

CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY (CARTA)
BOARD OF DIRECTORS MEETING
November 17, 2021
Meeting Notes

A Charleston Area Regional Transportation Authority (CARTA) Board of Directors meeting was held at the Berkeley-Charleston-Dorchester Council of Governments in the Barrett Lawrimore Conference Room located at 5790 Casper Padgett Way in North Charleston, SC at 1:00 p.m. on Wednesday, November 17, 2021.

MEMBERSHIP: Mary Beth Berry; Ron Brinson; Mike Brown; Brenda Corley; Dwayne Green; Alfred Harrison; Will Haynie; John Labriola; James Lewis; Pat O'Neil; Teddie Pryor; Christie Rainwater; Dickie Schweers; Michael Seekings; Keith Summey; John Tecklenburg; Jimmy Ward; Robert Wehrman

MEMBERSHIP PRESENT: Mary Beth Berry; Ron Brinson; Brenda Corley; Dwayne Green; Will Haynie; James Lewis; Michael Seekings; Jimmy Ward; Robert Wehrman

PROXIES: Jerry Lahm for Teddie Pryor; Carter McMillan for Dickie Schweers; Ray Anderson for Keith Summey; Robert Sommerville for John Tecklenburg; Lynn Christian for Alfred Harrison

STAFF PRESENT: Ron Mitchum; Andrea Kozloski; Robin Mitchum; Sharon Hollis; Belen Vitello; Jon Dodson; John Lambert; Michelle Emerson; Daniel Brock; Kim Coleman

OTHERS PRESENT: Daniel Monroe (Rawle-Murdy Associates); Robert Flagler (Rawle-Murdy Associates); Charles Drayton (City of North Charleston); William Hamilton (Best Friends of Lowcountry Transit); John Runyon (MUSC); Angela Veronda (James Island); Sarah Baldwin (James Island); Live 5 News

1. Call to Order

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

2. Consideration of Board Minutes: October 20, 2021 Meeting

*Mr. Ward made a motion to approve the October 20, 2021 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 period ending October 31, 2021. Ms. Mitchum noted that overall, the agency remains in good shape and ended the month with an excess of revenues of \$29,626. She reviewed the following activities for FY22 thus far:

Revenues:

- Farebox is the fares collected on the revenue vehicles.
- Passes are bus pass fares sold to customers.
- Local contributions are funds received from local organizations for shelter construction.
- The Federal revenue includes operating for the year-to-date. Federal revenue is recorded as eligible expenditures are incurred.
- Insurance proceeds are a result of accidents.
- Sale of Assets is the proceeds from the sale of a support vehicle and shelter scrap metal.

Expenditures:

- Staff Salaries & Benefits include the cost of retiree insurance.
- Supplies include office and facility maintenance supplies.
- Printing includes cost of printing route maps, brochures and passes.
- Office Equipment Rental includes the monthly battery lease for the electric buses.
- Office Equipment Maintenance (OEM) includes IT services.
- Rent includes the Ashley Phosphate Park & Ride lot, Dorchester Village Shopping Center Park & Ride lot and Leeds Avenue lot lease from SCE&G.

- 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 and the charging stations at Leeds Avenue.
- Auditing is the cost of the actuary valuation for GASB 75.
- Custodial Services is the cost of janitorial services at the Melnick Park & Ride location.
- Other Professional Services includes appraisal fees for the Ladson property.
- Fixed-Route Service is the cost of fixed and commuter service provided by Transdev.
- Money Transport is the cost of the armored guard service, Brinks, to pick up and transport cash deposits to the bank.
- Security Services is contracted security service provided at the SuperStop by the City of North Charleston Police Department.
- Vehicle Maintenance is the cost to maintain the fleet.
- Facility Repair & Maintenance is the cost to maintain the SuperStop facility.
- Operating Fees & Licenses include credit card transaction fees, storm water fees, solid waste user fees and vehicle title and registration fees.
- Paratransit is the cost of paratransit transportation provided by Transdev.
- Interest is the interest accrued on the Melnick Park & Ride Loan.
- Non-Capitalized Assets include the purchase of additional driver and side shields on the buses.

Capital Expenditures:

- Rolling Stock is the purchase of two New Flyer buses.
- Security/Cameras & Equipment is the purchase of cameras at the SuperStop.
- Capital includes the purchase of two diesel fuel pumps.

Ms. Mitchum stated that the amount owed to Transdev as of October 31, 2021 is \$1,337,151.84. The Board of Directors received the Financial Status Report as information.

4. Hospitality on Peninsula (HOP) Service - Discussion

Ron Mitchum, Executive Director, delivered an update on the HOP service. He noted that a site is needed to temporarily park potential users if the service will resume in 2022. Mr. Mitchum addressed questions and comments. The Board encouraged Mr. Mitchum and staff to move forward with plans for the HOP service for 2022.

5. CARTA OnDemand Pilot Extension – Request for Approval – Jon Dodson

Jon Dodson, Senior Transit Planner, discussed the CARTA OnDemand pilot program. He noted that CARTA OnDemand launched at the beginning of February 2021 for seniors (55+) and approved Tel-A-Ride customers and expanded in July 2021. The OnDemand program represents CARTA’s first experience working with Transportation Network Companies (TNCs) to provide demand response services and same-day medical trips for customers. Mr. Dodson stated that the original end date was through the end of calendar year 2021 and that staff recommends an extension of the program through next year. The launch during COVID remains a challenge as marketing and outreach efforts continue to be limited, especially considering our target population is better served with hands-on instruction. However, staff continues to adjust and ridership has seen steady growth since the expansion in July. Mr. Dodson explained that the OnDemand pilot budget included funds from the reallocation of Route 204 services, as well as \$80,000 awarded as part of the Enhanced Mobility of Seniors and Individuals with Disabilities Program under Section 5310 of the Fixing America’s Surface Transportation Act (FAST). Of the \$180,000 originally budgeted, approximately \$8,500 has been expended or 4.7% of the overall budget. Mr. Dodson addressed questions and comments.

***Mr. Green made a motion to approve the CARTA OnDemand Pilot Extension as presented.
Mr. Brinson seconded the motion. The motion was unanimously approved.***

6. Project Updates – Ron Mitchum/Staff

Mr. Mitchum noted that a summary was distributed in the Board packet in advance of the meeting on the following projects: Transit and Bus Stop Guidelines; Service Planning Initiatives; Electric Bus Master Plan; CARTA OnDemand; Shelter Improvement Program; Shelter/Benches in Development; New Designs; Solar Lighting; Digital Signage; Shipwatch Square/Transit Hub; Lowcountry Go VanPool; and Lowcountry Rapid Transit. He stated that if anyone has any questions regarding the project updates, to please contact him or staff members for further information.

7. Ridership Report – Jon Dodson

Mr. Dodson presented the Ridership Report as of October 31, 2021. He noted that ridership was the highest since pre-COVID at 10.8 customers per hour. There were 190,720 customers in October. Overall ridership from September 2021 to October 2021 is up 7%. Overall ridership comparing October 2020 to October 2021 increased by 16%. Overall ridership comparing October 2019 to October 2021 decreased by 37%. Mr. Dodson noted that the Route 203-MUSC shuttle had the highest riders per hour in the system at 31. Additionally, Routes 211-Meeting/King (23), 10-Rivers (15), 213-Lockwood (15), 210-College of Charleston (13) and 20-King (13). Route 32 is up 14% from the previous year and 27% from the previous month. Mr. Dodson addressed questions and comments. The Board of Directors received the Ridership Report as information.

8. Executive Director's Report – Ron Mitchum

Mr. Mitchum stated that there will not be a Board Meeting held in December. He briefed the Board on the property adjacent to the Fairgrounds that will be used for the O&M facility for the LCRT. Mr. Mitchum commented on the free services for the upcoming Food+Wine Festival, the turkey distribution and the bike give-away. Mr. Mitchum stated that more information will be provided to the Board on air filtration systems at the next meeting. He commended Morgan Grimes, Communications & Outreach Specialist, for her multiple public outreach efforts. The Board of Directors received the Executive Director's Report as information.

9. Other Business, If Any

There was no other business to discuss.

10. Public Comments, If Any

There were three public comments:

- Angela Veronda of James Island expressed her concerns regarding the bus stops located at Folly Road & Wilton Street and at the Wal-Mart on James Island.
- Sarah Baldwin of James Island expressed her concerns regarding the shelters and bus stops on James Island.
- William Hamilton, Executive Director of Best Friends of Lowcountry Transit, expressed his concerns regarding the bus stops on James Island and the Transit APP's estimated arrival times. He also expressed his concerns regarding the Fairgrounds stop and the LCRT's service not continuing to Summerville. Mr. Hamilton also discussed ridership and bus passes for non-profit groups and organizations.

11. Board Comments, If Any

- Chairman Seekings commended Mr. Mitchum, Sharon Hollis and staff for the tremendous work on outreach efforts. He congratulated those who won recent elections and thanked them for their service to the Board and the community. He thanked everyone for attending the meeting and wished everyone a Happy & Safe Holiday Season.

12. Adjourn

There being no further business before the Board, Chairman Seekings adjourned the meeting at 2:00 p.m.

Respectfully submitted,
Kim Coleman