

**CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY  
(CARTA)  
BOARD OF DIRECTORS MEETING  
June 25, 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, June 25, 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; Craig Logan; Pat O'Neil; Christie Rainwater; Michael Seekings; Jimmy Ward; Robert Wehrman

**MEMBERS PRESENT:** Daniel Brownstein; Dwayne Green; Will Haynie; James Lewis; Craig Logan; Pat O'Neil; Michael Seekings; Jimmy Ward; Robert Wehrman

**PROXIES:** Craig Harris for Mayor Belt; Jerry Lahm for Councilman Boykin; Ron Brinson for Mayor Burgess; Robert Somerville for Mayor Cogswell; Peter Dondanville for Councilman Darby

**OTHERS PRESENT:** Andre Taylor (WeDriveU); Elissa Smith (HDR); William Hamilton (Best Friends of Lowcountry Transit); Jack Magner (Coastal Conservation League)

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

**1. Call to Order**

Chairman Seekings called the CARTA Board of Directors Meeting to order at 1:00 p.m. followed by a moment of silence and a quorum determination.

**2. Consideration of Board Minutes: May 21, 2025 Meeting**

***Mr. Brinson made a motion to approve the May 21, 2025 Meeting Minutes as presented.***

***Mayor O'Neil seconded the motion. The motion was unanimously approved.***

**3. Financial Status Report – Robin Mitchum**

Robin Mitchum, Deputy Director of Finance and Administration, presented the financial status report for the period ending April 30, 2025. She noted that, overall, the agency remains in good shape, continues to be in line with the budget at a little over half-way complete for the year, and ended the month with unexpended funds of \$2,589,614. Ms. Mitchum and Mr. Mitchum addressed questions and comments. 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.
- Local Contributions are funds received for shelter and bench construction.

- 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 1986 Chevrolet truck and a 2017 van.
- Miscellaneous Revenue is the sale of scrap metal.

#### **Expenditures:**

- Retiree Benefits include the cost of retiree insurance.
- Supplies include office, facility maintenance and rebranding supplies.
- Printing includes costs of printing passes and brochures.
- 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 include bus wash inspection services, appraisal services and the fire extinguisher inspection at the SuperStop.
- 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. The insurance policy renews January 1. CARTA will add and remove items on the policy throughout the year, but this is the majority of the cost for the fiscal year.
- 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 shelters and benches.
- Security/Cameras & Equipment is the purchase of cameras, radios, access control equipment and AVL equipment.
- Facilities Construction is Shipwatch Square engineering.
- Capital (IT, Facility Repairs, Maint.) is the purchase of bike racks, a Genfare vault, Genfare controller modules and the SuperStop HVAC replacement.

Ms. Mitchum reviewed the activity of the OnDemand Program as of April 30, 2025. She noted that the FY25 total cost is \$294,369 at 100% completion. The Board of Directors received the Financial Status Report and the OnDemand Program Activity Report as information.

**4. FY2025 Budget Revision – Request for Approval – Robin Mitchum**

Ms. Mitchum presented the FY2025 Budget Revision. She reviewed the line-item revisions in detail and stated that the budget will continue to be monitored to ensure revenues and expenditures remain aligned. Ms. Mitchum noted that staff will make recommended revisions as necessary. Ms. Mitchum addressed questions and comments.

***Mr. Brownstein made a motion to approve the FY2025 Budget Revision as presented.  
Mr. Wehrman seconded the motion. The motion was unanimously approved.***

**5. FY2026 Proposed Budget – Request for Approval – Robin Mitchum**

Ms. Mitchum presented the FY2026 Proposed Budget. She reviewed, in detail, the proposed line-item changes in revenue, expenditures and capital expenditures. Ms. Mitchum stated that the budget will continue to be monitored to ensure revenue and expenditures remain aligned and that revisions will be recommended as necessary. She noted that the proposed budget will be presented to member governments for their approval during their respective Finance Committee and Council meetings. The FY2026 Proposed Budget will then be presented to the Board of Directors for final approval. Chairman Seekings explained the budget process to the newer Board Members and commended Ms. Mitchum and the Finance Staff for their dedicated work on the budget.

***Mr. Logan made a motion to approve the FY2026 Proposed Budget as presented.  
Mr. Brownstein seconded the motion. The motion was unanimously approved.***

**6. Project Updates – Andrea Kozloski**

Andrea Kozloski, Deputy Director of Operations and Support, discussed the Project Updates report regarding the following projects: Service Planning Initiatives; CARTA Comprehensive Operational Analysis (COA); 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. In the interest of time, she stated that a detailed report on each project is included in the agenda packet and encouraged Board Members to contact her with any questions or comments. Ms. Kozloski noted that Sharon Hollis, Principal Planner and LCRT Project Manager, will be available after the meeting to address any questions,

comments or concerns regarding the LCRT project that Board Members may have. She also noted that work continues with MUSC regarding parking endeavors. Ms. Kozloski then delivered a report regarding upcoming events and activities noting the following dates: Teen Wellness Summit (6/14); College of Charleston Orientation Sessions (6/16, 6/19, 6/23); Dump the Pump (6/17); Juneteenth Family Event (6/21); North Charleston Farmers Market (6/26); and CARTA Night at the Riverdogs (6/29). She delivered an update regarding the Beach Reach shuttle service, noting positive results. Ms. Kozloski discussed CARTA Amenities, noting the shelters and benches in progress and stating that 41 new solar lights have been installed. She stated that there will be a ribbon-cutting ceremony for the new Azalea shelters later in the year. Ms. Kozloski highlighted Antwaine Meggett, Road Supervisor. Mr. Meggett started employment three years ago as a bus driver. He was promoted to dispatcher and now serves as Road Supervisor. Mr. Meggett continues to be dedicated and has an outstanding work ethic. Ms. Kozloski also highlighted Melissa Graham, Fixed-Route Bus Operator. Ms. Graham received commendations stating she is always kind and polite to the passengers, she always greets riders with a smile and is willing to help whenever she can and that she handles her bus very well. Ms. Kozloski delivered information regarding the Transit App, noting that 909 new CARTA riders were welcomed aboard as they downloaded the app for the first time, a total of 8,049 riders have opened the app and they opened the app 463,038 times. An average weekday had 1,808 riders opening the app. She also noted that 9,438 GO trips were started by riders to receive step-by-step navigation while helping to improve real-time vehicle locations. Ms. Kozloski addressed questions and comments. The Board of Directors received the Project Updates and the Upcoming Activities & Events Report as information.

#### **7. Ridership Report – Megan Ross**

Megan Ross, Transit Planner, presented the Ridership Reports for May 2025. She noted that passenger trips totaled 253,556 and there were 14.5 customers per service hour (14.8 last month). Ms. Ross stated that overall ridership comparing May 2025 to April 2025 decreased by 2.79%, noting that the slight decrease is a trend due to school being out and the Memorial Day holiday. She stated that Tel-A-Ride ridership for May 2025 was 4,413 (a decrease of 15.9% when comparing 2024 YTD to 2025 YTD). Ms. Ross reviewed safety trends for May 2025 noting that there were four preventable accidents which involved fixed objects (all on fixed-route vehicles). There were also 3 non-preventable accidents. She discussed complaints and commendations regarding Customer Service for the month of May noting that there were 10 complaints (missed service/running early/passed up passengers) and there were three commendations. Ms. Ross reviewed On-Time Performance noting that the fixed-route on-time performance for the month of May was 71.2%. The on-time performance for paratransit was 87%. She noted that missed trips for May 2025 resulted in 282.52 service hours missed, which was 1.29% of total scheduled monthly revenue hours. Ms. Ross discussed paratransit services in detail regarding the breakdown of total passengers, which was 4,294, total trips requested, no-shows and cancellations, the average ride length and distance as well as on-time performance, which was 87%. Ms. Ross then discussed OnDemand trips for May 2025, noting that the ridership for the month was 3,955 passengers between both Uber and Lyft. The trip cost averaged \$11.24, higher than April's average of \$12.41 and that 48% of the overall rides were from Tel-A-Ride passengers. Ms. Ross addressed questions and comments. The Board of Directors received the Ridership Report as information.

#### **8. Executive Director's Report – Ron Mitchum**

Mr. Mitchum noted that work continues with the SCDOT regarding the OPT's plan for the agency to forfeit state funding in order to double federal funding. They are working on plans to push forward in order to honor their commitment. Mr. Mitchum also updated the Board of Directors on the LCRT Risk Assessment which is ongoing beginning yesterday and throughout today. No major issues have been identified and the project is progressing to 100%. He noted that work continues with Charleston County in an effort to get their proposal for the 2026 sales tax referendum with hopes to increase funding designated for transit. Mr. Mitchum

thanked Councilman Wehrman for his support during the County Council meeting last night. He updated the Board of Directors regarding Dorchester Road's TSP project noting that the project is close to execution. Mr. Mitchum briefed the Board of Directors on the Shipwatch Square Transit Center. He noted that even though TOD Phase III has been delayed, he still expects to receive grant awards and be allowed to move forward. He stated that he will comment on additional matters during Executive Session and 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 Comments noted for the record:

- William Hamilton (Best Friends of Lowcountry Transit): Mr. Hamilton noted that Best Friends of Lowcountry Transit will continue to promote the Beach Reach shuttle service at various community events. He thanked the Board of Directors for their efforts and leadership regarding public transit.

**11. Executive Session – Legal/Contractual Matters**

***Mr. Brinson 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. Ward made a motion to reconvene the Board of Directors meeting.***

***Mr. Green 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/contractual matters discussed during Executive Session.***

**12. Board Comments, If Any**

There was no further business to discuss.

**13. Adjourn**

Chairman Seekings announced that the next CARTA Board of Directors meeting will be held on July 23<sup>rd</sup> as opposed to the usual third Wednesday of the month. He thanked the Board of Directors for their continued dedicated service to the CARTA Board of Directors and the communities they serve. There being no further business before the Board, Chairman Seekings adjourned the meeting at 1:52 p.m.

Respectfully submitted,  
Kim Coleman