

**CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY
(CARTA)
BOARD OF DIRECTORS MEETING
July 23, 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, July 23, 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: Joe Boykin; Daniel Brownstein; Will Haynie; James Lewis; Pat O'Neil; Michael Seekings; Robert Wehrman

PROXIES: Craig Harris for Mayor Belt; Ron Brinson for Mayor Burgess; Robert Somerville for Mayor Cogswell; Jerry Lahm for Councilman Darby; Chief Gebhardt for Mayor Rainwater

OTHERS PRESENT: Elissa Smith (HDR); Tom Hiles (WSP); Marissa Cottrell (WSP); Andrew Fisher (STV); Andre Taylor (WeDriveU); Jason Woznac (WeDriveU); Angela Gordon (SCDOT); Steve Sherrer (RATP Dev); Ibrahima Toure (RATP Dev); Robert Smith (RATP Dev)

STAFF PRESENT: Ron Mitchum; Andrea Kozloski; Robin Mitchum; Megan Ross; Matthew Spath; Jason McGarry; Kim Coleman; Transit/Transportation Planning Interns: Jack Jemison; Graham Glaab; Anaya Chandler

1. Call to Order

Chairman Seekings called the CARTA Board of Directors Meeting to order at 1:02 p.m. followed by a moment of silence and a quorum determination. Chairman Seekings announced that an Executive Session will be held during the beginning of today's Board of Directors meeting.

2. Consideration of Board Minutes: June 25, 2025 Meeting

Mr. Brownstein made a motion to approve the June 25, 2025 Meeting Minutes as presented.

Mr. Boykin seconded the motion. The motion was unanimously approved.

3. Executive Session – Legal and Contractual 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. Lewis made a motion to reconvene the Board of Directors meeting.

Mr. Boykin 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.

4. Financial Status Report – Robin Mitchum

Robin Mitchum, Deputy Director of Finance and Administration, presented the financial status report for the period ending May 31, 2025. She noted that, overall, the agency remains in good shape and ended the month with unexpended funds of \$2,812,077. 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 and the Annual Audit.
- 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 most 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 May 31, 2025. She noted that the FY25 total cost is \$353,537 with a balance of \$59,168. The Board of Directors received the Financial Status Report and the OnDemand Program Activity Report as information.

5. Fixed Route and Paratransit Rate Increase – Request for Approval

Ron Mitchum, Executive Director, discussed the Fixed Route and Paratransit Rate Increase. He noted that staff is requesting approval to amend contract #CARTA2023-01 for Management, Operations and Maintenance Services for Fixed Routes and Paratransit. The contract was awarded on July 1, 2023 as a three-year contract with seven options to renew annually. The Contractor, We Drive U, is requesting an increase in their hourly service rate for fixed route and paratransit services for July 1, 2025 – June 30, 2026. Mr. Mitchum discussed the proposed increase in the hourly rate as well as the current rate in detail.

Mr. Wehrman made a motion to approve the Fixed Route and Paratransit Rate Increase as presented. Mr. Brownstein seconded the motion. The motion was unanimously approved.

6. Comprehensive Operational Analysis (COA) and Strategic Implementation Plan – Request for Approval

Mr. Mitchum presented the Comprehensive Operational Analysis (COA) and Strategic Implementation Plan. He noted that during the June 25, 2025 CARTA Board of Directors meeting, the CARTA Board approved the request to negotiate a scope/schedule/fee with Nelson/Nygaard Consulting Associates for development of the Comprehensive Operational Analysis (COA) and Strategic Implementation Plan. Mr. Mitchum stated that staff is now requesting approval to enter into a contract with Nelson/Nygaard Consulting Associates for a cost not to exceed \$591,710.00. Mr. Mitchum addressed questions and comments.

Mr. Brinson made a motion to approve the Comprehensive Operational Analysis (COA) and Strategic Implementation Plan as presented. Mr. Boykin seconded the motion. The motion was unanimously approved.

7. CARTA Management, Operations and Maintenance Services: Fixed Route and Paratransit – Request for Approval

Mr. Mitchum discussed CARTA's Management, Operations and Maintenance Services for fixed routes and paratransit. He noted that the Management, Operations and Maintenance Services: Fixed Route and Paratransit Selection Committee met on July 2, 2025 and reviewed four proposals. The proposals were received from Keolis Transit Services, MV Transportation, Inc., RATP Dev USA, Inc. and Transdev Services, Inc. Shortlist interviews were conducted with Keolis Transit Services, RATP Dev USA, Inc. and Transdev Services, Inc. Staff is requesting approval to award a contract to RATP Dev USA, Inc. for Management, Operations and Maintenance Services: Fixed Route and Paratransit based upon the overall score sheet rankings.

***Mr. Boykin made a motion to approve CARTA Management, Operations and Maintenance Services: Fixed Route and Paratransit as presented. Mayor O'Neil seconded the motion.
The motion was unanimously approved.***

8. 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; 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 delivered a report regarding upcoming events and activities noting that public engagement continues by CARTA staff participating in ongoing orientation sessions at the College of Charleston and at the North Charleston Farmers Market. She delivered an update regarding the Beach Reach shuttle service, noting positive results and that media promotion continues. She acknowledged the Mt. Pleasant Town Centre noting that they have been very helpful with distributing promotional material. Ms. Kozloski discussed CARTA Amenities, noting the shelters and benches in progress and stating that 41 new solar lights have been installed. She shared photos from the CARTA Night at the Riverdogs and noted that the event was extremely successful. Ms. Kozloski highlighted Quincin Hamilton, Fixed Route Operator. Mr. Hamilton started employment in 2011 and has won many local, state and regional awards in the SC Transportation Rodeos. He gives credit to his grandchildren who were cheering him on! Mr. Hamilton has worked in transportation since 1987, first at CSX Intermodal and then Norfolk Southern Railway as a crane operator until 1991. Mr. Hamilton is family man and goes above and beyond helping his customers and fellow co-workers. Mr. Hamilton is a true team player! Ms. Kozloski delivered information regarding the Transit App, noting that 1,123 new CARTA riders were welcomed aboard as they downloaded the app for the first time; a total of 7,420 riders have opened the app, and they opened the app 420,682 times. An average weekday had 1,720 riders opening the app. She also noted that 9,369 GO trips were started by riders to receive step-by-step navigation while helping to improve real-time vehicle locations. Ms. Kozloski stated that 4,382 tickets were sold in June at a value of \$9,651. The Board of Directors received the Project Updates and the Upcoming Activities & Events Report as information.

9. Ridership Report – Megan Ross

Megan Ross, Transit Planner, presented the Ridership Reports for June 2025. She noted that passenger trips totaled 239,465 and there were 14.0 customers per service hour (14.5 last month). Ms. Ross stated that overall ridership when comparing June 2025 to May 2025 decreased by 5.6%, noting that the trend is typical with schools being out of session. She stated that Tel-A-Ride ridership for June 2025 was 4,102 (a decrease of 14.8.9% when comparing 2024 YTD to 2025 YTD). Ms. Ross reviewed safety trends for June 2025 noting that there were seven preventable accidents which involved fixed objects (all on fixed-route vehicles). There were

also 11 non-preventable accidents. She discussed complaints and commendations regarding Customer Service for the month of June noting that there were 8 complaints (late/missed service) and there were no commendations. Ms. Ross reviewed On-Time Performance noting that the fixed-route on-time performance for the month of June was 74.2% and the on-time performance for paratransit was 86%. She noted that missed trips for June 2025 resulted in 179.72 service hours missed, which was 1.04% of total scheduled monthly revenue hours. Ms. Ross discussed paratransit services in detail regarding the breakdown of total passengers, which was 4,102 total trips requested. There were 226 no-shows and 802 cancellations. The average ride length was 28.77 and the average ride distance was 9.44. The on-time performance was 86%. Ms. Ross then discussed OnDemand trips for June 2025, noting that the ridership for the month was 3,588 passengers between both Uber and Lyft. The trip cost averaged \$9.45, lower than May's average of \$11.24 and 47% 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.

10. Executive Director's Report – Ron Mitchum

Mr. Mitchum noted that the Mt. Pleasant Street project continues to experience delays. Currently, the delay is related to underground drainage pipes as they are extremely old and will need to be revised in order to accommodate the project. He briefed the Board on the Shipwatch Square Transit Center project, noting that he is waiting on the discretionary grant that went to Washington, DC for review. Mr. Mitchum received an email from FTA Headquarters this morning stating that if he would like to request a propulsion change associated with battery-operated vehicles, he would be able to do so. If there is no objection from the Board, Mr. Mitchum will submit a request for the propulsion change from battery-electric to diesel vehicles if CARTA is awarded the discretionary grant. The Board of Directors received the Executive Director's Report as information.

11. Other Business, If Any

There was no further business to discuss.

12. Public Comments, If Any

There were no public comments.

13. Board Comments, If Any

Chairman Seekings announced that the first view of the MUSC Master Plan will rollout Friday. This will give CARTA the opportunity to integrate further transit options. He noted that the City of Charleston and Charleston County are in the process of finalizing a Letter of Intent to enter into an MOU regarding the sale of the Morrison Drive property that was the former HOP lot. Discussion was held regarding the LCRT project regarding recent presentations concerning Dominion Energy and the movement of utilities along the LCRT corridor. Chairman Seekings and Mr. Mitchum addressed questions and comments.

14. Adjourn

Chairman Seekings thanked the Board of Directors for their continued dedicated service to the CARTA Board of Directors and the communities they serve. He noted that the next CARTA Board of Directors meeting will be held on August 20, 2025. There being no further business before the Board, Chairman Seekings adjourned the meeting at 2:02 p.m.

Respectfully submitted,
Kim Coleman