

BERKELEY-CHARLESTON-DORCHESTER COUNCIL OF GOVERNMENTS

BOARD OF DIRECTORS MEETING

August 20, 2018

11:00 AM

Barrett Lawrimore Conference Room

1362 McMillan Avenue – Suite 100

North Charleston, SC 29405

AGENDA

- I. Call to Order
 - a) Invocation/Pledge of Allegiance
 - b) Announcement of Proxies
- II. Consideration of Minutes: June 11, 2018 Board Meeting
- III. "Our BCDCOG" Video
- IV. Lowcountry Go – Presentation – Vonie Gilreath, Mobility Manager
- V. FTA Section 5310 Project Scoring – Request for Approval – Ryan McClure, Planner II
- VI. Regional Park and Ride Study – Presentation – Sharon Hollis, Principal Planner
- VII. Financial Status Report/Revolving Loan Fund Report
- VIII. General Public Comment
- IX. Executive Director's Time
- X. Chairman's Time
- XI. Adjournment

Please note that the next regularly scheduled meeting of the BCDCOG Board will be October 8, 2018 at the BCDCOG office (1362 McMillan Avenue, Suite 100, 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.bcdcog.com.

BERKELEY-CHARLESTON-DORCHESTER COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS
June 11, 2018
Meeting Notes

The Berkeley-Charleston-Dorchester Council of Governments Board of Directors met on June 11, 2018 at the Berkeley-Charleston-Dorchester Council of Governments Office, 1362 McMillan Avenue in North Charleston.

I. Call to Order:

- A. Invocation/Pledge of Allegiance:** Chairman Pryor called the meeting to order at 11:00 a.m. followed by the invocation and the Pledge of Allegiance.
- B. Announcement of Proxies:** In addition to the permanent proxies: Mr. Mathis for Mayor Tecklenburg; Ms. Morgan for Mr. Pinckney

II. Consideration of Minutes: April 9, 2018 Board Meeting

Rev. Reid made the motion to approve the April 9, 2018 Meeting Notes as presented and Mr. Peagler seconded the motion. The motion was unanimously approved.

III. Census 2020 Presentation – Doris Greene, US Census Bureau

Doris Greene, Partnership Specialist with the US Census Bureau, delivered a presentation on the 2020 Census. Ms. Greene explained the foundation of a successful census and discussed key dates regarding the processes. She addressed questions and comments following the presentation. The Board of Directors received the presentation as information.

IV. Transportation Planning Activities – Status Report – Kathryn Basha, Planning Director

Kathryn Basha, Planning Director, presented the Transportation Planning Activities Status Report. She discussed details regarding the COG's CARTA and TriCounty Link planning activities, Regional Mobility planning activities, the CHATS Long Range Transportation Plan and Regional Transit initiatives as well as the following on-going activities: MPO/COG/SCDOT/FHWA Coordination; Transportation Improvement Program Management; Transportation Alternatives Program Coordination; Travel Demand Model update; LPA Services to TAP grantees; and Transit Grants oversight as Designated Recipient. Ms. Basha also reviewed the Bus Rapid Transit (BRT) time-line and discussed the public and online meetings for the Regional Transit Framework Plan. She then reviewed the following upcoming planning projects: Rural Long Range Transportation Plan Update; Regional ITS Planning and Programming; Expanded Safety Improvements Coordination; Regional Freight Management Plan; Interstate and Corridor Management Plans; BRT Conceptual Engineering and Station Designs; Park-N-Ride Facilities Development; and Transit Stop and Shelter Design Manual. Ms. Basha addressed questions and comments. The Board received the Transportation Planning Activities Status Report as information.

V. Park and Ride System Development – Request for Approval – Sharon Hollis, Principal Planner

Sharon Hollis, Principal Planner, presented the Park and Ride Study Update. She explained the site selection methodology by reviewing existing sites, discussing major employer and municipality feedback and identifying and scoring 76 sites as a result of site visits with stakeholders. Ms. Hollis also discussed recommendations on existing Park and Ride locations as well as recommendations for new Park and Ride locations. She then reviewed the next steps in the process, including draft concept designs and cost estimates. Following Ms. Hollis' update, Executive Director, Mr. Mitchum, requested Board approval to move forward with the development of the Park and Ride system.

Mr. Peagler made the motion to approve the Park and Ride System Development as presented and Rev. Reid seconded the motion. The motion was unanimously approved.

VI. Financial Status Report/Revolving Loan Fund Report

Financial Status Report: Robin Mitchum, Deputy Director of Finance and Administration, presented the financial report consisting of the Statement of Revenues and Expenditures for the period ending April 30, 2018. The report depicts excess of revenues over expenditures of \$165,528.43. Ms. Mitchum discussed the report in detail noting that all financials were reported in good shape and no problems are anticipated. The Board received the Financial Status Report as information.

Revolving Loan Fund Report: Ms. Mitchum distributed the RLF report for the period ending May 31, 2018. She reported that there are two loans in the revolving loan that have been paid in full and one loan is current. Two loans remain in default. Judgements were served on Moondog Animation and VivaSC; attorneys are handling these loans. Funds available for lending in the COG Revolving Loan Fund are \$766,158.65 and funds available for lending in the North Charleston Revolving Loan Fund are \$224,188.83 for a total of \$990,347.48 available for lending. The Board received the Revolving Loan Fund Report as information.

VII. General Public Comment:

There were no public comments.

VIII. Executive Director's Time

Mr. Mitchum updated the Board of Directors on the following matters:

- New COG Building: The foundation is complete; waiting on steel to be delivered.
- CARTA and RTMA activities are going well; work continues on consolidation efforts.

IX. Chairman's Time

Chairman Pryor had no other business to discuss. He thanked the Board Members for attending today's meeting.

X. Adjourn

There being no further business to discuss, Chairman Pryor adjourned the meeting at 11:50 p.m.

Respectfully submitted,
Kim Coleman

Membership: Charles Ackerman; Craig Ascue; George Bailey; Opal Baldwin; Leonard Blank; Gary Brewer; Jay Byars; Timothy Callanan; Jimmy Carroll; Con Chellis; Ron Ciancio; Bill Crosby; Steve Davis; David Dennis, Jr.; Charles Duberry; Robert Gannon; George Gomes; Timothy Goodwin; Miriam Green; Will Haynie; Jacquelyn Heyward; Clarence Hughes; Tom Hutto; Ralph James; Bobby Jameson; Joseph Jefferson; Wiley Johnson; Anne Johnston; Allen June; Charlie Ledford; David Mack; Tim Mallard; Peter McCoy; Robert Mitchell; Elaine Morgan; Tommy Newell; Minnie Newman; Patrick O'Neil; William Peagler; Caldwell Pinckney, Jr.; Roy Pipkin; Mathew Profit; Teddie Pryor; Victor Rawl; Robert Reid, Jr.; John Rivers; Robby Robbins; Charles Salmonsens; Elliott Summey; Keith Summey; John Tecklenburg; Keith Waring; Craig Weaver; Bill Cubby Wilder; Melvin Williams; Paul Wimberly

Members Present: Charles Ackerman; Jimmy Carroll; David Dennis; George Gomes; Timothy Goodwin; Clarence Hughes; Tom Hutto; Joe Jefferson; Wiley Johnson; Anne Johnston; Robert Mitchell; Elaine Morgan; William Peagler; Teddie Pryor; Robert Reid; Robby Robbins; Charles Salmonsens; Bill Cubby Wilder; Melvin Williams

Proxies:

John Cawley for Mayor Summey

Jeri Finke for Mayor Ciancio

Michael Mathis for Mayor Tecklenburg

John Wilson for Mayor Weaver

Stephen Grant for Jay Byars

Elaine Morgan for Caldwell Pinckney

Others Present:

Daniel Brock, Rawle-Murdy; Doris Greene, US Census Bureau; Joy Riley, SCDOT; Brent Jonas, CRDA; Rick Day, Stantec; Christine Czarnik, Town of Summerville; Russ Cornette, Town of Summerville; Paul Roberts, Town of Kiawah; Eileen Duffy, City of North Charleston

BCDCOG Staff:

Ron Mitchum; Robin Mitchum; Kathryn Basha; Sharon Hollis; Michelle Emerson; Kim Coleman; Victoria Wornom (intern); Beth Kernodle (intern)

MEMORANDUM

TO: BCDCOG BOARD OF DIRECTORS
FROM: RONALD E. MITCHUM, EXECUTIVE DIRECTOR
SUBJECT: FFY 2018 FTA FUNDING GRANTS - 5310 URBANIZED FUNDING
DATE: AUGUST 20, 2018

The Berkeley Charleston Dorchester Council of Governments (BCDCOG) is responsible for administering federal grants for public transportation programs in the region. The Federal Transit Administration (FTA) released funds for projects eligible under the Enhanced Mobility of Seniors and Individuals with Disabilities FTA Section 5310 Program for Federal Fiscal Year 2018. BCDCOG solicited applications for financial assistance to support local 5310 eligible public transportation projects in July 2018. This is a reimbursable, matching grant program that funds eligible projects in the Census designated urbanized area.

FTA 5310 Program FY18 Urbanized Funding Allocation for Charleston-North Charleston Region
\$454,915

FTA 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Section

The 5310 program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. In 2010, individuals with disabilities between the ages of 18 to 64 had an employment rate of 33.4 percent, compared with an employment rate of 72.8 percent for individuals without disabilities.

Application Review and Evaluations

Submittals from five (5) sub recipient applicants have been scored and ranked by BCDCOG staff. This process is consistent with the FTA approved Program Management Plan (PMP) that outlines policies and procedures for program administration. The selection process is based on a scoring system that weighs each application against how well it adheres to the selection criteria.

BCDCOG staff reviewed the applications for project eligibility and compliance with the Human Service Transportation Coordination Plan (March, 2015). The applications were scored on a 100 point scale based on criteria that includes: statement of need, coordination and program

outreach, implementation, managerial capabilities, and the project budget and cost effectiveness. Applications were scored and ranked as follows:

1. Trident Smart Ride Mobility Management	97.60
2. CARTA	96.00
3. Berkeley Citizens, Inc.	92.50
4. Charleston Dorchester Mental Health Center	87.00
5. Senior Ride Charleston	78.00

Trident Smart Ride Mobility Management

- Requested Total Federal Funding: \$10,000 (Capital Expense)
- Funding requested to support continuation of the Mobility Management Program for urbanized portions of the Trident Region
- The Mobility Management Program coordinates information about transportation providers in the Trident area and directly assists consumers with identification of available transportation options.
- The program will market the project through senior centers, SC Works, human service providers, Facebook, media and by participating in community events.
- 480 people will be reached through individualized service, events, and other outreach efforts each year.

CARTA

- Requested Total Federal Funding: \$454,915 (Capital/Operation Expenses) for operating service and a Pilot Program.
- CARTA's expanded paratransit service (locally known as Tel-A-Ride) is an on-demand, curb-to-curb transportation service in Mount Pleasant, James Island, and the City of Charleston.
- CARTA estimates that 3,700 individuals are served monthly by Tel-A-Ride.
- Pilot Program will examine opportunities to create same day, on demand service through independent rideshare operators.

Berkeley Citizens, Inc.

- Requested Total Federal Funding: \$ 63,520 (Capital Expense) for the purchase of service from Tri-County Link.
- Berkeley Citizens provides a variety of services and supports to people with developmental disabilities.
- Berkeley Citizens coordinates with TriCounty Link to provide transit services to seniors and people with disabilities in Berkeley County. By maintaining a contract with TriCounty Link, routes are not duplicated and therefore operate efficient transportation services in Berkeley County.
- This purchase of service provides transportation for an estimated 20 adults with disabilities. The estimated total one-way trips are 840 monthly.

Charleston Dorchester Mental Health Center

- Requested Total Federal Funding: \$ 26,284 (Operating Expense) to hire a full time driver.
- CDMHC services approximately 147 patients by sending out clinicians to do in home visits. This requires significant hours that are dedicated to driving instead of serving clients.
- The funding would allow CDMHC to test if they can serve more patients by reducing drive time of their clinicians who would be practicing their services at the facility. The driver would work to transport patients to and from the clinic to improve efficiencies so that the clinicians could stay on site.

Senior Ride Charleston

- Requested Total Federal Funding: \$ 63,520 (Operating Expense) to fund a position that will coordinate transportation services for seniors and the visually impaired.
- This position will act as a call center for those seniors and visually impaired clients who need transportation services in the urban area lying $\frac{3}{4}$ of a mile outside of current CARTA routes.
- Transportation services will be coordinated with Charleston Green Taxi and Common Courtesy Inc.
- Charleston Green Taxi will provide ride scheduler software that will allow them to manage and invoice riders who use Charleston Green Taxi.
- Common Courtesy Inc. will provide software that allows riders to phone the call center and schedule rides with Lyft.
- Senior Ride Charleston provides 10,000 rides per year and through this project they expect to assist with 198 one-way rides (396 round trip) per month.

Three applications are recommended for 100% funding during this round of distribution. The CARTA application is recommended for funding at approximately 81%. Senior Ride Charleston was the only request that is not recommended for funding due to concerns regarding procurement meeting federal requirements as the application indicates they have already selected their partners. Please see the 2018 Program of Projects for a summary of requests and the recommended funding allocations on the next page.

PROGRAM OF PROJECTS

Designated Recipient: Berkeley-Charleston-Dorchester Council of Governments

5310: FFY 2018 Apportionment \$ 454,915
Eligible for Operations (45%) (Max) \$ 204,711.75
Eligible for Capital (55%) (Min) \$ 250,203.25

Capital, Operating, and Program Administration

Subrecipient	Program Description	Funding Type	Total Project Costs	Requested Federal Portion	Local Funding	Match	Recommended Federal Funding	Percent of Request Recommended	Minimum Local Funding Required
Charleston Area Regional Transportation	Operating Funding	Operations	\$327,540	\$163,770	\$163,770	50.00%	\$114,907	70%	\$114,907
Charleston Area Regional Transportation *	Pilot Program	Capital	\$80,000	\$64,000	\$16,000	20.00%	\$64,000	100%	\$16,000
Charleston Area Regional Transportation *	Operating Funding	Capital	\$283,932	\$227,145	\$56,787	20.00%	\$168,224	74%	\$38,880
Senior Ride Charleston	Call Center - Scheduling & Management for transportation services for Seniors and individuals with disabilities for the urban areas lying 3/4 of a mile outside of CARTA routes	Operations	\$127,040	\$63,520	\$63,520	50.00%	\$0	0%	\$0
Berkeley Citizens, Inc.	Purchase of Service with TCL to provide transit services for the mentally disabled	Capital	\$85,000	\$68,000	\$17,000	20.00%	\$68,000	100%	\$17,000
Trident Smart Ride Mobility Management	Mobility Mgmt	Capital	\$12,500	\$10,000	\$2,500	20.00%	\$10,000	100%	\$2,500
Charleston Dorchester Mental Health	Driver	Operations	\$52,568	\$26,284	\$26,284	50.00%	\$26,284	100%	\$26,284
BCDCOG Administration	Adminstration of 5310 Funds	Program Admin	\$3,500	\$3,500		0.00%	\$3,500	100%	\$0
							\$454,915		

*Capitalized Maintenance for Ops

Subtotal - Operating	\$ 253,574	\$ 141,191
Subtotal - Capital	\$ 369,145	\$ 310,224
Subtotal - Program Admin.	\$ 3,500	\$ 3,500
Grand Federal P	\$ 626,219	\$ 454,915