

**CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY
(CARTA)
BOARD OF DIRECTORS MEETING
April 15, 2026
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, April 15, 2026.

MEMBERSHIP: Brad Belt; Joe Boykin; Daniel Brownstein; Reggie Burgess; William Cogswell; Henry Darby; Christopher Emde; 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; Christopher Emde; Dwayne Green; Brandon Hudson; James Lewis; Craig Logan; 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; Lt. Reyes for Mayor Rainwater

OTHERS PRESENT: Marissa Cottrell (WSP); Bob Milhous (Robert E. Milhous, CPA, PA & Associates); Richard Mitchell (RATP Dev); Jacob Gamble (Charleston Metro Chamber of Commerce); Elissa Smith (HDR); Tom Hiles (WSP); Robert Flagler (HNTB); Brooke Siegrist (HNTB); Daniel Brock (HNTB); William Hamilton (Best Friends of Lowcountry Transit); News Media Personnel

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. Chairman Seekings welcomed and introduced new CARTA Board Member, Christopher Emde. Councilman Emde is with the City of North Charleston.

2. Consideration of Board Minutes: March 25, 2026 Meeting

***Mr. Green made a motion to approve the March 25, 2026 Meeting Minutes as presented.
Mr. Lahm 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 month ending February 28, 2026. Ms. Mitchum stated that, overall, the agency remains in good shape and ended the month with unexpended funds of \$561,905. She noted that the Statement of Revenues and Expenditures as well as the Balance Sheet, and information for the OnDemand Program are included in the Board Meeting Agenda Packet. Ms. Mitchum provided a brief overview of the following activities for FY2026 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.
- Miscellaneous revenue is the sale of scrap metal and lost & found cash.

Expenditures:

- Retiree Benefits include the cost of retiree insurance.
- Supplies include office, facility maintenance and signage supplies.
- Printing includes costs of printing passes and map brochures.
- Automotive is the cost to service the 2018 Ford F-150 and replace an engine in the Dodge Ram.
- Office Equipment Rental includes the monthly battery lease for the electric buses.
- Office Equipment Maintenance (OEM) includes Swiftly real time passenger predictions, Swiftly GPS Playback, Swiftly on-time performance, Swiftly run-times service, 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, SC Works 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 lot, the Radio Shop at Leeds Avenue, Medcom Street and the charging stations at Leeds Avenue.
- Auditing is the cost of the FY2025 GASB 75 actuary.
- OnDemand Program is customer transportation cost for same-day service through independent rideshare.
- Other Professional Services include underground utility tank inspections.
- 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 and RATP Dev USA, Inc.
- 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 SuperStop and at the Mary Street bus stop.
- Vehicle Maintenance is the cost to maintain the fleet and repair the Proterra electric fleet.
- Facility Repair & Maintenance is the cost to maintain facilities. Facility repairs include bus wash repairs.
- 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 and RATP Dev, USA. Inc.
- Interest is the interest on the Melnick Park & Ride loan.

Capital Expenditures:

- Capital (IT, Facility Repairs/Maint.) is the purchase of bike racks, shelving for inventory storage, tablets for the AVL system, a video server replacement at Leeds Avenue, facility engineering for Shipwatch Square and the vehicle lift equipment.

Ms. Mitchum discussed the OnDemand Program, noting that it is 92% complete for FY2026. The Board of Directors received the Financial Status Report and the OnDemand Program Activity Report as information.

4. FY2025 Audit Presentation – Robert E. Milhous, CPA

Chairman Seekings introduced and welcomed Robert Milhous of Robert E. Milhous, CPA, PA & Associates. Mr. Milhous presented the Audit Report for the period ending September 30, 2025. He noted that all financial records were in order and in compliance with Government Auditing Standards. Mr. Milhous discussed the Auditor's Unmodified Opinion and Management's Discussion and Analysis. He delivered a detailed overview of the Financial Statements. Mr. Milhous discussed the Supplementary Federal Financial Assistance Reports and addressed questions and comments. Chairman Seekings thanked Mr. Milhous for his report and acknowledged the Board, management and staff regarding another good audit. He stated that in his 17 years of service on the CARTA Board of Directors, this is the best position CARTA has been in to date. The Board of Directors received the FY2025 Audit Presentation as information.

5. Procurement Policy Amendment – Request for Approval

Ron Mitchum, Executive Director, presented the Procurement Policy Amendment. He noted that Federal Procurement Standards require that contractors who develop or draft specifications, requirements, statements of work or solicitations be excluded from competing on those same procurements to ensure objective contractor performance and eliminate unfair competitive advantage. If approved, the Procurement Policy will be updated to include a statement regarding the Federal Procurement Requirement. In addition, the current Procurement Policy requires Board approval for procurements exceeding \$50,000. Staff is requesting approval to increase the Executive Director's procurement approval authority to \$100,000. If approved, this amendment will allow for more timely procurement approvals while maintaining appropriate oversight and Board visibility consistent with the Procurement Policy. Mr. Mitchum addressed questions and comments.

Mr. Brinson made a motion to approve the Procurement Policy Amendments as presented.

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

6. Battery Electric Bus Charge Management Software – Request for Approval

Mr. Mitchum presented the Battery Electric Bus Charge Management Software request. He noted that CARTA is requesting approval to amend the ChargePoint, Inc.-Battery Electric Bus Charge Management Software contract #CARTA2023-04 for an additional year pursuant to the renewal terms outlined in the contract. The contract was awarded on May 1, 2024 as a one-year contract with four options to renew annually. If approved, this amendment will extend the contract through May 1, 2027 and the price shall not exceed \$72,755. Mr. Mitchum addressed questions and comments.

Mayor O'Neil made a motion to approve the Battery Electric Bus Charge Management Software request as presented. Chairman Boykin seconded the motion. The motion was unanimously approved.

7. Beach Reach Service – Request for Approval – Megan Ross

Megan Ross, Transit Planner, discussed the Beach Reach Service. She noted that, in response to the public's request for service to the beach, CARTA implemented a seasonal weekend shuttle between the Town of Mt. Pleasant and the City of Isle of Palms. Along with weekend service, the route also ran during summer holidays (including Memorial Day, Independence Day and Labor Day). The service was promoted via press conferences, media ride-a-longs, social media advertisements and other various methods. Ms. Ross presented detailed information regarding the past five seasons of the service, including ridership trends and the cost per season. The Town of Mt. Pleasant, the City of Isle of Palms and CARTA agreed that the cost would be divided among the three entities for the route to be fully funded. Town Centre in Mt. Pleasant is also allowing passengers to park for free in designated parking spots. Ms. Ross noted that for the 2026 season, staff would like to include Fridays in addition to the weekend and summer holidays service. She detailed staff's projection of the cost for the regular 2026 season as well as the cost projection including operating on Fridays. It was noted that staff's cost projection for the regular 2026 season would be approximately \$38,307 and staff's cost projection with the schedule including Friday service would be approximately \$54,861. Ms. Ross addressed questions and comments.

***Mr. Brownstein made a motion to approve the Beach Reach Services request as presented.
Mr. Lewis seconded the motion. The motion was unanimously approved.***

8. Project Updates – Andrea Kozloski

Andrea Kozloski, Deputy Director of Operations and Support, delivered a presentation regarding upcoming events and activities noting the following: MUSC Senior Expo (April 1st); MUSC Earth Day (April 16th); CARTA ParaTRAC & TRAC meeting (April 16th); Ferndale Community Event (April 18th); Earth Day-Free Ride Day (April 22nd); MUSC/College of Charleston/CARTA Town Hall Meeting (April 22nd); Beach Reach Kick-Off Press Conference (May 21st at 11am on the IOP); Fiesta on the Peninsula (May 23rd); Senior Free Ride Day (May 27th); Dump the Pump-Free Ride Day (June 18th); Lowcountry Juneteenth Family Festival (June 20th); North Charleston Farmers Market (multiple dates); Light the Night (date is TBD); College of Charleston Orientations (multiple dates). Ms. Kozloski presented slides depicting the MUSC Senior Expo, the Latin Taste, and the Black Expo. She discussed the upcoming Community Open Houses for regional transit updates noting the locations, times and dates for in-person meetings as well as the timeframe for the virtual on-demand meeting. Ms. Kozloski presented slides depicting new bus wrap advertisements, the 30 foot, 25-passenger van pool buses, as well as two team-member spotlights. Commendations were received from a grateful rider recognizing bus operator Alicia V. regarding Alicia's excellent customer service skills and her concern for each rider. Operations Dispatcher, Brandon Maybank, was also highlighted. Mr. Maybank has been an Operations Dispatcher since May 2017 and has proven to be a committed leader. In his current role, he oversees daily functions, ensures facility standards are met and maintains a safe and efficient transit environment. Ms. Kozloski discussed CARTA Amenities, noting the shelters and benches in progress. She stated that a total of 179 bus stop-mounted solar lights have been installed as well as a total of 75 shelter-mounted solar lights installed. There have been 582 newly branded signs installed, which marks the half-way point of this project. Ms. Kozloski delivered information regarding the Transit App, noting that 1,345 new CARTA riders were welcomed aboard as they downloaded the app for the first time. A total of 8,994 riders opened the Transit App during the month and an average weekday had 2,156 riders opening the Transit App. She noted that 11,380 GO trips were started by riders to receive step-by-step navigation while helping to improve real-time vehicle locations. In addition, there were 595 new subscribers to service alerts during March. Ms. Kozloski stated that users purchased tickets during the month of March which valued \$31,762. She noted that the most purchased pass was the one-trip ticket and the most popular routes were Route 10 and Route 12. In

addition to the Upcoming Events/Activities updates, also included in the Board Meeting Agenda Packet are the Project Updates. Board Members were encouraged to contact staff with questions, comments or concerns regarding the Project Updates report. Mr. Lewis thanked Ms. Kozloski for her comprehensive report on the valuable services CARTA offers. The Board of Directors received the Upcoming Activities and Events and the Project Updates reports as information.

9. Ridership Report – Megan Ross

Ms. Ross presented the Ridership Report for March 2026. She noted that, for fixed-route ridership trends, passenger trips totaled 239,273 and there were 14.3 customers per service hour. Ms. Ross reviewed safety trends for March noting that there was one preventable accident which was on a fixed-route vehicle. There were also five non-preventable accidents. She discussed complaints and commendations regarding Customer Service for the month of March, noting that there were 21 complaints (missed/late service and unsafe driving) and there were seven commendations. Ms. Ross reviewed On-Time Performance, noting that fixed-route on-time performance for the month of March was 68.4% and on-time performance for paratransit was 89.8%. She discussed paratransit services in detail for the month of March regarding the breakdown of total passengers, which was 4,594. There were 241 no-shows and 1,795 cancellations. The average ride length was 29.39 minutes and the average ride distance was 9.72 miles. The on-time performance was 89.8%. She then discussed OnDemand trips for March noting that ridership for the month was 4,723 passengers between both Uber and Lyft. The trip cost averaged \$12.13, which was an increase from February's average cost of \$10.50. Ms. Ross stated that 44% of the overall rides were from Tel-A-Ride passengers. Ms. Ross and Ms. Mitchum addressed questions and comments. The Board of Directors received the Ridership Report as information.

10. Executive Director's Report – Ron Mitchum

Mr. Mitchum delivered updates regarding the upcoming Carolina Day noting that staff is working through matters regarding possible transit service. He stated that the LCRT's FTA/Project Management Oversight Consultant Risk Workshop went well last week. Mr. Mitchum stated that bid documents for the Shipwatch Square project are out. He updated the Board on the Mt. Pleasant Street Park & Ride site regarding stormwater matters, noting that work continues. Mr. Mitchum briefed the Board on the Union Pier HOP Lot project, the Visitor's Center Garage, and the Dorchester TSP pilot project with the SCDOT. He discussed the APTA Legislative Conference noting he expects the budget will not be as robust as in the past but is hopeful it will remain stable. Mr. Mitchum addressed questions and comments. The Board of Directors received the Executive Director's Update as information.

11. Other Business, If Any

There was no further business to discuss.

12. Public Comments, If Any

There was one Public Comment noted for the record:

- William Hamilton (Best Friends of Lowcountry Transit): Mr. Hamilton acknowledged the 50th Anniversary of the DASH service. He noted that Best Friends of Lowcountry Transit will continue to support and promote the Beach Reach Shuttle by distributing post cards advertising the service. He thanked the Board of Directors for their efforts regarding Carolina Day and noted celebrating Rosa Parks on May 4th.

13. Executive Session – Legal and Contractual Matters

An Executive Session was not needed during today's Board of Directors meeting.

14. Board Comments, If Any

There was no further business to discuss.

15. Adjourn

Chairman Seekings recognized and thanked Charleston County regarding Council's approval to pass a Resolution acknowledging their approval of the condemnation proceedings regarding the Park & Ride site identified at the Exchange Club Fairgrounds. He acknowledged Charleston County Chairman Boykin and Councilmembers Darby and Wehrman for their support and assistance with the matter. Chairman Seekings stated that he recently attended an event that US Secretary of Transportation Sean Duffy attended. He noted that Secretary Duffy delivered positive remarks regarding the LCRT project. Chairman Seekings thanked the Board Members for attending today's meeting as well as for their continued service to the CARTA Board of Directors and the communities they serve. The next Board of Directors meeting will be held on May 20th. There being no further business before the Board, Chairman Seekings adjourned the meeting at 2:00 p.m.

Respectfully submitted,
Kim Coleman