

CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY (CARTA)

BOARD OF DIRECTORS MEETING

January 18, 2023

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, January 18, 2023.

MEMBERSHIP: Mary Beth Berry; Joe Boykin; Ron Brinson; Mike Brown; Dwayne Green; Alfred Harrison; Will Haynie; John Iacofano; John Labriola; James Lewis; Pat O'Neil; Christie Rainwater; Herb Sass; Michael Seekings; Keith Summey; John Tecklenburg; Jimmy Ward; Robert Wehrman

MEMBERSHIP PRESENT: Joe Boykin; Ron Brinson; Dwayne Green; John Iacofano; Pat O'Neil; Michael Seekings; Jimmy Ward

PROXIES: Lynn Christian for Alfred Harrison; Craig Harris for John Labriola; Dennis Turner for Christie Rainwater; Jerry Lahm for Herb Sass; Megan Clark for Keith Summey; Robert Somerville for John Tecklenburg; Carter McMillan for Robert Wehrman

OTHERS PRESENT: Alisha Wigfall (Transdev); Bill Spraul (Transdev); Rachel Angelos (BGRM); Scott Donahue (SCDOT); Virginia Jamison (City of North Charleston Council District #3); William Hamilton (Best Friends of Lowcountry Transit)

STAFF PRESENT: Ron Mitchum; Andrea Kozloski; Robin Mitchum; Megan Ross; Belen Vitello; John Lambert; Michelle Emerson; Morgan Grimes; Daniel Brock; Kim Coleman

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 a quorum determination. He welcomed everyone and announced new Board Members. Chairman Seekings introduced Joe Boykin, Charleston County Councilman. Mr. Boykin is a new Board Member as well as Charleston County Council Chairman, Herb Sass.

2. Consideration of Board Minutes: November 16, 2022 Meeting

***Mr. Lahm made a motion to approve the November 16, 2022 Meeting Minutes as presented.
Chief Turner seconded the motion. The motion was unanimously approved.***

3. Election of Officers

Ron Mitchum, Executive Director, stated that Board Member Dwayne Green would present the Nominating Committee report. Mr. Green noted that the Nominating Committee met via Zoom on January 17, 2023. The Nominating Committee, chaired by Dwayne Green and consisting of MaryBeth Berry and James Lewis, unanimously recommends the following Slate of Officers:

- Mike Seekings, Chair
- Pat O'Neil, Vice Chair
- Keith Summey, Secretary/Treasurer

***Mr. Ward made a motion to approve the Nominating Committee's Recommended Slate of Officers as presented.
Mr. Brinson seconded the motion. The motion was unanimously approved.***

Chairman Seekings thanked Mr. Green for the report. He thanked the Board of Directors for their confidence in Board Leadership and stated he is honored to serve and is looking forward to another productive year ahead.

4. Financial Status Report – Robin Mitchum

Robin Mitchum, Deputy Director of Finance and Administration, presented the financial status report for the period ending December 31, 2022. Ms. Mitchum noted that, overall, the agency remains in good shape and ended the month with unexpended funds of \$75,714. She reviewed the following activities for FY23 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 and bench 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 are the proceeds from the sale of a 2010 New Flyer.

Expenditures:

- Staff Salaries & Benefits include the cost of retiree insurance.
- Supplies include office and facility maintenance supplies.
- Printing includes costs of printing route brochures.
- Dues/Membership is CARTA's membership with Transportation Association of South Carolina (TASC).
- Office Equipment Rental includes the monthly battery lease for the electric buses and the postage meter.
- Office Equipment Maintenance (OEM) includes the Genfare software support agreement, the Swiftly Transit Time and Insights, Cradlepoint NetCloud Essentials for mobile routers and Zscaler internet security, in addition to IT services.
- Rent includes the Ashley Phosphate Park & Ride lot, Dorchester Village Shopping Center Park & Ride lot, Leeds Avenue lot lease from SCE&G 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 and the charging stations at Leeds Avenue.
- Custodial Services is the cost of janitorial services at the Melnick Park & Ride location.
- Pilot Ride Program is customer transportation cost for same-day service through independent rideshare.
- Other Professional Services include the Electric Bus Master Plan project to transition CARTA's diesel bus fleet to all-electric buses.
- 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 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.
- Rebranding is services provided to comprehensively review and rebrand agency logos and images.
- 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, storm water fees, solid waste user fees and vehicle title and registration fees.
- Insurance includes the cost of liability insurance provided by the Insurance Reserve Fund. The policy renews January 1 and this is the majority of the expenditures for FY23.
- 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 shelter trash cans.

Capital Expenditures:

- Rolling Stock is the purchase of a New Flyer Electric Bus.
- Bus Shelter Construction/Bench Install is the installation of shelters and benches.
- Security/Cameras & Equipment is the purchase of cameras at the Melnick Park & Ride lot and Access Control Systems at Leeds Avenue.
- Capital (IT, Facility Repairs/Maint) is the purchase of a submersible pump at the Leeds Avenue Facility.

The Board of Directors received the Financial Status Report as information.

5. Transportation Network Companies RFP – Request for Approval

Mr. Mitchum presented the Transportation Network Companies RFP. He noted that the Transportation Network Company Selection Committee met on January 10, 2023 and reviewed two proposals for Transportation Network Company services. Proposals were received from Lyft, Inc. and Uber Transit. The Selection Committee recommends that CARTA award a contract to Lyft, Inc. and to Uber Transit based upon meeting the requirements of the RFP. Mr. Mitchum addressed questions and comments.

***Mr. Iacofano made a motion to approve the Transportation Network Companies RFP as presented.
Mr. Lahm seconded the motion. The motion was unanimously approved.***

6. 2023 Calendar of Events – Request for Approval

Mr. Mitchum presented the 2023 Calendar of Events. He proposed the following Days: Driver Appreciation Day in March (Promotions); Earth Day on April 22, 2023 (Free Day); Mobility Month in May (Promotions); Dump the Pump on June 17, 2023 (Free Day); Ride to the Polls on November 10, 2023 (Free Day); Veterans Ride Free Day on November 10, 2023; Christmas Day Free Rides; 4 Seniors Ride Free Days (February 20th, May 31st, August 21st, December 16th). Mr. Mitchum proposed the following Events: Stingrays (February); Black Expo (March); MUSC Senior Fair (April); Earth Day (April); College of Charleston Sustainability Fair (April); North Charleston Business Expo (August); Riverdogs (September); Trunk or Treat (October); Turkey Giveaway (November); Christmas Parades (December); Bike Giveaway (December). Mr. Mitchum addressed questions and comments.

***Mr. Green made a motion to approve the 2023 Calendar of Events as presented.
Mayor O'Neil seconded the motion. The motion was unanimously approved.***

7. Project Updates – Ron Mitchum/Staff

Mr. Mitchum delivered an update on the following projects, noting that progress is being made on all projects: Service Planning Initiatives; Downtown Route Study; US-52 BRT Study; CARTA OnDemand; Shelter Improvement Program; Solar Lighting Installation; Shipwatch Square Transit Center; Vanpool Program; Transit Oriented Development Study; Lowcountry Rapid Transit; and Special Events Impacting CARTA Services. He discussed the Downtown Route Study, CARTA OnDemand, Shelter Improvement/Solar Lighting projects, Transit Oriented Development Study, the LCRT project and special events impacting services in detail. Mr. Mitchum noted that project summaries were distributed in the Board Meeting Agenda Packet in advance of the meeting and encouraged Board Members to contact him or the respective project manager regarding any specific concerns or questions. Mr. Mitchum addressed questions and comments. Ms. Belen Vitello, Transit Planner II, addressed questions and comments regarding shelters and solar lighting. The Board of Directors received the Project Updates Report as information.

8. Ridership Report – Megan Ross

Megan Ross, Transit Planner, presented the Ridership Reports as of November 2022 and December 2022. She discussed November 2022 Ridership Trends noting that passenger trips totaled 163,622 and there were 9.9 customers per service hour (11.5 in October). On-time, across all timepoints, was 82%. Ms. Ross stated that overall ridership comparing October 2022 to November 2022 decreased by 13.9%, overall ridership comparing November 2021 to November 2022 decreased by 8.7%, and overall ridership comparing 2021 YTD to 2022 YTD increased by 9.7%. She noted that Tel-A-Ride ridership for the month was 5,179, which was an increase of 4.9% comparing 2021 YTD to 2022 YTD. Ms. Ross discussed the Passengers Per Hour by Route, noting the following: 203-Medical Shuttle (24); 211-Meeting/King DASH (28); 10-Rivers Avenue (14); North Charleston-James Island Express (7); 213-Lockwood/Calhoun DASH (13), 20-King Street (24); and 11-Dorchester Road/Airport (11). Ms. Ross then discussed December 2022

Ridership Trends noting that passenger trips totaled 159,104 and there were 9.5 customers per service hour (9.9 in November). On-time, across all timepoints, was 83%. Ms. Ross stated that overall ridership comparing November 2022 to December 2022 decreased by 2.8%, overall ridership comparing December 2021 to December 2022 decreased by 3.7%, and overall ridership comparing 2021 YTD to 2022 YTD increased by 8.5%. She noted that Tel-A-Ride ridership for the month was 4,867, which was an increase of 3.2% comparing 2021 YTD to 2022 YTD. Ms. Ross discussed the Passengers Per Hour by Route, noting the following: 203-Medical Shuttle (25); 211-Meeting/King DASH (14); 10-Rivers Avenue (14); North Charleston-James Island Express (6); 213-Lockwood/Calhoun DASH (14), 20-King Street (16); and 11-Dorchester Road/Airport (12). Ms. Ross addressed questions and comments. The Board of Directors received the Ridership Report as information.

9. Executive Director's Report – Ron Mitchum

Mr. Mitchum discussed the US Census designation of urbanized areas. The numbers have been released but boundary maps are not available at this time. He updated the Board on the charging infrastructure installation noting that the project is close to completion; however issues still remain. Mr. Mitchum stated that the RFP process is underway and responses are due February 14, 2023. He stated that technology upgrades are on-going with routers, APCs and contactless fare readers. Mr. Mitchum updated the Board on the fairgrounds matter noting that progress continues on the acquisition of the O&M facility site and the Park & Ride location. Mr. Mitchum addressed questions and comments. The Board of Directors received the Executive Director's Report as information.

10. Other Business, If Any

There was no other business to discuss.

11. Public Comments, If Any

There were two public comments:

- Virginia Jamison, City of North Charleston Council District # 3, expressed her concerns regarding the safety and quality of life for residents of the Greenridge Road/Rivers Avenue corridor.
- William Hamilton, of Best Friends of Lowcountry Transit, expressed his concerns regarding bus riders vs. car drivers and discussed the Rosa Parks Transit Equity Day which is February 4th, Ms. Parks' birthday.

12. Board Comments, If Any

Discussion was held regarding funding options for Greenridge Road/Otranto Road Corridor Study. It was noted that Federal funds cannot be spent on City roads and it would cost approximately \$25-35 thousand for the BCDCOG to facilitate the study. It was also noted that CARTA Board Members are advocates for CARTA who represent different municipalities in the Charleston area.

13. Adjourn

Chairman Seekings thanked Board Members for their service to the Board of Directors and the communities they serve. He stated that the next Board of Directors meeting will be held on February 15, 2023. There being no further business before the Board, Chairman Seekings adjourned the meeting at 2:00 p.m.

Respectfully submitted,
Kim Coleman