



CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY

CARTA BOARD MEETING

July 19, 2017
1:00 PM

Lonnie Hamilton III Public Service Building
4045 Bridgeview Drive, Room B-225
North Charleston, SC 29405

AGENDA

1. Call to Order
2. Consideration of Board Minutes –June 21, 2017 Meeting
3. Financial Status Report – Robin Mitchum
4. Purchase of Modular Building – Request for Approval
5. Submission of Grant application for Bus and Bus Facility Funding – Request for Approval
6. Submission of Grant Application for VW settlement funds for bus replacement – Request for Approval
7. Project Status Report
 - a. Intermodal Facility Project
 - b. North Charleston Park and Ride
 - c. Regional Park and Ride Study
 - d. Farebox Management System Implementation
 - e. Swiftly App Implementation
8. Marketing/Outreach Report
9. Executive Director's Report
10. Other Business, If Any
11. Public Comments, If Any
12. Board Comments, If Any
13. Adjournment

*Please note that the next **regularly scheduled** meeting of the CARTA Board will be WEDNESDAY, August 16, 2017 in Room B-225 of the Lonnie Hamilton III Public Service Building, 4045 Bridgeview Drive, North Charleston, SC 29405. Notice, including agenda documentation, will be sent to Board Members in advance of the meeting, as well as posted on www.ridecarta.com.*

CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
June 21, 2017

The Charleston Area Regional Transportation Authority (CARTA) Board of Directors met on Wednesday, June 21, 2017, at the Lonnie Hamilton III Public Service Building located at 4045 Bridgeview Drive, Room B-225 in North Charleston, South Carolina.

MEMBERSHIP: Ed Astle; Mary Beth Berry; Marty Bettelli; Michael Brown; Alfred Harrison; James Lewis; Brad Morrison; Minnie Newman; Pat O'Neil; Linda Page; Vic Rawl; Dickie Schweers; Michael Seekings; Elliott Summey; Keith Summey; John Tecklenburg; Craig Weaver

MEMBERSHIP PRESENT: Ed Astle; Mary Beth Berry; Marty Bettelli; Michael Brown; Pat O'Neil; Linda Page; Michael Seekings

PROXIES: Dennis Turner for Minnie Newman; Keith Benjamin for John Tecklenburg; Warwick Jones for Dickie Schweers; Jerry Lahm for Elliott Summey; Adam McConnell for Keith Summey

STAFF PRESENT: Ron Mitchum; Andrea Kozloski; Robin Mitchum; Michelle Emerson; Sharon Hollis; Kim Coleman; Tripp Windham

OTHERS PRESENT: Amy Jenkins (MGC); Jeff Webster (Rawle Murdy & Associates); David Bonner (Transdev); Steve Dudash (Thomas & Hutton); Latesha Grant (Campbell Consulting Group); William Hamilton (public); Media Personnel (Channel 5 News)

1. Call to Order

Chairman Seekings called the CARTA Board Meeting to order at 1:20 p.m. He then introduced the City of Charleston's newly hired Director of Traffic and Transportation, Keith Benjamin.

2. Consideration of Board Minutes – May 17, 2017 Meeting

Mr. Jones made a motion to approve the May 17, 2017 Meeting Notes as presented and Mr. Bettelli seconded the motion. The motion was unanimously approved.

3. Executive Session – Operational Contractual Matters

Mr. Astle made a motion that the Board convene to Executive Session and Mr. Brown seconded the motion. The motion was unanimously approved. The Board of Directors held Executive Session in a separate meeting room.

4. Action Related to Matters Discussed in Executive Session, If Required

No action related to matters discussed in Executive Session was required.

Mr. Astle made a motion that the Board reconvene the Board Meeting and Mr. Bettelli seconded the motion. The motion was unanimously approved.

5. Financial Status Report – Robin Mitchum

Robin Mitchum, Deputy Director of Finance & Administration, presented the financial status report for the period ending May 31, 2017. Ms. Mitchum noted that revenues and expenditures are in line with the budget and no problems are anticipated. She also noted that the excess of revenues over expenditures totals \$1,758,262. The Board received the financial status report as information.

6. FY17/18 Budget – Request for Approval – Robin Mitchum

Ms. Mitchum presented the FY17/18 Budget. She noted the FY17/18 Budget is approximately 34% or \$10,720,815 increase over the FY16/17 Budget. Ms. Mitchum explained that the majority of the changes in revenue are reflected in federal revenue. This revenue line includes funding for the intermodal facility construction, bus and bus facilities and other capital items. Ms. Mitchum noted the same reasons for the majority of changes in expenditures. She was happy to report that, in this budget, the nearly \$2 million deficit with the intermodal center has been covered. Once the Board approves this budget, the City of North Charleston can move forward with the contractor and construction will begin on the intermodal center. Since we are several months away from the start of the new fiscal year, the budget is subject to revision. Staff will continue to monitor the budget to insure revenues and expenditures remain aligned and will make recommendations as necessary. Ms. Berry requested clarification on the difference in spending for FY17/18 in the Marketing category. Ms. Mitchum explained that the \$60 thousand variance is for the contract with Rawle Murdy & Associates to update the CARTA website which will be completed this year and, therefore, will not rollover to next year. Mr. Jones inquired about the timing of when CARTA would receive funds allocated from Charleston County. Ms. Mitchum and Executive Director, Mr. Mitchum, explained that funding would be received in three phases/programs: 1) Highway Funds; 2) Greenspace; and 3) Transit. Mr. Jones then inquired about opportunities of a portion of sales tax funds being allocated to Park-N-Ride facilities. Mr. Mitchum responded that he received notification from the SCDOT yesterday that CARTA will receive \$150 thousand in discretionary funds that may be spent to look into Park-N-Ride facilities. Mr. Mitchum further explained that a plan is in place to utilize the funds, once they become available, to acquire assets in order to put Park-N-Ride facilities throughout the region into operation. Chairman Seekings noted that the City of Charleston is in the process of identifying some potential areas and it remains a high priority. He also noted that the Board will continue to be updated on the progress. Mr. Mitchum informed the Board that he recently held another meeting with SCDOT Secretary Hall to discuss excess right-of-way properties that could possibly be utilized for future Park-N-Ride facilities. Those facilities, during the occasions when they are not being used as Park-N-Ride lots, may be shared to become evacuation sites, if needed. Chairman Seekings briefly explained the budget process to new Board Members.

Mr. Astle made a motion to approve the FY17/18 Budget as presented and Mr. Jones seconded the motion. The motion was unanimously approved.

7. Automatic Vehicle Locator (AVL) App Contract – Request for Approval

The CARTA Board approved the selection committee's recommendation to negotiate a contract with Swiftly, Inc. on May 17, 2017. CARTA will issue a one-year contract with the option to renew for four consecutive one-year terms. Swiftly, Inc. will deliver all services in accordance with CARTA's requirements outlined in the RFP for \$75,000 annually. A pilot program was conducted with staff and transit ambassadors using the App and was very well received. A brief video was shown depicting an overview of the AVL app features. Mr. Astle inquired if the AVL App can be used for Tel-A-Ride services. Mr. Mitchum replied that, currently, CARTA is focusing on fixed-routes; however, Tel-A-Ride may utilize the App as well.

Mr. Astle made a motion to approve the Automatic Vehicle Locator App Contract as presented and Mayor Page seconded the motion. The motion was unanimously approved.

8. North Charleston Park-N-Ride Facilities – Request for Approval

A. Property Financing/Improvements

Mr. Mitchum noted that construction is well underway at the former site of the Super K-Mart on Rivers Avenue. He presented PowerPoint slides depicting the space where CARTA Park-N-Ride users currently park as well as the greenspace parcel adjacent to the lot. CARTA has been notified that the

approximately 250 cars may park in the designated space until July 15, 2017. Mr. Mitchum discussed potential plans for a shelter including restroom facilities on the site. He noted that BB&T has offered 15-year financing on \$2 million at a fixed interest rate of 2.86% for purchase and improvements. Mr. Mitchum requested Board approval to acquire the greenspace parcel and make necessary improvements in order to continue to provide parking for riders.

Mr. Astle made a motion to approve the North Charleston Park-N-Ride Facilities (Property Financing/Improvements and Temporary Short-Term Parking Lease Agreement) and Mr. Lahm seconded the motion. The motion was unanimously approved.

B. Temporary Short-Term Parking Lease Agreement

Mr. Astle made a motion to approve the North Charleston Park-N-Ride Facilities (Property Financing/Improvements and Temporary Short-Term Parking Lease Agreement) and Mr. Lahm seconded the motion. The motion was unanimously approved.

Chairman Seekings was pleased to report that this purchase will be CARTA's first true real asset on the books. Further discussion was held regarding improvements for the Park-N-Ride site: Mr. Jones inquired about the number of cars the lot would accommodate and Mr. Mitchum replied approximately 250 with room for potential growth; Ms. Berry inquired if a shelter was needed. Chairman Seekings replied that surveys will be sent to determine what needs are desired by the users; however, there are plans for a shelter. Mayor Page commented that regardless of the survey results, the convenience of a shelter, including amenities, projects a positive image for CARTA. Mr. Astle concurred with Mayor Page and commented that appropriate steps would need to be taken to prevent undesired behavior and illegal activities at the Park-N-Ride facility shelter. Mr. Mitchum responded that security cameras would be installed and other actions will be taken for the prevention of such activities. Mr. Lahm commented that due to the amount of apartment complexes in the area, plenty of bicycle racks should be made available. Mr. Thigpen inquired about the timeline of the design work and if consultants have been retained to handle the project. Mr. Mitchum responded that as soon as the loan is closed, the process will begin and that the COG has two on-call consulting firms available for the project.

Mr. Thigpen made a motion to authorize Executive Director Mitchum to move forward with the consulting firms and Mr. Astle seconded the motion. The motion was unanimously approved.

9. Bus Rapid Transit (BRT) Project Update – Presentation – Sharon Hollis

Sharon Hollis, Principal Planner, presented the Bus Rapid Transit Project NEPA and Federal Process. Ms. Hollis discussed the timeline of local planning (2014-2016), program planning (2016-2018), capital investment grant program – project development (2018-2020) and engineering (2021-2023), and construction (2023-2025). She discussed federal funding for BRT, FTA NEPA class of action and considerations. Mr. Benjamin inquired about what approach will be taken if the New Starts/Small Starts program funding falls through. Ms. Hollis responded that she continues to monitor the programs and will continue to seek grant opportunities. Mr. Benjamin then inquired about field trip opportunities to Washington, DC to promote public engagement; Mr. Mitchum responded that there will be opportunities. Mr. Astle inquired about the timing of ground-breaking for the BRT project and Ms. Hollis replied in the 2023 time-frame. Mr. Jones commented on the funding from sales tax and inquired about increasing COG staff or possibly acquiring professional staff. Mr. Mitchum responded that the COG will increase planning staff as the project progresses and will acquire consultants on an as-needed basis. Mr. Mitchum then introduced Tripp Windham, COG intern, and explained that Tripp is working on distributing information on CARTA to apartment complexes, etc. with the goal of increasing public knowledge about the system, ultimately increasing ridership. Chairman Seekings commented on the branding of "BRT" noting that another name or acronym should be used to refer to the system as it become more well-known in the

region. Mr. Mitchum remarked that branding possibilities are being explored. The Board received the Bus Rapid Transit project update as information.

10. Intermodal Facility Project Update

Mr. Mitchum delivered a brief update on the Intermodal Facility noting that since the funding matters have been resolved with the City of North Charleston, the ground-breaking schedule should be announced soon. Chairman Seekings encouraged Board attendance at the Ground-Breaking Ceremony. The Board received the Intermodal Facility project update as information.

11. Marketing/Outreach Report

Jeff Webster, of Rawle Murdy & Associates, presented the Marketing/Outreach Report. Mr. Webster highlighted media and community outreach, social media updates and upcoming public events and activities. He noted the growth in social media and that The Charleston City Paper, WCBD-TV and social media provided extensive coverage of "Dump the Pump" day. In addition, CARTA bus operator, Charles Frasier, was nominated and confirmed the winner of the FOX 24 Hero of the Lowcountry which resulted in televised segment on May 25th. Also, The Charleston Regional Business Journal covered CARTA Board Member, Alfred Harrison, as being named Transit Board Member of the Year. Mr. Webster provided a detailed list of upcoming activities. Chairman Seekings thanked the individuals involved in the media coverage and special events and activities for their great work in promoting CARTA. The Board received the Marketing/Outreach Report as information.

12. Executive Director's Report

Mr. Mitchum highlighted the following matters:

- The VW settlement funds are becoming available and are being administered by the SC Department of Insurance. We will submit an application for funding of approximately \$10 million to replace older New Flyer models with electric vehicles
- We have submitted two grant applications for the Low-No Emissions and DERA grant programs in order to reduce local funding for vehicle replacement.
- The three additional MIDIs have been ordered and we anticipate receiving them in April of next year.
- Fareboxes are being manufactured and we expect to have them installed before the end of the fiscal year.
- We are in procurement stages for some facility repairs at Leeds Avenue.
- We are working to improve signage.
- The support vehicles have arrived and are now in service.
- We would like to explore the idea with the City of Charleston to allow us to install a donation box at John Street.
- We will work with each jurisdiction regarding installation of facilities as part of the overall construction of new apartment complexes.
- Representative Mark Sanford has introduced Bill H.R. 2391 to amend the Internal Revenue Code of 1986 to phase-out the mass transit account. Mayor Page recommended that the CARTA Board of Directors send a letter, as the BCDCOG Executive Committee has done, to encourage Rep. Sanford to reconsider phasing out mass transit funds and to make him aware of how much our region relies on the funding for the betterment of our community.
- Mr. Mitchum has met with SCDOT Secretary Hall regarding various matters; she remains committed to assisting us with growing and improving the region's transit system.

The Board received the Executive Director's report as information.

13. Other Business, If Any

There was no other business discussed.

14. Public Comments, If Any

There was one public comment: William Hamilton, local attorney and Executive Director of Best Friends of Lowcountry Transit, distributed materials regarding an event to be held on July 1st to promote transit to beaches. He also distributed materials regarding building a better transit system for the Lowcountry and a newsletter on The Best Friend of Lowcountry Transit. Mr. Hamilton noted he walked 4 miles of Rivers Avenue to promote public awareness of the BRT and that his team is currently working on the Sanford Bill issue through an on-line petition, "Up is Good" which is a political action committee.

15. Board Comments, If Any

- Mr. Bettelli commented that we are all here for the same reasons working for the same results and that is to work for the best interests of the citizens in our community.
- Chairman Seekings thanked everyone for attending the meeting today and commended Mr. Mitchum on his hard work. He also thanked the Board members for allowing the delayed start of today's meeting due to a conflict with his schedule.

There were no additional Board comments.

16. Adjourn

There being no further business before the Board, Chairman Seekings adjourned the meeting at 2:40 p.m.

Respectfully submitted,
Kim Coleman



CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Board of Directors

FROM: Robin W. Mitchum, Deputy Director of Finance & Administration

SUBJECT: June 30, 2017 Financial Report Overview

DATE: July 12, 2017

Please find attached the June 30, 2017 Financial Report. Below is a brief overview of the activities for FY17.

Revenues

The budget to actual revenues for the month was below our projections.

- The pass sale revenue fell short of projections. Roper Hospital returned \$42,075 worth of monthly passes they previously purchased. Roper discontinued a program.
- The actual federal revenue includes operating and capital for the year to date.
- The Charleston County EOC revenue is for services provided for Hurricane Matthew evacuations.
- Insurance proceeds are a result of accidents.
- Sale of Assets reflects the proceeds of the sale of five Cut-a-Way buses and two 40-foot express buses on GovDeals. This line item also includes the scrap bus sold to TransDev for \$3,601. We are in the process of selling additional assets which will be reflected in future months.
- Miscellaneous Revenue is payment for a production company's use of an old bus to be used on the set of a movie.

Expenditures

The budget to actual expenditures for the month was mostly on target with our projections with the exception of a few items.

- Office Equipment Maintenance (OEM) is annual renewals. This includes the maintenance renewal of Trapeze route software for para-transit service.
- Contract Services (IGA & Management) is the extensive services provided to CARTA.
- Vehicle Maintenance is the cost to maintain the fleet. We have had to purchase several engines to keep our aging fleet in service.
- Insurance includes the cost of liability insurance provided by the Insurance Reserve Fund. The amount reflected is the bulk once a year renewal invoice. While we will receive premium adjustments throughout the year as we add and remove assets, this amount reflects the bulk of the expenditure for the year.
- Fareboxes exceeded the budget. The total amount of the new farebox system will be \$1,195,921, including the farebox system, installation and training. This system was purchased with \$800,000 of Federal Pass through funds from the BCDCOG's federal planning guide share money.

We expect these items to come back into line since some of these expenses do not occur consistently every month. **Overall, the agency ended the month with an excess of revenue of \$907,104.**

If you have any questions, please contact me at 843-529-0400 ext. 213 or robinm@bcdcog.com.

Amount owed to Transdev as of 6/30/17 is \$1,161,564.99

CARTA
Statement of Revenues & Expenditures
For the Month Ending June 30, 2017

Time elapsed:
75%

| | <u>FY17 Budget</u> | <u>Revision #1 FY17 Budget</u> | <u>Actual</u> | <u>% of Budget</u> |
|-------------------------------|--------------------|------------------------------------|-------------------|------------------------|
| <u>Revenues</u> | | | | |
| Farebox | 2,696,890 | 2,370,254 | 1,787,318 | 75% |
| Passes | 585,388 | 585,388 | 382,714 | 65% |
| COC Shuttle | 452,580 | 452,580 | 345,589 | 76% |
| MUSC | 807,000 | 807,000 | 594,338 | 74% |
| City of Charleston - DASH | 516,600 | 516,600 | 376,380 | 73% |
| City of North Charleston | 1,151,630 | 552,623 | - | 0% |
| Federal | 18,279,154 | 15,401,154 | 6,632,475 | 43% |
| State Mass Transit Funds | 661,636 | 617,440 | 617,440 | 100% |
| Sales Tax - Charleston County | 8,147,000 | 8,147,000 | 6,110,250 | 75% |
| Charleston County EOC | - | 47,316 | 47,316 | 100% |
| Charleston County Intermodal | 1,241,870 | 1,021,377 | - | 0% |
| Advertising | 825,000 | 896,000 | 605,591 | 68% |
| Interest | 300 | 124 | 93 | 75% |
| Insurance Proceeds | - | 75,000 | 86,162 | 115% |
| Sale of Assets | - | 50,000 | 17,207 | 34% |
| Miscellaneous | - | 150 | 1,200 | 800% |
| TOTAL REVENUES | <u>35,365,048</u> | <u>31,540,006</u> | <u>17,604,073</u> | 56% |
| <u>Expenditures</u> | | | | |
| Staff Salaries | 147,327 | 147,327 | 112,038 | 76% |
| Supplies | 15,000 | 15,000 | 10,445 | 70% |
| Printing | 100,000 | 60,000 | 35,767 | 60% |
| Marketing | 70,000 | 70,000 | 55,488 | 79% |
| Automotive | 2,880 | 2,880 | 1,807 | 63% |
| Accounting (Auditing) | 20,000 | 21,250 | 21,250 | 100% |
| Postage | 2,500 | 2,500 | 1,755 | 70% |
| Dues/Publications | 1,100 | 1,100 | 500 | 45% |
| Training/Travel | 2,000 | - | - | N/A |
| Office Equipment Rental | 17,496 | 34,374 | 34,214 | 100% |
| Office Equipment Maintenance | 18,000 | 35,174 | 34,890 | 99% |
| Rent | 11,963 | 21,110 | 9,588 | 45% |
| Communications | 105,500 | 108,167 | 35,764 | 33% |
| Utilities | 10,500 | 10,500 | 7,201 | 69% |
| Advertising | 5,500 | 23,088 | 12,478 | 54% |
| Public Notices | 3,500 | - | - | N/A |
| Money Counting | 6,000 | 6,000 | 4,140 | 69% |
| Professional Services | 36,000 | 21,520 | 10,820 | 50% |
| Contract Services | 850,000 | 1,434,511 | 1,129,379 | 79% |
| Paratransit Certification | 31,000 | - | - | N/A |
| Vehicle Maintenance | 376,000 | 186,372 | 158,072 | 85% |
| Operating Fees & Licenses | 17,000 | 28,706 | 21,726 | 76% |
| Insurance | 538,147 | 561,000 | 512,420 | 91% |
| Fuel | 1,300,000 | 1,105,340 | 841,663 | 76% |
| Fixed Route | 12,084,000 | 12,084,000 | 8,512,416 | 70% |
| Paratransit | 2,282,343 | 2,282,343 | 1,666,336 | 73% |

CARTA
Statement of Revenues & Expenditures
For the Month Ending June 30, 2017

Time elapsed:
75%

| | <u>FY17 Budget</u> | <u>Revision #1 FY17 Budget</u> | <u>Actual</u> | <u>% of Budget</u> |
|---|--------------------|------------------------------------|--------------------|------------------------|
| Miscellaneous | 12,500 | 38,256 | 20,821 | 54% |
| Intermodal Infrastructure - Construction | 11,467,500 | 7,870,000 | 721,237 | 9% |
| Rolling Stock | 1,866,627 | 1,866,627 | 782,060 | 42% |
| Support Vehicles | 250,661 | 250,661 | 161,632 | 64% |
| Bus Shelter Construction/Bench Install | 668,864 | 668,864 | 59,813 | 9% |
| Security/Cameras | 344,084 | 344,084 | 234,393 | 68% |
| Fareboxes | 1,000,000 | 1,000,000 | 1,067,656 | 107% |
| Signage | 70,015 | 70,015 | 32,769 | 47% |
| Automated Vehicle Locator | 919,237 | 919,237 | 347,794 | 38% |
| Capital (IT, Facility Repairs/Maint) | 250,000 | 250,000 | 38,637 | 15% |
| Engineering | 50,000 | - | - | N/A |
| Leeds Ave. (FTA Payback) | 411,804 | - | - | N/A |
| TOTAL EXPENDITURES | <u>35,365,048</u> | <u>31,540,006</u> | <u>16,696,969</u> | 53% |
| Excess (Deficit) of Revenues Over (Under) Expenditures | <u>-</u> | <u>-</u> | <u>907,104</u> | |

CARTA
Statement of Revenues & Expenditures
For the Month Ending June 30, 2017

| | Administration | Operating | Capital | TOTAL |
|--|----------------|-------------------|------------------|-------------------|
| EXPENDITURES: | | | | |
| Salaries & Benefits | 50,210 | 61,828 | | 112,038 |
| Total Direct Personnel | 50,210 | 61,828 | - | 112,038 |
| Supplies | 6,099 | 4,346 | | 10,445 |
| Printing | 49 | 35,718 | | 35,767 |
| Marketing | 55,488 | | | 55,488 |
| Automotive | 1,807 | | | 1,807 |
| Accounting (Outside Services & Auditing) | 21,250 | | | 21,250 |
| Postage | 1,701 | 54 | | 1,755 |
| Dues/Publications | 500 | - | | 500 |
| Training/Travel | - | - | | - |
| Office Equipment Rental | 34,214 | | | 34,214 |
| Office Equipment Maintenance | 20,519 | 14,371 | | 34,890 |
| Rent | 5,088 | 4,500 | | 9,588 |
| Telephone/Communications | 3,961 | 31,803 | | 35,764 |
| Utilities | | 7,201 | | 7,201 |
| Advertising | 2,463 | 10,015 | | 12,478 |
| Public Notices | - | - | | - |
| Money Counting | | 4,140 | | 4,140 |
| Other Professional Services | 8,620 | 2,200 | | 10,820 |
| Contract Services | | 1,129,165 | 214 | 1,129,379 |
| Paratransit Certification | | | | - |
| Low Income Fare Determination | | - | | - |
| Bus Shelter Cleaning | | - | | - |
| Consultant Fees - Vehicles | | | | - |
| Vehicle Maintenance | | 158,072 | | 158,072 |
| Operating Fees & Licenses | 2,913 | 18,813 | | 21,726 |
| Insurance | 9,732 | 502,688 | | 512,420 |
| Fuel | | 841,663 | | 841,663 |
| Fixed Route | | 8,512,416 | | 8,512,416 |
| Paratransit | | 1,666,336 | | 1,666,336 |
| Miscellaneous | 20,821 | | | 20,821 |
| Intermodal Infrastructure - Construction | | | 721,237 | 721,237 |
| Rolling Stock | | | 782,060 | 782,060 |
| Support Vehicles | | | 161,632 | 161,632 |
| Bus Shelter Construction/Bench Install | | 26,000 | 33,813 | 59,813 |
| Security Cameras | | 10,573 | 223,820 | 234,393 |
| Fareboxes | | | 1,067,656 | 1,067,656 |
| Signage | | 32,769 | - | 32,769 |
| Automated Vehicle Locator | | | 347,794 | 347,794 |
| Capital (IT, Facility Repairs/Maint) | | 38,637 | | 38,637 |
| Engineering | | - | | - |
| Leeds Ave. (FTA Payback) | | | | - |
| TOTAL EXPENDITURES | 245,435 | 13,113,308 | 3,338,226 | 16,696,969 |

CARTA
Statement of Revenues & Expenditures
For the Month Ending June 30, 2017

| | Administration | Operating | Capital | TOTAL |
|---|------------------|-------------------|------------------|-------------------|
| REVENUE | | | | |
| Farebox | | 1,787,318 | | 1,787,318 |
| Passes | | 382,714 | | 382,714 |
| COC Shuttle | | 345,589 | | 345,589 |
| MUSC | | 594,338 | | 594,338 |
| City of Charleston - DASH | | 376,380 | | 376,380 |
| City of North Charleston | | | | - |
| Federal | | 4,157,309 | | 4,157,309 |
| Federal SC-90-X307 | | | 60,222 | 60,222 |
| Federal SC-04-0010 | | | 576,990 | 576,990 |
| Federal SC-90-X259 | 1,893 | | | 1,893 |
| Federal SC-90-X287 | | 1,801 | 57,006 | 58,807 |
| Federal SC-16-X010 | | 43,519 | | 43,519 |
| Federal SC-16-X013 | | 49,815 | | 49,815 |
| Federal SC-90-X246 | | | 59,925 | 59,925 |
| Federal SC-90-X264 | | | 129,306 | 129,306 |
| Federal SC-90-X279 | | | 37,085 | 37,085 |
| Federal SC-2016-001-00 | | | 8,497 | 8,497 |
| Federal SC-2016-016-00 | | | 649,107 | 649,107 |
| Federal PL Guideshare | | | 800,000 | 800,000 |
| State Mass Transit Funds | | 617,440 | | 617,440 |
| Sales Tax - Charleston County | 1,150,553 | 3,999,609 | 960,088 | 6,110,250 |
| Charleston County Intermodal | | | | - |
| Charleston County EOC | | 47,316 | | 47,316 |
| Advertising | | 605,591 | | 605,591 |
| Interest | 93 | | | 93 |
| Insurance Proceeds | | 86,162 | | 86,162 |
| Sale of Assets | | 17,207 | | 17,207 |
| Miscellaneous | | 1,200 | | 1,200 |
| TOTAL REVENUES | 1,152,539 | 13,113,308 | 3,338,226 | 17,604,073 |
| EXCESS OF REVENUES OVER EXPENDITURES | 907,104 | - | - | 907,104 |

**CARTA
BALANCE SHEET
6/30/2017**

ASSETS

| | |
|-----------------------------|----------------------|
| ASSETS | |
| GENERAL OPERATING (BB&T) | (140,653.19) |
| SAVINGS (BB&T) | 1,242,004.17 |
| INTERMODAL (BB&T) | 4,700,000.50 |
| CAPITAL (BB&T) | 661,260.00 |
| PETTY CASH | 380.60 |
| ACCOUNTS RECEIVABLE | 6,307,731.75 |
| HEALTH INS ADVANCE DEPOSIT | 0.00 |
| INVENTORY - FUEL | 29,104.31 |
| DEFERRED OUTFLOWS: ER CONTR | 144,620.00 |
| LAND | 564,509.00 |
| CIP | 1,555,789.00 |
| VEHICLES | 25,642,009.10 |
| EQUIPMENT | 1,203,236.00 |
| FAREBOXES | 875,095.84 |
| SHELTERS | 2,301,692.43 |
| BUS SIGNAGE | 62,555.32 |
| FACILITIES | 8,918,112.77 |
| ACCUMULATED DEPRECIATION | (29,220,872.49) |
| PREPAID EXPENSES | 128,822.59 |
| UNRESTRICTED NET POSITION | 6,295,325.00 |
| RESTRICTED NET POSITION | (5,941,682.00) |
| TOTAL ASSETS | <u>25,329,040.70</u> |

LIABILITIES & EQUITY

| | |
|----------------------------------|---------------------|
| LIABILITIES | |
| PAYROLL | 4,947.10 |
| ACCOUNTS PAYABLE | 2,667,392.56 |
| COMPENSATED ABSENCES | 21,829.67 |
| UNEARNED REVENUE | 651,000.00 |
| DUE TO FEDERAL GOVERNMENT | 1,235,412.00 |
| OPEB LIABILITY | 12,600.00 |
| DEFERRED INFLOWS: PENSION INVEST | 329,480.00 |
| PENSION PLAN | 1,101,528.00 |
| TOTAL LIABILITIES | <u>6,024,189.33</u> |

| | |
|---------------------------|----------------------|
| EQUITY | |
| CURRENT YEAR FUND BALANCE | 907,104.33 |
| INVEST IN CAPITAL ASSETS | 10,867,655.53 |
| FUND BALANCE | 7,530,091.51 |
| TOTAL EQUITY | <u>19,304,851.37</u> |

TOTAL LIABILITIES & FUND EQUITY 25,329,040.70

0.00

CARTA

Charleston Area Regional Transportation Authority

MEMORANDUM

TO: Ronald E. Mitchum, CARTA Executive Director
FROM: Sharon Hollis, Principal Planner
DATE: July 11, 2017
SUBJECT: Intermodal Center Project Update
CC: file

The following presents an update on the Intermodal Center project to include completed activities since the last Board meeting on June 21, 2017. This update also includes any relevant upcoming activities, impacts to the project schedule, and issues or concerns.

Completed Activities

- FY2018 CARTA budget identified funding to complete the Intermodal Center Project
- The historic mitigation consultant team met with the Liberty Hill exhibit committee on June 26 to gather research and discuss oral history, photographs and objects needed.

Planned Activities

- The construction contract is scheduled to go to the City of North Charleston's Finance Committee for approval on 7/20
- A new milestone schedule will be developed once the construction contract is finalized.
- A ground breaking is scheduled be for August 24 @ 10:00 AM.
- FTA Regional Administrator and staff will be visiting for the ground breaking.
- The station history room consultant team is meeting with Liberty Hill Improvement Council in July to create a specific plan to implement the program. Oral history interviews are anticipated to occur in August.
- The building documentation and historical marker text will be ready for SHPO review in August.
- FTA Regional Office is planning to visit the site in August.

Project Schedule

- The project schedule will be updated once the construction contract is finalized.
- Current scheduled project completion date is anticipated to be Fall 2018.

Anticipated Issues or Concerns

- Overall project schedule is tracking approximately 18 months behind schedule.

Please feel free to contact me with any questions or for further information.