issues to date. LCRT Utility coordination is also underway. Mr. Mitchum announced that the FTA PMOC will be in town next month for an in-person meeting and the auditor should be here during the March meeting to present the audit. Mr. Mitchum addressed questions and comments. The Board of Directors received the Executive Director's Report as information.

9. Other Business, If Any

There was no further business to discuss.

10. Public Comments, If Any

There was one Public Comment noted for the record:

- William Hamilton (Best Friends of Lowcountry Transit): Mr. Hamilton announced that Transit Equity Day will be held February 4th. He noted that Best Friends of Lowcountry Transit will continue to promote Transit Equity Day and the pancake breakfast events as well as preparing outreach to senators and congressmen regarding transit funding.

11. Executive Session – Legal Matters

***Mayor Haynie made a motion that the Board of Directors convene into Executive Session.
Mr. Boykin seconded the motion. The motion was unanimously approved.
Non-Board Members, Guests and Non-Essential Staff Members were excused.***

***Mr. Lahm made a motion to reconvene the Board of Directors meeting.
Mr. Brinson seconded the motion. The motion was unanimously approved.
Chairman Seekings reconvened the Board of Directors meeting noting that no action was taken
related to legal and/or contractual matters discussed during Executive Session.***

12. Board Comments, If Any

Councilman Wehrman thanked the Nominating Committee and the Board of Directors for the opportunity to serve as Vice Chairman. He stated he is honored to serve in that capacity and is looking forward to continuing to serve on the Board of Directors.

13. Adjourn

Chairman Seekings thanked the Board of Directors for their continued dedicated service to the Board and the communities they serve. He stated that the next CARTA Board of Directors meeting will be held on Wednesday, February 19, 2025. There being no further business before the Board, Chairman Seekings adjourned the meeting at 2:16 p.m.

Respectfully submitted,
Kim Coleman