



Charleston Area Regional Transportation Authority

CARTA BOARD MEETING

April 17, 2019

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 – February 20, 2019 Meeting
3. Financial Status Report – Robin Mitchum
4. Melnick Park N Ride Construction – Change Order – Request for Approval
5. Purchase of Alexander Dennis Enviro 200 (Midi) Demo Bus – Request for Approval
6. Volkswagen Settlement Fund Application – Request for Approval
7. Project Status Reports
 - a. Intermodal Center
 - b. North Charleston Park N Ride
 - c. Mt. Pleasant Street Park N Ride
 - d. Fleet Replacement
 - e. Isle of Palms – Workforce Transportation
 - f. Shelter/Bench Installation
8. Rider Etiquette Campaign – Presentation – Michelle Emerson
9. Marketing/Outreach Report - Daniel Brock
10. Executive Director’s Report
11. Other Business, If Any
12. Public Comments, If Any
13. Board Comments, If Any
14. Adjournment

Please note that the next regularly scheduled meeting of the CARTA Board will be May 15, 2019 at the BCDCOG Office, 5790 Casper Padgett Way, North Charleston, SC 29406. Notice, including agenda documentation, will be sent to Board Members in advance of the meeting, as well as posted on www.ridecarta.com. The CARTA Board Meetings are broadcast live on Charleston County’s Ustream Channel at <https://www.charlestoncounty.org/departments/county-council/cctv.php>.

CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
February 20, 2019

The Charleston Area Regional Transportation Authority (CARTA) Board of Directors met on Wednesday, February 20, 2019, at the Lonnie Hamilton III Public Service Building, Room B-225, in North Charleston, South Carolina.

MEMBERSHIP: Ed Astle; Mary Beth Berry; Bob Brimmer; Dwayne Green; Alfred Harrison; Virginia Jamison; Anna Johnson; James Lewis; Pat O'Neil; Jim Owens; Christie Rainwater; Vic Rawl; Michael Seekings; Elliott Summey; Keith Summey; John Tecklenburg; Jimmy Ward; Craig Weaver

MEMBERSHIP PRESENT: Ed Astle; Bob Brimmer; Dwayne Green; Virginia Jamison; Anna Johnson; James Lewis; Vic Rawl; Michael Seekings; John Tecklenburg; Jimmy Ward

PROXIES: Dennis Turner for Christie Rainwater; Kristen Brame for Elliott Summey; Ray Anderson for Keith Summey; Stephanie Tillerson for Craig Weaver

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

OTHERS PRESENT: David Bonner (Transdev); Robert E. Milhous (CPA); Keith Benjamin (City of Charleston); Daniel Brock (Rawle-Murdy Associates); David Leard (HDR); Scott Donahue (SCDOT); Kitt Grach (public); Julia Hamilton (public)

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.

2. Consideration of Board Minutes: January 23, 2019 Meeting

Mr. Astle made a motion to approve the January 23, 2019 Meeting Minutes as presented and Mr. Rawl seconded the motion. The motion was unanimously approved.

3. Election of Officers

Mr. Green delivered the Nominating Committee Report stating that a Nominating Committee meeting was held on February 12, 2019. The Nominating Committee, comprised of Mr. Astle, Mr. Lewis and Mr. Green, presented the following slate of officers for election:

- Chairman – Mike Seekings
- Vice Chair – Anna Johnson
- Treasurer/Secretary – Mayor Keith Summey

Mr. Rawl made a motion to approve the Slate of Officers for Election as presented and Mayor Tecklenburg seconded the motion. The motion was unanimously approved.

4. FY18 Audit Presentation – Bob Milhous, CPA

Bob Milhous, of Robert E. Milhous, CPA, PA and Associates, presented the FY18 Audit Report. Mr. Milhous reviewed the audit report by the respective sections: Basic Financial Statements; Required Supplementary Information (Other than Management's Discussion and Analysis); Supplementary Federal Financial Assistance Reports. He reviewed the Statement of Net Position as of September 30, 2018 in detail. He also reviewed the Statement of Revenue, Expenses and Changes in Fund Net Position and the Statement of Cash Flows. Mr. Milhous noted that there were a couple of findings and that Management has responded to those findings. Overall, the audit was good. Mr. Milhous addressed questions and comments.

Mr. Brimmer made a motion to approve the FY18 Audit Report as presented and Mr. Astle seconded the motion. The motion was unanimously approved.

5. Financial Status Report – Robin Mitchum

Robin Mitchum, Deputy Director of Finance and Administration, presented the financial status report for the period ending January 31, 2019. Ms. Mitchum noted that the agency ended the month with an excess of revenue of \$650,817.

- The budget to actual revenues for the month was mostly on target with projections:

- The Federal revenue includes operating and capital for the year-to-date.
- The State Mass Transit Funds revenue is the funds available and expended as match to the new Federal 5307 funds.
- HOP lot revenue includes the Charleston Area Convention and Visitors Bureau and the City of Charleston contributions towards the operation of the HOP route. This is their contributions from October through December. To date, we are unaware of any continued contributions towards the operations of the HOP route.
- Capital Revenue is local private capital contributions towards bench or shelter preparation and construction sites. The current amount is a contribution towards shelter construction at the Roper Hospital location.
- Insurance proceeds are a result of accidents.
- Sales of Assets include the sale of five Trolleys and three Cutaways.
- Miscellaneous revenue is a fee received from a motion picture company for use of a bus for a commercial.
- The budget to actual expenditures for the month was mostly on target with projections with the exception of the following items:
 - Printing includes costs of printing route maps, brochures and passes.
 - Marketing includes costs associated with promoting the transit system. This includes the promotional supplies from the Community Pride Project which was part of the Great American Clean-Up project in our region.
 - Automotive costs include both parking expenses and mileage reimbursements to employees.
 - Dues/Memberships is CARTA's annual membership with the Charleston Metro Chamber of Commerce.
 - Office Equipment Rental includes the quarterly postage meter rental fee and the cost of the portable toilet rental for the HOP lot.
 - Office Equipment Maintenance (OEM) includes the FY19 portion of the Swiftly Transit Time & Insights Software renewal (through 6/28/19), the FY19 portion of the NetCloud Essentials for mobile routers and Zscaler internet security renewal (through 7/24/19) in addition to other IT support. This is the bulk of the FY19 expenditure for the Transit Time & Insights software maintenance.
 - Rent includes the Ashley Phosphate Park-N-Ride lot, Leeds Avenue lot lease from SCE&G, SC Works Trident lease space and document storage.
 - Money Counting is the cost of the armored guard service, GARDA, to pick-up and transport cash deposits to the bank.
 - Professional Services include legal fees, audit fees, payroll processing system fees and the cost of the security guard for the HOP lot.
 - Contract Services (IGA & Management) is the extensive services the BCDCOG provides to CARTA. The IGA also covers engineering services provided for the Melnick Property and the Shelter/Bench Projects.
 - Vehicle Maintenance is the cost to maintain the fleet.
 - 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 amount will increase and decrease throughout the year as we add and remove items on the policy, but the amount shown is the bulk of the expenditure for the year.
 - Rolling Stock is the purchase of the 2018 Ford Starcraft Allstar cutaway, the 2018 Eldorado Amerivan and the first 15 of the 16 Gillig buses.
 - Bus Shelter Construction/Bench Installation is the cost to purchase and install shelters and benches.

Ms. Mitchum also reviewed the HOP expenditures. As of January 31, 2019, total expenditures for the HOP program were \$314,558.

The Board received the Financial Status Report as information.

6. FY18 Budget Revision – Request for Approval – Robin Mitchum

Ms. Mitchum presented the FY18 Budget Revision. She reviewed the detailed explanation of line item changes for revenues and expenditures noting that revenues have increased by \$3.1 million to re-align revenues with the budget that was approved this past summer. This revision balances the budget with what actually happened through September 30th to date. Ms. Mitchum addressed questions and comments.

Mr. Rawl made a motion to approve the FY18 Budget Revision as presented and Mr. Green seconded the motion. The motion was unanimously approved.

7. Resolution in Support of EPA Diesel Emissions Reduction Act (DERA) Grant – Request for Approval

Ron Mitchum, Executive Director, presented the Resolution in Support of the EPA Diesel Emissions Reduction Act (DERA) Grant. Mr. Mitchum stated that approval of the Resolution will allow CARTA to apply for discretionary grant funds, including the 2019 Clean Diesel Funding Assistance Program, VW Settlement Funds and other discretionary grant programs to replace the fixed route fleet of model year 1996 diesel buses with all-electric buses.

Ms. Johnson made a motion to approve the Resolution in Support of EPA Diesel Emissions Reduction Act (DERA) Grant as presented and Mr. Rawl seconded the motion. The motion was unanimously approved.

8. Project Status Reports:

Mr. Mitchum delivered the following project status reports:

- A) **Intermodal Center:** Amtrak is operating but CARTA is reaching for an April Ribbon-Cutting date, weather permitting. The Board will be notified of the Ribbon-Cutting date.
- B) **North Charleston Park-N-Ride:** Mr. Mitchum presented a slide of the Melnick property. A Groundbreaking Ceremony will take place. The Board will be notified of the Ribbon-Cutting date.
- C) **Mt. Pleasant Street Park-N-Ride:** The contractors are working on a concept plan, estimated costs and a timeline. The CHATS Policy Committee approved additional funds to help cover the cost. May 1st is the anticipated date when the current HOP lot will be vacated.
- D) **Fleet Replacement:** 16 of the commuter buses have arrived; 15 are in service, one is going on a “Road Show” around our region to give the communities CARTA serves the opportunity to get on the bus and provide feedback; 4 low-floor cutaways are due to arrive next week; 2 Tel-A-Ride vehicles are due to arrive on March 1st; the Proterra grant award has been delayed due to the Government Shutdown; vehicle refurbishment is delayed until the impact of VW settlement funds is known.
- E) **Isle of Palms – Workforce Transportation:** The CHATS Policy Committee approved funding for a van pool operating through the BCDCOG. The COG will not use Transdev drivers. The funding should be approved in March at the next SCDOT Commission meeting. The agency is in the process of potentially identifying 3-4 parking sites and the program is projected to start this Spring. Mr. Mitchum encouraged Board members to assist with identifying parking sites.
- F) **Shelter/Bench Installation:** A Ribbon-Cutting Ceremony was held yesterday and was well –received. CDM Smith is beginning scope work.

The Board received the Project Status Reports as information.

9. Marketing/Outreach Report – Daniel Brock

Daniel Brock, with Rawle-Murdy Associates, presented the Marketing/Outreach Report. He updated the Board on the App statistics for the last four weeks, January Social Media engagements and link clicks. Mr. Brock also highlighted the following social media events: Charleston County Council’s Support of CARTA, a Ribbon-Cutting Ceremony for the new Dorchester Road Shelters and the James Island Ride-a-long. The Board received the Marketing/Outreach Report as information. Chairman Seekings commended Mr. Astle for his work on the shelters. Mr. Astle thanked the Board and staff for their work on the project.

10. Executive Director’s Report

Mr. Mitchum had no further business to discuss.

- Reports were distributed prior to the start of the meeting which included ridership summary statistics, the monthly performance snapshot, upcoming events and activities.

11. Other Business, If Any

There was no other business to discuss.

12. Public Comments, If Any

There was one public comment:

- Kitt Grach, resident of West Ashley, expressed her concerns with the changes on Route 30 (the return stop was changed and signage was not posted notifying riders of the change). Chairman Seekings responded that the matter will be investigated. He thanked Ms. Grach for her comments.

13. Board Comments, If Any

- Mr. Green expressed his interest in hearing results of performance measures on the Ansonborough route. Mr. Mitchum responded the Performance Route Advisory Committee will reconvene to hold discussions on the performance measures.
- Mr. Ward commented to let the City of the Isle of Palms know what they can do to expedite the workforce transportation service.
- Mayor Tecklenburg suggested that, as a result of the James Island Ride-a-long event, perhaps James Island ridership would increase if more frequent stops were added to the route.
- Mr. Astle inquired if bus passes would be sold at the Intermodal Center. Mr. Mitchum responded that staff will look into possibly having a ticket sales kiosk at the facility.
- Ms. Johnson expressed her appreciation for the changes made to Route 31 and commented she is delighted to be back on the CARTA Board of Directors. Chairman Seekings welcomed her back to the Board.

14. Adjourn

There being no further business before the Board, Chairman Seekings adjourned the meeting at 1:55 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: March 31, 2019 Financial Report Overview

DATE: April 10, 2019

Please find attached the March 31, 2019 Financial Report. Below is a brief overview of the activities for FY19.

Revenues

The budget to actual revenues for the month was mostly on target with our projections.

- Community Pride is the remaining balance in the project from Palmetto Pride for the annual statewide cleanup initiative.
- The Federal revenue includes operating and capital for the year to date.
- The State Mass Transit Funds revenue is the funds available and expended as match to the federal 5307 funds.
- HOP lot revenue includes the Charleston Area Convention and Visitors Bureau and the City of Charleston contributions towards the operation of the HOP route. This is their contributions from October 2018 through December 2018.
- Capital Revenue is local private capital contributions towards bench or shelter preparation and construction sites. The current amount is a contribution towards shelter construction at the Roper Hospital location.
- Insurance proceeds are a result of accidents.
- Sale of Assets includes the sale of 5 Trolleys and 3 Cutaways.
- Miscellaneous revenue is a fee received from a motion picture company for use of a bus for a commercial.

Expenditures

The budget to actual expenditures for the month was mostly on target with our projections.

- Printing includes costs of printing route maps, brochures, and passes.
- Marketing includes costs associated with promoting the transit system. This includes the promotional supplies from the Community Pride Project which was part of the Great American clean-up project in our region.
- Automotive costs include both parking expenses and mileage reimbursements to employees.

- Accounting (Auditing) is the cost for CARTA's annual financial audit.
- Dues/Memberships is CARTA's annual membership with the Charleston Metro Chamber of Commerce.
- Office Equipment Rental includes the quarterly postage meter rental fee and the cost of the portable toilet rental for the HOP Lot.
- Office Equipment Maintenance (OEM) includes the FY19 portion of the Swiftly Transit Time and Insights Software renewal (through 06/28/19), the FY19 portion of the NetCloud Essentials for mobile routers and Zscaler internet security renewal (through 07/24/19), in addition to other IT support. This is the bulk of the FY19 expenditure for the Transit Time & Insights software maintenance.
- Rent includes the Ashley Phosphate Park & Ride Lot, Leeds Avenue lot lease from SCE&G, SC Works Trident lease space, and document storage.
- Money Counting is the cost of the armored guard service, GARDA, to pick up and transport cash deposits to the bank.
- Professional Services include legal fees, audit fees, payroll processing system fees, and the cost of the security guard for the HOP Lot.
- Contract Services (IGA & Management) is the extensive services BCDCOG provides to CARTA.
- Shelter/Bench Contract Services is engineering services provided through the IGA with BCDCOG for the Shelter/Bench Projects.
- Melnick Property Contract Services is engineering services provided through the IGA with BCDCOG for the Melnick Property.
- Vehicle Maintenance is the cost to maintain the fleet.
- Operating Fees & Licenses include credit card transaction fees and vehicle title & registration fees.
- Insurance includes the cost of liability insurance provided by the Insurance Reserve Fund. The amount will increase and decrease throughout the year as we add and remove items on the policy, but the amount shown is the bulk of the expenditure for the year.
- Rolling stock is the purchase of the 2018 Ford Starcraft Allstar cutaway, two 2019 Ford Starcraft Allstar cutaways, the 2018 Eldorado Amerivan, and sixteen (16) Gillig Buses.
- Bus Shelter Construction/Bench Install is the cost to purchase and install shelters and benches.
- Security Cameras & Equipment is the cost to purchase security cameras and security equipment for CARTA's buses and facilities.
- Capital includes funds for Facility Maintenance, signage, and other capital assets related to the operation of the transit system.

Overall, the agency ended the month with an excess of revenue of \$1,188,553.

If you have any questions, please contact me at 843-529-2126 or robinm@bcdcog.com.

Amount owed to Transdev as of 03/31/19 is \$1,328,987.38.

Amount expended on the HOP as of 3/31/19 is \$481,553.

HOP Expenditures		
Expenditures	Description	Total
Printing	HOP Route	80
Equipment Rental	Portable Toilet	330
Communications	Internet	824
Utilities	Electric	464
Professional Services	Security Guard	47,602
Fuel	Diesel Fuel	27,816
Fixed Route	Transdev Service	382,437
Security Cameras/Equipment	Camera System	22,000
TOTAL EXPENDITURES		481,553

CARTA
Statement of Revenues & Expenditures
For the Month Ending March 31, 2019

Time elapsed:
50%

	<u>Original FY19 Budget</u>	<u>Revision #1 FY19 Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<u>Revenues</u>				
Farebox	2,240,483	2,240,483	1,055,211	47%
Passes	552,551	552,551	280,855	51%
HOP Lot Parking Fees	232,685	115,000	52,119	45%
COC Shuttle	457,600	457,600	225,745	49%
MUSC	815,455	815,455	394,437	48%
City of Charleston - DASH	553,280	553,280	276,640	50%
City of North Charleston	552,623	1,104,246	335,915	30%
Community Pride	-	4,669	4,669	100%
Federal	14,018,072	20,625,582	12,021,211	58%
State Mass Transit Funds	4,941,104	1,664,354	666,104	40%
SCPRT	-	1,605	1,605	100%
Sales Tax - Charleston County	12,014,250	12,014,250	5,954,500	50%
HOP Lot	892,538	136,350	136,350	100%
Capital Revenue	1,000	2,000	2,000	100%
Advertising	800,000	800,000	334,023	42%
Interest	60	-	67	N/A
Insurance Proceeds	-	92,760	94,364	102%
Sale of Assets	50,000	50,000	44,450	89%
Miscellaneous	-	600	600	100%
TOTAL REVENUES	<u>38,121,701</u>	<u>41,230,785</u>	<u>21,880,865</u>	53%

<u>Expenditures</u>				
Staff Salaries & Benefits	154,978	158,322	75,569	48%
Supplies	24,200	15,200	3,275	22%
Printing	47,500	47,500	24,405	51%
Marketing	10,000	14,669	6,623	45%
Automotive	2,676	2,570	1,389	54%
Accounting (Auditing)	14,500	28,800	28,500	99%
Postage	2,000	2,000	60	3%
Dues/Memberships	750	500	500	100%
Office Equipment Rental	1,248	1,410	811	58%
Office Equipment Maintenance	160,900	185,090	114,936	62%
Rent	24,163	24,600	10,283	42%
Communications	173,575	170,007	83,427	49%
Utilities	14,450	12,550	5,195	41%
Advertising	15,000	15,000	-	0%
Money Counting	6,715	6,715	3,241	48%
Professional Services	131,576	137,976	50,054	36%
Contract Services	1,606,697	1,734,173	908,973	52%
HOP Lot-Low Line Contract Services	-	225,000	-	0%
Shelter/Bench Contract Services	-	360,978	51,113	14%
Melnick Property Contract Services	-	173,318	33,474	19%
Vehicle Maintenance	252,793	357,310	105,988	30%

CARTA
Statement of Revenues & Expenditures
For the Month Ending March 31, 2019

Time elapsed:
50%

	Original FY19 Budget	Revision #1 FY19 Budget	Actual	% of Budget
Operating Fees & Licenses	27,500	27,500	12,612	46%
Insurance	567,054	583,237	563,623	97%
Fuel	1,389,893	1,444,525	708,162	49%
Fixed Route	13,214,377	13,214,377	6,418,552	49%
Paratransit	2,428,222	2,740,179	1,281,295	47%
Miscellaneous	7,741	7,741	3,827	49%
Interest	-	67,724	34,447	51%
Intermodal Infrastructure - Construction	3,574,892	4,976,233	1,679,577	34%
Rolling Stock	11,967,000	10,518,364	7,807,018	74%
Bus Shelter Construction/Bench Install	80,450	1,016,410	353,384	35%
Security/ Cameras & Equipment	-	397,235	52,886	13%
Intermodal FF&E	-	25,000	4,569	18%
Capital (IT, Facility Repairs/Maint)	311,691	397,033	157,301	40%
Melnick PNR		2,141,539	107,243	5%
Depreciation	1,909,160	-	-	N/A
TOTAL EXPENDITURES	38,121,701	41,230,785	20,692,312	50%
 Excess (Deficit) of Revenues Over (Under) Expenditures	 <u>-</u>	 <u>-</u>	 <u>1,188,553</u>	

CARTA
Statement of Revenues & Expenditures
For the Month Ending March 31, 2019

	Administration	Operating	Capital	TOTAL
EXPENDITURES:				
Salaries & Benefits	33,321	42,248	-	75,569
Total Direct Personnel	33,321	42,248	-	75,569
Supplies	2,137	1,138	-	3,275
Printing	-	24,405	-	24,405
Marketing	6,603	20	-	6,623
Automotive	960	429	-	1,389
Accounting (Outside Services & Auditing)	28,500	-	-	28,500
Postage	-	60	-	60
Dues/Memberships	500	-	-	500
Office Equipment Rental	351	460	-	811
Office Equipment Maintenance	17,899	97,037	-	114,936
Rent	3,083	7,200	-	10,283
Telephone/Communications	-	83,427	-	83,427
Utilities	-	5,195	-	5,195
Advertising	-	-	-	-
Money Counting	-	3,241	-	3,241
Other Professional Services	2,452	47,602	-	50,054
Contract Services	-	908,973	-	908,973
HOP Lot - Low Line Contract Services	-	-	-	-
Shelter/Bench Contract Services	-	51,113	-	51,113
Melnick Property Contract Services	-	33,474	-	33,474
Vehicle Maintenance	-	105,988	-	105,988
Operating Fees & Licenses	-	12,612	-	12,612
Insurance	10,393	553,230	-	563,623
Fuel	-	708,162	-	708,162
Fixed Route	-	6,418,552	-	6,418,552
Paratransit	-	1,281,295	-	1,281,295
Miscellaneous	3,827	-	-	3,827
Interest	34,447	-	-	34,447
Intermodal Infrastructure - Construction	-	-	1,679,577	1,679,577
Rolling Stock	-	-	7,807,018	7,807,018
Bus Shelter Construction/Bench Install	-	-	353,384	353,384
Security/ Cameras & Equipment	-	-	52,886	52,886
Intermodal FF&E	-	-	4,569	4,569
Capital (IT, Facility Repairs/Maint)	30,777	1,731	124,793	157,301
Melnick PNR	-	-	107,243	107,243
TOTAL EXPENDITURES	175,250	10,387,592	10,129,470	20,692,312

CARTA
Statement of Revenues & Expenditures
For the Month Ending March 31, 2019

	Administration	Operating	Capital	TOTAL
REVENUE				
Farebox	-	1,055,211	-	1,055,211
Passes	-	280,855	-	280,855
Parking - HOP Lot	-	52,119	-	52,119
COC Shuttle	-	225,745	-	225,745
MUSC	-	394,437	-	394,437
City of Charleston - DASH	-	276,640	-	276,640
CACVB	-	45,000	-	45,000
City of Charleston	-	91,350	-	91,350
City of North Charleston	-	-	335,915	335,915
Community Pride	-	4,669	-	4,669
Federal SC-2017-012-00	-	-	12,321	12,321
Federal SC-2019	-	4,061,363	-	4,061,363
Federal Intermodal	-	-	1,343,662	1,343,662
Federal SC-90-X259	-	-	3,628	3,628
Federal SC-90-X287	-	-	42,771	42,771
Federal SC-90-X264	-	-	-	-
Federal SC-90-X279	-	-	-	-
Federal SC-2017-006-00	-	-	6,099,902	6,099,902
Federal SC-2018-001-00	-	-	164,608	164,608
Federal SC-2019-005-00	-	-	283,131	283,131
Federal SC-2019-006-00	-	-	9,825	9,825
State Mass Transit Funds	-	-	666,104	666,104
SCPRT	-	-	1,605	1,605
Sales Tax - Charleston County	1,363,203	3,469,749	1,121,548	5,954,500
Capital Revenue (on hand)	-	2,000	-	2,000
Advertising	-	334,023	-	334,023
Interest	-	67	-	67
Insurance Proceeds	-	94,364	-	94,364
Sale of Assets	-	-	44,450	44,450
Miscellaneous	600	-	-	600
TOTAL REVENUES	1,363,803	10,387,592	10,129,470	21,880,865
EXCESS OF REVENUES OVER EXPENDITURES	1,188,553	-	-	1,188,553

**CARTA
BALANCE SHEET
3/31/2019**

ASSETS

ASSETS	
GENERAL OPERATING (BB&T)	4,389,598.80
INTERMODAL (BB&T)	3,096,581.50
CAPITAL (BB&T)	51,000.00
PETTY CASH	280.00
ACCOUNTS RECEIVABLE	5,310,303.42
HEALTH INS ADVANCE DEPOSIT	984.48
INVENTORY - FUEL	25,161.08
DEFERRED OUTFLOWS: ER CONTR	62,972.00
LAND	1,982,309.83
VEHICLES	22,952,604.04
EQUIPMENT	1,470,994.73
FAREBOXES	2,045,112.84
SHELTERS	3,184,572.04
BUS SIGNAGE	62,555.32
FACILITIES	9,333,085.27
ACCUMULATED DEPRECIATION	(24,771,093.76)
PREPAID EXPENSES	144,262.41
TOTAL ASSETS	<u><u>29,341,284.00</u></u>

LIABILITIES & EQUITY

LIABILITIES	
PAYROLL	0.00
ACCOUNTS PAYABLE	3,304,697.44
NOTE PAYABLE - BB&T	1,896,349.86
ACCRUED INTEREST	8,364.72
COMPENSATED ABSENCES	19,405.88
DUE TO FEDERAL GOVERNMENT	823,608.00
OPEB LIABILITY	184,325.00
DEFERRED INFLOWS: PENSION INVEST	847,863.00
PENSION PLAN	260,684.00
TOTAL LIABILITIES	<u>7,345,297.90</u>

EQUITY	
CURRENT YEAR FUND BALANCE	1,188,553.42
INVEST IN CAPITAL ASSETS	13,669,639.49
FUND BALANCE	7,137,793.19
TOTAL EQUITY	<u>21,995,986.10</u>
TOTAL LIABILITIES & FUND EQUITY	<u><u>29,341,284.00</u></u>

0.00



Charleston Area Regional Transportation Authority

MEMORANDUM

TO: CARTA Board of Directors

FROM: Ron Mitchum, Executive Director

SUBJECT: Change Order #1 – Melnick Park & Ride Construction

DATE: April 9, 2019

The contractor discovered extensive unsuitable material at the Melnick Park and Ride site. The geotechnical findings during the design phase found some unsuitable material but there were several unknowns about the extent of the material.

After additional testing of the material, the contractor will need to excavate an additional twenty-four inches (24") and fill with clean dirt.

The change order will cost an additional \$440,640.00 bringing the total costs for the construction to \$2,582,179.42.

Due to the timing of the approval needed to proceed to keep the project on schedule, Chairman Seekeings approved the change order on March 21, 2019.



Charleston Area Regional Transportation Authority

Memorandum

To: CARTA Board of Directors
From: Ron Mitchum, Executive Director
Date: April 9, 2019
RE: Purchase of MIDI Demo Bus

As you are aware, CARTA currently operates — MIDI (Enviro 200) buses on the DASH and Hop routes. The buses are manufactured by Alexander Dennis Inc. The buses are 12 year/ 500,000 mile rated buses and typically cost approximately \$340-355,000 depending on the layout and selected options. We have essentially had no problems in operating the buses and they have been very well received by our customers.

Based on the relationship we have developed with the company, they are offering us the opportunity to purchase one of their demonstration buses which they are replacing with a newer model. The available bus is a 2013 model with approximately 55,000 miles on it to date. I recently saw this vehicle again at an SCDOT event and it is in great shape. Alexander Dennis Inc. has offered to sell this bus to us at a price of \$190,000.00.

Based on our experience with Alexander Dennis Inc. and the Enviro 200 (MIDI), staff is recommending that the Board authorize staff to move forward with purchasing the bus at a price of \$190,000.00.

Please feel free to contact me if you should have any questions prior to the Board meeting.



Charleston Area Regional Transportation Authority

Memorandum

To: CARTA Board of Directors

From: Ron Mitchum, Executive Director

Date: April 9, 2019

RE: VW Settlement Fund – Application for funding

The South Carolina Department of Insurance which is administering the VW Settlement funds has announced the first round of competition for vehicle replacement funding. The applications are due May 17, 2019 with awards to be announced within 45 days. The funding level for the first round of funding is for \$10 million.

It is our intent to submit a request for funding to replace some of our 1996 diesel New Flyers with electric powered buses. We believe that given the age of the vehicles, their associated emissions and impact on air quality, that we will be extremely competitive. Obviously we have over 20 vehicles that need to be replaced at a minimum cost of over \$12 million. It is our intent to provide them with information on our overall needs in this application with the hope that we will receive funding in the first round as well as any subsequent rounds of funding.

Staff is requesting the following from the Board:

Authorization to submit an application in response to the solicitation.

Authorization for the Chairman and/or Executive Director to execute any required documents associated with the application and any subsequent grant award.