



CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY

CARTA BOARD MEETING

CARTA Board Meeting @ 1:30 PM

WED, 01/20/15

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 – 12/16/15 Meeting
3. Financial Status Report – December 2015 – Robin Mitchum
4. Executive Session
 - a. Staff Compensation
5. Action Related to matters discussed in executive session, if required
6. Ridership Report – December 2015 – Jeff Burns
7. Route Advisory Committee Report – Sharon Hollis, Davis & Floyd
8. 30' Urban Transit Coaches Request for Qualifications (RFQ) – Request for Approval
 - a. Trolley Replacement Acquisition
9. Intermodal Facility Project Updates – Jeff Burns
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 WEDNESDAY, 02/17/16 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.

ITEM 2
BOARD MINUTES
12/16/15

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8 **CARTA BOARD MEETING**

9 **1:25 PM on WED, 12/16/15**

10 CARTA Maintenance & Operations Facility
11 3664 Leeds Avenue
12 North Charleston, SC 29405

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25 **CARTA BOARDMEMBERS IN ATTENDANCE:**

- 26 • Chairman Michael Seekings, City of Charleston
- 27 • Mayor Pat O'Neil, Town of Sullivans Island
- 28 • Councilmember Ed Astle, City of North Charleston
- 29 • Councilmember Marty Bettelli, City of Isle of Palms
- 30 • Councilmember Michael Brown, City of North Charleston
- 31 • Councilmember Colleen Condon, Charleston County Council
- 32 • Councilmember Will Haynie, Town of Mount Pleasant
- 33 • Councilmember James Lewis, Jr., City of Charleston
- 34 • Mr. Ray Anderson, Proxy for Mayor R. Keith Summey, City of North Charleston
- 35 • Ms. Mary Beth Berry, Representing the Charleston County Legislative Delegation
- 36 • Mr. Alfred Harrison, Representing the Charleston County Legislative Delegation
- 37 • Mr. Jerry Lahm, Proxy for Chairman J. Elliott Summey, Charleston County Council
- 38 • Mr. Michael Mathis, Proxy for Mayor Joseph P. Riley, Jr., City of Charleston
- 39 • Ms. Lynn Katie McClure, Representing the Charleston County Legislative Delegation
- 40 • Chief Dennis Turner, Proxy for Mayor Minnie Newman-Caldwell, City of Hanahan

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46 **CARTA STAFF IN ATTENDANCE:**

- 47 • Mr. Ronald E. Mitchum, Executive Director
- 48 • Mr. Jeffrey Burns, AICP, Planning & Operations Manager
- 49 • Ms. Michelle Emerson, Marketing & Communications Manager
- 50 • Ms. Sarah Whitt, Office Manager

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56 **CONTRACT STAFF & GUESTS IN ATTENDANCE:**

- 57 • Mr. Steven Beck, Transdev Operations Manager
- 58 • Mr. Daniel Brock, Rawle Murdy Associates
- 59 • Mr. Kristen Carter, Transdev Safety & Training Manager
- 60 • Ms. Sarah Cox, Davis & Floyd
- 61 • Ms. Sharon Hollis, Davis & Floyd
- 62 • Ms. Amy Jenkins, Esquire, McAngus Goudelock & Courie
- 63 • Ms. Andrea Kozloski, BCD-COG Deputy Director of Administrative & Supportive Services
- 64 • Mr. Ryan McClure, BCD-COG Planning
- 65 • Ms. Robin Mitchum, BCD-COG Finance Manager
- 66 • Ms. Katie Paschal, BCD-COG Assistant Finance Manager
- 67 • Ms. Ginger Stevens, Transdev General Manager
- 68 • Ms. Alisha Wigfall, Transdev Administrative & Customer Service Manager

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74 **CALL TO ORDER**

75 The Wednesday, 12/16/15, meeting of the CARTA Board opened at 1:25 PM in the 2nd Floor Training Room of the CARTA
76 Maintenance & Operations Facility, 3664 Leeds Avenue, North Charleston, SC 29405, with a moment of silence. A
77 quorum was confirmed for the meeting to continue.

52 **INTRODUCTION OF NEW BOARDMEMBER - COUNCILMEMBER WILL HAYNIE, MOUNT PLEASANT**

53 Chairman Seekings said it was his pleasure to introduce the newest CARTA Boardmember - Councilmember Will Haynie
54 from the Town of Mount Pleasant. He noted that Councilmember Haynie was a recently elected Councilmember for
55 Mount Pleasant, an entrepreneur and a newspaper columnist. Chairman Seekings said the Board would welcome his
56 input and certainly benefit from his experience and perspective.

57
58 Chairman Seekings expressed his profound apologies for not acknowledging the re-election of Councilmember Michael
59 Brown, City of North Charleston, during the November Board meeting. He said that Councilmember Brown was a valued
60 CARTA Boardmember and was certainly to be congratulated.

61
62 Chairman Seekings acknowledged his gratitude that Mayor R. Keith Summey of North Charleston had chosen to
63 reappoint Mr. Ed Astle as a CARTA Boardmember representing the City of North Charleston.

64
65 **BOARD MINUTES - 11/18/15**

66 Chairman Seekings introduced this agenda item and asked if there were any motions from the floor. A motion and
67 second were received to adopt the minutes, as distributed in the agenda package. With no questions or comments, the
68 motion was voted and passed unanimously.

69
70 **BUDGET PERFORMANCE REPORT - NOVEMBER 2015**

71 Chairman Seekings introduced this agenda item and deferred to Ron Mitchum, CARTA Executive Director, for a report.
72 Mr. Mitchum deferred to Robin Mitchum, BCD-COG Finance Manager, to report.

73
74 Ms. Mitchum reported that the statistics from November 2015 were ~ 17% of FY 2016 reporting; and to date, budget items
75 were in line with budgeted spending. She noted the following with explanations on the Statement of Revenues &
76 Expenditures:

- 77
- 78 • (\$13,961) / Expenditure under Advertising
 - 79 - The CARTA expense to produce advertising bus wraps was covered by the customer. However, in this case,
80 the customer paid prior to CARTA's receipt of a production invoice. Therefore, the pre-payment showed as
81 a "negative" expenditure.
 - 82 • \$10,403 /Revenue under Miscellaneous
 - 83 - This was a reimbursement to CARTA for fleet insurance/annual adjustment.
- 84

85 **RIDERSHIP REPORT - NOVEMBER 2015**

86 Chairman Seekings introduced this agenda item and called on Jeff Burns, AICP, Planning & Operations Manager to
87 report. Mr. Burns reported:

88
89 **Fixed-Route Service for November 2015**

- 90
- 91 • Ridership was 355,674 - a decrease of 9.7% over last year
 - 92 • YTD ridership was down by 4.1%
 - 93 • Routes which did not meet performance standards included
 - 94 - Route 21 / Rutledge Grove
 - 95 - Route 40 / Mount Pleasant
 - 96 - Route 41 / Coleman Boulevard
 - 97 - Route 103 / Leeds Avenue
 - 97 • System-wide cost/passenger was \$1.98 compared to \$1.84 from the same period last year
 - 98 • Revenue for the month was \$410,056.18 - a decrease of 0.4% from the same period one year ago
 - 99 • YTD revenue increased by 0.4%
 - 100 • Farebox recovery for the entire system was 36.8%
- 101

102 **Tel-A-Ride Service for November 2015**

- 103
- 103 • Ridership was 5,511 - a 4.8 decrease when compared to the same period one year ago
 - 104 • YTD ridership was up by 3.5%
 - 105 • Cost per Tel-A-Ride trip was \$26.49 - a 9.5% increase from November 2014
 - 106 • Average cost was 1.7% less than last year's average
- 107

108 When asked about the downturn in overall ridership, Mr. Burns noted several potential factors:

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- 111
- 112
- 113
- Lower fuel prices seemed to encourage some discretionary riders to return to their personal vehicle use
 - tourism seemed to be somewhat lower this year than last year, and
 - condition of the CARTA fleet – specifically the DASH trolleys – seemed to be an increasingly discouraging factor for consistent ridership.

114 The possibility of expanding available sites to sell CARTA passes was discussed, and Mr. Mitchum confirmed that Staff
115 would continue to seek opportunities to identify venues for pass sales. Jerry Lahm, Proxy for Chairman J. Elliott Summey
116 of Charleston County Council, suggested that public libraries might be a good venue for consignment pass sales. As an
117 alternative to purchasing physical passes, Mr. Mitchum reported that the MobilePay option which had looked so
118 promising for the purchase and presentation of passes via smart phones had not been as viable as hoped. CARTA had
119 received a presentation of this technology over the past month, but the understanding had originally been that the
120 technology would be very affordable, if not free. Unfortunately, the set-up fee, as well as the annual service fees, were
121 very expensive and place this option out of CARTA’s budget. However, Staff was continuing to research other technology
122 options which could offer similar but affordable services to CARTA riders with smartphones and/or laptops.

123

124 **ROUTE ADVISORY COMMITTEE REPORT**

125 Chairman Seekings introduced this agenda item and called on Councilmember Colleen Condon, Route Advisory
126 Committee Chair, to report.

127

128 Councilmember Condon reported that the Route Advisory Committee had met just prior to the CARTA Board meeting on
129 12/16/15 to receive the results of the Comprehensive Operational Analysis (COA) generated as a report of the *I-26ALT*
130 Project performed by Davis & Floyd for the Council of Governments. Councilmember Condon reported that the COA
131 produced a copious amount of information and statistics, as well as a comprehensive round of short-range CARTA service
132 recommendations which would offer CARTA ~ \$1.4 Million in annual savings. Councilmember Condon said because there
133 was an overwhelming amount of information to absorb in one meeting, the Committee voted to segregate the
134 recommended changes into discussion groups defined by geography for closer analysis by Route Advisory Committee
135 members most familiar with the individual areas. The five (5) discussion groups included:

- 136
- 137
- 138
- 139
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- 141
1. Peninsula Charleston
 2. North Charleston
 3. East Cooper
 4. West Ashley
 5. James Island

142

143 Councilmember Condon, Board Chairman Michael Seekings, Ron Mitchum and Sharon Hollis said they would make
144 themselves as available as possible to attend and participate in each geographic discussion group to better understand
145 the implications of the service recommendations in each geographic area. Once completed, these groups would
146 reconvene as an entire Route Advisory Committee to discuss an appropriate committee recommendation for the
147 consideration of the CARTA Board. Chairman Condon said she would also like to have public input for the consideration
148 of the Route Advisory Committee prior to the development of a Board recommendation. It was noted that any Board
149 approved recommendation(s) would require additional public hearings.

150

151 Councilmember Condon entered the motion to accept the proposed short-range service recommendations as a DRAFT
152 with the understanding that geographic discussion groups comprised of the Route Advisory Committee members would
153 continue their discussions prior to another full committee meeting and development of a fully supported list of short-term
154 service recommendations for Board consideration at a later date. After full Board approval of the recommended short-
155 term service recommendations, additional public hearings would be necessary. Councilmember James Lewis, Jr., City of
156 Charleston, entered a second to the motion.

157

158 With no additional questions or comments, the motion was voted and passed unanimously for meetings to proceed as
159 soon as the holidays would allow. Mr. Mitchum confirmed that Staff would distribute the electronic link to all
160 Boardmembers in order to view the full COA results online.

161

162 **ACKNOWLEDGEMENT OF 2015 CARTA ROADEO WINNERS**

163 Chairman Seekings asked for a brief interruption to the Board agenda so that Ginger Stevens, Transdev General
164 Manager could introduce some of her Staff as the 2015 Winners of the recent CARTA Roadeo. Ms. Stevens introduced

165 the following Operators in the following categories who would go on to represent CARTA in the State-wide Rodeo to be
166 held 02/28/16 in the Charleston Area:

- 167
- 168 1. Jamail Thomas representing Paratransit Division
 - 169 2. Quinten Hamilton representing 35' Buses
 - 170 3. Gregory Schuler representing 40' Buses
- 171

172 The CARTA Board was very impressed and recognized their appreciation for the skill and professionalism of these
173 Operators while wishing them good luck and performance in the State-Wide Competition to come.

174

175 **CONSIDERATION OF CONTRACT AWARD RE: FY 2014/2015 AUDIT SERVICES REQUEST FOR PROPOSALS**

176 Chairman Seekings introduced this agenda item and called on Mr. Mitchum for his report. Mr. Mitchum called on Ms.
177 Mitchum to report. Ms. Mitchum reported that a Request for Proposals had been issued to support a FY2014/2015
178 (External) Audit of CARTA's finances. A Selection Committee consisting of Councilmember Anna Johnson, CARTA
179 Boardmember representing the Charleston County Council; Katie Paschal, COG Staff; Chairman Seekings; and herself
180 considered and evaluated four (4) responses. Their recommendation to the Board was a request to negotiate a contract
181 with Clark Eustace Wagner, PA, for a three-year contract with two (2) annual renewal options.

182

183 Lynn Katie McClure, representing the Charleston County Legislative Delegation, entered a motion to approve the Staff
184 recommendation; a second to the motion was entered by Councilmember Michael Brown, City of North Charleston. With
185 no additional questions or comments, the motion was voted and passed unanimously.

186

187 **CONSIDERATION OF CONTRACT RENEWAL w/ELECTRONIC DATA MAGNETICS re: THERMAL DIE-CUT PASSES**

188 Chairman Seekings introduced this agenda item and called on Mr. Mitchum for his report. Mr. Mitchum reported that
189 CARTA currently had an annual contract for the production of Thermal Die-Cut Passes & Transfers with Electronic Data
190 Magnetics. He noted that they had been very satisfactory in their service and support, and they had held their prices
191 stable over almost ten years (from the previous competitive contract and, again, for this one). Staff recommended
192 approval of this annual renewal.

193

194 Councilmember Marty Bettelli, City of Isle of Palms, entered a motion to approve the Staff recommendation to renew; a
195 second to the motion was entered by Councilmember Will Haynie. With no additional discussion or questions, the motion
196 was voted and passed unanimously.

197

198 **INTERMODAL PROJECT UPDATES**

199 Chairman Seekings introduced this agenda item and called on Mr. Burns to report. Mr. Burns reported:

- 200
- 201 • The project team continues to develop and negotiate agreements with the partner agencies.
 - 202 • The building and site design plans sits at 90% completed until all of those agreements are finalized, as the final
203 wording could impact the terms of each agreement.
 - 204 • Amtrak has agreed to retain liability coverage on the platform that alleviates a financial burden.
 - 205 • Discussions with CSX Corporation have been productive to reach a mutually agreeable purchase price for the site
206 and to finalize a purchase/sale agreement.
 - 207 • The Environmental Assessment document was approved by FTA and the 30-day public comment period opened on
208 December 4, 2015.
 - 209 • A Finding of No Significant Impact (FONSI) is anticipated to be approved by FTA in late January 2016, pending public
210 comment.
 - 211 • The City of North Charleston is in the process of reviewing a sub-recipient funding agreement to administer the
212 Federal funding that will be passed through CARTA.
 - 213 • Project Timeline:
 - 214 a. Overall, the project is tracking about 3 month beyond the original schedule as impacted by the progress in
215 negotiating the MOUs
 - 216 b. Finalizing agreements with partner agencies still presents a concern. The team is coordinating with project
217 stakeholders to manage these risks
 - 218 • Permitting & Zoning: Scheduled for February 2016
 - 219 • Real Estate Process:
 - 220 a. An appraisal of the Gaynor St. site has been completed. A review appraisal has been completed.

221 b. CSX has provided a draft Purchase & Sale Agreement and an appraised value of the property. Negotiations
222 are actively occurring. FTA will have to approve the offer price to acquire the Gaynor St. Site.
223

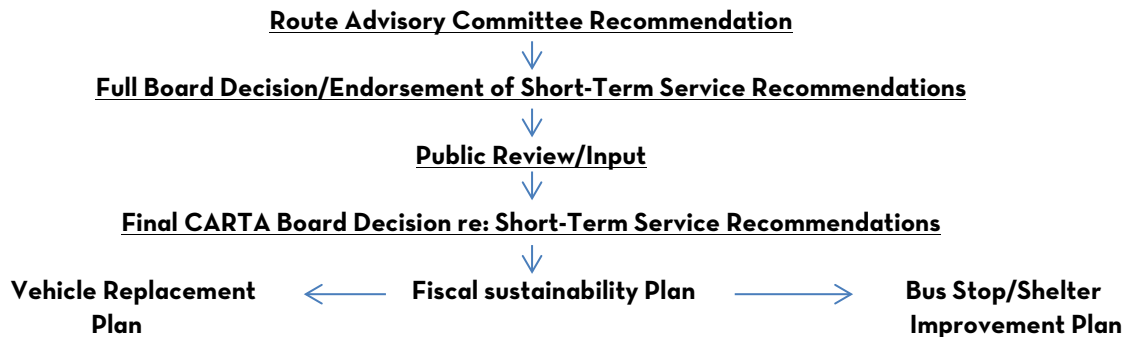
224 CARTA staff continues to coordinate with FTA to ensure their staff is informed on our progress. FTA staff has been very
225 supportive in moving this project to completion.
226

227 Upcoming tasks include completing the finalizing the design and construction plans, to finalize negotiations with Amtrak
228 and CSX, and completing the 30-day public comment period on the Environmental Assessment.
229

230 **EXECUTIVE DIRECTOR'S REPORT**

231 Chairman Seekings introduced this agenda item and called on Mr. Mitchum for his report. Mr. Mitchum referred the
232 Board to his memo, as distributed, and said he would keep his remarks brief for the sake of a long meeting:

- 233 • Congress had passed a new five year transportation bill - the "FAST" Act - Fixing America's Surface
234 Transportation. The Act increased the ceiling of the dedicated bus funding by 89% over the life of the bill. This
235 did not guarantee that the actual apportionment would meet the max amount set. Although the bill passed,
236 CARTA did not have a specific apportionment, at this item.
- 237 • Staff initiated the process of transferring all of the CARTA financial data from the old Great Plains software to
238 the new software. The transfer of data was going well.
- 239 • Staff received notification from SCDOT that the Commission has approved ~ \$3.8 million in new funds for the
240 replacement of vehicles. Eligible vehicles included fixed-route buses, commuter buses, DASH service buses and
241 paratransit buses.
- 242 • CARTA had a fairly successful "Seniors Ride Free" day on 12/12/15. Another such day was tentatively schedule for
243 the Spring of 2016. Chairman Seekings said he would like to see this event on a quarterly basis.
- 244 • As a reminder, Mr. Mitchum noted the following sequence of events was appropriate to access SCDOT available
245 funding which was based on a first come/first served basis:
246



- 258 • Mr. Mitchum said that in good conscience he could not recommend a renewal with the current CARTA Bus
259 Shelter Cleaning Contractor. He said he could have Staff do a better, more accountable and responsive job
260 for \$168,000 annually. He also added that additional shelters, possibly with solar lighting options, would be
261 desirable, if future dollars became available.
262

263 **OTHER BUSINESS, IF ANY**

264 Chairman Seekings asked if there were any additional items to be considered by the Finance Committee at this time and
265 received none.
266

267 **PUBLIC COMMENTS, IF ANY**

268 Chairman Seekings introduced this agenda item and asked if there were any comments from the public for the
269 information of the CARTA Board and received none.
270

271 **BOARD COMMENTS, IF ANY**

272 Chairman Seekings introduced this agenda item and offered the following comments. Chairman Seekings specifically
273 noted that discussions involving the COA results would be challenging. He said it would be natural for any/all members
274 of the Route Advisory Committee and the full CARTA Board to want to preserve as much service as possible for their own
275 jurisdictions and constituencies. However, he encouraged everyone to embrace the challenge as the only viable
276 opportunity to begin the repair of CARTA's financial position and position the service for growth and future vibrancy. In

277 order to accomplish that goal, a new successful Half-Cent Sales Tax Referendum would be necessary. He urged all
278 CARTA Boardmembers to put aside any personal misgivings in supporting a new tax because this referendum was the
279 only viable method for CARTA to obtain the necessary funds to provide the world-class transit system this region
280 mandated and needed so desperately.

281
282 He said that CARTA would need to demonstrate their efforts and results in “repairing past (financial) sins” in order to
283 provide the public with any confidence regarding transparency and effectiveness to provide this world class
284 transportation system. He said he would be extremely hard work on everyone’s part, but he had confidence he could be
285 done.

286
287 **ADJOURNMENT**
288 With no additional business for this session of the CARTA Board, Councilmember Seekings received a motion and a
289 second to adjourn the 12/16/15 meeting at 2:35 pm.

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291

**ITEM 3
FINANCIAL STATUS
REPORT**

CARTA
Statement of Revenues & Expenditures
For the Month Ending December 31, 2015

Time elapsed:
25%

	<u>Revised FY16 Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<u>Revenues</u>			
Farebox	2,696,890	662,430	25%
Passes	611,941	115,892	19%
COC Shuttle	452,580	115,326	25%
School District	50,000	11,930	24%
MUSC	807,000	200,458	25%
City of Charleston - DASH	978,390	123,000	13%
City of North Charleston	1,442,330	-	0%
NASH	240,000	75,000	31%
Partnerships	100,000	-	0%
Federal	12,161,349	1,633,185	13%
State Mass Transit Funds	381,618	-	0%
Sales Tax - Charleston County	7,927,250	1,981,812	25%
Advertising	700,000	174,394	25%
Interest	615	137	22%
Montague Ave. - Proceeds from Sale	2,769,320	-	0%
Insurance Proceeds	-	20,006	N/A
Miscellaneous	881	801	91%
TOTAL REVENUES	<u>31,320,164.00</u>	<u>5,114,371</u>	16%
<u>Expenditures</u>			
Staff Salaries	615,225	183,117	30%
Supplies	14,000	9,081	65%
Printing	100,000	8,279	8%
Marketing:	90,000	17,510	19%
Parking (Employee)	8,400	2,205	26%
Accounting (Outside Services & Auditin	18,000	1,140	6%
Postage	5,000	701	14%
Dues/Publications	2,525	800	32%
Training/Travel	5,000	853	17%
Office Equipment Rental/Repair	18,000	6,747	37%
Rent (Lot Lease & Storage)	-	856	N/A
Telephone/Communications	25,600	6,170	24%
Utilities	9,990	1,080	11%
Advertising	7,500	-	0%
Public Notices	5,000	1,138	23%
Money Counting	60,000	9,095	15%

CARTA
Statement of Revenues & Expenditures
For the Month Ending December 31, 2015

Time elapsed:
25%

	<u>Revised FY16 Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Other Professional Services:	60,000	5,035	8%
Paratransit Certification	20,000	1,476	7%
Low Income Fare Determination	37,000	9,250	25%
Bus Shelter Cleaning	168,000	17,422	10%
Consultant Fees - Vehicles	-	-	N/A
Vehicle Maintenance	250,000	83,859	34%
Operating Fees & Licenses	9,000	3,950	44%
Insurance	502,595	-	0%
Fuel	1,999,231	248,699	12%
Fixed Route	12,668,680	3,089,218	24%
Paratransit	2,252,001	515,894	23%
Miscellaneous	36,030	4,067	11%
Intermodal Infrastructure - Construction	7,211,650	-	0%
Rolling Stock	4,529,933	-	0%
Bus Shelter Construction/Bench Install	70,000	-	0%
Security/Cameras	70,000	-	0%
Signage	10,000	-	0%
Engineering	30,000	-	0%
Leeds Ave. (FTA Payback)	411,804	-	0%
TOTAL EXPENDITURES	<u>31,320,164</u>	<u>4,227,642</u>	13%
 Excess (Deficit) of Revenues Over (Under) Expenditures	 <u>-</u>	 <u>886,729</u>	

CARTA
Statement of Revenues & Expenditures
For the Month Ending December 31, 2015

	Administration	Operating	Capital	TOTAL
EXPENDITURES:				
Salaries & Benefits	112,259	70,858		183,117
Total Direct Personnel	112,259	70,858	-	183,117
Supplies	7,737	1,344		9,081
Printing	170	8,109		8,279
Marketing:	17,510			17,510
Parking (Employee)	2,205	-		2,205
Accounting (Outside Services & Auditing)	1,140			1,140
Postage	701			701
Dues/Publications	300	500		800
Training/Travel	853			853
Office Equipment Rental/Repair	6,747			6,747
Rent	356	500		856
Telephone/Communications	2,727	3,443		6,170
Utilities		1,080		1,080
Advertising	-			-
Public Notices	1,138			1,138
Money Counting		9,095		9,095
Other Professional Services:	5,035			5,035
Paratransit Certification		1,476		1,476
Low Income Fare Determination		9,250		9,250
Bus Shelter Cleaning		17,422		17,422
Consultant Fees - Vehicles				-
Vehicle Maintenance		83,859		83,859
Operating Fees & Licenses		3,950		3,950
Insurance				-
Fuel		248,699		248,699
Fixed Route		3,089,218		3,089,218
Paratransit		515,894		515,894
Miscellaneous	4,067			4,067
Intermodal Infrastructure - Construction			-	-
Rolling Stock			-	-
Bus Shelter Construction/Bench Install			-	-
Security Cameras			-	-
Signage			-	-
Engineering			-	-
Leeds Ave. (FTA Payback)			-	-
TOTAL EXPENDITURES	162,945	4,064,697	-	4,227,642

CARTA
Statement of Revenues & Expenditures
For the Month Ending December 31, 2015

	Administration	Operating	Capital	TOTAL
REVENUE				
Farebox		662,430		662,430
Passes		115,892		115,892
COC Shuttle		115,326		115,326
School District		11,930		11,930
MUSC		200,458		200,458
City of Charleston - DASH		123,000		123,000
City of North Charleston		-		-
NASH		75,000		75,000
Partnerships		-		-
Federal		1,633,185		1,633,185
State Mass Transit Funds				-
Sales Tax - Charleston County	1,026,864	954,948		1,981,812
Advertising	21,872	152,522		174,394
Interest	137			137
Miscellaneous	801	20,006		20,807
Montague Ave. - Proceeds from Sale				-
TOTAL REVENUES	1,049,674	4,064,697	-	5,114,371
EXCESS OF REVENUES OVER EXPENDITURES	886,729	-	-	886,729

ITEM 4
EXECUTIVE SESSION

ITEM 5
ACTION RELATED TO MATTERS
DISCUSSED IN EXECUTIVE SESSION
- IF REQUIRED -

ITEM 6
RIDERSHIP REPORT

CARTA

Charleston Area Regional Transportation Authority

INTER-OFFICE MEMORANDUM

TO: Ronald Mitchum, Executive Director

FROM: Raineer' Kearney, Transit Coordinator

DATE: January 14, 2016

SUBJECT: December 2015 Ridership Report Summary Statistics

CC: file

As requested, the following information presents an overview of the ridership statistics for the month of December 2015.

- Ridership for December was 365,620, a decrease of 5.5% over last year. That is a decrease of 13,701 passenger trips. Year-to-date, ridership is down by 4.2%
- Routes that did not meet performance standards include -Express 2- Mt Pleasant, Rt. 20- King St/Citadel, Rt. 21- Rutledge Grove, Rt. 40- Mt. Pleasant, Rt. 41-Coleman Blvd.
- The system wide cost per passenger was \$1.88 (\$2.05 last year)
- Revenue for the month was \$443,952.44, which is an increase of 7% from last year. Year-to-date, revenue is up by 0.9%
- Farebox recovery for the system was 39.2%
- Tel-A-Ride ridership for the month was 5,810, which is a 10.2% decrease when compared to the same period last year. Year-to-date ridership is up by 2.3%.
- The cost per Tel-A-Ride trip was \$26.80 which is a 12% increase over December of last year. The average cost is .5% less than last year's average.

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

Revenue/Cost/Ridership for the Month of December 2015

Route Name	Revenue	Pass/Presale Revenue	2014 Revenue	2015 Revenue	Cost of Operation	Weekday Hours of Operation	Saturday Hours of Operation	Sunday Hours of Operation	Holiday Hours of Operation	Hours Operated	Percent Cost Recovered	Cost Per Passenger	Deviation From System Average	Allowable Deviation Under Performance Standards	Passengers Per Hour	Passenger Per Hour Target Under Performance Standards	2014 Ridership	2015 Ridership	Change from Last Year	% of Total Ridership
1 James Island-North Charleston Express	\$ 3,083.05	\$ 16,972.02	\$ 17,537.45	\$ 20,055.08	\$ 56,948.26	42.05	0.00	0.00	0.00	883.05	35.22%	\$ 2.12	-4.00%	-5.00%	20	15	15,188	17,381	2,193	4.75%
2 Mt. Pleasant - West Ashley Express	\$ 1,172.41	\$ 9,735.48	\$ 8,369.54	\$ 10,907.89	\$ 41,439.66	30.31	0.00	0.00	0.00	636.51	26.32%	\$ 4.27	-12.89%	-5.00%	11	15	7,251	7,149	(102)	1.96%
3 Dorchester Road Express	\$ 1,889.44	\$ 6,921.52	\$ 6,361.70	\$ 8,810.95	\$ 29,933.71	21.60	0.00	0.00	0.00	453.60	29.43%	\$ 4.29	-9.78%	-5.00%	11	15	4,444	4,925	481	1.35%
4 NASH Express	\$ 1,822.08	\$ 26,246.50	\$ 9,183.13	\$ 28,068.57	\$ 26,682.78	14.32	14.32	8.32	8.32	401.92	105.19%	\$ (0.98)	65.98%	-5.00%	4	15	1,454	1,414	(40)	0.39%
10 Rivers Avenue	\$ 85,476.67	\$ 11,982.97	\$ 91,342.22	\$ 97,459.64	\$ 210,012.48	133.91	86.05	35.15	35.15	3316.31	46.41%	\$ 1.22	7.19%	-10.00%	28	20	99,505	92,630	(6,875)	25.34%
11 Dorchester/Airport	\$ 28,487.92	\$ 4,185.80	\$ 27,567.16	\$ 32,673.73	\$ 76,079.77	43.60	39.70	21.78	21.78	1187.18	42.95%	\$ 1.34	3.73%	-10.00%	27	20	29,869	32,357	2,488	8.85%
12 Upper Dorchester AFB	\$ 29,868.85	\$ 3,937.88	\$ 32,397.75	\$ 33,806.72	\$ 77,158.38	47.15	43.65	11.89	11.89	1204.33	43.81%	\$ 1.42	4.60%	-10.00%	25	20	34,379	30,440	(3,938)	8.33%
13 Remount Road	\$ 7,255.25	\$ 1,122.18	\$ 7,164.26	\$ 8,377.43	\$ 24,279.81	15.28	14.28	0.00	0.00	363.72	34.50%	\$ 1.83	-4.71%	-10.00%	24	20	8,120	8,675	555	2.37%
20 King Street/Citadel	\$ 9,506.18	\$ 1,613.49	\$ 10,516.51	\$ 11,119.67	\$ 50,016.76	29.00	29.00	10.98	10.98	772.86	22.23%	\$ 3.12	-16.98%	-10.00%	16	20	13,286	12,473	(814)	3.41%
21 Rutledge Grove	\$ 1,595.30	\$ 407.57	\$ 1,479.54	\$ 2,002.87	\$ 19,720.45	12.50	9.58	0.00	0.00	291.24	10.16%	\$ 5.62	-29.06%	-15.00%	11	10	2,504	3,151	647	0.86%
30 Savannah Highway	\$ 12,066.38	\$ 1,834.37	\$ 12,394.79	\$ 13,900.76	\$ 49,393.37	28.55	27.05	11.75	11.75	762.95	28.14%	\$ 2.50	-11.07%	-10.00%	19	20	14,436	14,180	(256)	3.88%
31 Folly Road	\$ 5,787.42	\$ 815.04	\$ 5,446.11	\$ 6,602.46	\$ 27,952.20	14.60	12.60	11.10	11.10	422.10	23.62%	\$ 3.39	-15.59%	-15.00%	15	10	6,364	6,300	(63)	1.72%
32 North Bridge	\$ 16,264.26	\$ 2,468.53	\$ 17,054.54	\$ 18,732.79	\$ 50,927.41	30.07	28.12	10.22	10.22	787.34	36.78%	\$ 1.69	-2.43%	-10.00%	24	20	20,348	19,082	(1,265)	5.22%
40 Mt. Pleasant	\$ 14,064.38	\$ 2,002.68	\$ 14,523.85	\$ 16,067.06	\$ 77,781.77	45.35	41.26	19.73	19.73	1214.24	20.66%	\$ 3.99	-18.56%	-10.00%	13	20	16,048	15,481	(567)	4.23%
41 Coleman Boulevard	\$ 1,887.28	\$ 354.76	\$ 2,325.08	\$ 2,242.04	\$ 21,515.13	13.48	12.23	0.00	0.00	319.77	10.42%	\$ 7.03	-28.79%	-10.00%	9	20	2,793	2,742	(51)	0.75%
102 North Neck	\$ 3,703.65	\$ 759.71	\$ 4,446.90	\$ 4,463.37	\$ 22,705.92	14.23	13.27	0.00	0.00	338.70	19.66%	\$ 3.11	-19.56%	-15.00%	17	10	6,672	5,873	(799)	1.61%
103 Leeds Avenue	\$ 3,077.64	\$ 565.99	\$ 3,916.27	\$ 3,643.63	\$ 20,284.08	12.88	9.88	0.00	0.00	300.20	17.96%	\$ 3.80	-21.25%	-15.00%	15	10	5,706	4,375	(1,331)	1.20%
104 Montague Avenue	\$ 5,033.15	\$ 915.42	\$ 4,884.17	\$ 5,948.57	\$ 23,775.31	15.33	11.23	0.00	0.00	355.70	25.02%	\$ 2.52	-14.19%	-15.00%	20	10	6,906	7,076	171	1.94%
203 Medical University Shuttle	\$ 0.25	\$ 35,298.33	\$ 39,354.86	\$ 35,298.58	\$ 35,195.71	25.58	0.00	0.00	0.00	537.25	100.29%	\$ (0.01)	61.08%	-15.00%	21	10	13,685	11,407	(2,278)	3.12%
210 Aquarium/ CofC DASH	\$ -	\$ 43,479.67	\$ 36,846.89	\$ 43,479.67	\$ 46,438.72	33.23	12.95	12.95	0.00	715.98	93.63%	\$ 0.29	54.41%	-15.00%	14	10	7,318	10,217	2,899	2.79%
211 Meeting/King DASH	\$ 3.88	\$ 17,940.00	\$ 16,555.56	\$ 17,943.88	\$ 66,148.12	35.00	32.70	32.70	0.00	1029.30	27.13%	\$ 1.44	-12.09%	-15.00%	32	10	31,432	33,384	1,952	9.13%
213 Lockwood/Calhoun DASH	\$ 2.00	\$ 9,940.00	\$ 11,557.46	\$ 9,942.00	\$ 28,637.24	15.60	13.93	10.60	0.00	432.99	34.72%	\$ 1.61	-4.50%	-15.00%	27	10	14,442	11,594	(2,848)	3.17%
301 St. Andrews	\$ 10,682.88	\$ 1,722.20	\$ 10,880.60	\$ 12,405.08	\$ 49,119.73	29.45	22.92	10.20	10.20	758.60	25.25%	\$ 2.76	-13.96%	-10.00%	18	20	13,506	13,313	(193)	3.64%
TOTAL	\$ 242,730.33	\$ 201,222.11	\$ 415,314.03	\$ 443,952.44	\$ 1,132,146.77	703.1	474.7	207.4	151.1	17,485.8	39.21%	\$ 1.88					379,321	365,620	(13,701)	100.0%

NOT meeting Revenue Recovery Standards

Meeting Passenger Per Hour Standards

NOT Meeting Passenger Per Hour Standards

Revenue/Cost/Ridership Excluding Pre-Paid Routes for December 2015

Route Name	Revenue	Pass/Presale Revenue	2014 Revenue	2015 Revenue	Cost of Operation	Weekday Hours of Operation	Saturday Hours of Operation	Sunday Hours of Operation	Holiday Hours of Operation	Hours Operated	Percent Cost Recovered	Cost Per Passenger	Deviation From System Average	Allowable Deviation Under Performance Standards	Passengers Per Hour	Passenger Per Hour Target Under Performance Standards	2014 Ridership	2015 Ridership	Change from Last Year	% of Total Ridership
1 James Island-North Charleston Express	\$3,083.05	\$16,972.02	\$18,611.75	\$20,055.08	\$56,948.26	42.1	0.0	0.0	0.0	883.1	35.22%	\$ 2.12	1.93%	-5.00%	20	15	15,188	17,381	2,193	5.84%
2 Mt. Pleasant - West Ashley Express	\$1,172.41	\$9,735.48	\$9,505.27	\$10,907.89	\$41,439.66	30.3	0.0	0.0	0.0	636.5	26.32%	\$ 4.27	-6.96%	-5.00%	11	15	7,251	7,149	(102)	2.40%
3 Dorchester Road Express	\$1,889.44	\$6,921.52	\$5,206.20	\$8,810.95	\$29,933.71	21.6	0.0	0.0	0.0	453.6	29.43%	\$ 4.29	-3.85%	-5.00%	11	15	4,444	4,925	481	1.65%
4 NASH Express																				
10 Rivers Avenue	\$85,476.67	\$11,982.97	\$85,342.12	\$97,459.64	\$210,012.48	133.9	86.1	35.2	35.2	3316.3	46.41%	\$ 1.22	13.12%	-10.00%	28	20	99,505	92,630	(6,875)	31.13%
11 Dorchester/Airport	\$28,487.92	\$4,185.80	\$24,489.65	\$32,673.73	\$76,079.77	43.6	39.7	21.8	21.8	1187.2	42.95%	\$ 1.34	9.66%	-10.00%	27	20	29,869	32,357	2,488	10.87%
12 Upper Dorchester AFB	\$29,868.85	\$3,937.88	\$30,740.31	\$33,806.72	\$77,158.38	47.2	43.7	33.806.72	11.9	1204.3	43.81%	\$ 1.42	10.53%	-10.00%	25	20	34,379	30,440	(3,938)	10.23%
13 Remount Road	\$7,255.25	\$1,122.18	\$6,156.32	\$8,377.43	\$24,279.81	15.3	14.3	0.0	0.0	363.7	34.50%	\$ 1.83	1.22%	-10.00%	24	20	8,120	8,675	555	2.91%
20 King Street/Citadel	\$9,506.18	\$1,613.49	\$9,914.24	\$11,119.67	\$50,016.76	29.0	29.0	11.0	11.0	772.9	22.23%	\$ 3.12	-11.05%	-10.00%	16	20	13,286	12,473	(814)	4.19%
21 Rutledge Grove	\$1,595.30	\$407.57	\$1,729.23	\$2,002.87	\$19,720.45	12.5	9.6	0.0	0.0	291.2	10.16%	\$ 5.62	-23.13%	-15.00%	11	10	2,504	3,151	647	1.06%
30 Savannah Highway	\$12,066.38	\$1,834.37	\$11,214.43	\$13,900.76	\$49,393.37	28.6	27.1	11.8	11.8	763.0	28.14%	\$ 2.50	-5.14%	-10.00%	19	20	14,436	14,180	(256)	4.76%
31 Folly Road	\$5,787.42	\$815.04	\$4,790.85	\$6,602.46	\$27,952.20	14.6	12.6	11.1	11.1	422.1	23.62%	\$ 3.39	-9.66%	-15.00%	15	10	6,364	6,300	(63)	2.12%
32 North Bridge	\$16,264.26	\$2,468.53	\$14,646.31	\$18,732.79	\$50,927.41	30.1	28.1	10.2	10.2	787.3	36.78%	\$ 1.69	3.50%	-10.00%	24	20	20,348	19,082	(1,265)	6.41%
40 Mt. Pleasant	\$14,064.38	\$2,002.68	\$11,870.36	\$16,067.06	\$77,781.77	45.4	41.3	19.7	19.7	1214.2	20.66%	\$ 3.99	-12.63%	-10.00%	13	20	16,048	15,481	(567)	5.20%
41 Coleman Boulevard	\$1,887.28	\$354.76	\$1,773.51	\$2,242.04	\$21,515.13	13.5	12.2	0.0	0.0	319.8	10.42%	\$ 7.03	-22.86%	-10.00%	9	20	2,793	2,742	-	0.92%
102 North Neck	\$3,703.65	\$759.71	\$4,812.79	\$4,463.37	\$22,705.92	14.2	13.3	0.0	0.0	338.7	19.66%	\$ 3.11	-13.63%	-15.00%	17	10	6,672	5,873	(799)	1.97%
103 Leeds Avenue	\$3,077.64	\$565.99	\$3,017.45	\$3,643.63	\$20,284.08	12.9	9.9	0.0	0.0	300.2	17.96%	\$ 3.80	-15.32%	-15.00%	15	10	5,706	4,375	(1,331)	1.47%
104 Montague Avenue	\$5,033.15	\$915.42	\$5,317.77	\$5,948.57	\$23,775.31	15.3	11.2	0.0	0.0	355.7	25.02%	\$ 2.52	-8.26%	-15.00%	20	10	6,906	7,076	171	2.38%
203 Medical University Shuttle																				
210 Aquarium/ CofC DASH																				
211 Meeting/King DASH																				
213 Lockwood/Calhoun DASH																				
301 St. Andrews	\$10,682.88	\$1,722.20	\$9,699.10	\$12,405.08	\$49,119.73	29.5	22.9	10.2	10.2	758.6	25.25%	\$ 2.76	-8.03%	-10.00%	18	20	13,506	13,313	(193)	4.47%
TOTAL	\$240,902.12	\$68,317.61	\$258,837.64	\$309,219.74	\$929,044.20	579.4	400.8	142.8	142.8	14368.4	33.28%	\$ 2.08					307,323	297,604	(9,719)	100.00%

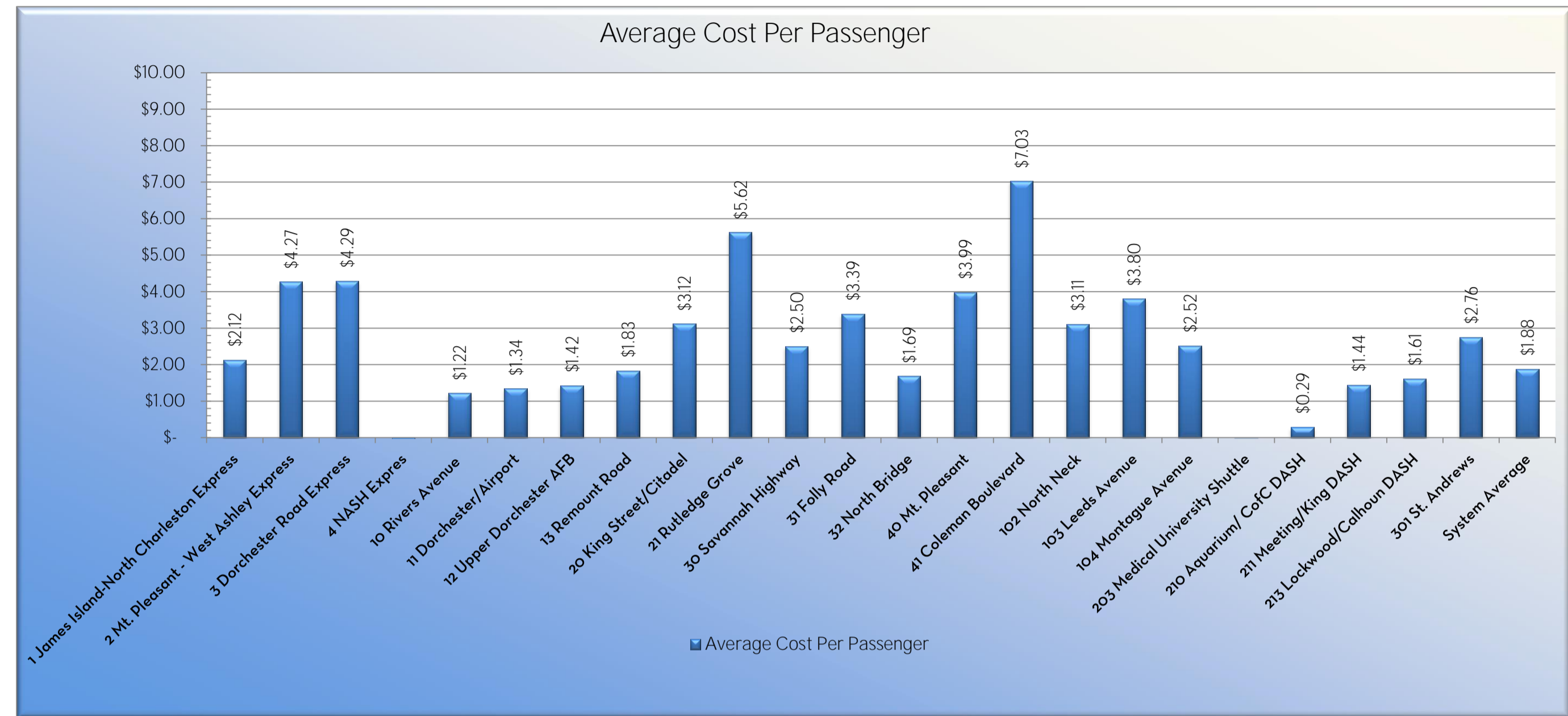
NOT meeting Revenue Recovery Standards

Meeting Passenger Per Hour Standards

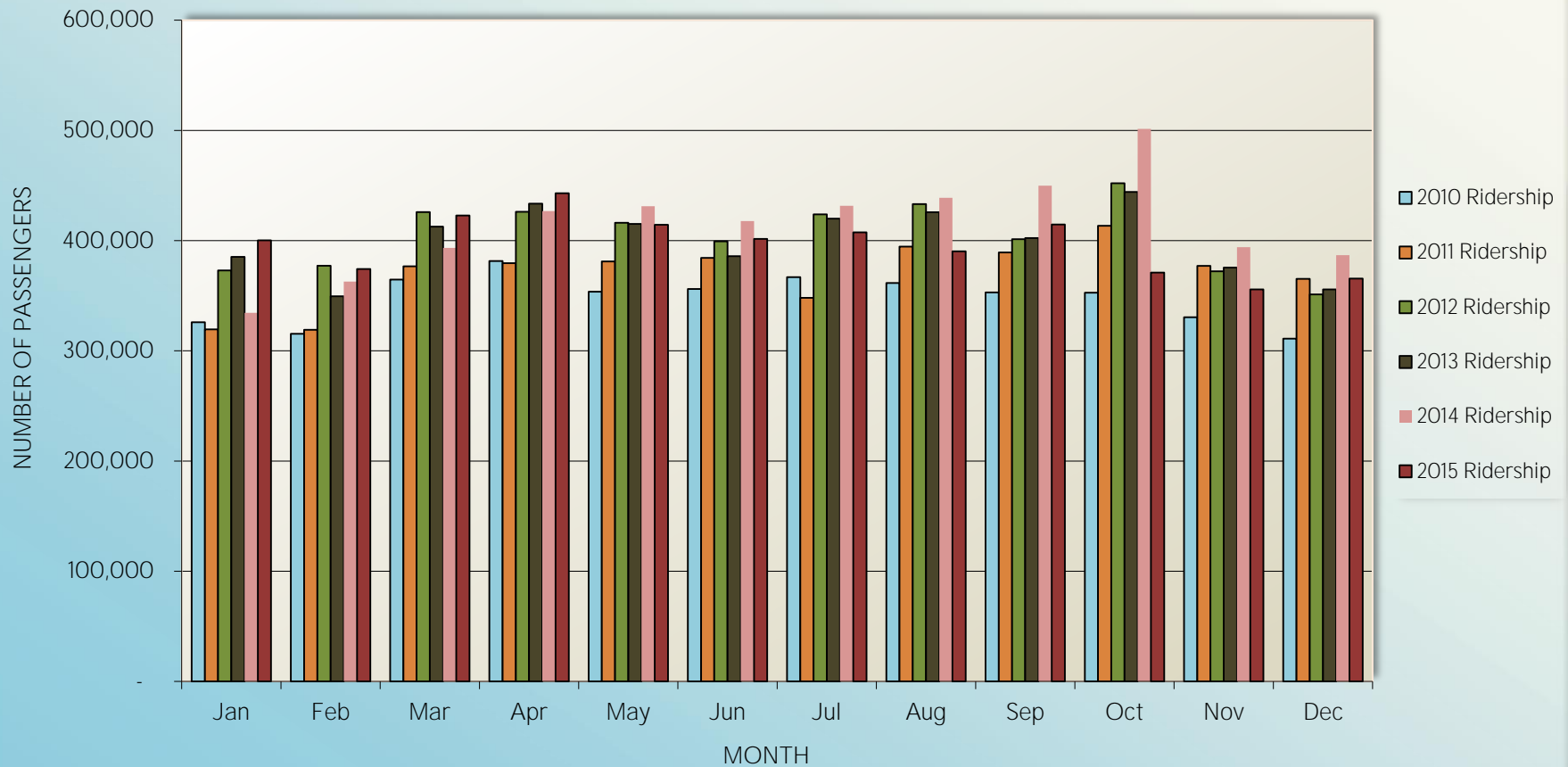
NOT Meeting Passenger Per Hour Standards

Average Cost Per Passenger for the Month of December 2015

Route Name	Average Cost Per Passenger
1 James Island-North Charleston Express	\$ 2.12
2 Mt. Pleasant - West Ashley Express	\$ 4.27
3 Dorchester Road Express	\$ 4.29
4 NASH Expres	\$ (0.98)
10 Rivers Avenue	\$ 1.22
11 Dorchester/Airport	\$ 1.34
12 Upper Dorchester AFB	\$ 1.42
13 Remount Road	\$ 1.83
20 King Street/Citadel	\$ 3.12
21 Rutledge Grove	\$ 5.62
30 Savannah Highway	\$ 2.50
31 Folly Road	\$ 3.39
32 North Bridge	\$ 1.69
40 Mt. Pleasant	\$ 3.99
41 Coleman Boulevard	\$ 7.03
102 North Neck	\$ 3.11
103 Leeds Avenue	\$ 3.80
104 Montague Avenue	\$ 2.52
203 Medical University Shuttle	\$ (0.01)
210 Aquarium/ CofC DASH	\$ 0.29
211 Meeting/King DASH	\$ 1.44
213 Lockwood/Calhoun DASH	\$ 1.61
301 St. Andrews	\$ 2.76
System Average	\$ 1.88

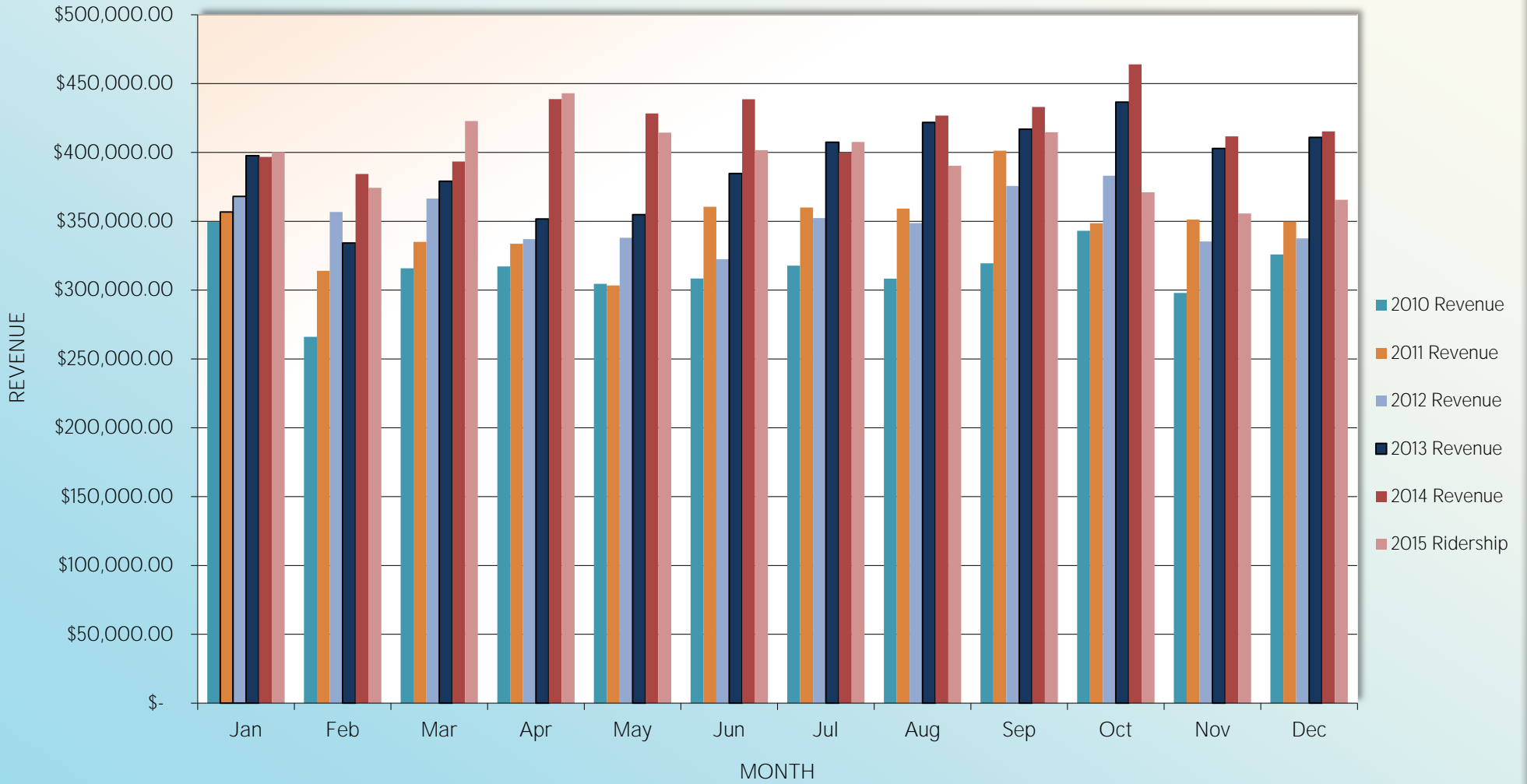


FIXED ROUTE RIDERSHIP Historical Through December 2015



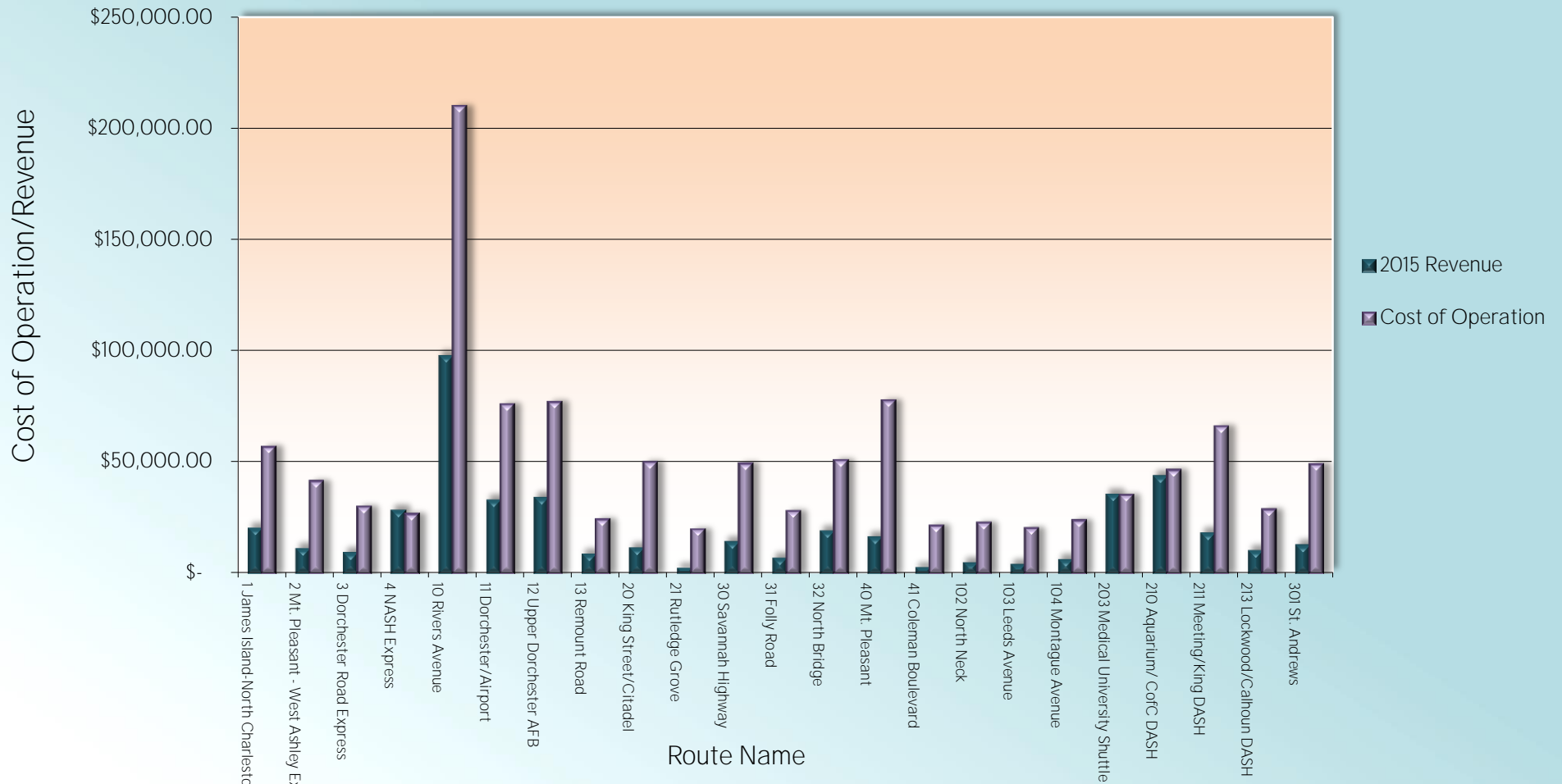
Fixed Route Ridership for the month was 365,620 which is a decrease of 5.5% or 13,701 less passengers from the same period last year. YTD Ridership is down 4.2%.

FIXED ROUTE REVENUE Historical Through December 2015



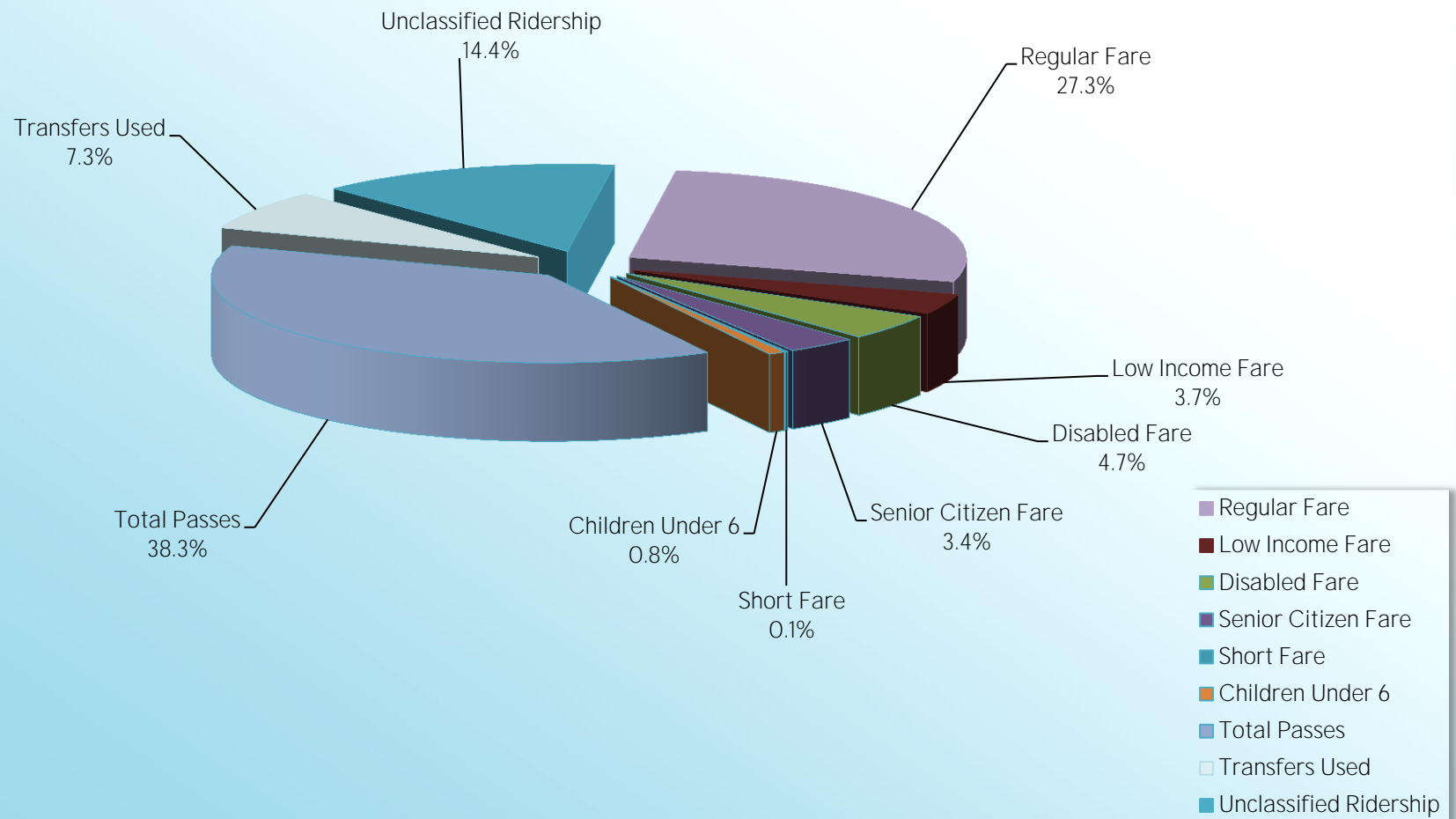
Fixed Route revenue for the month was \$443,952.44, a increase of 7% from the same period last year.
YTD revenue is up by 0.9%

REVENUE V. COST BY ROUTE December 2015

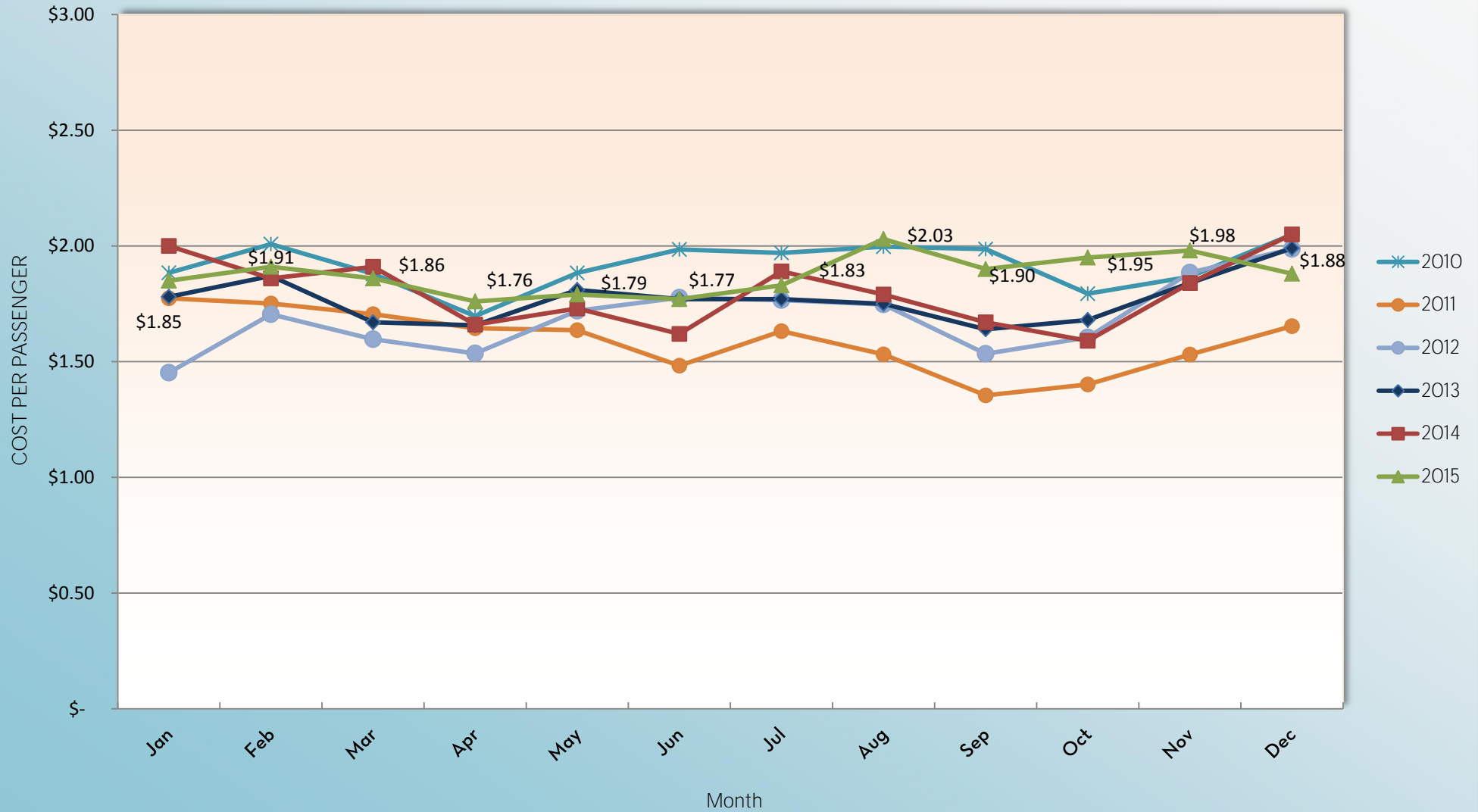


Farebox recovery was 39.2%, which means that 39.2% of the cost of service was captured in fares paid by passengers.

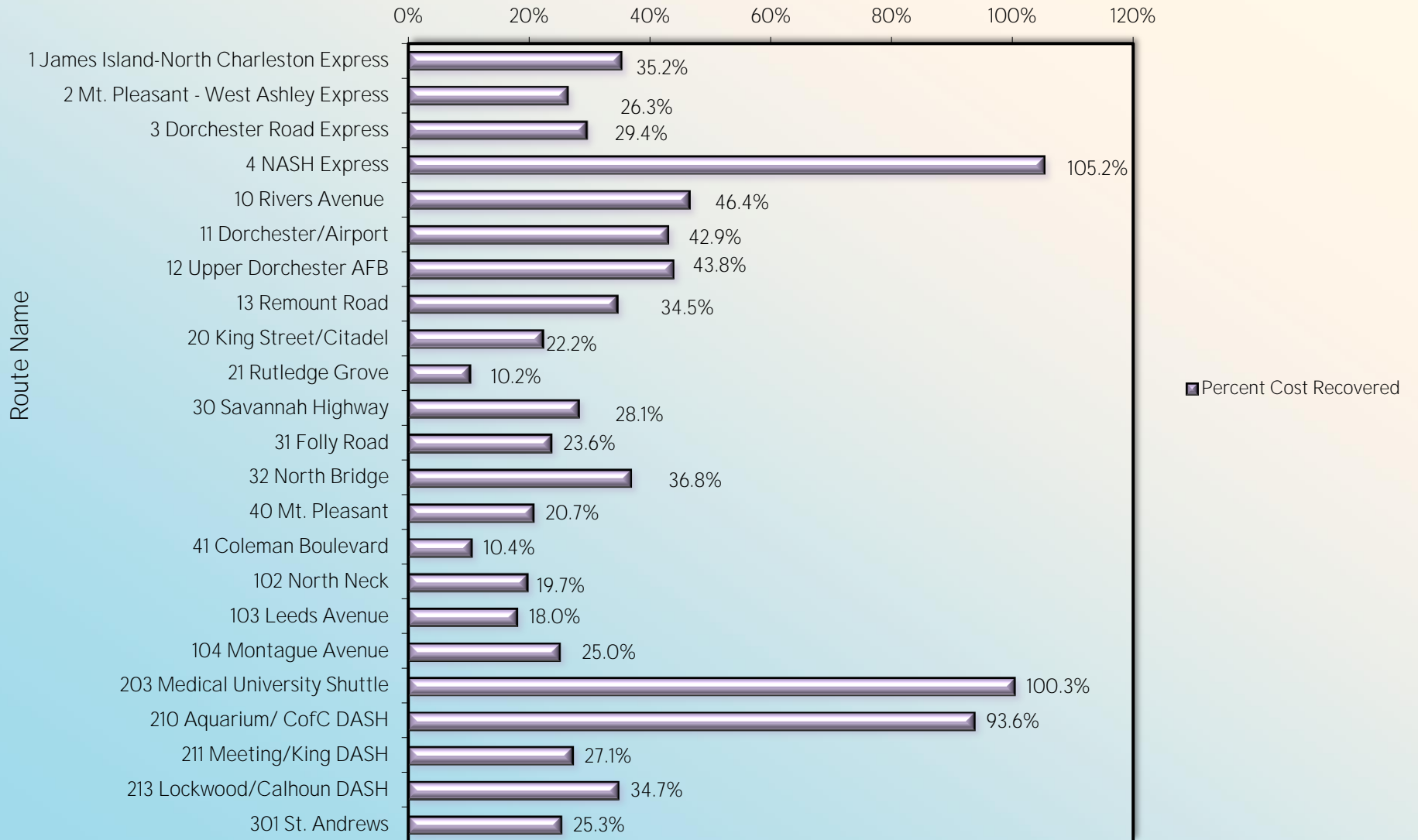
Ridership by Fare Type December 2015



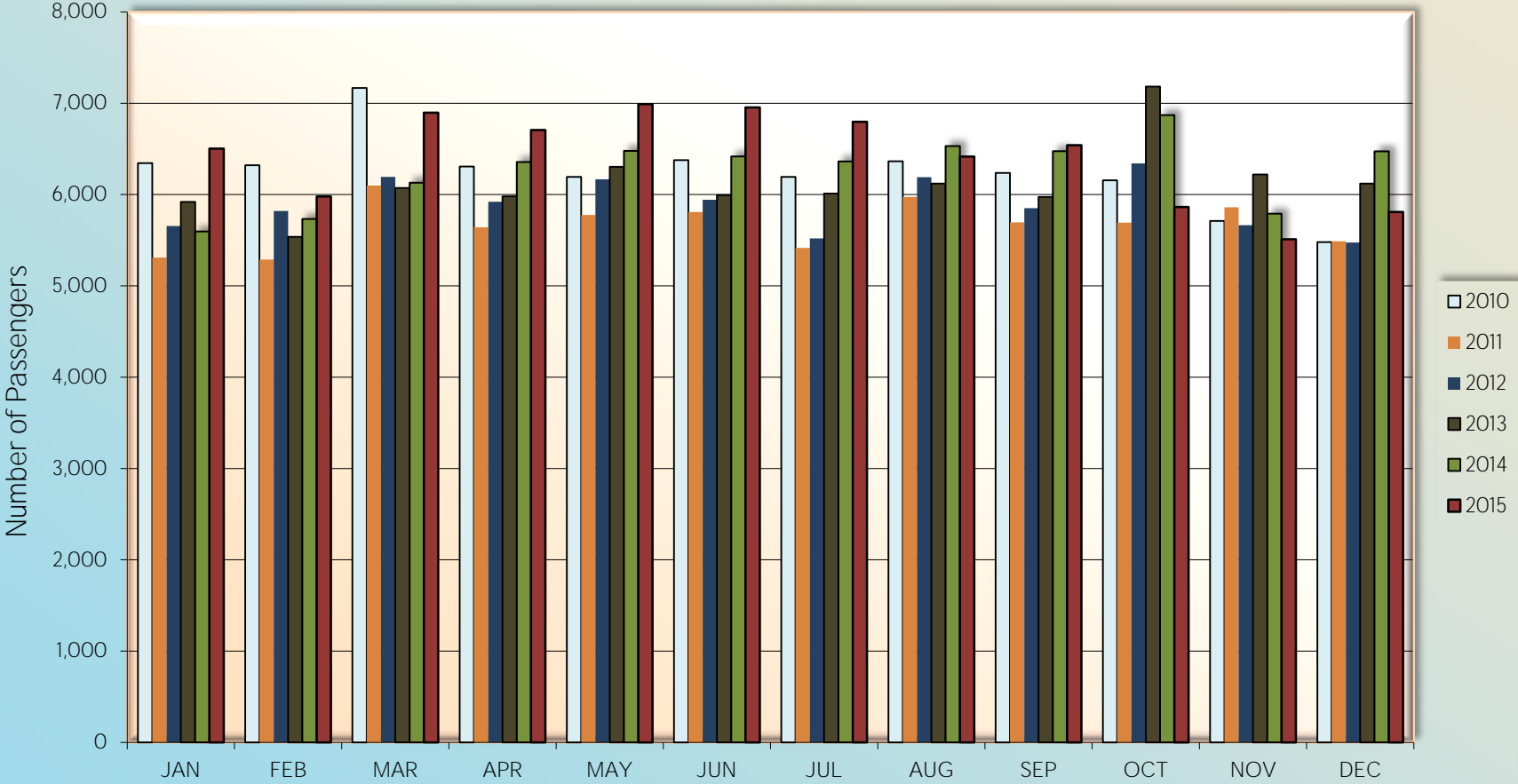
Fixed Route Cost Per Passenger 2010-2015



Percent Cost Recovered by Route December 2015

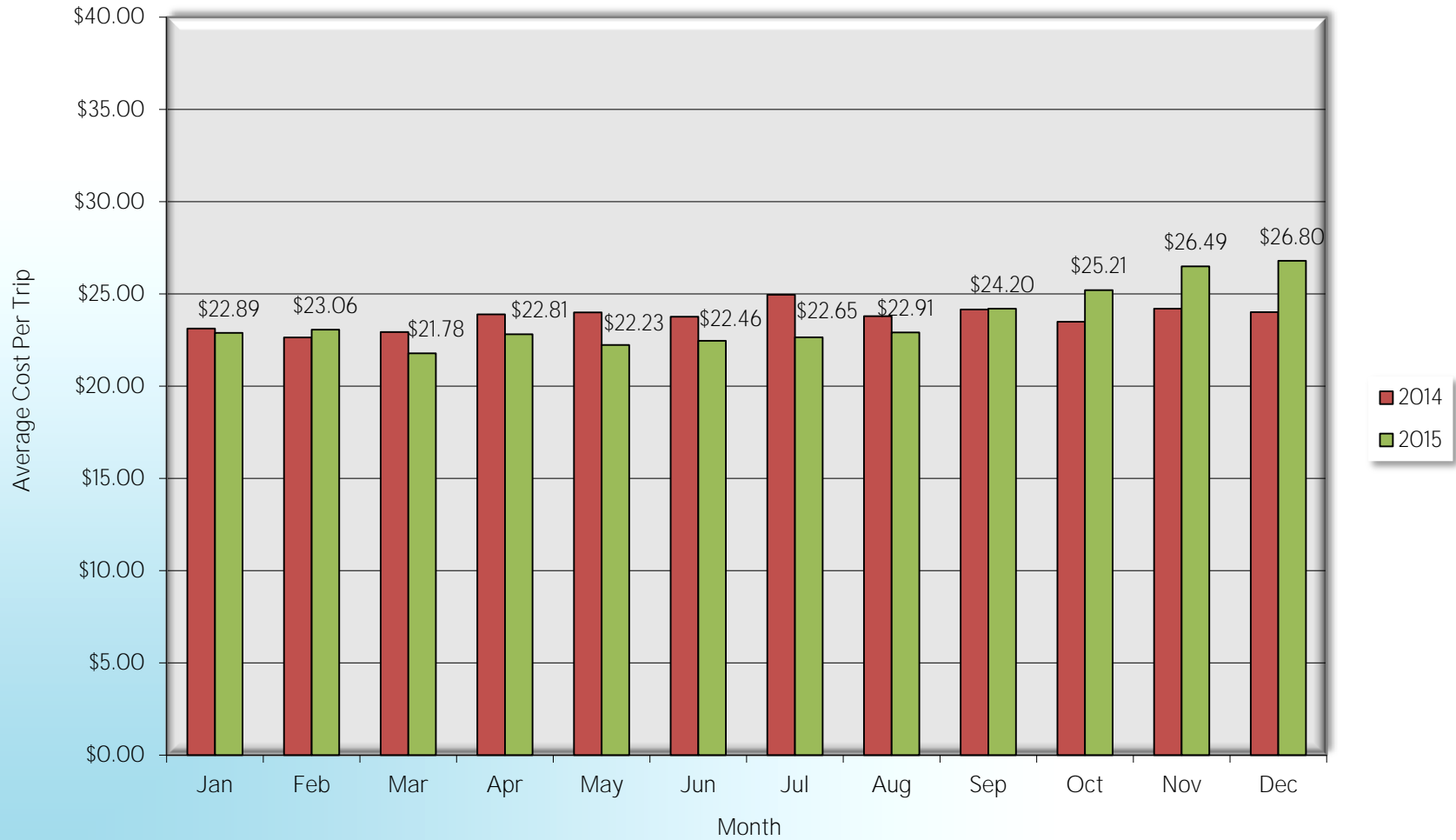


Tel-A-Ride Ridership 2010-2015



Ridership for the month was 5,810 passengers, which is a 10.2% decrease when compared to the same period last year. YTD Ridership is up 2.3%.

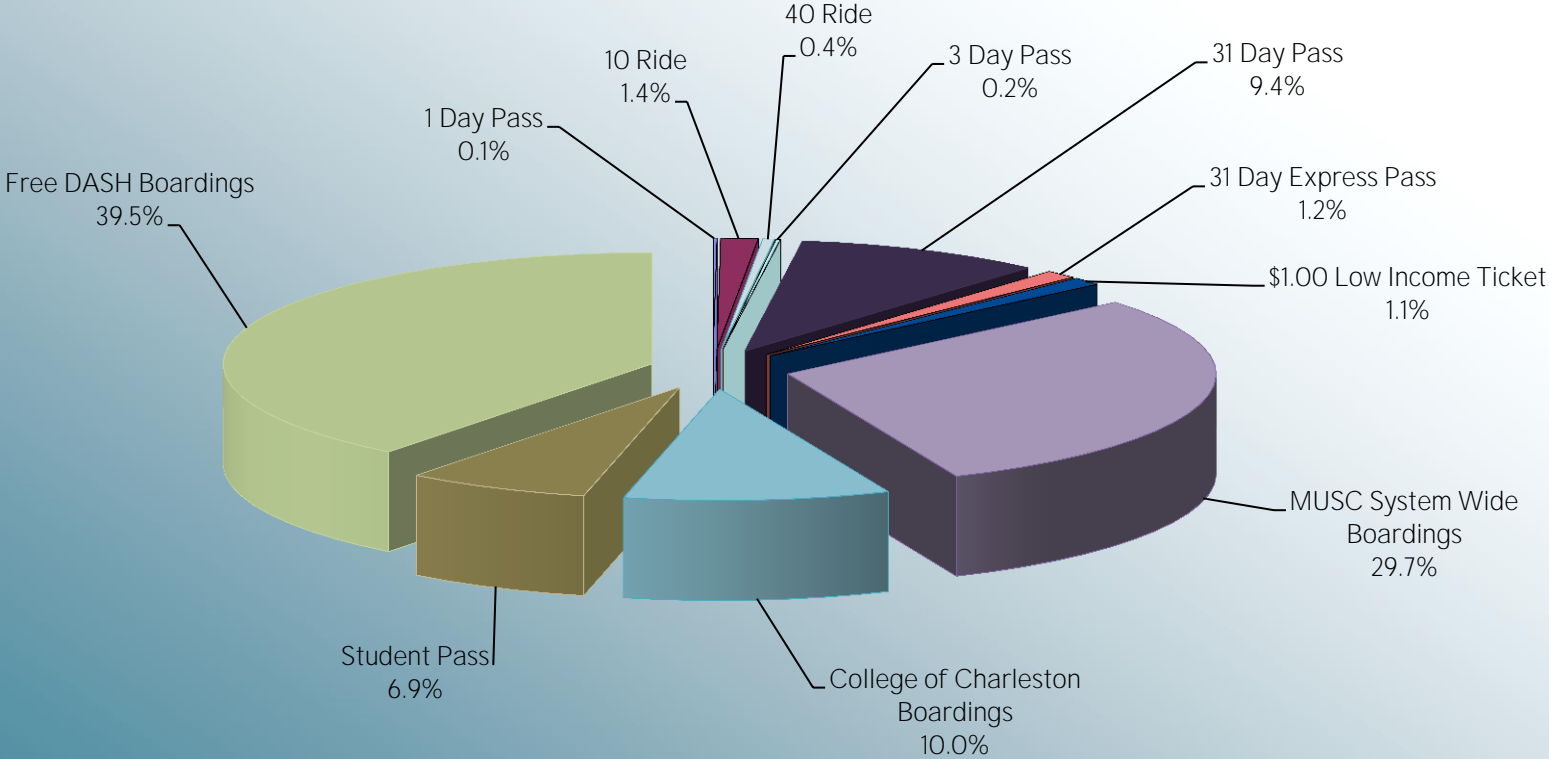
Average Cost Per One-Way Paratransit Trip



Average cost per trip is \$26.80 which is a 12% increase in the cost per passenger for the same month a year ago.
 Average cost is .5% less than last year's average.

Revenue/Cost/Ridership for the Month of December 2015		
Type of Fare		
Regular Fare	99,647	27.25%
Low Income Fare	13,524	3.70%
Disabled Fare	17,201	4.70%
Senior Citizen Fare	12,251	
Short Fare	453	0.12%
Children Under 6	2,894	0.79%
Wheelchair Count	263	0.07%
North Bridge Free Bike Use	47	0.01%
FREE Transfers from Tri Link	237	0.06%
Subtotal	146,517	40.07%
Type of Pass		
1 Day Pass	198	0.05%
10 Ride	1,959	0.54%
40 Ride	614	0.17%
3 Day Pass	235	0.06%
31 Day Pass	13,080	3.58%
31 Day Express Pass	1,691	0.46%
\$1.00 Low Income Ticket	1,596	0.44%
MUSC System Wide Boardings	41,508	11.35%
College of Charleston Boardings	13,980	3.82%
Student Pass	9,640	2.64%
Free DASH Boardings	55,195	15.10%
Total Passes	139,696	38.21%
Transfers		
Issued	33,255	9.10%
Transfers Used	26,807	7.33%
Unclassified Ridership	52,600	14.39%
Total Ridership	365,620	

Pass Use by Type December 2015



ITEM 7
ROUTE ADVISORY COMMITTEE
UPDATE

ITEM 8
REQUEST TO CONSIDER CONTRACT
RE: 30' URBAN TRANSIT VEHICLES
- INFORMATION TO BE DISTRIBUTED -

ITEM 9
INTERMODAL PROJECT
UPDATE

CARTA

Charleston Area Regional Transportation Authority

MEMORANDUM

TO: Ron Mitchum, CARTA Executive Director

FROM: Jeffrey Burns, Planning & Operations Manager

DATE: January 14, 2016

SUBJECT: Intermodal Center Project Update

CC: file

The project team continues to develop and negotiate agreements with the partner agencies. The building and site design plans sit at 90% completed until all of those agreements are finalized, as the final wording could impact the terms of each agreement. Amtrak has agreed to retain liability coverage on the platform that alleviates a financial burden. Discussions with CSX Corporation have been productive to reach a mutually agreeable purchase price for the site and to finalized a purchase/sale agreement.

The Environmental Assessment document was approved by FTA and the 30-day public comment period closed on January 4, 2016. A Finding of No Significant Impact (FONSI) is anticipated to be approved by FTA in late January 2016. The City of North Charleston is in the process of reviewing a subrecipient funding agreement to administer the Federal funding that will be passed through CARTA. These agreements are scheduled to be considered by the City of North Charlston Council at their February 2016 meeting.

The following is a brief overview of accomplishments and milestones.

- 1) Project Timeline:
 - a. Overall, the project is tracking about 6 month beyond the original schedule as impacted by the progress in negotiating the MOUs
 - b. Finalizing agreements with partner agencies still presents a concern. The team is coordinating with project stakeholders to manage these risks
- 2) A&E Design
 - a. Building and site work is on-going by Davis & Floyd
 - b. The project team holds weekly meeting to discuss issue as they arise
- 3) Permitting & Zoning: Scheduled for February 2016
- 4) NEPA/NHPA
 - a. The Draft Environmental Assessment document was approved by FTA. The 30-day public comment period closed on January 4, 2016

b. A Finding of No Significant Impact (FONSI) is anticipated to be approved by FTA in late January 2016

5) Amtrak Coordination

a. The project team continues negotiations with Amtrak and submitted a revised MOU to Amtrak for their review and comment. Amtrak has agreed to retain ownership of the boarding platform, which absolves CARTA and the City of North Charleston from carrying the cost of insurance.

6) Real Estate Process:

a. An appraisal of the Gaynor St. site has been completed. A review appraisal has been completed.

b. CSX has provided a draft Purchase & Sale Agreement and an appraised value of the property. Negotiations are actively occurring. FTA has been sent the appraisals and suggested offer price to acquire the Gaynor St. Site for their review.

CARTA staff continues to coordinate with FTA to ensure their staff is informed on our progress. FTA staff has been very supportive in moving this project to completion.

Upcoming tasks include completing the finalizing the design and construction plans, to finalize negotiations with Amtrak and CSX, executing the agreement with the City of North Charleston, and having the FONSI signed by FTA.

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

**ITEM 10
EXECUTIVE DIRECTOR'S
REPORT**

**ITEM 11
OTHER BUSINESS,
IF ANY**

**ITEM 12 PUBLIC
COMMENTS
- IF ANY -**

ITEM 13
BOARD COMMENTS
- IF ANY -

ITEM 14
ADJOURNMENT