CARTA BOARD MEETING

November 19, 2025
1:00 PM

Barrett Lawrimore Conference Room
5790 Casper Padgett Way
North Charleston, SC 29406

AGENDA

1. Call to Order
2. Consideration of Board Minutes – October 22, 2025 Meeting
3. Financial Status Report – Robin Mitchum
4. Charleston County Transportation Sales Tax – Presentation – Eric Adams, Charleston County
5. Comprehensive Operational Analysis – Presentation – Megan Ross
6. Public Transportation Agency Safety Plan (PTASP) Update – Request for Approval – Jeff Burns
7. Low Floor Cutaway Procurement – Request for Approval
8. Resolution Authorizing & Approving Exercise of Eminent Domain - Request for Approval
9. Project Updates – Andrea Kozloski
10. Ridership Report – Megan Ross
11. Executive Director's Report – Ron Mitchum
12. Other Business, If Any
13. Public Comments, If Any
14. Executive Session – Legal and Contractual Matters
15. Board Comments, If Any

CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY
(CARTA)
BOARD OF DIRECTORS MEETING
October 22, 2025
Meeting Notes

A Charleston Area Regional Transportation Authority (CARTA) Board of Directors meeting was held at the Berkeley-Charleston-Dorchester Council of Governments (BCDCOG) in the Barrett Lawrimore Conference Room located at 5790 Casper Padgett Way in North Charleston, SC at 1:00 p.m. on Wednesday, October 24, 2025.

MEMBERSHIP: Brad Belt; MaryBeth Berry; Joe Boykin; Mike Brown; Daniel Brownstein; Reggie Burgess; William Cogswell; Henry Darby; Dwayne Green; Will Haynie; Brandon Hudson; James Lewis; Craig Logan; Pat O'Neil; Christie Rainwater; Michael Seekings; Jimmy Ward; Robert Wehrman

MEMBERS PRESENT: Joe Boykin; Daniel Brownstein; Dwayne Green; Craig Logan; Pat O'Neil; Michael Seekings; Robert Wehrman

PROXIES: Craig Harris for Mayor Belt; Ron Brinson for Mayor Burgess; Robert Somerville for Mayor Cogswell; Jerry Lahm for Councilman Darby; Chief Gebhardt for Mayor Rainwater

OTHERS PRESENT: Marissa Cottrell (WSP); Angela Gordon (SCDOT); Rick Sanchez (WeDriveU); Richard Mitchell (RATP Dev); Steve Sherrer (RATP Dev); Ibrahima Toure (RATP Dev); William Hamilton (Best Friends of Lowcountry Transit)

STAFF PRESENT: Ron Mitchum; Robin Mitchum; Jason McGarry; Jeff Burns; Megan Ross; Matthew Spath; Kim Coleman

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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.

2. **Consideration of Board Minutes: September 24, 2025 Meeting**

   Mr. Logan made a motion to approve the September 24, 2025 Meeting Minutes as presented. Mr. Brinson 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 month ending August 31, 2025. Ms. Mitchum stated that, overall, the agency remains in good shape and ended the month with unexpended funds of $2,902,840. She noted that the Statement of Revenues and Expenditures as well as the Balance Sheet, and information for the OnDemand Program are included in the Board Meeting Agenda Packet. Ms. Mitchum provided a brief overview of the following activities for FY25 thus far:

Revenues:

- Farebox is the fares collected on the revenue vehicles.
- Passes & Mobile Ticketing are bus pass fares sold to customers.
- Local Contributions are funds received for shelter and bench construction.
- Federal Revenue includes operating for the year-to-date. Federal Revenue is recorded as eligible expenditures are incurred.
- Advertising is the advertising on the buses.
- Insurance proceeds are a result of accidents.
- Sale of Assets is the proceeds from the sale of a 1986 Chevrolet truck and a 2017 van.
- Miscellaneous Revenue is the sale of scrap metal.

Expenditures:

- Retiree Benefits include the cost of retiree insurance.
- Supplies include office, facility maintenance and rebranding supplies.
- Printing includes costs of printing passes and brochures.
- Automotive is the cost to service the 2018 Ford F-150.
- Dues/Membership are the Charleston Chamber and TASC memberships.
- Office Equipment Rental includes the monthly battery lease for the electric buses.
- Office Equipment Maintenance (OEM) includes GMV Sycromatics, GMV Digital Signage, Genfare Support, Swiftly real time passenger predictions, Swiftly GPS Playback, Swiftly on-time performance, Swiftly run-times, RCN NetCloud Essentials and NetCloud Advanced for mobile routers, Chargepoint for electric charges, and other IT services.
- Rent includes the Ashley Phosphate Park & Ride lot, Dorchester Village Shopping Center Park & Ride lot, Leeds Avenue lot lease from Dominion, 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 lot, the Radio Shop at Leeds Avenue, Medcom Street and the charging stations at Leeds Avenue.
- Auditing is the cost of the FY24 GASB 75 Actuary and the Annual Audit.
- Custodial Services are the cost of janitorial services at the Melnick Park & Ride lot location.
- OnDemand Program is customer transportation cost for same-day service through independent rideshare.
- Other Professional Services include bus wash inspection services, appraisal services and the fire extinguisher inspection at the SuperStop.
- 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 National Express Shuttle and Transit.
- Money Transport is the cost of the armored guard service to transport cash deposits to the bank.
- Security Services is the contracted security service provided at the SuperStop by the City of North Charleston Police Department and by Extra Duty Solutions at the Mary Street bus stop.
- 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 and vehicle title and registration fees.

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- Insurance includes the cost of liability insurance provided by the Insurance Reserve Fund. The insurance policy renews January 1. CARTA will add and remove items on the policy throughout the year, but this is most of the cost for the fiscal year.
- Paratransit is the cost of paratransit transportation provided by National Express Shuttle and Transit.
- Interest is the interest on the Melnick Park & Ride lot loan.

Capital Expenditures:

- Rolling Stock is the purchase of the Hometown Trolley Villager.
- Bus Facilities/Charging Stations are the Leeds Avenue parking lot repairs and charging infrastructure.
- Bus Shelter Construction/Bench Install is the installation of shelters and benches.
- Security/Cameras & Equipment is the purchase of cameras, radios, access control equipment and AVL equipment.
- Facilities Construction is Shipwatch Square engineering.
- Capital (IT, Facility Repairs, Maint.) is the purchase of bike racks, a Genfare vault, Genfare controller modules and the SuperStop HVAC replacement.

Ms. Mitchum discussed the OnDemand Program Activity Report and noted that the Agency is expecting grant funding after the government shutdown. The Board of Directors received the Financial Status Report and the OnDemand Program Activity Report as information.

4. **Gillig 35ft Diesel Bus – Request for Approval – Ron Mitchum**

Ron Mitchum, Executive Director, discussed the Gillig 35ft Diesel Bus request. He noted that staff is requesting approval to purchase four 35ft Diesel buses utilizing the State of Washington cooperative purchasing contract with Gillig. He explained the difference between the Gillig and the New Flyer buses. Mr. Mitchum stated that the price per bus is $701,574. Mr. Mitchum and Jason McGarry, Procurement/Contracts Administrator, addressed questions and comments.

Mr. Boykin made a motion to approve the Gillig 35ft Diesel Bus request as presented. Mr. Wehrman seconded the motion. The motion was unanimously approved.

5. **Annual Asset Management Plan Progress Report and Fiscal Year 2026 Performance Targets – Request for Approval – Jeff Burns**

Jeff Burns, Grants and Contracts Compliance Administrator, presented the Annual Asset Management Plan Progress Report and FY 2026 Performance Targets. He noted that the Federal Transit Administration (FTA) established a National Transit Asset Management (TAM) System to monitor and manage public transportation capital assets to enhance safety, reduce maintenance costs, increase reliability, and improve performance. The objective is to develop a strategic and systematic process of operating, maintaining, and improving public transportation capital assets effectively through their entire life cycle. The mandate requires FTA grantees to maintain an asset management plan for their public transportation assets, including vehicles, facilities, equipment, and other infrastructure. CARTA established the goal of achieving and maintaining a state of good repair for its public transportation assets. Transit asset management is a business model that uses transit asset condition to guide the optimal prioritization of funding. The FTA has defined State of Good Repair (SGR) as the condition in which a capital asset is able to operate at a full level of performance. A capital asset is in a state of good repair when that asset: 1) is able to perform its designed function; 2) does not pose a known unacceptable safety risk, and; 3) lifecycle investments must have been met or recovered. Mr. Burns discussed, in detail, the performance measure targets as required by FTA for Fiscal Year 2026 and noted that CARTA

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continues to participate in the rule's requirements for Metropolitan Planning Organizations (MPOs) to coordinate with transit providers, set targets and integrate those targets into their planning documents. He reviewed the process that has been established to share TAM information, including data, plans, and targets with the BCDCOG and the CHATS MPO, noting CARTA's responsibilities. Mr. Burns stated that staff recommends adoption of the TAM Plan performance targets for Fiscal Year 2026 which are consistent with last year's performance targets. Mr. Burns addressed questions and comments.

Mr. Boykin made a motion to approve the Annual Asset Management Plan Progress Report and Fiscal Year 2026 Performance Targets request as presented. Mr. Brownstein seconded the motion. The motion was unanimously approved.

6. Project Updates – Ron Mitchum

Mr. Mitchum delivered a presentation regarding upcoming events and activities noting that staff attended the Latin Festival on October 5th, a Charleston Promise Resource event on October 8th and the Northwoods Estate Fall Fest on October 8th. Staff will also attend the Eastside Spirit Week Celebration at Trident Technical College on October 27th and the North Charleston Farmers Market on October 30th. He noted the following additional upcoming events and activities: Election Day (Free Rides to the Polls); Veterans' Day (Free Rides for Veterans and Active Military); the Charleston County Resilience and Sustainability Symposium, the Day of Caring and Thanks; TRAC Meetings; and Holiday Parades. Mr. Mitchum discussed the Beach Reach Shuttle Ad Hoc Committee noting that Councilman Brownstein will serve as Chairman and Jerry Lahm and Mayor O'Neil will serve on the committee as well. A few more volunteers are needed to serve on the committee. Chairman Seekings noted that the City of Isle of Palms Councilman Ward would be an asset to the committee. Mr. Mitchum discussed CARTA Amenities, noting the shelters and benches in progress and stating that 180 bus stop-mounted solar lights have been installed and 73 shelter-mounted solar lights have been installed. He noted that 66 newly branded signs have been installed. He highlighted Thaddius Butler, Maintenance Mechanic. Mr. Butler has been a mechanic supporting CARTA buses for three years. He began employment in 2009 in various other positions and returned as a maintenance mechanic because that is what brings him joy as he has worked with automobiles for most of his life. Mr. Butler greets everyone with a big smile and a positive attitude daily. He holds a Class A CDL and has also been a bus operator during his transit career. He is very proud of his daughter, who is a high school basketball player with WNBA aspirations, and he credits his parents for instilling in him that respect, integrity and being humble are the keys for a successful life. Mr. Mitchum then delivered information regarding the Transit App, noting that 1,141 new CARTA riders were welcomed aboard as they downloaded the app for the first time, which was a 14% increase in comparison to September 2024. He noted that 11,525 GO trips were started by riders to receive step-by-step navigation while helping to improve real-time vehicle locations. Mr. Mitchum stated that users purchased 5,090 tickets in September compared to 2,596 tickets in September 2024. Mr. Mitchum noted that the Project Updates report was included in the Board Meeting Agenda Packet regarding the following projects: Service Planning Initiatives (noting that staff received confirmation that the APCs are certified for NTD reporting; staff continues to work with SPARE and WeDriveU regarding software improvements; staff continues to monitor OPT to ensure it continues to improve); Comprehensive Operational Analysis (COA) (noting that staff and Nelson/Nygaard held the kick-off meeting and the team rode bus routes to gain a better understanding of the system prior to the start of the operational data analysis task); US 52 BRT Study; CARTA OnDemand; Shelter Improvement Program; Shipwatch Square Transit Center; LCRT (noting that the maintenance facility is at 60% design); Dorchester Transit Signal Priority (TSP) Project (noting that Phase 3 is expected to be procured during the Winter of 2025/2026, pending IGA); Mt. Pleasant Street Park & Ride (noting that work continues with the TRC on finalizing drainage issues); Fairgrounds Park & Ride; O&M Facility – LCRT (noting that the adjacent property sewer easement agreement has not be signed but is getting close and work continues on the appraisal for FTA review and approval); and Mobile Ticketing Sales and Use (noting that a credit card tap

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payment option is anticipated within six months). The Board of Directors received the Project Updates and the Upcoming Activities & Events Report as information.

7. **Ridership Report – Megan Ross**

Megan Ross, Transit Planner, presented the Ridership Reports for September 2025. She noted that, for the fixed-route ridership trends, passenger trips totaled 271,639 and there were 15.4 customers per service hour (14.0 last month). Ms. Ross stated that overall ridership, when comparing September 2025 to August 2025, increased by 8.29%. She reviewed safety trends for September 2025 noting that there were 9 preventable accidents (side-swipes/fixed objects) which were on fixed-route vehicles. There were also 17 non-preventable accidents. Ms. Ross discussed complaints and commendations regarding Customer Service for the month of September noting that there were 10 complaints (unsafe driving behaviors) and there were two commendations. She reviewed On-Time Performance noting that the fixed-route on-time performance for the month of September was 73.1% and the on-time performance for paratransit was 88%. Ms. Ross noted that missed trips for September 2025 resulted in 405.13 service hours missed, which was 2.27% of total scheduled monthly revenue hours. She discussed paratransit services in detail for the month of September regarding the breakdown of total passengers, which was 4,510. There were 226 no-shows and 1,609 cancellations. The average ride length was 28.93 minutes and the average ride distance was 9.33 miles. The on-time performance was 88.1%. Ms. Ross then discussed OnDemand trips for September 2025, noting that the ridership for the month was 4,124 passengers between both Uber and Lyft. The trip cost averaged $9.72, which was lower than August's average of $10.13. She stated that 45% of the overall rides were from Tel-A-Ride passengers. Ms. Ross addressed questions and comments. The Board of Directors received the Ridership Report as information.

8. **Executive Director's Report – Ron Mitchum**

Mr. Mitchum presented a slide depicting the Union Pier property which will be used for 200 spaces for the HOP project. If there is no objections from the Board of Directors, staff would like to move forward with preliminary engineering for approximately $10-15 thousand. Mr. Mitchum will bring details back to the Board of Directors regarding fencing, lighting and security cameras (asphalt is already down so there will be no expense for asphalt). He announced that Ms. Ross would introduce the WSP Planner. Ms. Ross introduced Marissa Cottrell. Ms. Cottrell will provide support to the Transit Planning Department for at least one year. Mr. Mitchum stated that Warming Centers service will be ramping up. He also discussed the SC House Modernization Ad Hoc Committee meeting on November 3rd at 5:00 p.m. at Trident Technical College. Public comments are encouraged during the Public Comment Period. Mr. Mitchum noted staff will work to create a travel program for paratransit customers on the use of Tel-A-Ride and OnDemand services. The Board of Directors received the Executive Director's Report as information.

9. **Other Business, If Any**

There was no further business to discuss.

10. **Public Comments, If Any**

There was one Public Comment noted for the record:

- William Hamilton (Best Friends of Lowcountry Transit): Mr. Hamilton thanked the Board of Directors for their efforts and leadership regarding public transit. He stated he is happy to see ridership numbers continuing to increase and he appreciates the opportunity to utilize public transit.

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11. Executive Session – Legal and Contractual Matters

Mr. Brinson made a motion that the Board of Directors convene into Executive Session.
Mr. Boykin seconded the motion. The motion was unanimously approved.
Non-Board Members, Guests and Non-Essential Staff Members were excused.
Mr. Logan made a motion to reconvene the Board of Directors meeting.
Chief Gebhardt seconded the motion. The motion was unanimously approved.
Chairman Seekings reconvened the Board of Directors meeting noting that no action was taken related to legal/contractual matters discussed during Executive Session.

12. Management, Operations and Maintenance Services: Fixed Route and Paratransit – Request for Approval – Ron Mitchum

Mr. Boykin made the motion for Executive Director Mitchum to award a contract to RATP Dev USA, Inc. for Management, Operations and Maintenance Services: Fixed Route and Paratransit.
Mayor O'Neil seconded the motion. The motion was unanimously approved.

13. Board Comments, If Any

There was no further business to discuss.

14. Adjourn

Chairman Seekings briefed the Board of Directors regarding Leadership Charleston. He wished Mayor O'Neil Good Luck during the upcoming election. Chairman Seekings announced that the next CARTA Board of Directors meeting will be held on November 19th. He thanked Board Members for their continued dedicated service to the CARTA Board of Directors and the communities they serve. There being no further business before the Board, Chairman Seekings adjourned the meeting at 2:20 p.m.

Respectfully submitted,
Kim Coleman

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MEMORANDUM

TO: Board of Directors

FROM: Robin W. Mitchum, Deputy Director of Finance & Administration

SUBJECT: September 30, 2025 Financial Report Overview

DATE: November 12, 2025

Please find attached the September 30, 2025 Financial Report. Below is a brief overview of the activities for FY25.

Revenues

- Farebox is the fares collected on the revenue vehicles.
- Passes & Mobile Ticketing is bus pass fares sold to customers.
- Local contributions are funds received for shelter and bench construction.
- The Federal revenue includes operating for the year to date. Federal revenue is recorded as eligible expenditures are incurred.
- Advertising is advertising on the buses.
- Insurance proceeds are a result of accidents.
- Sale of Assets is the proceeds from the sale of a 1986 Chevrolet truck and a 2017 van.
- Miscellaneous revenue is the sale of scrap metal.

Expenditures

- Retiree Benefits includes the cost of retiree insurance.
- Supplies includes office, facility maintenance, and rebranding supplies.
- Printing includes costs of printing passes and brochures.
- Automotive is the cost to service the 2018 Ford F150.
- Postage is shipping costs.
- Dues/Memberships is the Charleston Chamber and TASC memberships.
- Office Equipment Rental includes the monthly battery lease for the electric buses.
- Office Equipment Maintenance (OEM) includes GMV Syncromatics, GMV Digital Signage, Genfare Support, Swiftly real time passenger predictions, Swiftly GPS Playback, Swiftly on-time performance, Swiftly run-times , RCN NetCloud Essentials and Netcloud Advanced for mobile routers, Chargepoint for electric chargers and other IT services.
- Rent includes the Ashley Phosphate Park & Ride Lot, Dorchester Village Shopping Center Park & Ride Lot, Leeds Avenue lot lease from Dominion, and document storage.
- Communications is the cost of phone, internet, and radio services at the facilities and on the buses.
- Utilities includes electric and water at the Superstop, Melnick Park and Ride, the Radio Shop at Leeds Avenue, Medcom St, and the charging stations at Leeds Avenue.

- Auditing is the cost of FY24 GASB 75 actuary and annual audit.
- Custodial services are the cost of janitorial services at the Melnick Park and Ride.
- OnDemand Program is customer transportation cost for same day service through independent rideshare.
- Other Professional Services includes bus wash inspection services, appraisal services and the fire extinguisher inspection at the Super stop.
- Shared Contract Services (IGA & Management) is the extensive services BCDCOG provides to CARTA.
- Fixed Route service is the cost of fixed and commuter service provided by National Express Shuttle and Transit.
- Money Transport is the cost of the armored guard service to transport cash deposits to the bank.
- Security Services are contracted security services provided at the Super Stop by the City of North Charleston Police Dept. and by Extra Duty Solutions at Mary Street.
- 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 and vehicle title & registration fees.
- Insurance includes the cost of liability insurance provided by the Insurance Reserve Fund.
- Paratransit is the cost of paratransit transportation provided by National Express Shuttle and Transit.
- Interest is interest on the Melnick Park and Ride Loan.

Capital Expenditures

- Rolling Stock is the purchase of the Hometown Trolley Villager and two Ford Escapes.
- Bus Facilities/Charging Stations is Leeds Avenue parking lot repairs and charging infrastructure.
- Bus Shelter Construction /Bench Install is the installation of shelters and benches.
- Security/Cameras & Equipment is the purchase of cameras, radios, access control equipment, and AVL equipment.
- Facilities Construction is Shipwatch engineering.
- Capital (IT, Facility Repairs/Maint) is the purchase of bike racks and a Genfare vault, Genfare controller modules and the Superstop HVAC replacement.

Overall, the agency ended the month with excess of revenues of $3,139,708.

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

Amount owed to National Express Shuttle & Transit as of 09/30/2025 was $1,448,064.91.

CARTA
Statement of Revenues & Expenditures
For the Month Ending September 30, 2025

Time elapsed: **100%**

	FY25 Budget	FY25 Revised Budget	Actual	% of Budget
Operating Revenues				
Farebox	1,322,466	1,169,333	1,143,279	98%
Passes & Mobile Ticketing	607,295	623,037	616,678	99%
COC Shuttle	453,476	393,945	394,705	100%
MUSC	763,456	765,160	797,801	104%
City of Charleston - DASH	741,452	741,452	746,447	101%
Local Contributions	-	13,150	33,270	253%
Federal	10,156,366	8,909,593	9,264,235	104%
Sales Tax - Charleston County	13,415,772	13,430,591	13,815,143	103%
Advertising	850,000	850,000	1,033,396	122%
Insurance Proceeds	-	95,493	129,103	135%
Sale of Assets	-	11,775	11,775	100%
Miscellaneous	-	260	446	172%
TOTAL OPERATING REVENUES	28,310,283	27,003,789	27,986,278	**104%**
Operating Expenditures				
Retiree Benefits	9,581	10,046	10,046	100%
Supplies	75,000	65,000	62,146	96%
Printing	42,000	42,000	20,697	49%
Automotive	3,525	2,500	1,808	72%
Postage	200	50	51	102%
Dues/Memberships	2,500	2,500	2,500	100%
Office Equipment Rental	116,225	116,225	105,000	90%
Office Equipment Maintenance	333,633	356,324	299,594	84%
Rent	34,385	35,600	35,981	101%
Communications	170,185	166,212	165,698	100%
Utilities	322,832	202,330	215,482	107%
Advertising	7,500	65,000	6,376	10%
Professional Services				
Auditing	32,340	31,200	31,200	100%
Legal	1,000	1,000	-	0%
Custodial	25,542	20,245	17,415	86%
On Demand Program	350,000	531,050	501,549	94%
Other	25,000	20,000	9,302	47%
Contract Services				
Shared Services - IGA	3,640,486	3,807,434	4,203,952	110%
Fixed Route	16,244,786	14,879,025	13,539,242	91%
Money Transport	11,836	14,090	13,053	93%
Security Services	105,560	124,200	119,156	96%
Vehicle Maintenance	348,701	348,701	354,293	102%
Facility Repair & Maintenance	47,250	47,250	58,730	124%
Operating Fees & Licenses	50,000	60,400	58,435	97%
Insurance	1,085,307	1,085,307	981,889	90%
Fuel	1,493,500	1,268,750	1,288,198	102%
Paratransit	3,657,569	3,622,510	2,677,729	74%

CARTA
Statement of Revenues & Expenditures
For the Month Ending September 30, 2025

Time elapsed: **100%**

	FY25 Budget	FY25 Revised Budget	Actual	% of Budget
Miscellaneous	5,400	5,400	7,970	148%
Interest	43,440	43,440	43,440	100%
Non-Capitalized Assets	25,000	30,000	15,638	52%
TOTAL OPERATING EXPENDITURES	28,310,283	27,003,789	24,846,570	**92%**
Excess (Deficit) of Revenues Over (Under) Expenditures			3,139,708	
Capital Revenues				
Rolling Stock	600,000	254,954	248,097	
Bus Facilities/Charging Stations	-	240,029	263,360	
Bus Shelter Construction/Bench Install	-	92,303	67,480	
Facilities Construction	2,211,406	495,698	544,706	
Security/ Cameras & Equipment	131,511	69,640	173,921	
Sales Tax - Charleston County	875,728	860,909	476,357	
TOTAL CAPITAL REVENUES	3,818,645	2,013,533	1,773,921	**88%**
Capital Expenditures				
Rolling Stock	750,000	326,093	313,621	
Bus Facilities/Charging Stations	-	294,929	276,644	
Bus Shelter Construction/Bench Install	100,000	332,479	306,414	
Facilities Construction	164,388	619,622	683,548	
Security/ Cameras & Equipment	2,764,257	87,050	144,913	
Capital (IT, Facility Repairs/Maint)	40,000	353,360	48,781	
TOTAL CAPITAL EXPENDITURES	3,818,645	2,013,533	1,773,921	**88%**

CARTA
BALANCE SHEET
9/30/2025

ASSETS

ASSETS	
GENERAL OPERATING (BB&T)	19,181,414.48
PETTY CASH	160.00
ACCOUNTS RECEIVABLE	1,925,971.97
PREPAID EXPENSES	2,216,368.15
INVENTORY - FUEL	27,508.05
INVENTORY - PARTS	415,377.32
LAND	8,566,144.03
VEHICLES	52,077,015.67
EQUIPMENT	2,677,217.72
FAREBOXES	1,214,379.70
SHELTERS	4,766,045.48
BUS SIGNAGE	254,913.32
FACILITIES	11,319,074.00
PARK & RIDE FACILITY	183,927.64
ACCUMULATED DEPRECIATION	(41,731,675.86)
RIGHT TO USE LEASES	1,605,170.88
ACCUMULATED DEPRECIATION - RTU	(555,579.32)
TOTAL ASSETS	64,143,433.23

LIABILITIES & EQUITY

LIABILITIES	
ACCOUNTS PAYABLE	2,077,003.96
NOTE PAYABLE - BB&T	1,193,663.28
ACCRUED INTEREST	26,211.56
UNEARNED REVENUE	6,934.00
OPEB LIABILITY	133,517.00
LEASE LIABILITY	997,506.33
TOTAL LIABILITIES	4,434,836.13
EQUITY	
CURRENT YEAR FUND BALANCE	3,139,708.02
INVEST IN CAPITAL ASSETS	38,039,183.92
FUND BALANCE	18,529,705.16
TOTAL EQUITY	59,708,597.10
TOTAL LIABILITIES & FUND EQUITY	64,143,433.23

CARTA
OnDemand Program
9/30/2025

Activity	BUDGET	FY 21 Total Costs	FY 22 Total Costs	FY 23 Total Costs	FY 24 Total Costs	**FY 25 Total Costs**	Total	Balance	% Complete
OnDemand Program (80/20)	737,786	1,421	20,778	98,039	323,179	**294,369**	737,786	-	100%
OnDemand Program (Local)	-					**207,180**	207,180	(207,180)	
Total	737,786	1,421	20,778	98,039	323,179	**501,549**	944,966	(207,180)	128%
								-	
Federal *FTA 5310*	587,000	1,137	16,622	75,203	258,544	**235,494**	587,000	-	100%
Local	150,786	284	4,156	22,836	64,635	**266,055**	357,966	(207,180)	237%
Total	737,786	1,421	20,778	98,039	323,179	**501,549**	944,966	(207,180)	128%

Charleston County
Transportation
Infrastructure | Greenspace | Transit

Infrastructure Investment & The Road Ahead

The future is in all our hands.

Over the past 20 years, Charleston County voters have twice approved a half-penny sales tax, leading to **billions of dollars for community infrastructure** investments that are vital to Charleston County.

However, with the current half-cent expiring in 2027, **we now stand at a crossroads.**

We are asking for your help in shaping the future of local transportation. On September 25, our newly formed Transportation Sales Tax (TST) Special Committee voted to begin a transparent, public listening and input process to guide a possible extension of the TST.

Charleston County Council

The Half-Penny At Work

$4.56 billion committed to infrastructure improvements.

2004 & 2016 Allocations

Greenbelt Program

2016 (10%): $210,000,000
2004 (17%): $221,000,000

Infrastructure

2016 (61%): $1,281,000,000
2004 (65%): $845,000,000

Public Transit

2016 (29%): $609,000,000
2004 (18%): $234,000,000

Charleston County
Transportation
Infrastructure | Greenspace | Transit

$1.2 Billion In Matching Funds

Previously approved half-cent TSTs will deliver $3.4 billion for infrastructure, and combined with an additional $1.2 billion in matching funds, will total $4.56 billion.

$386 M
ROAD PROJECT MATCHING FUNDS

$232 M
GREENBELT MATCHING FUNDS

$554.5 M
PUBLIC TRANSIT MATCHING FUNDS

Charleston County
Transportation
Infrastructure | Greenspace | Transit

HEADS UP
HALF-PENNY FACT

Nearly 50¢ of every TST dollar comes from visitors and other sources outside of Charleston County.

Projects The Half-Penny Has Helped Fund

- **895 miles** of resurfacing, rural roads, and local paving
  73% better pavement conditions than the state
- **49 miles** of bike, pedestrian, and multi-use paths
- **69 intersections** improved

Folly & Camp Road Intersection

Charleston County Transportation
Infrastructure | Greenspace | Transit

Greenbelt Program

Today, 49% of Charleston County's total acreage – more than 284,000 acres – is protected greenspace.

HEADS UP
HALF-PENNY FACT

Charleston's amount of protected greenspace ranks 2nd in the state.

Public Transit

CARTA has made many improvements and advancements.

Bus Fleet Upgrades

+125 vehicles purchased for fixed-route and paratransit, with seven more on the way.

Bus Stop Improvements

146 shelters/benches added and improvements to lighting, digital signage, and bike racks.

Lowcountry Rapid Transit

LCRT is a modern bus rapid transit system that will connect communities, key destinations, and job centers.

Charleston County Transportation

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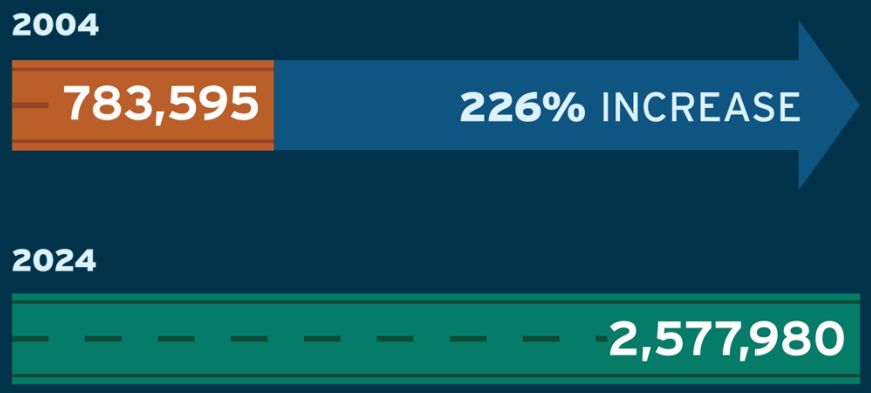
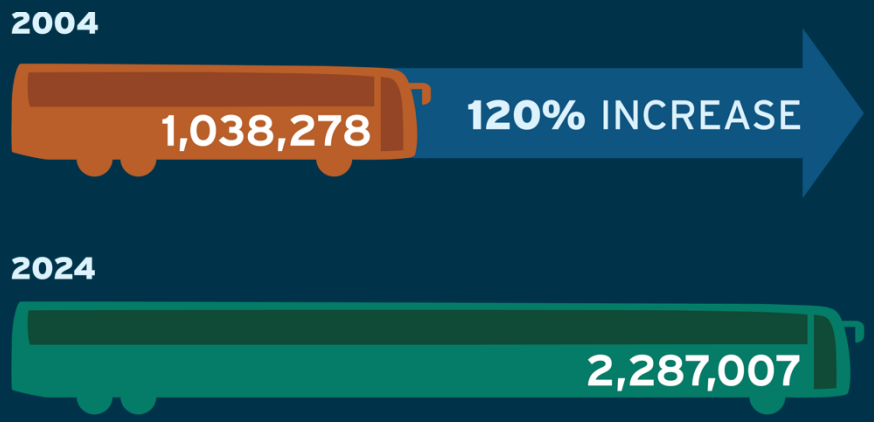
20 Years of Data

53,751,886
Service Miles



66,720,831
Passenger Trips



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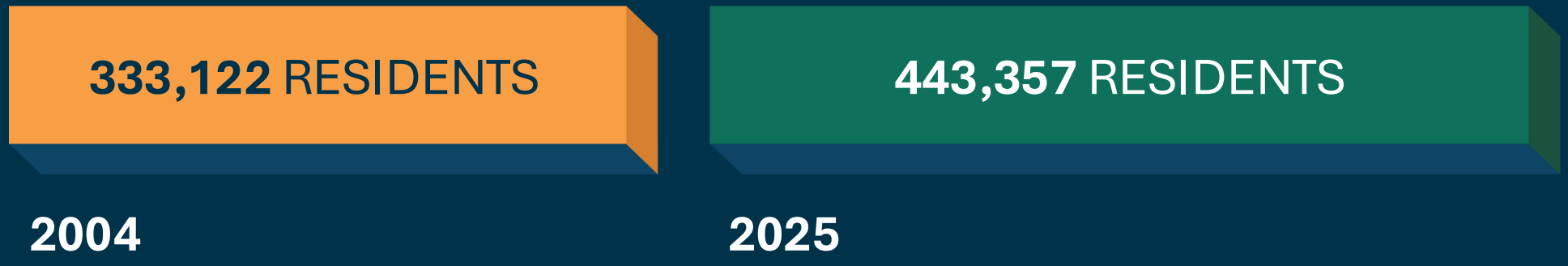
The Surging Population

The County's population surge of 33.1% since 2004 demands investments in infrastructure.



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HEADS UP
HALF-PENNY FACT

Vehicle registrations in Charleston County have increased 41.5% since 2008.

The Surging Population

The Charleston County population is projected to increase by more than 42,000 in the next decade.

And, more people means more vehicles.

Referendum Roadmap

Sept 2025

- County Council establishes a Transportation Sales Tax (TST) Special Committee.

Oct 2025

- Listening sessions, stakeholder meetings, and municipal briefings are being held across the County to gather public input on priorities for a potential future TST.

Spring 2026

- County Council's TST Special Committee receives a briefing and begins developing the draft framework for a potential future TST.
- After gathering additional public input on the draft proposal, County Council will determine whether to proceed with pursuing a future TST.

Continuous Public and Stakeholder Education and Engagement. Increased Transparency and Accountability of the TST Program.

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Potential Investment Categories

Concept of a Future $4.25B TST Program (Authorized by Council Sept. 25, 2025)

Greenbelt Program

- Protective purchases of land
- Creation of public parks, waterway access, greenways, and greenspaces

Bike & Pedestrian

- Continue to close gaps and expand the sidewalk and bicycle network
- Address known safety concerns

Public Transit

- Continue and expand service
- Lowcountry Rapid Transit

Roadways

- Improve pavements
- Rural safety
- Intersection safety
- Bottlenecks such as signal coordination, widenings, intersections, and operational changes

Charleston County Transportation

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Get Involved

In the coming months, Council will engage the community with openness and transparency **to shape decisions for today and the future.**

1 **Fill out our online questionnaire**

2 **Attend meetings & workshops**

3 **Submit comments & questions**
Email us anytime at TST@PublicInput.com

4 **Stay informed**
Sign up for updates on CharlestonTransportation.com

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1. What have been the successes and challenges with the existing Transportation Sales Tax program?
2. Which of the key investment categories are most important to you and your community?
3. Are there any others that should be added?

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Scan here for Questionnaire

CARTA NOW & NEXT

MOVING TRANSIT FORWARD

CARTA Board of Directors

November 19, 2025

Project Introduction

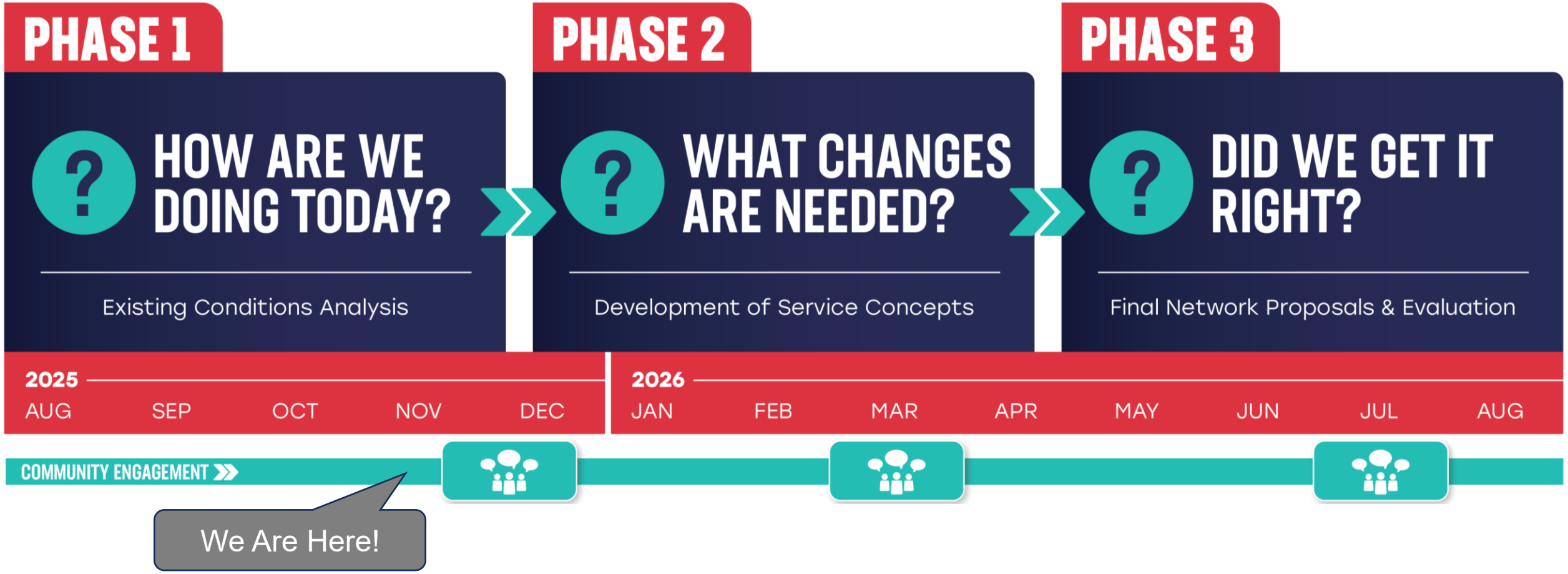
Short Range Transit Development Plan (SRTDP)

- Identify potential service change opportunities that can immediately improve service reliability and boost ridership
- Identify temporary service and bus stop changes needed during LCRT construction
- Define 5-year transit network post-LCRT construction that integrates LCRT service with the CARTA network

Regional Transit Framework Plan (RTFP)

- Confirm candidate priority transit corridors
- Determine potential capital and operational improvements in each corridor needed to provide frequency and reliable service
- Assess costs and potential funding sources

Project Timeline and Engagement Opportunities



State of the System Content

State of the Current System

- Existing Services Provided
- Service Expansion Plans
- Ridership Performance
- Service Reliability
- Demand for Transit
- Rider Characteristics
- Needs and Opportunities

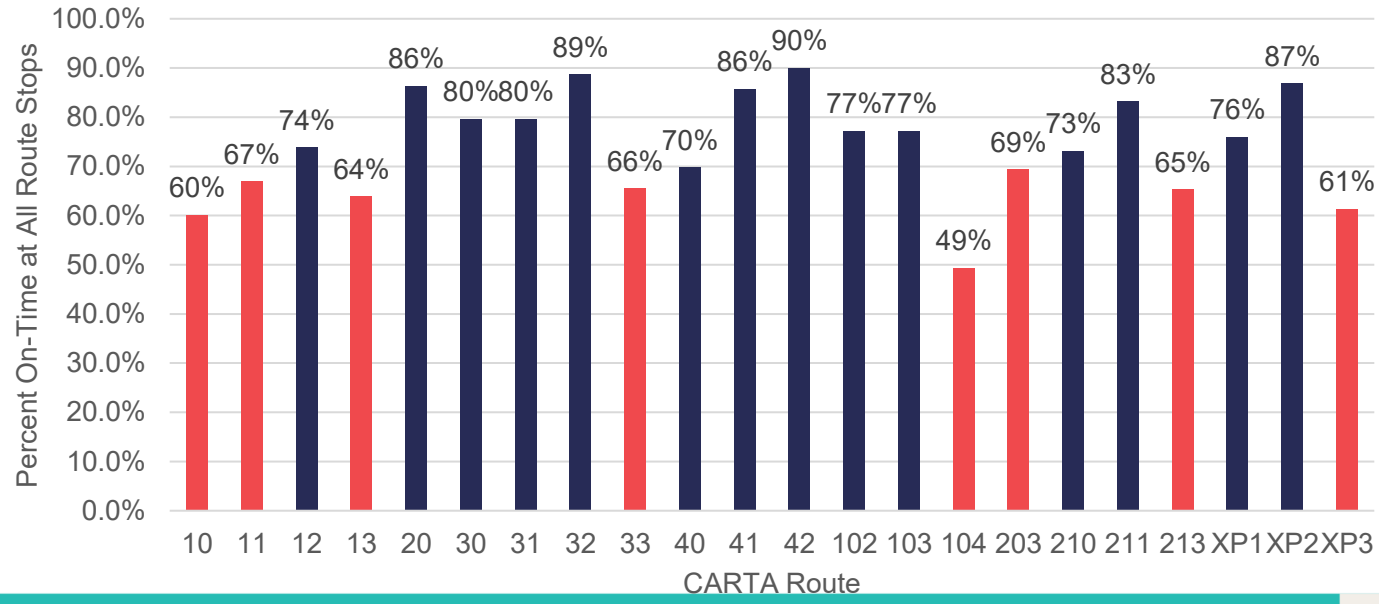
Service Reliability

- On-time has been defined as 1-minute early to 10-minutes late
- On-time performance tends to worsen throughout the day
  - In am peak, **four** routes have <70% on-time performance
  - By pm peak, **14** routes have <70% on-time performance
  - **Eight** routes have <70% daily on-time performance
- Systemwide on-time performance does not improve on weekends

System Performance

Time Band	Weekday	Saturday	Sunday
Early (>1-min. early)	3.8%	5.2%	3.5%
On-Time (1-min. early to 10-min. late)	**73.0%**	**73.7%**	**73.8%**
Late (>10-min. late)	23.3%	21.1%	22.7%

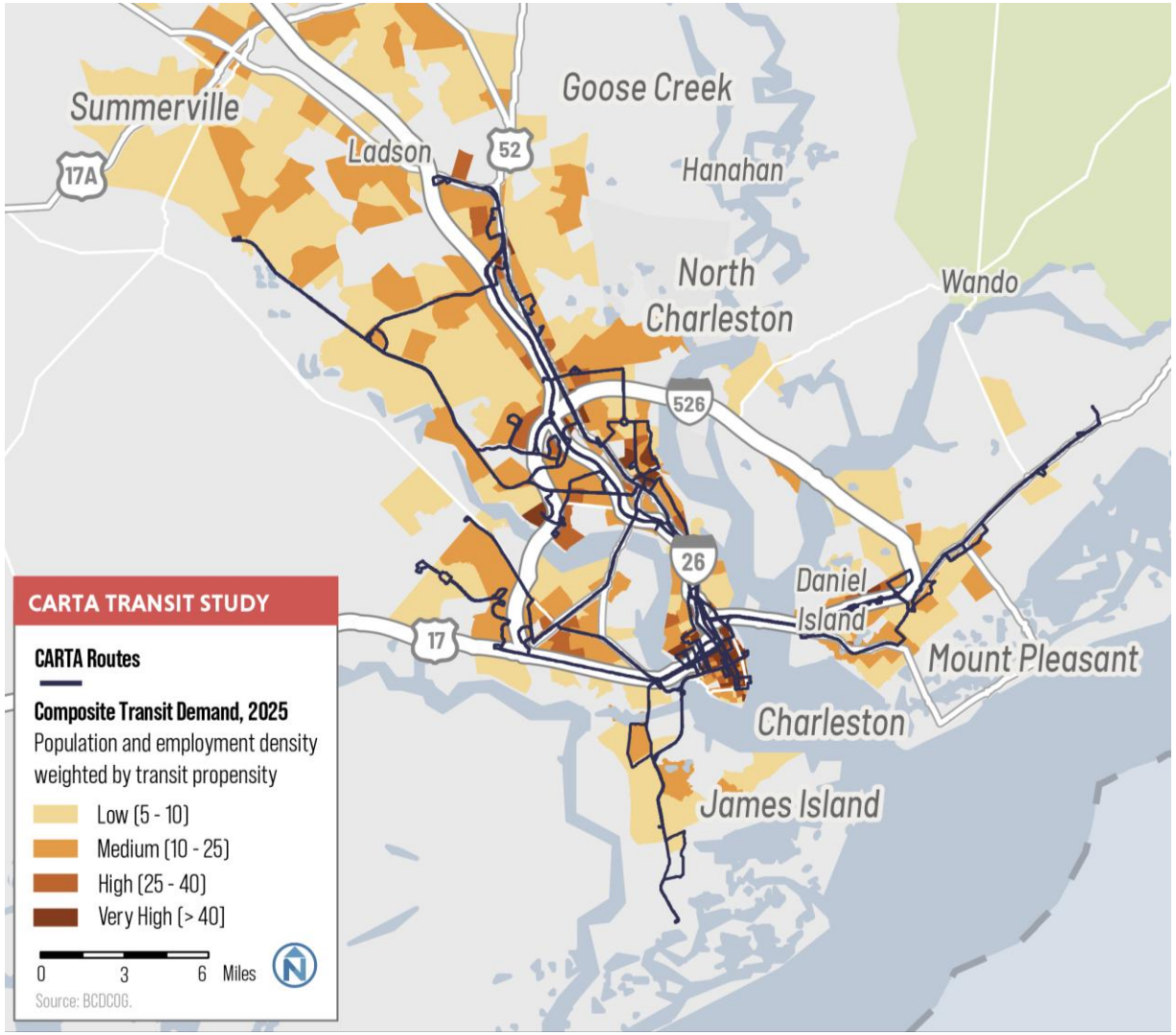
Weekday On-Time Results by Route
(<1-min. early to 10-min. late)



Source: September 2025 on-time performance data from Swiftly

The Demand for Transit

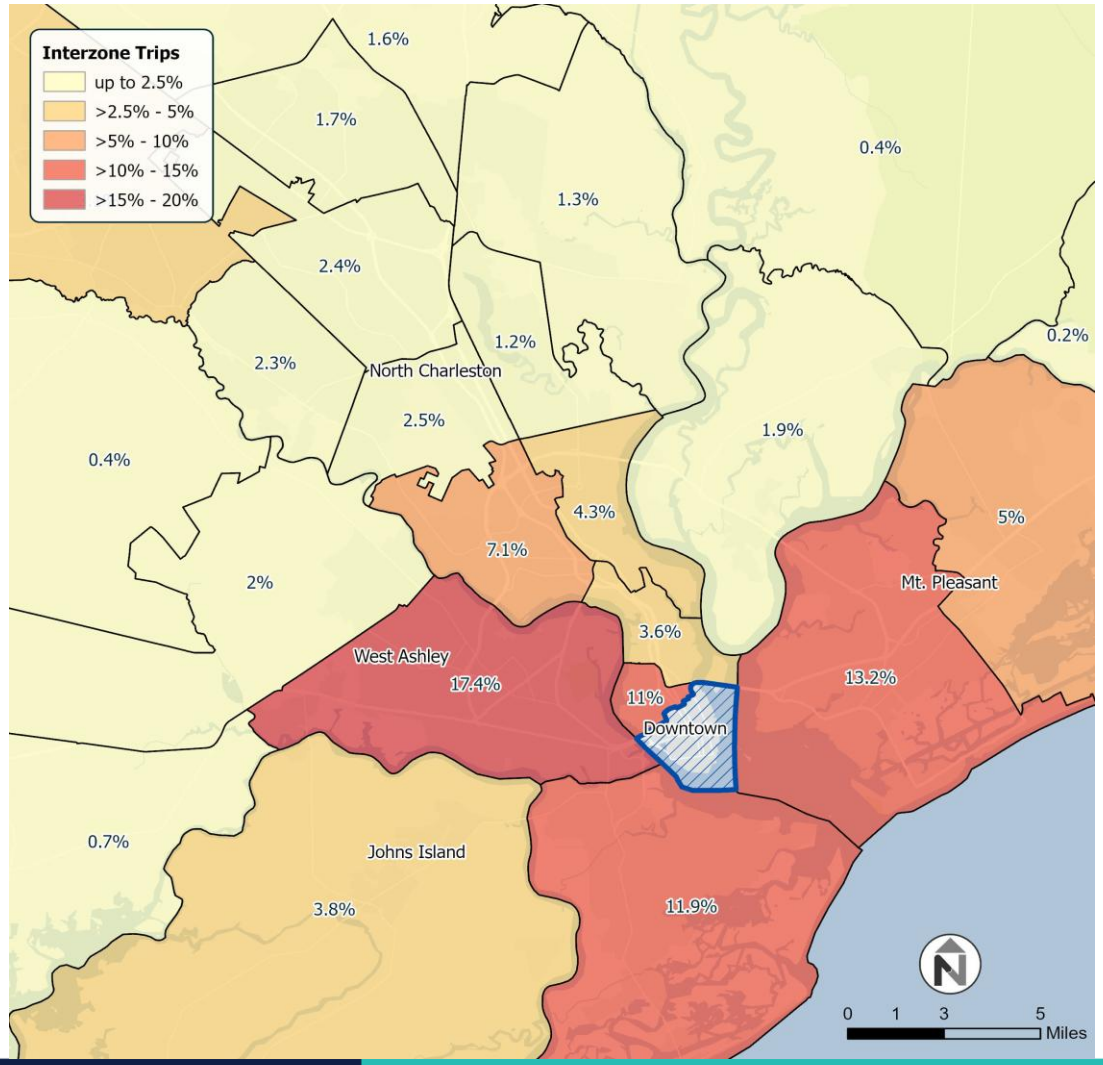
- Factors that influence the demand for transit:
  - Population densities
  - Population demographics (e.g., household income, car ownership)
  - Employment densities
- CARTA service generally aligns with areas where there is demand for transit
- Transit supportive areas currently not served include: **Summerville, Ladson** and **Goose Creek**



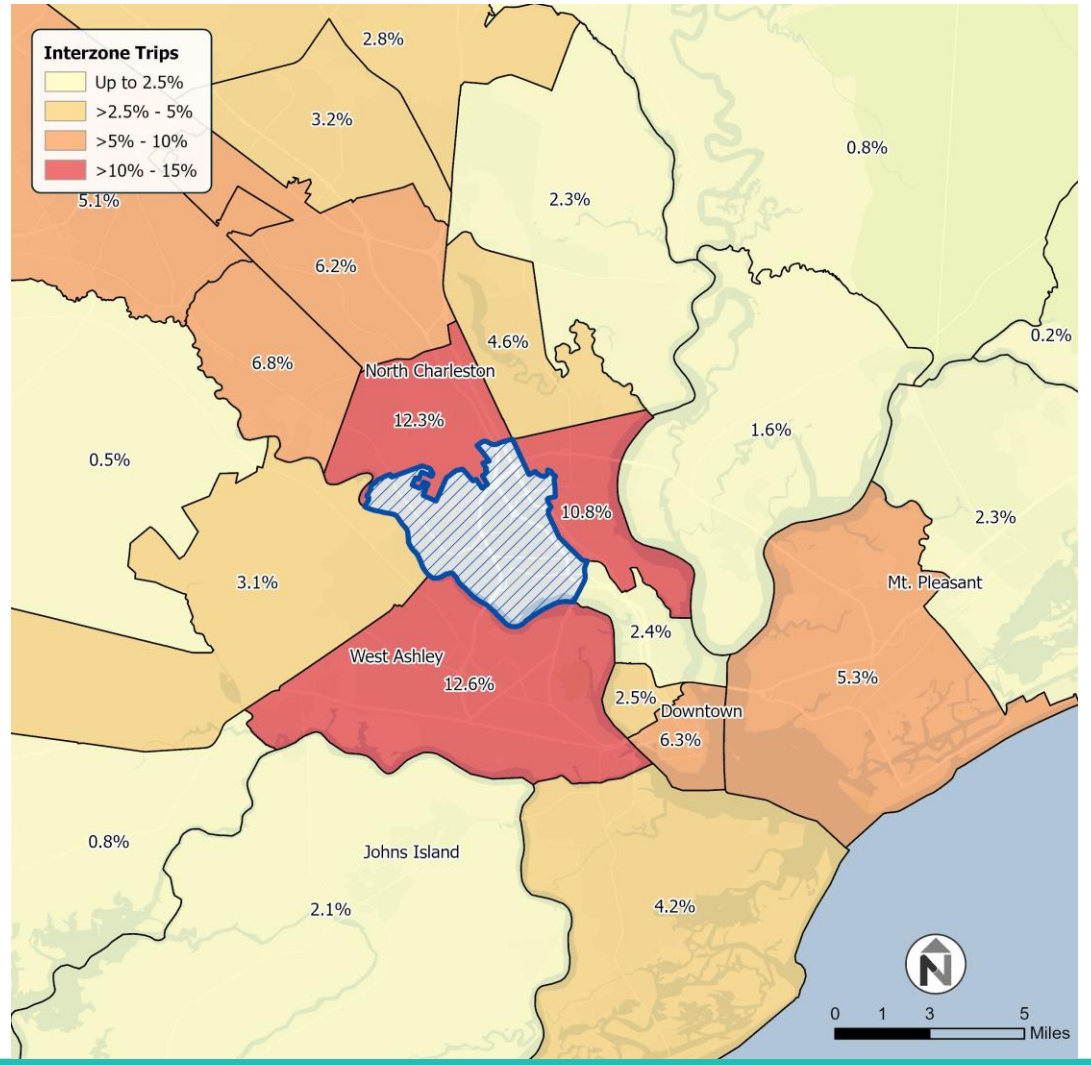
Source: US Census demographic data

Regional Travel Patterns

Daily Travel to/from Downtown Charleston

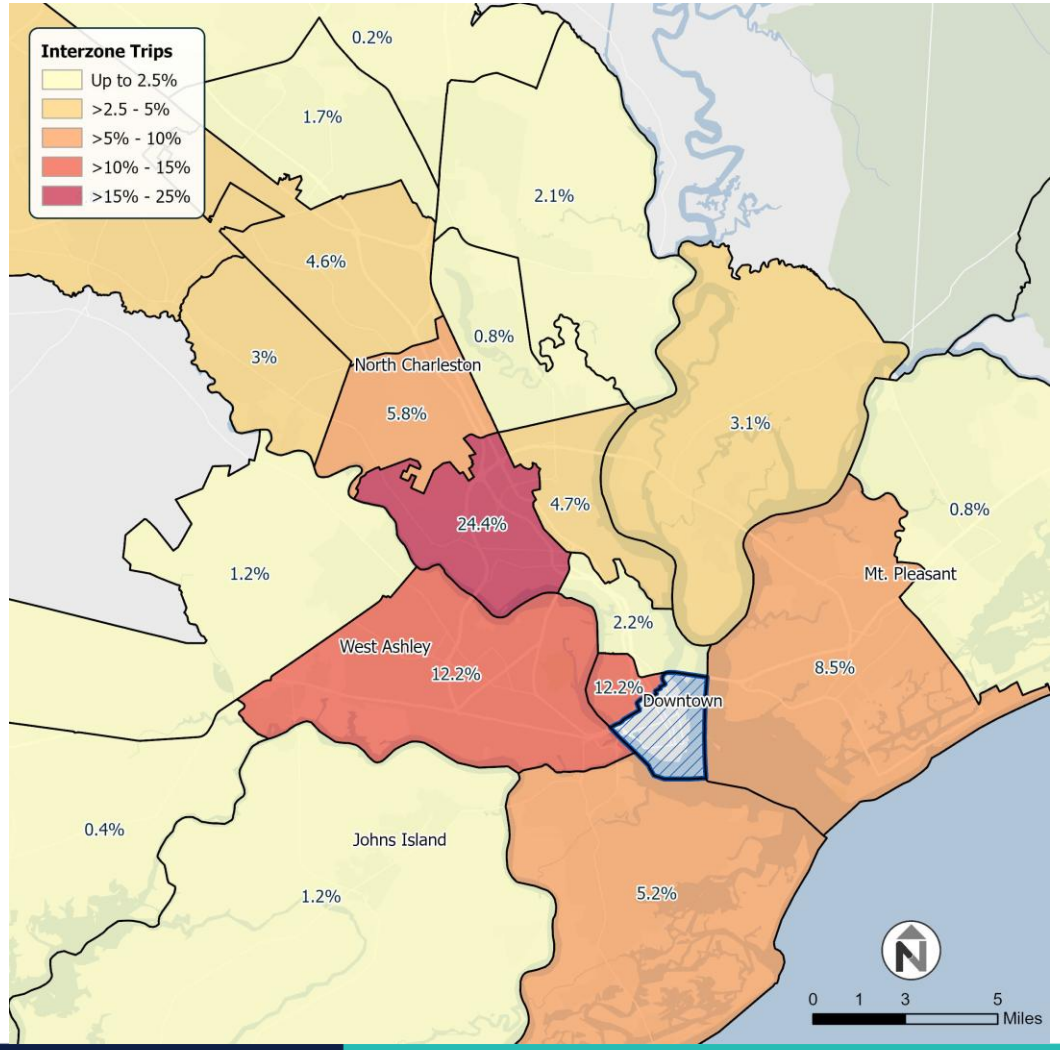


Daily Travel to/from North Charleston

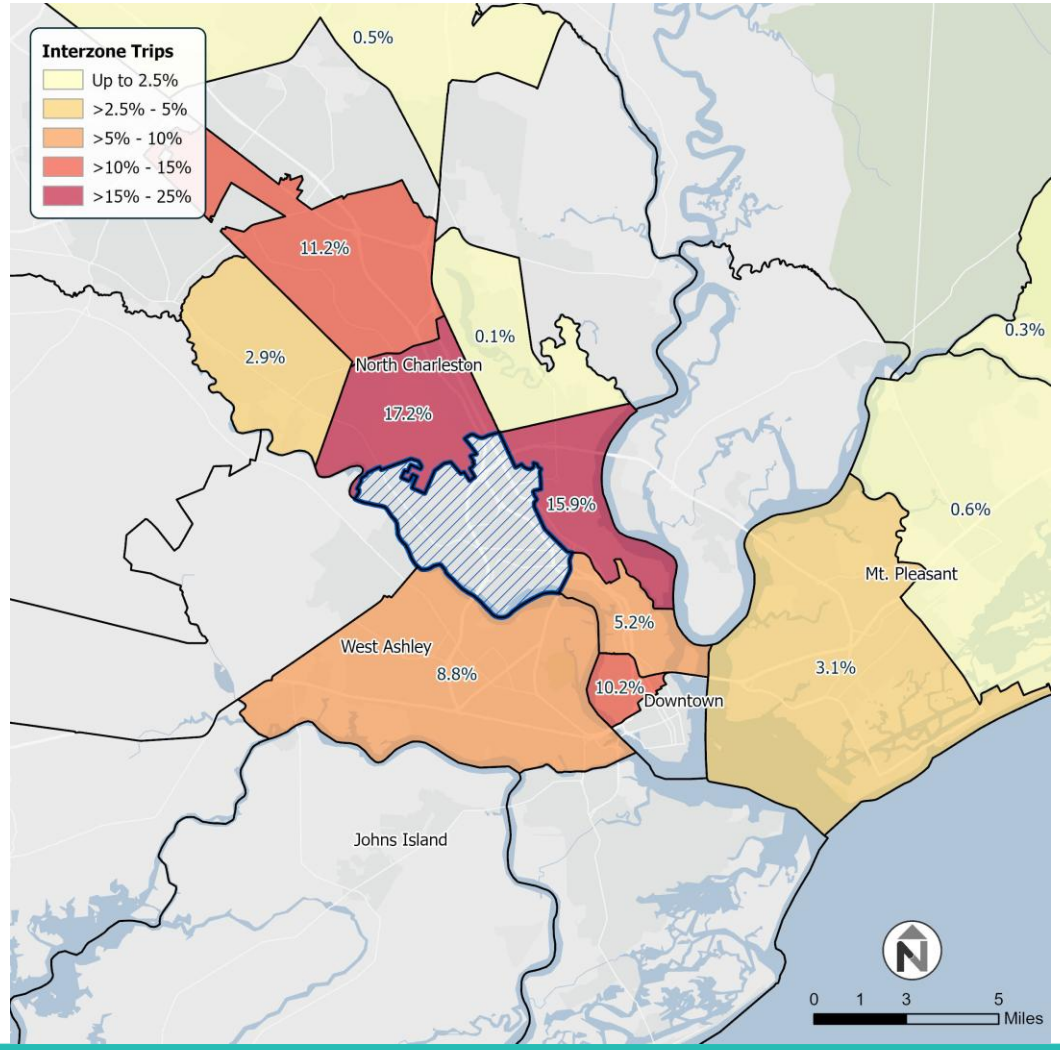


CARTA Travel Patterns

Daily Travel to/from Downtown Charleston



Daily Travel to/from North Charleston



Operator Feedback

Scheduling

- Additional time needed on Routes 10, 40, 104
- Buses can get delayed in traffic around N. Charleston Coliseum and at train track crossings

Frequency and Span

- Additional frequency needed on Routes 10, 11, 12, 33, 211, 301
- Additional weekend and evening service is needed

New Service Areas

- Consider new service for Midland Park, Palmetto Commerce, Summerville, Ladson and Long Point Road in Mount Pleasant

Transfers

- Better timed transfer connections needed with Route 32
- Timed transfers are thrown off when buses are running late

Regional Network

- Need better information for riders on how TriCounty Link can be used for regional transit travel

Upcoming Engagement Activities

Meetings

- November 19 – CARTA Board Project Update
- November 20 – Riders Advisory Committee
- December 1-4 – Public Meetings
  - December 1 – West Ashley: Cynthia Graham Hurd/St. Andrews Library
  - December 2 – Mt. Pleasant: Municipal Complex
  - December 3 – Charleston: Main Library
  - December 4 – North Charleston: St. Matthew Baptist Church
- TBD – Virtual Public Meeting

Other Activities

- December 1-4 – Pop-ups at CARTA Bus Stops
- December 1-21 – Online Survey

Charleston Area Regional Transportation Authority

MEMORANDUM

To: CARTA Board of Directors

From: Ronald E. Mitchum, Executive Director

Subject: Public Transportation Agency Safety Plan Annual Certification (PTASP)

Date: November 19, 2025

Safety is a core value of CARTA, and managing safety is a core business function of the agency. CARTA is committed to developing, implementing, maintaining, and continuously improving processes to ensure the safety of its customers, employees, and the community. The CARTA Safety Committee annually reviews the PTASP, as required, to ensure transit safety and to remain in compliance with FTA requirements.

Safety management as a systematic and comprehensive approach to identifying safety hazards and risks associated with transit system operations and related maintenance activities is achieved. A Safety Management Systems (SMS) framework, as an element of the agency's responsibility, has been adopted by establishing safety policy, identifying hazards and controlling risks, goal setting and measuring performance. The SMS fosters agency-wide support for transit safety by maintaining & continuously improving a culture of safety. Every employee is responsible for safety, where management is held accountable for the safety of all employees in the organization with an active role in transit safety.

To ensure transit safety and to comply with Federal Transit Administration (FTA) requirements, CARTA staff has reviewed and adopted this Public Transportation Agency Safety Plan (PTASP). The plan complies with FTA regulations established under 49 U.S.C § 5329. This annual update establishes safety performance metrics and an update to the individuals assigned to administer the Plan for CARTA.

The PTASP Accountable Executive, the Board of Directors, and the TCL Safety Committee, have reviewed the Public Transportation Agency Safety Plan, 49 U.S.C. § 5329, and certifies that the content has met the requirements through the establishment of a comprehensive SMS framework. TCL is compliant with 49 CFR Part 673.

CARTA Public Transportation Agency Safety Plan Self Certification and Approval

_____ _____

Ronald E. Mitchum, PTASP Accountable Executive Date

_____ _____

CARTA Board of Directors, Chairman Date

CARTA

Charleston Area Regional Transportation Authority

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

FTA Recipient ID# 1115,

CARTA
5790 Casper Padgett Way
North Charleston, SC 29406
Telephone (843) 769-1022
Contact Person: John Cooper, Safety Manager

Adopted: November 2025

2025 CARTA PUBLIC SAFETY TRANSPORTATION AGENCY PLAN

ACTIVITY LOG

Version Number & Updates *Complete history of successive versions of this plan*			
Version No.	**Section/Pages Affected**	**Reason for Change**	**Date Issued**
1	All	Original Draft	June 17, 2020
2	All	BCDCOG hired a Safety Manager and added PTASP requirements to meet new compliance of the Bipartisan Infrastructure Law.	July 19, 2022
3	All	Change of contractors to National Express/Annual update. February 23, 2023, FTA finalized changes to the National Transit Database (NTD) safety and security reporting requirements. Included 3 years of performance monitoring. Additional performance measures were added. Added required SMS training for managers.	Aug. 16, 2023
4	All	New requirements: Transit worker assault hazard mitigation and safety risk assessment	Aug 2024
5	All	Annual update October 2025. Metrics updated, roles updated	October 2025

2025 CARTA PUBLIC SAFETY TRANSPORTATION AGENCY PLAN

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DEFINITIONS & ACRONYMS

The following definitions may be used throughout this document and correspond to the definitions provided in 49 CFR 673.5.

Accident is an "event," as defined below, that involves any of the following:

1. A loss of life,
2. A report of a serious injury to a person,
3. A collision of public transportation vehicles,
4. An evacuation for life safety reasons,

Accountable Executive (AE) is a single, identifiable individual who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan (PTASP), defined below, of a public transportation agency; responsibility for carrying out the agency's Transit Asset Management Plan (as defined below), and control or direction over the human and capital resources needed to develop and maintain both the agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. 5329(d), and the agency's Transit Asset Management Plan in accordance with 49 U.S.C. 5326.

Assault is defined as a violent physical or verbal attack; A threat or attempt to inflict offensive physical contact or bodily harm on a person that puts the person in immediate danger of or in apprehension of such harm or contact.

Chief Safety Officer (CSO) is an adequately trained individual who has responsibility for safety and reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A CSO may not serve in other operational or maintenance capacities, unless the CSO is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system.

Event is an "accident," as defined above, or "incident" or "occurrence" (each as defined below).

FTA is Federal Transit Administration, an agency within the U.S. D.O.T.

Hazard means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment (as defined below).

Incident is an "event" (as defined above), that involves any of the following:

1. A personal injury that is not a serious injury,
2. One or more injuries requiring medical transport, or
3. Damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.

Investigation is the process of determining the causal and contributing factors of an "accident," "incident," or "hazard" (each as defined here), for the purpose of preventing recurrence and mitigating risk.

National Public Transportation Safety Plan is the plan to improve the safety of all public transportation systems that receive federal financial assistance under 49 U.S.C. Chapter 53.

Occurrence is an "event" (as defined above), without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.

Operator of a public transportation system means a provider of public transportation as defined under 49 U.S.C. 5302(14).

Performance measure is an expression based on a quantifiable indicator of performance or condition that is used to establish targets & to assess progress toward meeting the established targets.

Performance target is a quantifiable level of performance or condition, expressed as a value for the measure as required by the FTA.

Public Transportation Agency Safety Plan (PTASP) is the documented comprehensive agency safety plan for a transit agency that is required by 49 U.S.C. 5329 & this part.

Risk is the composite of predicted severity & likelihood of the potential effect of a hazard.

Risk mitigation is a method or methods to eliminate or reduce the effects of hazards.

Safety Assurance is processes within a transit agency's Safety Management System that functions to ensure the implementation & effectiveness of safety risk mitigation, & to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, & assessment of information.

Safety Committee is a group of employer/employee representatives, including front line employees who collaborate to identify & recommend solutions to health & safety issues in the workplace required per Title 49 U.S.C. 5329(d).

Safety Management Policy is the transit agency's documented commitment to safety, which defines the transit agency's safety objectives, accountabilities & responsibilities of its employees regarding safety.

Safety Management System (SMS) is the formal, top-down, organization-wide approach to managing safety risk & assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, & policies for managing risks & hazards.

Safety Manager (SM) is the BCD COG safety professional responsible for developing safe work practices, crafting written safety programs, leading safety training, conducting workplace inspections & audits.

Safety performance target is a Performance Target related to safety management activities.

Safety Promotion is a combination of training & communication of safety information to support SMS as applied to the transit agency's public transportation system.

Safety risk assessment is the formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.

Safety Risk Management is a process within a transit agency's Public Transportation Agency Safety Plan for identifying hazards & analyzing, assessing, & mitigating safety risk.

Serious injury is any injury which:

1. Requires hospitalization for more than 48 hours, commencing within 7 days from the date of the injury was received;
2. Results in a fracture of any bone (except simple fractures of fingers, toes, or noses);
3. Causes severe hemorrhages, nerve, muscle, or tendon damage;
4. Involves any internal organ; or
5. Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.

Small public transportation provider is a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 that has one hundred (100) or fewer vehicles in peak revenue service & does not operate a rail fixed guideway public transportation system.

State of good repair means the condition in which a capital asset operates at a full level of performance.

Transit agency means an operator of a public transportation system.

Transit Asset Management Plan is the strategic & systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, & replacing transit capital assets to manage their performance, risks, & costs over their life cycles, for the purpose of providing safe, cost-effective, & reliable public transportation, as required by 49 U.S.C. 5326 & 49 CFR part 625.

CDC	-	Center for Disease Control
CFR	-	Code of Federal Regulations
CSO	-	Chief safety officer
FTA	-	Federal Transit Administration
MAP-21	-	Moving Ahead for Progress in the 21st Century
NTD	-	National Transit Database
PTASP	-	Public transportation agency safety plan
SGR	-	State of good repair
SMS	-	Safety management system
SOP	-	Standard operating procedure
SRM	-	Safety Risk Management
TAM	-	Transit asset management
U.S.C.	-	United States Code

BACKGROUND

The Moving Ahead for Progress in the 21st Century (MAP-21) Act grants the Federal Transit Administration (FTA) the authority to establish & enforce a comprehensive regulatory framework to oversee the safety of public transportation throughout the United States. As a component of this safety oversight framework, MAP-21 requires certain recipients of FTA Chapter 53 funding to develop & implement a Public Transportation Agency Safety Plan (PTASP). CARTA has established this comprehensive safety plan per Title 49 U.S.C. 5329 (d) and the Bipartisan Infrastructure Law (BIL) signed November 15, 2021.

In addition to greater safety oversight responsibilities, MAP-21 & the BIL grant expanded regulatory authority to put FTA in a position providing guidance to transit agencies. The use of strengthened safety data supports management decisions, improves the commitment of transit leadership to safety & fosters a culture of safety that promotes awareness & responsiveness to safety risks. The framework to this approach is called a safety management system (SMS), which moves the transit industry towards a more holistic, performance-based approach to safety. The SMS framework has been adopted by FTA in its National Public Transportation Safety Plan (NTSP).

The PTASP for CARTA supports & is consistent with an SMS approach to safety risk management. SMS is an integrated collection of policies, processes, & behaviors meant to ensure a formalized, proactive & data-driven approach to safety risk management. The aim of an SMS is to increase the safety performance of transit systems by proactively identifying, assessing, and controlling safety risks.

An SMS supports management decisions on how to prioritize the allocation of resources (money, time, etc.) to address safety concerns. The approach is meant to be flexible & scalable, so that transit agencies of all types & sizes can efficiently meet the regulatory requirements of MAP-21 & BIL. The PTASP for CARTA addresses the following elements, outlined in **Table 1** (below):

☑	**Safety Management Policy Statement:**	A policy statement establishing senior management commitment to continual safety improvement, signed by the executive accountable for the operation of the agency & the board of directors.
☑	**Document Control:**	A description of the regular annual process used to review & update the plan including a timeline for implementation of the process.
☑	**Core Safety Responsibilities:**	A description of the responsibilities, accountabilities, & authority of the AE, the key safety officers, & key members of the safety management team.
☑	**Safety Training Program:**	A description of the comprehensive safety training program for agency staff that ensures that staff are trained & competent to perform their safety duties.
☑	**Safety Risk Management:**	A description of the formal processes the agency uses to identify hazards, analyze & assess safety risks, & develop, implement & evaluate risk controls.
☑	**Safety Risks:**	A description of the most serious safety risks to the public, personnel & property.
☑	**Risk Control:**	A description of the risk control strategies & actions that the agency will undertake to minimize exposure of the public, personnel & property to hazards, including a schedule for implementing the risk control strategies & the primary entity responsible for each strategy.
☑	**Safety Assurance:**	A list of defined safety performance indicators for each priority risk & associated targets the agency will use to determine if it is achieving the specified safety goals.
☑	**Desired Safety Outcomes:**	A description of desired safety outcomes for each risk using the measurable safety performance indicators established.

Table 1: Elements of a Public Transportation Agency Safety Plan (PTASP)

1 SAFETY POLICIES & PROCEDURES (CFR 673.23)

1.1 COMMITMENT TO SAFETY

Safety is a core value of CARTA, & managing safety is a core business function of the authority/agency. CARTA is committed to developing, implementing, maintaining, & continuously improving processes to ensure the safety of its customers, employees, & the public. CARTA will use safety management processes to direct the prioritization of safety & allocate its organizational resources-people, processes, & technology-in balance with its other core business functions. CARTA aims to support a robust safety culture, & achieve the highest level of safety performance, meeting all established safety standards.

All levels of management & all frontline employees are accountable for the delivery of the highest level of safety performance, starting with the General Manager of CARTA, National Express Transit, property #723. BCD COG is committed to safety, by building and maintaining a positive culture of safety.

CARTA is committed to:

Executive Commitment to Safety: Executive Management will lead the development of an organizational culture that promotes safe operations & provides appropriate resources to support this core management function. Executive leadership, supported by the BCDCOG Safety Manager, promotes safety culture through fostering and ensuring safe practices, improving safety when needed, and encouraging effective employee safety reporting and communication. CARTA will hold executives, managers, & employees accountable for safety performance with oversight from BCDCOG Safety Manager. The Safety Committee includes management, as well as front line employees, to further our commitment to safety.

Communication & Training: Employee engagement is crucial to a functioning safety management system (SMS). Communication systems will be put in place to enable greater awareness of CARTA safety objectives & safety performance targets as well as to provide on- going safety communication up, down, & across the organization. All levels of management must proactively engage employees and working to keep open lines of safety communication. All employees will be made aware of the importance of CARTA's SMS and trained in safety reporting procedures with assistance from the BCDCOG Safety Manager. Mandatory Assault Awareness De-escalation training is conducted through the National Transit Institute to all employees directly responsible for safety (operators, supervisors, maintenance, dispatch). CARTA's GM & Safety Managers are required to have SMS training through the FTA, under TSI training website.

Responsibility & Accountability: All levels of management will be responsible for delivering safe & quality transit services that represent CARTA's performance of its SMS. Managers will take an active role in the Safety Risk Management (SRM) process & ensure that Safety Assurance (SA) functions are supported. Managers are responsible for ensuring that SRM is being performed in their operational areas of control to assure that the safety risk associated with safety hazards is assessed & mitigated. Safety performance will be an important part of performance evaluations for CARTA managers & employees. The BCDCOG Safety Manager ensures that there is responsibility & accountability through the continuous awareness of the culture of safety within the organization.

Responsibility of Employees & Contractors: All employees & contractors will support safety management by ensuring that hazards are identified & reported.

Employee Reporting: Executive management has established a safety reporting program as a viable tool for employees to voice their safety concerns, as well as directly to the BCD COG Safety Manager. All frontline employees will be responsible for utilizing this program as part of the SMS. No action will be taken against

any employee who communicates a safety condition through the CARTA safety reporting program, unless such disclosure indicates the following: an illegal act, gross misconduct or negligence, or a deliberate or willful disregard of CARTA rules, policies, & procedures.

Performance Monitoring & Measuring: CARTA has established realistic measures of safety performance & established safety performance targets to ensure continual improvement in safety performance. Managers will verify that the safety risk mitigations put in place are appropriate & effective.

Review & Evaluation: CARTA measures SMS performance by analyzing key safety performance indicators, reviewing inspections, investigations & corrective action reports, & auditing the processes that support the SMS. These activities become the basis for revising or developing safety objectives, safety performance targets & plans with the goal of continuous safety improvement.

1.2 Annual PTASP Review & Update

CARTA management (including Union representatives) will review the PTASP annually, update the document as necessary, & implement the changes within a timeframe that will allow the agency to submit timely for annual review. This includes annual self-certification of compliance by the AE & Board of Directors.

Annual review of the PTASP will be conducted by the BCDCOG Safety Manager in July of each calendar year. Necessary updates outside the annual update window may be handled as PTASP addenda. Reviews of the PTASP & any subsequent updates, addenda, adoption, & distribution activities will be documented in the Activity Log at the beginning of this document.

1.3 Organization Structure & System Safety Responsibilities

While the AE has the ultimate responsibility for CARTA's implementation of its PTASP, CARTA's executive management has the overall responsibility of safe & secure operations of CARTA & contract service operators. Each employee is required to carry out specific system safety responsibilities, depending on the employee's position, in compliance with the PTASP.

The information provided in the Staff Safety Roles & Responsibilities table (Appendix A) describes each position & general system safety responsibilities, & the agency's reporting structure.

2 SAFETY RISK MANAGEMENT (CFR 673.25)

The number of near misses, known as accident precursor data, is significantly greater than the number of accidents for comparable types of events. The practice of reporting & learning from accident precursor data is a valuable complement to other hazard identification practices. To be successful, hazard identification must take place within a non-punitive and a just safety culture. CARTA employs systematic safety improvements by discovering & learning of potential weaknesses through everyday reporting & awareness.

SRM is a process within a transit agency's PTASP for identifying hazards & analyzing, assessing, & mitigating safety risk. The 49 C.F.R. Part 673 defines safety risk as "the composite of predicted severity & likelihood of the potential effect of a hazard." In other words, we need to know how often (likelihood) & how badly (severity) a safety concern might impact people, our systems, or our environment.

The potential effect of a hazard is a consequence. When a transit agency becomes aware of a safety concern, it is important to correctly identify the origin of the safety concern – that is the hazard. If we mistake a

consequence for the hazard, we might not fully understand the actual safety concern & its true potential (safety risk) & the condition could worsen. In the allocation of resources, we aim to mitigate the safety risk of the potential consequence or consequences of a hazard. If the consequence is mistaken for the hazard, we also might allocate resources to address only the single consequence & miss other consequences that could cause equal or greater harm or damage to property.

When we look at safety risk, we want to allocate resources to address what could happen and events that have already happened. The SRM assists to consider all possibilities of what could happen consequently, such as injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock; or damage to the environment. For example, the hazard is heavy fog on a bus route & the consequence could be a collision with a pedestrian in the crosswalk or the hazard is an incomplete procedure for handling hazardous waste has a potential consequence of a major oil spill. It should be noted that the example identifies just one consequence for each hazard, but most hazards can generate more than one consequence or indicate a system defect. An example of a system defect is a tire blowout that seems like an isolated event, however a safety risk investigation following the procedure described herein revealed a recent uptick in tire failures. This analysis discovered the cause that has the high likelihood to reoccur that could lead to severe result.

The CSO leads CARTA's SRM process, working with the Safety Team & Safety Committee to identify hazards & consequences, assess safety risk of potential consequences, & mitigate safety risk with oversight and assistance from the BCDCOG Safety Manager. The results of SRM process are documented in our Hazard Assessment Log & referenced materials.

CARTA's SRM process applies to all elements of our system including our operations & maintenance; facilities & vehicles; & personnel recruitment, training, & supervision.

2.1 Safety Hazard Identification

The safety hazard identification process offers CARTA the ability to identify hazards & potential consequences in the operation & maintenance of our system. Hazards can be identified through a variety of sources, including:

- Employee Safety Report Forms (ESRs);
- Review of vehicle camera footage;
- Review of monthly performance data & safety performance targets;
- Observations from supervisors;
- Maintenance reports;
- Comments from customers, passengers, & third parties, including insurance claims & vendors;
- Drivers' Safety Committee, & staff meetings;
- Results of audits & inspections of vehicles & facilities;
- Results of training assessments;
- Investigations into safety events, incidents, & occurrences; &
- Federal Transit Administration (FTA) & other oversight authorities (mandatory information source).

When a safety concern is observed by CARTA management or supervisory personnel, whatever the source, it is reported to the CSO. Procedures for reporting hazards to CSO are reviewed during staff meetings, the quarterly Safety Committee meetings & in the Drivers' Safety meetings. CARTA's CSO also receives employee reports from the ESRs, customer comments related to safety, & the SmartDrive incident log. The CSO reviews these sources for hazards & documents them in the Hazard Assessment Log.

CARTA's CSO also may enter hazards into the Hazard Assessment Log based on their review of operations & maintenance, the results of audits & observations & information received from FTA & other oversight authorities, as well as the National Transportation Safety Board.

The CSO may conduct further analyses of hazards & consequences entered into the Log to collect information & identify additional consequences & to inform which hazards should be prioritized for safety risk assessment. In following up on identified hazards, the Chief
Safety Officer may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard;
- Conduct a walkthrough of the affected area, assessing the possible hazardous condition, generating visual documentation (photographs &/or video), & taking any measurements deemed necessary;
- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard;
- Review any documentation associated with the hazard (records, reports, procedures, inspections, technical documents, etc.);
- Contact other departments that may have association with or technical knowledge relevant to the reported hazard;
- Review any past reported hazards of a similar nature; &
- Evaluate tasks &/or processes associated with the reported hazard.

The CSO will then prepare an agenda to discuss identified hazards & consequences with the Safety Committee during quarterly meetings. This agenda may include additional background on the hazards & consequences, such as the results of trend analyses, vehicle camera footage, vendor documentation, reports & observations, or information supplied by FTA or other oversight authorities, to include lessons learned.

Any identified hazard that poses a real & immediate threat to life, property, or the environment must immediately be brought to the attention of the AE & the BCD COG Safety Manager, then addressed through the SRM process (with or without the full Safety Committee) for safety risk assessment & mitigation. This means that the CSO believes immediate intervention is necessary to preserve life, prevent major property destruction, or avoid harm to the environment that would constitute a violation of Environmental Protection Agency or any State environmental protection standards. Otherwise, the Safety Committee will prioritize hazards for further SRM activity.

2.1.1 Non-Punitive Reporting Policy

CARTA is committed to the safest transit operating standards practicable. To achieve this, it is imperative that CARTA have uninhibited reporting of all safety events that may compromise safe operations. To this end, every employee is responsible for the communication of any information that may affect the integrity of transit safety. Such communication must be completely free of any form of reprisal.

CARTA will not take disciplinary action against any employee who discloses a safety event. This policy shall not apply to information received by CARTA from a source other than the employee, or that involves an illegal act, or a deliberate or willful disregard of rules, regulations, or agency policies or procedures.

CARTA's method of collection, recording, & disseminating information obtained from transit safety reports has been developed to protect, to the extent permissible by law, the identity of any employee who provides transit safety information.

2.1.2 Safety Risk Assessment

Once a hazard has been identified, CARTA will conduct an assessment to determine the potential consequences. Factors to be considered are the likelihood of occurrence, the severity of the consequences (should there be an occurrence), & the level of exposure to the hazard. CARTA will assess risks subjectively by experienced personnel using a risk assessment matrix. Results of the risk assessment process will help determine whether the risk is being appropriately managed or controlled. If the risks are acceptable, the hazard will continue to be monitored. If the risks are unacceptable, steps will be taken by CARTA to lower the risk to an acceptable or tolerable level, or to remove, avoid, or otherwise eliminate the hazard.

The CSO & Safety Team assess prioritized hazards using CARTA's Safety Risk Matrix. This matrix expresses assessed risk as a combination of one severity category & one likelihood level, also referred to as a hazard rating. For example, a risk may be assessed as "1A" or the combination of a Catastrophic (1) severity category & a Frequent (A) probability level.

This matrix also categorizes combined risks into levels, High, Medium, or Low, based on the likelihood of occurrence & severity of the outcome. For purposes of accepting risk:

- "High" hazard ratings will be considered unacceptable & require action from CARTA to mitigate the safety risk,
- "Medium" hazard ratings will be considered undesirable & require CARTA's Safety Team to make decisions regarding their acceptability, &
- "Low" hazard ratings may be accepted by the CSO without additional review.

Using a categorization of High, Medium, or Low allows for hazards to be prioritized for mitigation based on their associated safety risk, taking existing mitigations into account.

The CSO schedules safety risk assessment activities on the Safety Team's agenda & prepares a Safety Risk Assessment Package. This package is distributed in advance of the Safety Team meeting. During the meeting, the CSO reviews the hazard & its consequence(s) & reviews available information distributed in the Safety Risk Assessment Package on severity & likelihood. The CSO may request support from members of the Safety Team in obtaining additional information to support the safety risk assessment.

Once sufficient information has been obtained, the CSO will facilitate completion of relevant sections of the Hazard Assessment Log, using the Safety Risk Assessment Matrix, with the Safety Team. The CSO will document the Safety Team's safety risk assessment, including hazard rating & mitigation options for each assessed safety hazard in the Hazard Assessment Log. The CSO will maintain on file Safety Team agendas, Safety Risk Assessment Packages, additional information collection, & completed Hazard Assessment Log sections for a period of three years from the date of generation.

2.1.3 Safety Risk Mitigation

On February 23, 2023, FTA finalized changes to the National Transit Database (NTD) safety and security reporting requirements. FTA has adopted two significant changes to data collected on transit worker assaults and bus impact fatalities. All assaults will be promptly reported to the CARTA CSO to the AE and will be logged for NTD reporting. Every employee receives de-escalation training to reduce any possible

assaults on operators. CARTA has established a safety risk reduction program for transit operations to improve safety performance by reducing the number and rates of safety events, injuries, and assaults on transit workers. The safety risk reduction program must, at a minimum, address:

- Reduction of vehicular and pedestrian safety events involving transit vehicles that includes consideration of safety risk mitigations consistent with § 673.20(a);
- Reduce exposure from infectious diseases with training, PPE, and physical barriers;
- Minimizing exposure to infectious diseases with guidance on strategies from the CDC and SC DHEC;
- Reduction and mitigation of assaults on transit workers that includes consideration of safety risk mitigations consistent with § 673.20(a);
- Implementation of safety risk mitigations consistent with § 673.20(a)(4);
- Assaults are promptly reported to the supervisor, CSO, and BCDCOG Safety Manager. The assault is recorded on internal tracking records and reported to the NTD per the 2021 Bipartisan Infrastructure Law.
- And mandatory Assault Awareness & De-escalation training is given to all new employees initially, then annually for all operators, maintenance personnel, and supervisors directly responsible for safety. The National Transit Institute has a direct delivery course located here: https://www.ntionline.com/assault-awareness-and-prevention-for-transit-operators-direct-delivery/

In general, CARTA will take the following safety actions to mitigate risk – these actions can be categorized into three broad categories, including:

1. Physical Barriers:
   These include objects and technologies that are engineered to discourage, or warn against, or prevent inappropriate action or mitigate the consequences of events (e.g., traffic control devices, fences, safety restraining systems, transit controls/signals, transit monitoring systems, etc.).
2. Administrative:
   These include procedures and practices that mitigate the likelihood of accident/incident (e.g., safety regulations, standard operating procedures, personnel proficiency, supervision inspection, training, etc.).
3. Training & Awareness:
   These include behavioral interventions through education and public awareness campaigns aimed at reducing risky and reckless behavior of motorists, passengers and pedestrians, safety training, and de-escalation training.

CARTA's AE & CSO review current methods of safety risk mitigation & establish methods or procedures to mitigate or eliminate safety risk associated with specific hazards based on recommendations from the Safety Team and the Safety Committee per Title 49 U.S.C. 5329(d).

CARTA can reduce safety risk by reducing the likelihood &/or severity of potential consequences of hazards. The assessment process may indicate that certain hazards have an acceptable level of risk, while others require mitigation to an acceptable or tolerable level. CARTA will further manage risk by completing a Hazard Assessment Log (Appendix E) that can help prioritize safety risks. The level of risk can be lowered by reducing the severity of the potential consequences, likelihood of occurrence, exposure to that risk, or by some combination.

2.1.4 Safety Risk Prioritization

Once a hazard has been identified & the risk level assessed, CARTA will prioritize safety risks. A Prioritized Safety Risk Log is included in Appendix F organizes & prioritizes the system's safety risks. It identifies the priority level for safety risks, provides a description of the risk, the planned mitigation strategies to address the risk, the outcome of the planned mitigation strategies, staff responsible for implementation, the timeline of the planned mitigation strategies, & the status of the prioritized safety risk. The Prioritized Safety Risk Log will be updated during the quarterly meetings of the Safety Committee, ensuring continual progress towards risk reduction.

3 SAFETY ASSURANCE CFR 673.27

Safety assurance provides the necessary feedback to ensure that the SMS is functioning effectively & that CARTA is meeting or exceeding its safety objectives. Safety assurance requires a clear understanding of how safety performance will be evaluated, or in other words, what metrics will be used to assess system safety & determine whether the SMS is working properly. Having decided on the metrics by which success will be measured, safety management requires embedding these metrics in the organizational culture & encouraging their use for ongoing performance improvement.

Through our Safety Assurance process, CARTA:

1. Evaluates our compliance with operations & maintenance procedures to determine whether our existing rules & procedures are sufficient to control our safety risk;
2. Assesses the effectiveness of safety risk mitigations to make sure the mitigations are appropriate & are implemented as intended;
3. Investigates safety events to identify causal factors; &
4. Analyzes information from safety reporting, including data about safety failures, defects, or conditions.

CARTA has processes in place to monitor its entire transit system for compliance with operations & maintenance procedures, including:

- Safety audits,
- Informal inspections,
- Regular review of on-board camera footage to assess drivers & specific incidents,
- Safety surveys,
- Employee Safety Reporting Program,
- Problem Area Reporting Program,
- Investigation of safety occurrences,
- Safety review prior to the launch or modification of any facet of service,
- Daily data gathering & monitoring of data related to the delivery of service, &
- Regular vehicle inspections & preventative maintenance.

Results from the above processes are compared against recent performance trends quarterly & annually by the CSO to determine where action needs to be taken. The CSO enters any identified non-compliant or ineffective activities, including mitigations, back into the SRM process for reevaluation by the Safety Committee.

CARTA monitors safety risk mitigations to determine if they have been implemented & are effective, appropriate, & working as intended. The CSO maintains a list of safety risk mitigations in the Safety Risk Log. The mechanism for monitoring safety risk mitigations varies depending on the mitigation.

The CSO establishes one or more mechanisms for monitoring safety risk mitigations as part of the mitigation implementation process & assigns monitoring activities to the appropriate director, manager, or supervisor. These monitoring mechanisms may include tracking a specific metric on daily, weekly, or monthly logs or reports; conducting job performance observations; or other activities. The CSO will endeavor to make use of existing CARTA processes & activities before assigning new information collection activities.

CARTA CSO & the Safety Committee review the performance of individual safety risk mitigations during quarterly Safety Committee meetings, based on the reporting schedule determined for each mitigation, & determine if a specific safety risk mitigation is not implemented or performing as intended. If the mitigation is not implemented or performing as intended, the Safety Committee will propose a course of action to modify the mitigation or take other action to manage the safety risk. The CSO will approve or modify this proposed course of action & oversee its execution.

CARTA's CSO & the Safety Committee also monitor daily transit operations on a large scale to identify mitigations that may be ineffective, inappropriate, or not implemented as intended by:

- Reviewing results from accident, incident, & occurrence investigations;
- Monitoring employee safety reporting;
- Reviewing results of internal safety audits & inspections; &
- Analyzing operational & safety data to identify emerging safety concerns.

The CSO works with the Safety Committee & AE to carry out & document all monitoring activities.

CARTA maintains documented procedures for conducting safety investigations of events (accidents, incidents, & occurrences, as defined by FTA) to find causal & contributing factors & review the existing mitigations in place at the time of the event (see CARTA/National Express Transit Safety Policies & Procedures Manual for specific procedures for conducting safety investigations). These procedures also reflect all traffic safety reporting & investigation requirements & sources of documentation include accident/incident data collections forms, report checklists & supporting materials for conducting investigations, such as driver & witness statements, supervisor reports, police reports, camera footage, electronic device recordings, photographs, & analysis reports.

The CSO, supported by the Safety Manager, maintains all documentation of CARTA's investigation policies, processes, forms, checklists, activities, & results. As detailed in the procedures, an investigation report is prepared & sent to the Accident/Incident Review Board for integration into their analysis of the event.

CARTA's Accident/Incident Review Board consists of members that represent management, the union, operations, & maintenance. The CSO chairs the board. CARTA's Accident/Incident Review Board confirms whether:

- The accident was preventable or non-preventable;
- The required discipline or retraining of Personnel was reasonable;
- The causal factor(s) indicate(s) that a safety hazard contributed to or was present during the event; &
- The accident appears to involve underlying organizational causal factors beyond just individual employee behavior.

The CSO, Safety Committee & the BCD COG Safety Manager routinely review safety data captured in employee safety reports, safety meeting minutes, customer complaints, & other safety communication

channels. When necessary, the CSO & Safety Committee ensure that the concerns are investigated or analyzed through the SRM process.

The CSO, Safety Committee & the BCD COG Safety Manager also review internal & external reviews, including audits & assessments, with findings concerning CARTA's safety performance, compliance with operations & maintenance procedures, or the effectiveness of safety risk mitigations currently in use.

3.1 Defining Safety Goals & Objectives/Outcomes

Setting safety goals & objectives is part of strategic planning & establishing safety policy for CARTA. Clearly defining safety goals is the first part in creating a safety performance measurement system. Safety goals are general descriptions of desirable long-term impacts. The overarching goal of the PTASP is to:

> *To make transit safer for all customers, employees, & the local community through policy development, hazard investigation, data collection, risk analysis, effective oversight programs, & information sharing*

The Safety objective of the PTASP is to:

- *Foster agency-wide support for transit safety by establishing a culture where everyone in the organization takes an active role in securing transit safety*
- *Establish regular transit safety meetings comprised of staff at varying levels, including executives, officers, managers, operators & maintenance personnel*
- *Coordinate with local jurisdictions, the CHATS MPO & SCDOT to improve safety for transit access & transit facilities*

The safety objective will be measured by defining specific performance metrics, including a baseline & targets consistent with the National Public Transportation Safety Plan.

3.2 Defining Safety Performance Measures

Performance measurement is the regular systematic collection, analysis, & reporting of data that track resources used, work produced, and whether specific outcomes were achieved. In other words, it is a tool to quantify & improve performance & engage & communicate with CARTA staff & external stakeholders.

The two core functions of performance measurement include monitoring & evaluating progress. Performance can be measured in terms of inputs, outputs, outcomes, & efficiency, among other criteria.

CARTA will utilize these basic principles of performance measurement, including:

- Stakeholder involvement & acceptance
- Focus on agency goals & activities
- Clarity & precision
- Creditability & robustness
- Variety of measures, number of measures & hierarchy of measures

- Forward-looking measures
- Integration into agency decision-making
- Timely reporting
- Understand agency specifics, including context & scale of operations
- Realism of goals & targets

3.2.1 Metrics

System safety data can be collected through a variety of sources, including:

- Near miss information
- Accident investigation reports (with causal factor analysis)
- Internal safety audits (or reviews)
- Safety committee meetings
- Injury reports (including occupational injury)
- Safety event reports (including assaults, accidents, incidents, & occurrences)
- System monitoring (including testing & inspection records)
- Hazard management program

This safety data will be analyzed & used for the development of key safety performance indicators & targets.

CARTA will initially focus on areas based on data delivered to the National Transit Database (NTD), as the following:

- **Fatalities**
    1. Total number of reportable fatalities
    2. Rate of reportable fatalities per total vehicle revenue miles
- **Injuries**
    3. Total number of reportable injuries
    4. Rate of reportable injuries per total vehicle revenue miles
- **Safety Events**
    5. Total number of reportable (major) safety events (including assaults)
    6. Rate of reportable safety events per total vehicle revenue miles (VRM)
- **System Reliability**
    7. Mean distance between major mechanical failures

These safety performance measures are used to select improvement targets for these four measures & for each mode of transit to encourage improvements & monitor the safety performance of delivering transit services. In addition, CARTA will select additional performance measures & targets, both leading & lagging, to insure continual improvement of our SMS IAW CFR § 673.20(b).

CARTA will make its safety performance measures improvement targets available to applicable state agencies & metropolitan planning organizations (MPOs), & to the maximum extent practicable, will coordinate with both in the selection of safety performance targets. Targets will be adopted into local CHATS Metropolitan Transportation Improvement Plans (MTIP) & amendments of this Plan.

CARTA's AE, or designee, shares our PTASP, including safety performance targets, with the Charleston Area Regional Transportation Study (CHATS) MPO each year after its formal adoption by the Board of Directors.

CARTA's AE also provides a copy of our formally adopted plan to the SCDOT. CARTA staff is available to coordinate with SCDOT & the CHATS MPO in the selection of State & CHATS MPO safety performance targets upon request.

The safety data collected from the above sources will be analyzed for potential safety impacts. Identified areas of concern are reported to appropriate staff personnel in the form of specific project reports, memos, & recommendations from the safety committee.

Records of system safety data are maintained for a minimum of three years. Certain information, such as safety certification backup documentation is maintained by CARTA's document control process. In addition to safety data, CARTA maintains other data & documentation of activities required by the PTASP. Distribution of safety-related reports & data is accomplished through the Safety Committee and the BCDCOG Safety Manager. These records will be available to the FTA or other oversight entity upon request.

2026 Safety Performance CARTA								
	Mode of Transit Service	**Fatalities** (Total)	**Fatalities** (Rate)	**Injuries** (Total)	**Injuries** (Rate)	**Safety Events** (Total)	**Safety Events** (Rate)	**System Reliability** (Average distance between major mechanical failures)
Target	All Bus Services	0	0/1,000,000 VRM	7	1.94/1,000,000 VRM	15	4.84/1,000,000 VRM	24,800 VRM

2026 Risk Reduction Performance CARTA								
	Collision (Total)	**Collision** Collision/VRM (Rate)	**Pedestrian Collision** Collision/VRM (Total & Rate)	**Vehicular Collision** Collision/VRM (Total & Rate)	**Transit Worker Fatality** (Rate)	**Transit Worker Injury** (Rate)	**Assaults on Transit Workers** (Total)	**Rate of Assaults on Transit Workers** Total/VRM (Rate)
Target	24	7.74	0-Total 0/1,000,000 VRM	24-Total 7.74/ 1,000,000 VRM	0/1,000,000 VRM	1.29	2	0.66/1,000,000 VRM

Target SPT injuries (7)/by annual expected VRM (3,100,000) X 1,000,000 =1.61 per 1,000,000 VRM
Target SPT safety events (15)/ by annual expected VRM (3,100,000) X 1,000,000= 4.84 per 1,000,000 VRM
Actual SPT system reliability 3,100,000 annual expected VRM /125 = 24,800

*If CARTA fails to meet the annual safety performance targets, there will be mitigation to improve the performance through training, improved safety communication, and safety awareness.

2025 CARTA PUBLIC SAFETY TRANSPORTATION AGENCY PLAN

2025 Safety Performance CARTA								
	Mode of Transit Service	**Fatalities** (Total)	**Fatalities** (Rate)	**Injuries** (Total)	**Injuries** (Rate)	**Safety Events** (Total)	**Safety Events** (Rate)	**System Reliability** (Average distance between major mechanical failures)
Target	All Bus Services	0	0/1,000,000 VRM	5	1.46 /1,000,000 VRM	20	5.84/1,000,000 VRM	28,000 VRM
Actual	All Bus Services	0	0/1,000,000 VRM	10	3.29/1,000,000 VRM	12	3.94/1,000,000 VRM	23,596 VRM

2025 Risk Reduction Performance CARTA								
	Collision (Total)	**Collision** Collision/ VRM (Rate)	**Pedestrian Collision** Collision/VRM (Total & Rate)	**Vehicular Collision** Collision/VRM (Total & Rate)	**Transit Worker Fatality** (Rate)	**Transit Worker Injury** (Rate)	**Assaults on Transit Workers** (Total)	**Rate of Assaults on Transit Workers** Total/VRM (Rate)
Target	25	7.2	0-Total 0/1,000,000 VRM	20-Total 7.2/1,000,000 VRM	0/1,000,000 VRM	1.46	2	0.65/1,000,000 VRM
Actual	24	7.9	0/1,000,000 VRM	24-Total 7.9/1,000,000 VRM	0/1,000,000 VRM	1.64	3	0.99/1,000,000 VRM

2024 Safety Performance CARTA								
	Mode of Transit Service	**Fatalities** (Total)	**Fatalities** (Rate)	**Injuries** (Total)	**Injuries** (Rate)	**Safety Events** (Total)	**Safety Events** (Rate)	**System Reliability** (Average distance between major mechanical failures)
Target	All Bus Services	0	0/1,000,000 VRM	5	1.46 /1,000,000 VRM	20	5.84/1,000,000 VRM	28,000 VRM
Actual	All Bus Services	0	0/1,000,000 VRM	2	.58/1,000,000 VRM	14	4.09/1,000,000 VRM	29,267 VRM

2024 Risk Reduction Performance CARTA								
	Collision (Total)	**Collision** Collision/VRM (Rate)	**Pedestrian Collision** Collision/VRM (Total & Rate)	**Vehicular Collision** Collision/VRM (Total & Rate)	**Transit Worker Fatality** (Rate)	**Transit Worker Injury** (Rate)	**Assaults on Transit Workers** (Total)	**Rate of Assaults on Transit Workers** Total/VRM (Rate)

Target	25	7.2	0-Total 0/1,000,000 VRM	20-Total 5.84/ 1,000,000 VRM	0/1,000,000 VRM	1.46	2	.58/1,000,000 VRM
Actual	All Bus Services	0	0/1,000,000 VRM	2	.58/1,000, 000 VRM	14	4.09/1,000,00 0 VRM	29,267 VRM

2023 Safety Performance CARTA

	Mode of Transit Service	**Fatalities** (Total)	**Fatalities** (Rate)	**Injuries** (Total)	**Injuries** (Rate)	**Safety Events** (Total)	**Safety Events** (Rate)	**System Reliability** (Average distance between major mechanical failures)
Target	All Bus Services	0	0/1,000,000 VRM	15	4.38/1,000,000 VRM	20	5.84/1,000,000 VRM	25,000 VRM
Actual	All Bus Services	0	0/1,000,00 0 VRM	2	.58/1,000,000 VRM	14	4.09/1,000,00 0 VRM	29,267 VRM

2023 Risk Reduction Performance CARTA

	Collision (Total)	**Collision** Collision/VRM (Rate)	**Pedestrian Collision** Collision/VRM (Total & Rate)	**Vehicular Collision** Collision/VRM (Total & Rate)	**Transit Worker Fatality** (Rate)	**Transit Worker Injury** (Rate)	**Assaults on Transit Workers** (Total)	**Rate of Assaults on Transit Workers** Total/VRM (Rate)
Target	25	7.2	0-Total 0/1,000,000 VRM	25-Total 7.2/1,000,000 VRM	0/1,000,000 VRM	1.4	2	.57/1,000,000 VRM
Actual	23	6.72	0-Total 0/1,000,000 VRM	23-Total 6.72/1,000,000 VRM	0/1,000,000 VRM	.58	2	.57/1,000,000 VRM

2022 Safety Performance CARTA

	Mode of Transit Service	**Fatalities** (Total)	**Fatalities** (Rate)	**Injuries** (Total)	**Injuries** (Rate)	**Safety Events** (Total)	**Safety Events** (Rate)	**System Reliability** (Avg. distance between major mechanical failures)
Target	All Bus Services	0	0/1,000,000 VRM	5	.5/1,000,000 VRM	30	3/1,000,000 VRM	25,000 VRM
Actual	All Bus Services	0	0/1,000,000 VRM	20	2/1,000,000 VRM	34	3.4/1,000,000 VRM	31,024 VRM

2021 Safety Performance CARTA								
	Mode of Transit Service	**Fatalities** (Total)	**Fatalities** (Rate)	**Injuries** (Total)	**Injuries** (Rate)	**Safety Events** (Total)	**Safety Events** (Rate)	**System Reliability** (Average distance between major mechanical failures)
Target	All Bus Services	0	0/1,000,000 passenger trips	6	.6/1,000,000 passenger trips	50	5/1,000,000 passenger trips	18,000 miles
Actual	All Bus Service	0	0/1,000,000 passenger trips	2	.2/1,000,000 passenger trips	54	5.4/1,000,000 passenger trips	Ave. Distance 26,840 miles

3.3 Monitoring Performance & Evaluating Results

The safety goals, objectives/outcomes, and measures are organized into a Safety Performance Matrix (Appendix G), along with the Prioritized Safety Risk Log (Appendix F) that demonstrates continual progress towards risk reduction through mitigation strategies. Having this information organized, particularly in matrixes, allows CARTA to continuously monitor safety performance and evaluate results. Evaluations of safety performance will be conducted and documentation will be updated annually. The CSO enters any identified non-compliant or ineffective activities, including mitigations, back into the SRM process for reevaluation by the Safety Committee.

CARTA will monitor performance with its progress toward these goals, compliance with operations and maintenance procedures through announced compliance reviews, unannounced compliance reviews, ride-along evaluations, internal audits, and peer reviews. The PTASP Administrator will be responsible for evaluation progress toward meeting the safety goals, objectives/outcomes, and measures.

3.4 Integrating Results into Agency Decision-Making Processes

CARTA is committed to using the data collected and information learned to inform decision-making and instill positive change. The main objective is the continuous improvement of transit system safety. When performance goals are not met, CARTA will work to identify why such goals were not met and what actions can be taken to minimize the gap in achieving defined goals. However, when goals are easily achieved, action will be taken to exceed expectations and re-establish a reasonable baseline.

Uses of performance results include:

- Focus attention on performance gaps and trigger in-depth investigations of what performance problems exist
- Help make informed resource allocation decisions
- Identify needs for staff training or technical assistance
- Help motivate employees to continue making program improvements

- Support strategic planning efforts by providing baseline information for tracking progress
- Identify best practices through benchmarking
- Respond to elected officials and the public's demand for accountability

3.5 Sustaining a Safety Management System

To sustain the SMS, CARTA will ensure that processes are employed to instill an organizational foundation. Examples of actions taken to sustain the SMS include:

- **Create measurement-friendly culture**:
  All staff, including senior managers, should be actively engaged in creating measurement-friendly culture by promoting performance measurement as a means of continuous improvement. Senior managers will also lead by example and utilize performance metrics in decision-making processes.
- **Build organization capacity**:
  Investment in developing skilled human resources capacity is essential to sustaining an SMS. Both technical and managerial skills will be needed for data collection and analysis and setting goals. Managing staff and the governing board will commit the financial resources required for organizational capacity and maintaining an SMS on a continuous basis.
- **Reliability and Transparency of performance results**:
  The SMS will be able to produce and report its results, both good and bad. Performance information should be transparent and made available to all stakeholders. Messengers should be protected to preserve the integrity of the measurement system. The focus should be on opportunities for improvement rather than allocating blame.
- **Demonstrate continuous commitment to measurement**:
  Visible commitment to using metrics is a long-term initiative. CARTA demonstrates a commitment to performance measurement by establishing a formal process of reporting performance results, such as including transit safety and performance measurement as a standing agenda item at staff meetings.

4 SAFETY PROMOTION CFR 673.29

4.1 Safety Promotion, Culture, & Training

CARTA believes safety promotion is critical to the success of an SMS by ensuring that the entire organization fully understands and trusts its safety policies, procedures, and structure. Further, safety promotion involves establishing an organizational and workplace culture that recognizes safety as a core value, training employees in safety principles, and allowing open communications of safety issues.

4.1.1 Safety Culture

A positive and strong safety culture must be generated from the top. The actions, attitudes, and decisions at the policy-making level must demonstrate a genuine commitment to safety. Safety must be recognized as the responsibility of each employee, with the ultimate responsibility for safety resting with the AE. Employees must trust that they will have management support for decisions made in the interest of safety, while also recognizing that intentional breaches of safety will not be tolerated.

The primary goal of safety promotion at CARTA is to develop and maintain a positive safety culture that allows the SMS to succeed. A positive safety culture is defined as one which is:

A. **An Informed Culture**
- Employees understand the hazards and risks involved in their areas of operation
- Employees are provided with the necessary knowledge, training and resources
- Employees work continuously to identify and overcome threats to safety

B. **A Just Culture**
- Employees know and agree on what is acceptable and unacceptable behavior
- Human errors must be understood, but negligence and willful violations cannot be tolerated

C. **A Reporting Culture**
- Employees are encouraged to voice safety concerns and to share critical safety information without the threat of punitive action
- When safety concerns are reported, they are analyzed, and appropriate action is taken

D. **A Learning Culture**
- Learning is valued as a lifetime process beyond basic-skills training
- Employees are encouraged to develop and apply their own skills and knowledge to enhance safety
- Employees are updated on safety issues by management, and safety reports are fed back to staff so that everyone learns the pertinent lessons
- The Safety Committee ensures wide dissemination of valuable safety-related information throughout the organization

4.1.2 Training

During the initial implementation of an SMS, specific training will be required for all employees and contract staff, to reiterate the agency's safety culture and describe how CARTA's SMS works. The CSO is the resource person for providing a corporate perspective on CARTA's approach to safety management, as well as the BCDCOG Safety Manager. Safety training needs will depend on the safety responsibilities of the individual staff members and the nature of tasks performed. Mandatory de-escalation training is given to all new employees initially, then annually for all operators, maintenance personnel, and supervisors directly responsible for safety. The National Transit Institute has a direct delivery course located here: https://www.ntionline.com/assault-awareness-and-prevention-for-transit-operators-direct-delivery/

CARTA's comprehensive safety training program applies to all employees directly responsible for safety, including:

- Revenue vehicle operators
- Dispatchers
- Maintenance technicians
- Managers and supervisor,
- Agency Leadership and Executive Management
- Chief Safety Officer
- Accountable Executive

CARTA dedicates resources to a comprehensive safety training program, as well as training on SMS roles and responsibilities. The scope of the safety training, including annual refresher training, is appropriate to each employee's individual safety-related job responsibilities and their role in the SMS. Basic training requirements for employees, including frequencies and refresher training, are documented in the employee's file and outlined in the Employee Handbook. Operations safety-related skill training includes the following:

- New-hire bus vehicle operator classroom and hands-on skill training, including behind-the-wheel training
- Bus vehicle operator refresher training
- Bus vehicle operator retraining (recertification or return to work)
- Assault awareness de-escalation training
- Classroom and on-the-job training for dispatchers
- Classroom and on-the-job training for operations supervisors and managers
- Accident investigation training for operations supervisors and managers

Vehicle maintenance safety-related skill training includes the following:

- Ongoing vehicle maintenance technician skill training
- Ongoing skill training for vehicle maintenance supervisors
- Occupational safety training
- Assault awareness de-escalation training
- Formal certification from accredited institutions
- Ongoing hazardous material training for vehicle maintenance technicians and supervisors
- Training provided by vendors

Safety Management training topics may include:

A. Initial Safety Training for All Staff

1. Basic principles of safety management include the integrated nature of SMS, risk management, safety culture, etc.
2. Corporate safety philosophy, safety goals and objectives, safety policy and safety standards
3. Importance of complying with the safety policy and SMS procedures and the approach to disciplinary actions for different safety issues
4. Organizational structure, roles and responsibilities of staff in relation to safety
5. Transit agency's safety record, including areas of systemic weakness
6. Requirement for ongoing internal assessment of organization safety performance (e.g., employee surveys, safety audits and assessments)
7. Reporting accidents, incidents and perceived hazards
8. Lines of communication for safety managers
9. Feedback and communication methods for the dissemination of safety information
10. Safety promotion and information dissemination
11. Assault awareness and de-escalation training

B. Safety Training for Operations Personnel

1. Unique hazards facing operational personnel
2. Seasonal safety hazards and procedures (e.g., evacuation operations)
3. Procedures for hazard reporting

4. Procedures for reporting safety events (accidents and incidents)
5. Emergency procedures
6. Assault awareness and de-escalation training

C. Safety Training for Management

1. *Principles of SMS & SMS Awareness*- Free of cost, FTA sponsored training online courses located: https://tsi-dot.csod.com/ to maintain and build a stronger culture of safety
2. Management responsibilities and accountabilities for safety
3. Legal issues (e.g., liability)
4. Assault awareness and de-escalation training

D. Training for the Safety Officer

1. Familiarization with different transit modes, types of operation, routes, etc.
2. Principles of SMS & SMS Awareness, FTA sponsored online training courses located: https://tsi-dot.csod.com/ to maintain and build a stronger culture of safety
3. Understanding the role of human performance in safety event causation and prevention
4. Operation of the SMS
5. Investigating safety events
6. Crisis management and emergency response planning
7. Safety promotion
8. Communication skills
9. Performing safety audits and assessments
10. Monitoring safety performance
11. National Transit Database (NTD) safety event (including assaults) reporting requirements
12. *Assault awareness and de-escalation training*

4.1.3 Safety Communication

CARTA's CSO, and the CARTA Safety Manager coordinate safety communication activities for the SMS. Activities will focus on the three categories of communication activity established in 49 CFR Part 673:

- Communicating safety and safety performance information throughout the agency: Communicate information on safety and safety performance during monthly staff meetings. CARTA also has a permanent agenda item for all monthly Drivers' Meetings dedicated to safety. Information typically conveyed during these meetings includes safety performance statistics, lessons learned from recent occurrences, upcoming events that may impact service or safety performance, and updates regarding SMS implementation. CARTA also requests information from drivers during these meetings, which is recorded in meeting minutes. Finally, CSO posts safety bulletins and flyers on the bulletin boards located in all bus operator and maintenance technician break rooms and in the 'back hallway,' advertising safety messages and promoting awareness of safety issues.

- Communicating information on hazards and safety risks relevant to employees' roles and responsibilities throughout the agency: As part of new-hire training, CARTA distributes safety policies and procedures, included in the Employee Handbook, to all employees. CARTA provides training on these policies and procedures and discusses them during safety talks between

supervisors and bus operators to vehicle technicians. All operators and supervisors are required to complete the FTA's *Assault Awareness & D*e-escalation training to reduce conflicts and assaults to improve service. For newly emerging issues or safety events at the agency, CARTA CSO issues bulletins or messages to employees that are reinforced by supervisors in one-on-one or group discussions with employees. All new hazards are also communicated within the Safety Committee who collaborate to mitigate those hazards and recorded.

- Informing employees of safety actions taken in response to reports submitted through the ESRs: CARTA provides targeted communications to inform employees of safety actions taken in response to reports submitted through the ESRs, including handouts and flyers, safety talks, updates to bulletin boards and one-on-one discussions between employees and supervisors.

APPENDICES

A – CARTA Safety Roles

B – Safety Assessment & System Review

C – Facility Assessment

D – SRM Matrix

E – Hazard Assessment Log

F – Safety Performance Matrix

APPENDIX A

CARTA
STAFF SAFETY ROLES & RESPONSIBILITIES

Completed by: Jeff Burns, BCDCOG Grants and Contracts Compliance Administrator	**Date:** April 2025

Position Title	Position Description	Safety Responsibilities
Accountable Executive	49 CFR § 673.5 – Accountable Executive means a single, identifiable person who has ultimate responsibility for carrying out the PTASP; responsibility for carrying out the agency's TAM Plan; & control or direction over the human & capital resources needed to develop & maintain both the agency's PTASP, in accordance with 49 U.S.C. § 5329(d), & the agency's TAM Plan in accordance with 49 U.S.C. § 5326.	• Ultimate responsibility for carrying out the PTASP • Responsibility for carrying out the TAM Plan • Control or direction over the human & capital resources needed to develop & maintain both plans • Ensuring the agency's SMS is effectively implemented throughout the system • Ensuring action is taken, as necessary, to address substandard performance in the agency's SMS • May delegate specific responsibilities, except ultimate accountability for the agency's safety performance, which always rests with the Accountable Executive
Chief Safety Officer	49 CFR § 673.5 – Chief Safety Officer means an adequately trained individual who has responsibility for safety & reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A Chief Safety Officer (CSO) for a small public transportation provider (as defined in Part 673) may serve in capacities (operational or maintenance) unless the agency ceases to be a small public transportation provider or operates a rail transit system.	• Is adequately trained • Completes Principles of SMS & SMS Awareness training- FTA sponsored training online courses located: https://tsi-dot.csod.com • Responsibility for safety • Reports directly to agency's Accountable Executive • Authority & responsibility for day-to-day implementation & operation of agency's SMS
Deputy Director of Finance & Administration	Oversees staff & incident reporting & recordkeeping. Manages insurance claim & coordinates with the legal team.	• Coordinates Human Resource functions • Manages incident reporting • Adheres to all safety policies & procedures • Promotes safety awareness throughout the organization • Ensures safety documentation is current & accessible to all employees • Coordinates with outside agencies, including insurance providers & legal representatives

Position Title	Position Description	Safety Responsibilities
Safety Manager	Ensure coordinated development & implementation of the SMS & implementing the transit agency's safety policies to all employees.	• Promotes safety awareness throughout the organization • Ensures safety documentation is current & accessible to all • Completes Principles of SMS & SMS Awareness training- Free of cost, FTA sponsored training online courses located: https://tsi-dot.csod.com • Maintains a safe working environment • Adheres to all safety policies & procedures • Communicates changes in safety documents to all personnel • Monitors effectiveness of corrective actions • Provides periodic reports on safety performance • Renders independent advice to the CEO, senior managers, & other personnel on safety-related matters • Ensures that safety management has a high priority
Operations Managers / Supervisors	Responsible for communicating & overseeing the transit agency's safety policies to all employees.	• Maintains a safe working environment • Adheres to all safety policies & procedures • Full knowledge of all standard & safety operating procedures • Ensures that drivers make safety a primary concern when on the job • Listens & acts upon any safety concerns raised • Immediately reports safety concerns to the CSO/SM • Provides leadership & direction to employees during security incidents • Handles minor non-threatening rule violations • Defuses minor arguments • Determines when to call for assistance • Responds to fare disputes & service complaints • Responds to security related calls with police officers when required, rendering assistance with crowd control, victim/witness information gathering, & general on-scene assistance • Completes necessary security related reports • Takes photographs of damage & injuries • Coordinates with all outside agencies at incident scenes

Position Title	Position Description	Safety Responsibilities
Bus Operator	Drivers are responsible for exercising maximum care & good judgment in identifying & reporting suspicious activities, in managing security incidents, & in responding to emergencies.	• Adheres to all safety policies & procedures • Takes charge of a hazard incident scene until the arrival of supervisory or emergency personnel • Collects fares in accordance with agency policy • Familiar with CARTA / Transdev Employee Manual & Procedures • Attempts to handle minor non-threatening rule violations • Responds verbally to complaints • Attempts to defuse minor arguments • Determines when to call for assistance • Maintains control of the vehicle • Reports all safety incidents to Supervisor on duty • Completes all necessary safety related reports
Maintenance Manager	Oversees mechanics that perform major running repairs of buses. Fully qualified & completely capable of repairing, maintaining, & rebuilding all parts of all equipment.	• Maintains a safe working environment • Adheres to all safety policies & procedures • Responsible for repair of vehicle components, including engine & transmission rebuilds • Conducts all levels of inspections • Assists in all aspects of repair & maintenance work • Makes bus assignments (if needed) • Maintains a safe working environment & adheres to all safety policies & procedures • Makes road calls, tire changes & repairs, brake relines • Driver reported defects • Supervises bus-washing activities
BCDCOG Safety Manager	Oversight of the Safety Program to include OSHA EPA & SC DHEC compliance at CARTA facility. Ensure coordinated development/implementation of the PTASP, as well as the annual update. Leads & models a culture of safety & safe practices throughout the organization.	• Promotes safety awareness throughout the organization • Ensures safety documentation is current & accessible to all employees • Conducts periodic safety inspections & audits • Facilitates Safety Committee meetings • Monitors effectiveness of corrective actions • Provides periodic reports on safety performance • Renders independent advice to the CEO, senior managers, & other personnel on safety-related matters • Ensures that safety management has a high priority throughout the organization

APPENDIX B

CARTA
SAFETY ASSESSMENT AND SYSTEM REVIEW

Complete this form semi-annually to identify potential safety hazards. It is imperative that completion of this review includes only accurate and correct information – data collected from this assessment will guide agency resource allocation and focus priority needs appropriately. Not all questions will apply.

Completed by: Jeff Burns	**Date: Aug 1, 2025**

SECTION	REVIEW QUESTIONS	YES	NO	N/A
Safety Policies:	• Are all safety policies up to date and reviewed?	☑	☐	☐
	• Is a Public Transit Agency Safety Plan (PTASP) or any other System Safety Plan written for the transit system?	☑	☐	☐
	• Is the Drug and Alcohol Policy current and up to date?	☑	☐	☐
New Hire Employee Files:	• Was there a structured interview conducted and documented?	☑	☐	☐
	• Is the applicant asked the questions relating to previous experience with drug and alcohol testing?	☑	☐	☐
	• Is the offer of employment documented in writing?	☑	☐	☐
	• Is there a pre-employment drug screen?	☑	☐	☐
	• Is there a pre-employment physical exam?	☑	☐	☐
	• Are safety sensitive responsibilities outlined in the job description?	☑	☐	☐
	• Is there a completed Substance Abuse Policy and Drug Free Workplace Policy Acknowledgement form?	☑	☐	☐
	• Is there a Current Policies and Procedures Acknowledgement Form?	☑	☐	☐
Post Hire Employee Files:	• Is a current employee roster available?	☑	☐	☐
	• Are the employee files maintained by the transit system? *As maintained by our Operating Contractor*	☑	☐	☐
	• Do existing employee files contain:			
	➢ Background check?	☑	☐	☐
	➢ Previous employer request form?	☑	☐	☐
	➢ Verification of current driver's license and CDL?	☑	☐	☐
	➢ Current MVR?	☑	☐	☐
	➢ PARS Reports?	☐	☐	☑
	➢ Current copy of physical exam certificate?	☑	☐	☐
	➢ Signed Substance Abuse Policy Acknowledgement?	☑	☐	☐
	➢ Drug and Alcohol Testing Record with COC and authorization forms?	☑	☐	☐
	➢ Record of annual supervisor ride checks and evaluations?	☑	☐	☐

Education and Training:	• Are operator certifications current and up to date?	☑	☐	☐
	• Have managers completed Safety Management Systems (SMS) training?	☐	☐	☒
	• Are employees familiar with OSHA topics, including:			
	➢ Hazard Communication?	☑	☐	☐
	➢ Emergency Action Planning?	☑	☐	☐
	➢ Bloodborne Pathogens?	☑	☐	☐
	➢ Lockout/Tagout?	☑	☐	☐
	➢ Personal Protective Equipment (PPE)?	☑	☐	☐
	➢ Injury Prevention Planning?	☑	☐	☐
	• Have all safety sensitive employees received Drug and Alcohol Training?	☑	☐	☐
	• Do new mechanics receive classroom training?	☑	☐	☐
	• Do existing mechanics receive ongoing training?	☑	☐	☐
Safety Meetings:	• Is there an active Safety Committee at the transit agency?	☑	☐	☐
	• Are safety meetings held on a regular basis?	☑	☐	☐
	• Are safety meetings and sign in sheets documented, with available agendas and minutes?	☑	☐	☐
	• Do senior managers attend safety meetings? **General Manager is Chair of Safety Committee**	☑	☐	☐
	• Do vehicle operators attend safety meetings? **(2-3) Frontline employees**	☑	☐	☐
	• Do mechanics attend safety meetings? **Maintenance Manager**	☑	☐	☐
Incident and Accident Investigation Procedures:	• Are policies in place dictating which incidents are reported and which are not?	☑	☐	☐
	• Are incident report forms kept on board the vehicle?	☑	☐	☐
	• Are accident reports completed for all situations?	☑	☐	☐
	• Are incident/accident reports used as pre-accident training material?	☑	☐	☐
	• Are incident/accident reports used as post-accident training material?	☑	☐	☐
	• Are incident/accident reports used to identify potential hazards and analyzed in a Risk Assessment Matrix (RAM)?	☑	☐	☐
	• Are complaint forms kept on all vehicles?	☐	☑	☐
	• Are all operators provided with safety vests on their vehicles?	☑	☐	☐
	• Are incident/accident photos taken?	☑	☐	☐
Substance Abuse:	• Is there a current and updated Drug and Alcohol Policy?	☑	☐	☐
	• Do all staff members understand the Drug and Alcohol Policy?	☑	☐	☐
	• Is random testing being completed?	☑	☐	☐
	• Is reasonable suspicion testing being completed?	☑	☐	☐
Facility and Shop Inspections:	• Are monthly facility inspections conducted as scheduled?	☑	☐	☐
	• Are facility inspection forms completed properly?	☑	☐	☐
	• Are unsafe conditions or acts, regarding the facility corrected and documented?	☑	☐	☐

	• Are fire extinguishers up to date with annual servicing requirements?	☑	☐	☐
	• Are fire extinguishers inspected on a monthly basis?	☑	☐	☐
	• Are routing inspections of the fire extinguishers documented?	☑	☐	☐
	• Are eye wash stations available with unobstructed access?	☑	☐	☐
	• Are eye wash stations inspected on a scheduled basis?	☑	☐	☐
	• Is machine guarding in place?	☑	☐	☐
	• Are batteries stored safely?	☑	☐	☐
	• Are all containers marked with the contents clearly identified?	☑	☐	☐
	• Are floors clear of tripping hazards?	☑	☐	☐
	• Are hazardous materials stored safely?	☑	☐	☐
	• Are emergency exits clearly marked?	☑	☐	☐
	• Are lights out?	☑	☐	☐
	• Are jack stands available for use?	☑	☐	☐
	• Are jack stands used whenever a vehicle is elevated on a lift?	☑	☐	☐
	• Is a lock out tag out program in place?	☑	☐	☐
Asset Management (Vehicles):	• Is a current and updated list of vehicles readily available?	☑	☐	☐
	• Is all maintenance activity completed on vehicles tracked?	☑	☐	☐
	• Is a regular maintenance schedule written and followed?	☑	☐	☐
	• Are work order forms, service order forms and parts requested documented?	☑	☐	☐
	• Are vehicle inspection forms completed on a regular basis and available?	☑	☐	☐
	• Are habitual maintenance issues reported to SCDOT?	☑	☐	☐
	• Are maintenance issues analyzed and used to forecast future vehicle needs?	☑	☐	☐
	• Are maintenance issues analyzed and used to identify potential hazards and evaluated in a Risk Assessment Matrix (RAM)?	☑	☐	☐
	• Are pre-trip inspection forms completed daily?	☑	☐	☐
	• Are post-trip inspection forms completed daily?	☑	☐	☐

Comments:

APPENDIX C

CARTA
FACILITY SAFETY and SECURITY ASSESSMENT

Complete this form semi-annually to identify potential safety hazards. It is imperative that the completion of this review includes only accurate and correct information – data collected from this assessment will guide agency resource allocation and focus priority needs appropriately. Not all questions will apply.

Completed by: Jeff Burns, BCDCOG Grants and Contracts Compliance Administrator	**Date:** Aug 1, 2025

SECTION	REVIEW QUESTIONS	YES	NO	N/A
Buildings and Facility Grounds:	• Are facility grounds randomly and frequently patrolled?	☑	☐	☐
	• Are daily security sweeps conducted?	☐	☑	☐
	• Are smoke/fire/carbon monoxide detectors provided and working?	☑	☐	☐
	• Are distribution and number of keys known and controlled?	☑	☐	☐
	• Are all keys labeled as "DO NOT DUPLICATE"?	☑	☐	☐
	• Are all unoccupied areas locked and secured?	☑	☐	☐
Lighting:	• Is entire perimeter of facility properly illuminated?	☑	☐	☐
	• Is lighting mounted at approximately second story level?	☑	☐	☐
	• Are lights provided over all entrance doors?	☑	☐	☐
	• Is lighting provided in staff parking areas?	☑	☐	☐
Entrance Doors and Windows:	• Are all doors:			
	➢ Built of commercial grade with metal framing?	☑	☐	☐
	➢ Outside hinges hidden and protected from vandalism?	☑	☐	☐
	➢ Provided with a commercial grade, one-sided lock?	☑	☐	☐
	➢ Provided with push "panic" bar releases?	☑	☐	☐
	➢ In case of breakage or opening are all windows and doors connected to a central station alarm?	☐	☐	☑
Electronic Surveillance:	• Is the entire perimeter of facility protected by a CCTV system?	☑	☐	☐
	• Is this system monitored by management and/or a security company?	☑	☐	☐
	• Is this system always on or activated by motion sensors?	☑	☐	☐
Non-Employee Access:	• Is access restricted to persons without proper credentials and clearance?	☑	☐	☐
	• Are supply deliverers required to show proper I.D. and sign-in a log book?	☑	☐	☐
	• Are all non-employees accompanied and/or observable at all times?	☑	☐	☐

Surrounding Environment:	• Are there other non-City/County buildings connected to the facility that may be vulnerable to unauthorized entry to City/County property?	☐	☐	☑
	• Are all utility components (power transformers, back-up generators) protected and secured from vandalism or attack?	☑	☐	☐
	• Are all outdoor storage areas adequately lighted and secured?	☑	☐	☐
Material Storage:	• Are all hazardous and flammable materials properly identified?	☑	☐	☐
	• Are all materials properly labeled, stored, and secured?	☑	☐	☐
Forms and Written Plans:	• Are emergency numbers (police, fire, ambulance, FBI) current and prominently displayed at each phone?	☐	☑	☐
	• Is a Chain of Command and emergency call list prominently displayed?	☐	☑	☐
	• Are employees trained and checklists provided on how to handle a physical threat or incident called in on the phone?	☐	☑	☐
Evacuation Plan/Procedures	• Are there evacuation plans for this facility?	☑	☐	☐
	• Are staff members trained on this plan?	☑	☐	☐
	• Are assembly areas and alternate assembly areas identified, validated and coordinated with the County Emergency Management Office?	☐	☑	☐
	• Have the primary and alternate assembly areas, evacuation sites, and evacuation routes been verified and coordinated with all appropriate agencies?	☑	☐	☐
	• Has the Emergency Evacuation Plan been reviewed, coordinated, and briefed to staff as appropriate?	☑	☐	☐
Training:	• Is an orientation program in place for each new staff member?	☑	☐	☐
	• Do all staff members receive safety and security training appropriate to their position and level of responsibility?	☑	☐	☐
	• Are periodic safety and security training and briefings completed with staff?	☑	☐	☐
	• Do all new staff members receive briefings on the City/County Evacuation Plan, the Disaster Preparedness Plan, and other security policies and procedures?	☐	☑	☐
Administrative Procedures:	• Is a record of emergency data on file for each staff?	☑	☐	☐
	• Have incident reporting format and procedures been established and staff briefed on them?	☑	☐	☐
	• Are all incident reports treated with confidentiality and transmitted by secure means to the appropriate City/County department?	☑	☐	☐
	• Are background checks conducted and verified on all prospective new hires?	☑	☐	☐
Cash Handling and Transfer:	• Has a secure method for receipt, transfer and storage of cash been established and have appropriate staff members been trained on them?	☑	☐	☐
	• Is cash transported by at least two individuals with cash divided between them?	☐	☐	☑
	• Do all staff members understand that in the event of a robbery they should never risk their lives to protect cash or other valuables?	☑	☐	☐

Fire and Electrical Safety:	• Are fire extinguishers installed in all appropriate locations?	☑	☐	☐
	• Are smoke and heat detectors installed, at least one on each floor?	☑	☐	☐
	• Is a first aid kit present and maintained?	☑	☐	☐
	• Are all electrical devices, outlets, circuit breakers and cords free of damage that may pose a shock hazard?	☑	☐	☐
	• Are all electrical circuit, gas, and telephone boxes, if accessible from the outside, locked to prevent tampering?	☑	☐	☐
	• Do any non-employees have access from outside the building to any fire escapes, stairways, and/or the roof?	☑	☐	☐
	• Are all outdoor trash containers and storage bins located away from the building in the event of a fire?	☑	☐	☐

Probability			
Description	**Level**	**Individual item**	**System or Vehicle Fleet**
Frequent	**A**	Likely to occur often in the life of an item.	Continuously experienced. Potential consequence may be experienced more than once in 40,000 vehicle
Probable	**B**	Will occur several times in the life of an item.	Will occur frequently. Potential consequence may be experienced
Occasional	**C**	Likely to occur sometime in the life of an item.	Will occur several times. Potential consequence may be experienced
Remote	**D**	Unlikely, but possible to occur in the life of an item.	Unlikely but can reasonably be expected to occur. Potential consequence may be experienced
Improbable	**E**	It can be assumed occurrences may not be experienced in the life of an	Unlikely to occur, but possible. Potential consequence may be

Safety Risk Assessment Matrix

Risk Assessment Matrix				
Severity / **Likelihood**	**Catastrophic** **1**	**Critical** **2**	**Marginal** **3**	**Negligible** **4**
Frequent - A	HIGH - 1A	HIGH - 2A	HIGH - 3A	MEDIUM - 4A
Probable - B	HIGH - 1B	HIGH - 2B	MEDIUM - 3B	MEDIUM - 4B
Occasional - C	HIGH - 1C	MEDIUM - 2C	MEDIUM - 3C	LOW - 4C
Remote - D	MED -1D	MEDIUM - 2D	LOW - 3D	LOW - 4D
Improbable - E	LOW - 1E	LOW - 2E	LOW - 3E	LOW - 4E

Sample Safety Risk Assessment Matrix

Risk Assessment Matrix				
Severity / **Likelihood**	**Catastrophic** **1**	**Critical** **2**	**Marginal** **3**	**Negligible** **4**
Frequent - A	HIGH - 1A	HIGH - 2A	HIGH - 3A	MEDIUM - 4A
Probable - B	HIGH - 1B	HIGH - 2B	MEDIUM - 3B	MEDIUM - 4B
Occasional - C	HIGH - 1C	MEDIUM - 2C	MEDIUM - 3C	LOW - 4C
Remote - D	MEDIUM - 1D	MEDIUM - 2D	LOW - 3D	LOW - 4D
Improbable - E	LOW - 1E	LOW - 2E	LOW - 3E	LOW - 4E

SAFETY RISK MANAGEMENT / SAFETY ASSURANCE - GUIDE TO TERMS		
ELEMENT	**DESCRIPTION**	**EXAMPLE**
Hazard	Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilites, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.	The hazard in FTA's participant guide scenario is the out of calibration wheel balancer.
Type of Hazard	Classification used to help organize identified hazards to support an agency's data management and hazard prioritization activities. The three (3) main types of hazards include: Organizational (shortcomings in the organizational processes), Technical (the condition of the equipment, facilities, and infrastructure), and Environmental (the natural environment).	FTA's example hazard in the scenario is a technical hazard, as it pertains to an agency's equipment, rolling stock, infrastrucure, and facilities.
Identification date	The date the hazard was identified though agency means. This information can be used for evaluating the effectiveness of safety risk management activities by providing a starting point to see how long the agency takes to analyze and mitigate the hazard.	
Identification source	How the hazard was identified. This information can provide insight into the effectiveness of the safety data sources available to the agency and can help identify items for improvement.	In FTA's scenario, the hazard was identified by a safety specialist upon reviewing the Safety Event Investigation Report.
Date of analysis	The date the hazard was analyzed. This information can be used for evaluating the efficiency of the analysis process and determine if certain hazards are more challenging to analyze than others.	
Worst credible potential consequence(s)	The effect of a hazard involving injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.	The worst credible potential consequence for the hazard in FTA's scenario is a collision resulting in death, permanent injury, or destruction of property, with damage (losses over $1,000,000).
Existing mitigations (hard or soft)	The controls already exisiting within the agency to mitigate the potential consequence(s) of the hazard.	**Pre-Trip Inspection:** Bus operators are required to check tires for excessive wear as part of their pre-trip inspection. **Routine Bus Maintenance and Inspections:** Tires are inspected and replaced as part of the agency's regular maintenance and inspection program. **Wheel Balancer Calibration:** SOP governs the calibration of the wheel balancer.
Severity of consequences	Quantified effect of the potential consequence(s) of the hazard in the delivery of transit services and/or supporting activities, taking into account existing mitigations.	In FTA's scenario, the severity was identified by looking at historical data from the agency.
Likelihood of consequences	Quantified probability that the potential consequence(s) of the hazard materialize, taking into account existing mitigations. Calendar days, weeks, months, years, or decades are often used as time periods to support assessments of likelihood in safety risk assessment.	
Safety risk index	Tolerability of the potential consequence(s) of the hazard, taking into account existing mitigations. It is the primary parameter for deciding priorities in the allocation of resources.	Combining the likelihood and severity of the potential consequence results in a risk rating.
Further Mitigation action	Additional controls that the agency needs to incorporate to mitigate the potential consequence(s) of the hazard if the safety risk exceeds tolerability criteria.	
Revised safety risk index	Safety risk index that meets the tolerability criteria, following incorporation of additional controls to mitigate the potential consequence(s) of the hazard.	
Revised safety risk index date	The date the revised safety index was determined. This information can be used to evaluate the efficiency of the analysis process and determine if certain hazards are more challenging to analyze than others.	
Department responsbile for mitigation	Agency department (or other subdivision) taksed with the implementation of the additional controls to mitigate the potential consequence(s) of the hazard.	
Estimated implementation date	The date the mitigation(s) are expected to be implemented. This information is used to track the completion of mitigations and identfiy any potential resources or other concerns.	
Contact person	Primary point of contact within the department responsible for mitigation with other departments involved in safety risk management.	
Consequence	Effect of the hazard in the delivery of tranist services and/or supporting activities, carried over from safety risk management section.	
Safety performance indicator (SPI)	Parameter selected to monitor and measure the effectiveness of the additional controls incorporated to mitigate the potential consequence(s) of the hazard.	
Safety performance indicator (SPI) value	Quantification of the parameter selected to monitor and measure the effectiveness of the additional controls incorporated to mitigate the potential consequence(s) of the hazard.	
Safety performance target	Projected improvement over the SPI value resulting from the additional controls incorporated to mitigate the potential consequence(s) of the hazard.	
Timeframe	Information for evaluating the effectiveness of safety performance monitoring and measurement activities.	
Monitoring means	Resources and activities to monitor and measure the effectiveness of the additional controls incorporated to mitigate the potential consequence(s) of the hazard.	
Department responsbile for monitoring mitigation effectiveness	Agency function primarily tasked with monitoring and measuring the effectiveness of the additional controls incorporated to mitigate the potential consequence(s) of the hazard.	

APPENDIX E

CARTA HAZARD ASSESSMENT LOG

This form provides a record of identified hazards and actions taken to eliminate or mitigate the associated risks. The recommended action should be associated with a specified individual (i.e. a supervisor, manager, or front-line personnel) and must include a target date for completion. As a rolling log, entries for identified hazards and their associated mitigations should never be removed, even after required action(s) is completed. Any related forms, logs, or records should be retained permanently.

Completed by: Jeff Burns, BCDCOG Grants and Contracts Compliance Administrator	**Last Updated:** October 28, 2025

Risk Type	Risk Description/Date	Current Measures to Reduce Risk	Risk Rating Likelihood	Risk Rating Severity	Risk Rating Value (Likelihood x Severity)	Further Action Required to Reduce Risk	Staff Responsibility
Human Error (Sample)	Non-compliance with agency maintenance protocol	• Minimum competency requirements • Effective safety culture in agency (maintenance department) • Effective task planning • Availability of procedures • Procedure reviews and simplification into tasks • Recurrent training	C	4	20	• Introduce compliance monitoring • Effective supervision including work compliance assessment • Competency assessments • Maintenance policy to reinforce need for compliance	• Safety Assurance • Line Manager • Maintenance Manager
Fixed Object Collisions	Vehicle collision with objects	• Reflective tape • Training • Messaging • Hotspot Mapping	B	4	4B – Medium	• Effective supervision • Training • On-site Review • Contact Municipality	• Chief Safety Officer • Safety Manager • Operations Manager
Mirror Strikes	Vehicle collision with another vehicle	• Reflective tape • Training • Messaging • Reposition mirror	A	4	4A - Medium	• Effective supervision • Training • On-site Review • Contact Municipality	• Chief Safety Officer • Safety Manager • Operations Manager

Risk Type	Risk Description/Date	• Current Measures to Reduce Risk	Risk Rating Likelihood	Risk Rating Severity	Risk Rating Value (Likelihood x Severity)	• Further Action Required to Reduce Risk	• Staff Responsibility
Following Distance	Distance between vehicles in-service	• Training • Messaging	C	3	3C – Medium	• Training • Awareness	• Chief Safety Officer • Safety Manager • Operations Manager
Vehicle Contact on Yard	Incidents on the yard between vehicles	• Parking sequence • Analysis of layout • Circulation pattern • Vehicle assignment & Rollout sequencing	C	4	4C – Low	• Messaging • Training • Awareness • Dismissal	• Chief Safety Officer • Safety Manager • Maintenance Manager
Vehicle Backing	Collisions in parking lot of service providers	• Training • GOAL • Working with property owners	B	4	4B - Medium	• Messaging • Awareness • Training • Dismissal	• Chief Safety Officer • Safety Manager • Maintenance Manager
Assaults to Buses	Physical damage done to bus by a human being	• Training • Awareness • De-escalation techniques	B	4	4B - Medium	• Messaging • Awareness • Training	• Operations Manager • Safety Manager
Flood Detours	Physical damage to the vehicle, unknown routes and obstacles	• Training • Awareness • Prescribed routes and detours for the detours	B	3	3B - Medium	• Messaging • Awareness • Training • Planning	• Operations Manager • Safety Manager • Planner
Distracted Driving	Vehicle collision with another vehicle, fixed object, pedestrian, customer injuries	• Training • Awareness • Monitoring • Corrective Action	A	2	2A – High	• Messaging • Training • Corrective Action	• Operations Manager • Safety Manager • Chief Safety Officer
Driver Fatigue	Vehicle collision with another vehicle, fixed object, pedestrian, customer injuries	• Awareness • Monitoring • Techniques • Corrective Action	B	2	2B – High	• Messaging • Training • Corrective Action	• Operations Manager • Safety Manager • Chief Safety Officer

APPENDIX G
CARTA
SAFETY PERFORMANCE MATRIX

This form allows CARTA to organize, monitor, and evaluate identified safety goals and objectives/outcomes.

Completed by: Jeff Burns	**Last Updated:** October 2025

GOAL 1: SMS TO REDUCE CASUALTIES/OCCURRENCES CARTA will utilize a safety management systems framework to identify safety hazards, mitigate risk and reduce casualties and occurrences resulting from transit operations.			
OBJECTIVE/OUTCOME	**METRICS**	**2025 SAFETY PERFORMANCE**	**2026 TARGETS**
Reduce the number of reportable fatalities	Total number of reportable fatalities	Zero	Zero
	Rate of reportable fatalities per 1,000,000 VRM	Zero/1,000,000 VRM	Zero/1,000,000 VRM
Reduce the number of reportable injuries	Total number of reportable injuries	10 / Year	7 / Year
	Rate of reportable injuries per 1,000,000 VRM	3.29	1.94
Reduce the number of reportable safety events	Total number of reportable safety events	12	15
	Rate of reportable safety events per 1,000,000 VRM	3.94	4.84
Reduce mean distance between major mechanical failures	Average distance between major mechanical failures	23,596 miles	24,800 VRM
Increase assessment and analysis of existing personnel, equipment and procedures to identify and mitigate any potential safety hazards	Number of safety audits, inspections, or assessments completed per specified period of time	16 / Month	18 / Month
Develop a corrective action plan and mitigation strategies to address identified hazards	Percent of corrective action strategies completed per specified period of time	95%	90%
GOAL 2: CULTURE CARTA will foster agency-wide support for transit safety by establishing a culture where management is held accountable for safety and everyone in the organization takes an active role in securing transit safety.			
OBJECTIVE/OUTCOME	**METRICS**	**2025 SAFETY PERFORMANCE**	**2026 TARGETS**
Establish regular transit safety meetings comprised of staff at varying levels, including executives, officers, managers, operators and maintenance personnel	Number of meetings per year	4 per year	4 per year
Develop and promote a Non-Punitive Reporting Policy	100 percent of staff receiving Non-Punitive Reporting Policy	100 percent	100 percent
Increase the reporting of near miss occurrences and incidents that would otherwise go unreported	Number of near miss occurrences/incidents reported per year	37 per year	50 per year
Increase safety material distributed amongst employees and the general public	Number of manuals, brochures, posters or campaigns distributed per year	11 per year	12 per year

Charleston Area Regional Transportation Authority

MEMORANDUM

Date: November 18, 2025
To: CARTA Board of Directors
From: Ronald Mitchum, Executive Director
Subject: Request for Approval – Low Floor Cutaway Bus

Staff is requesting approval to purchase three (3) 27ft Arboc Spirit of Freedom low floor buses from Model 1 Commercial Vehicles Inc. utilizing the State of Georgia Department of Administrative Services cooperative purchasing contract 99999-SPD-SPD0000212-0005 for Public Mass Transit Vehicles and Related Options, Equipment, and Accessories.

The ARBOC Spirit of Freedom is a low-floor, ADA-compliant shuttle bus constructed on the Ford E-450 chassis. The vehicle provides seating for up to 18 passengers and can be configured to accommodate up to three (3) wheelchair positions.

The price per vehicle shall not exceed $185,000.

CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY

RESOLUTION 2025-_____

A CHARLESTON AREA REGIONAL TRANSPORTATION ("CARTA") RESOLUTION SUPPORTING AND REAFFIRMING ITS ELECTION TO EXERCISE EMINENT DOMAIN PROCEEDINGS AGAINST THE EXCHANGE CLUB FAIR OF CHARLESTON, INC. ("ECFC") PURSUANT TO SECTION 58-25-50(d) OF THE SOUTH CAROLINA CODE OF LAWS ANNOTATED, 1976, AS AMENDED.

WHEREAS, CARTA has committed more than a decade of time, money, resources, and effort into the planning, design, and development of the Lowcountry Rapid Transit Project ("LCRT"), a modern bus rapid transit system that will provide a safe, reliable, low-cost and new mobility alternative to residents and visitors of the region; and

WHEREAS, CARTA, by and through its agents and consultants, identified certain real estate owned by ECFC, commonly known as the Ladson Fairgrounds, with such property bearing Charleston County TMS No. 393-00-00-028 (the "Fairgrounds"), as a suitable site or location of a park and ride bus facility for LCRT; and

WHEREAS, CARTA attempted to negotiate in good faith a voluntary sale, lease or similar acquisition of a portion of the Fairgrounds for use as a park and ride facility from ECFC but was unable to come to any sort of agreement; and

WHEREAS, CARTA having been satisfied by the requisite studies, data and other technical information obtained and provided by its agents and consultants made an informed and unanimous decision to condemn a certain Six (6.0) Acre portion of the Fairgrounds for use as a park and ride for LCRT ("Condemnation Parcel", with such property being more accurately identified in the Condemnation Notice, as defined below, and accompanied survey) pursuant to Section 58-25-50(d) of the South Carolina Code of Laws Annotated 1976, as amended; and

WHEREAS, ECFC subsequently filed a lawsuit challenging CARTA's authority to exercise eminent domain on the Condemnation Parcel, and further alleging that the election to condemn was arbitrary, done in bad faith, and/or constituted a clear abuse of discretion, amongst other deficiencies; and

NOW, THEREFORE, IT IS HEREBY RESOLVED BY CARTA, ACTING BY AND THROUGH ITS BOARD OF DIRECTORS, that:

1. The election to exercise eminent domain and serve upon the ECFC a Notice of Condemnation and Tender of Payment dated August 5, 2024 ("Condemnation Notice") are hereby unanimously and unequivocally reaffirmed to the extent CARTA meeting minutes do not reflect a consistent level of support for such prior authorized actions.

2. The decision to exercise eminent domain and acquire the Condemnation Parcel in conjunction with LCRT was and remains in the public interest and for the public's use and benefit.

3. The decision to exercise eminent domain and acquire the Condemnation Parcel was based on established project factors and supported by studies, data and other technical information provided to CARTA at the time service of the Condemnation Notice, which continues to be the case as of the date of this Resolution.

4. The decision to exercise eminent domain and acquire the Condemnation Parcel for development into a park and ride facility has been determined a necessary piece of LCRT and ECFC's insistence that it would not sell or lease the Condemnation Parcel, preferring CARTA use a separate portion of the Fairgrounds or move the park and ride facility off-site entirely, in addition to never providing a counteroffer to CARTA's offer of just compensation dated May 8, 2024, made formal condemnation proceedings necessary and CARTA's only viable option to procure the approved Condemnation Parcel.

5. Should any portion of this Resolution be deemed unconstitutional or otherwise unenforceable by any court of competent jurisdiction, such determination should not affect the remaining terms and provisions of this resolution, all of which are hereby deemed separable.

6. All orders, resolutions and enactments of CARTA inconsistent herewith are to the extent of such inconsistency only, hereby repealed, revoked and rescinded.

7. This Resolution shall take effect and be in full force and effect immediately.

RESOLVED in meeting duly assembled, this ____ day of _____, 2025.

CHARLESTON AREA REGIONAL
TRANSPORTATION AUTHORITY

By: _____
Michael Seekings, Chairman
North Charleston, South Carolina

ATTEST:

By: _____
Kim Coleman, Clerk to CARTA
North Charleston, South Carolina

Charleston Area Regional Transportation Authority

MEMORANDUM

Date: November 10, 2025
To: CARTA Board of Directors
From: Ronald E. Mitchum, Executive Director
Subject: Transit Planning Project Updates for October 2025

Please find the progress reports for transit planning projects.

1. Service Planning Initiatives (Project Manager: Megan Ross)
2. CARTA Comprehensive Operational Analysis (Project Manager: Megan Ross)
3. CARTA On-Demand (TNC Pilot Project) (Project Manager: Courtney Cherry)
4. Shelter Improvement Program (Project Manager: Rainee Kearney)
5. Shipwatch Square Transit Center (Project Manager: Sharon Hollis)
6. Lowcountry Rapid Transit (Project Manager: Sharon Hollis)
7. Dorchester Transit Signal Priority (TSP) Pilot Project (Project Manager: Sharon Hollis)
8. Mt. Pleasant Street Park and Ride (Project Manager: Robin Mitchum)
9. Fairgrounds Park and Ride (Project Manager: Robin Mitchum)
10. O&M Facility – LCRT (Project Manager: Robin Mitchum)
11. Mobile Ticketing Sales and Use (Project Manager: Jeff Burns)

Please let me know if you need additional information.

1. Service Planning Initiatives

- Staff continue working with Spare and We Drive U to make changes to the Spare software to improve service. Route optimization is our top priority, as we work with operators to make sure passengers are picked up in logical order.
- Staff continue working on the tablet replacement and system improvements for fixed route vehicles. We currently have the management software and tablet application ready to go. Staff executed procurement for installation, we will move forward with installation soon.
- Staff participated in an LCRT Tour with the Chamber of Commerce. Staff met with another transit agency to review Bi-Directional Lane travel. Also, staff continue to participate in an LCRT Transit Systems Meeting.
- Staff participated in Rt. 203 monitoring due to ongoing operational suggestions/ concerns with timing on traffic signals. Safety and operations met and worked through solving the issues. We Drive U has started staffing a road supervisor to assist with passenger related concerns and ongoing monitoring.
- Staff continue to meet with MUSC to ensure that Rt. 203 is running as planned. Staff also met with MUSC and Stantec to discuss a stop closure and the relocation of the stop while there is ongoing construction.
- Staff worked on retiming Route 12 and connecting weekend routes, Rt. 13 and Rt. 32. This is to prepare for the implementation of the Transit Signal Priority (TSP) on the Dorchester corridor.
- Staff worked on revamping the Ridership Report and corresponding reports.
- Staff participated in a Charleston Promise/ LCRT Community Event.
- Staff participated in the first stakeholder meeting for the US17A Corridor and Congestion Management Plan.
- Staff participated in the multiple TriCounty Link Transit Study meetings discussing improvements to Summerville and specific routes.
- Staff continue working with development review and infrastructure improvement along the bus routes.
- Staff continued reporting daily service reports to the Executive Director to help support ongoing improvement efforts.
- Staff tracks and investigates all missed service. It is reported to We Drive U and documented as performance fees.

2. Comprehensive Operational Analysis

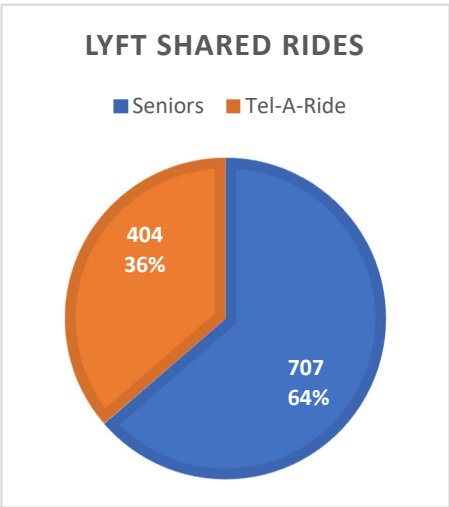
- Staff and Nelson\ Nygaard continue with bi-weekly meetings. Staff worked on establishing our TAC stakeholders and solidifying open house locations for public input in the first week of December. Our TAC stakeholder meeting will be held in mid-November. Staff also held meetings with operators and road supervisors to receive feedback on route improvements. Additionally, staff compiled operational statistics and system information to being the review for the state of the system for N\N.

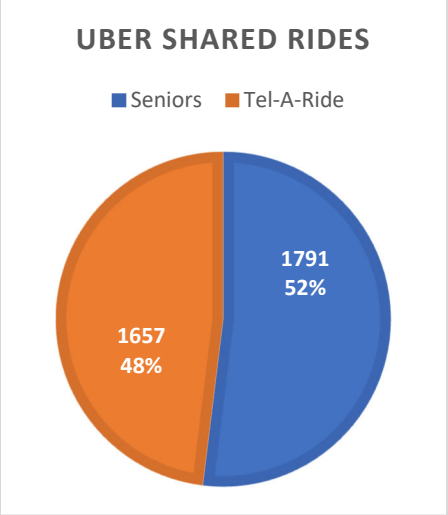
3. CARTA OnDemand (TNC Pilot)

Staff contracts with service providers Uber and Lyft to provide subsidized transportation. CARTA OnDemand launched on February 1, 2021. On March 1, 2025, program changes were implemented and updated for senior vouchers. Changes included, reduction in CARTA max subsidy, monthly

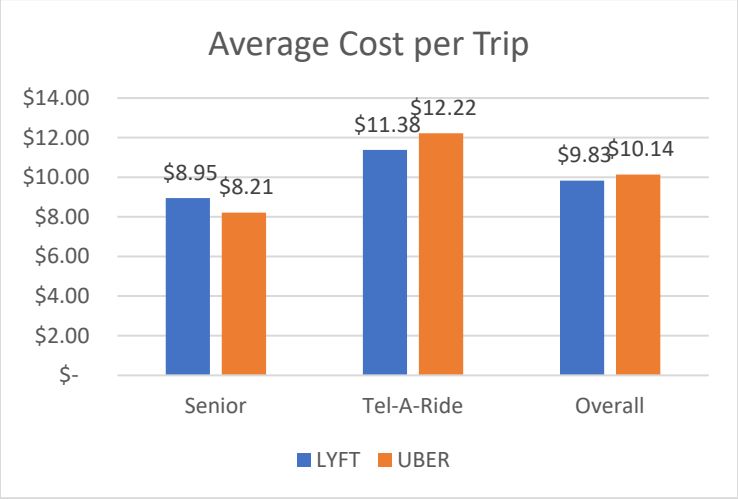
vouchers to weekly vouchers, and an increase in min customer pay. The service offers door-to-door subsidized services for seniors (60+) and Tel-A-Ride customers and covers the Tel-a-Ride service area Monday through Friday, between the hours of 7 AM and 5 PM. Senior customers pay an initial $5 with a maximum trip subsidy of $14 and any surplus amount being charged to the rider. Tel-A-Ride customers pay an initial $4 with a maximum trip subsidy of $30 and any surplus amount being charged to the rider.

In October 2025, there were 2,124 senior riders and 242 Tel-A-Ride customers approved to use OnDemand service, a total of 2,366. Also in October, CARTA OnDemand had a total of 4,559 trips with 45% of the trips being taken by paratransit customers and 55% being taken by senior customers.





In October, the 4,559 trips (Tel-A-Ride and senior) averaged $10.06 per trip. Tel-A-Ride trips averaged $12.06 and senior trips averaged $8.45. To date (February 2021 – present), CARTA has spent a total of $952,856.70 on the OnDemand program.

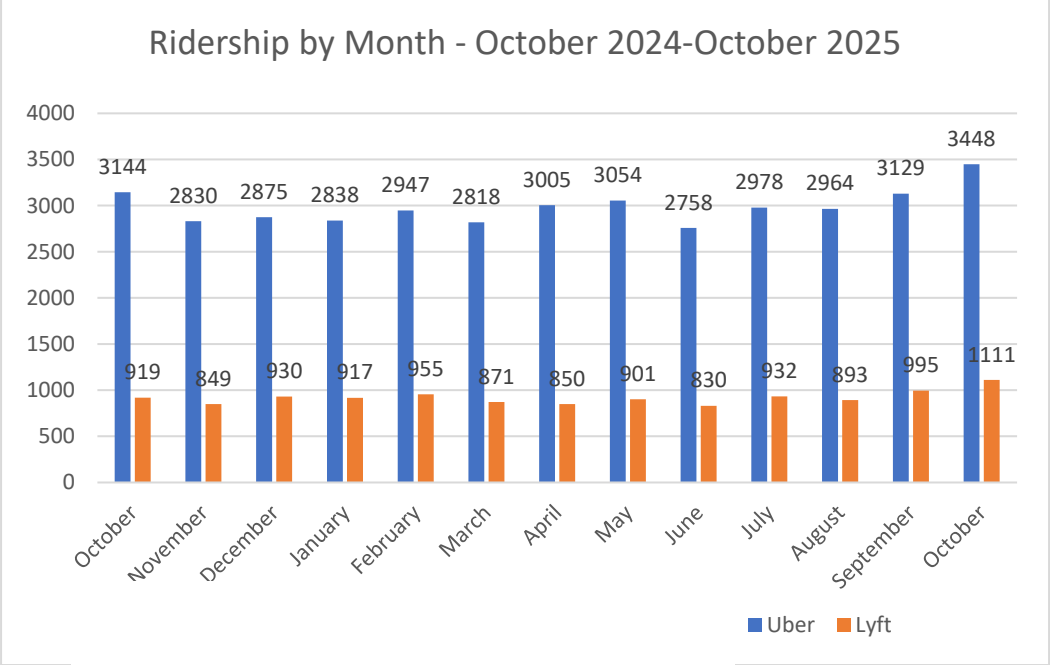


LYFT STATISTICS

- 1111 Trips provided
- Avg Trip Cost: **$9.83**
- 160 Unique Riders
- Total Cost: **$10,923.17**

UBER STATISTICS

- 3448 Trips provided
- Avg Trip Cost: **$10.14**
- 421 Unique Riders
- Total Cost: **$34,958.32**



Ongoing Tasks:

Program Parameters

- Parameters to CARTA OnDemand were updated and approved 11/2024. Changes to be implemented March 1st, 2025. Changes include an increase in the customer fair, reduction in CARTA subsidy amount, an age increase, and reduction in vouchers allocated. These changes resulted in the removal of any current customers under 60 years of age
- As a result, OnDemand has seen an average of $5,500 decrease in monthly costs since March 2025.

Coordination with TNC provider

- Staff coordinates with Uber and Lyft to ensure consistent service delivery and address service delivery and billing issues

Marketing

- Marketing collateral has been distributed by request and through various public outreach efforts
- Outreach efforts specific to CARTA OnDemand have been held at local senior centers, medical facilities, and community living centers.

Application approval and customer service

- Staff application process continues to be an efficient approval process
- Staff approves applications from seniors and paratransit customers within 15 days of receiving
- Staff provides customer service by responding to inquiries about the service and assisting new riders with information on how to use Uber and Lyft

Performance Monitoring (ongoing)

- Staff tracks ridership and expenditures on a monthly basis
- Ridership has risen consistently

5. CARTA Shelter Improvement Program (SIP)

Bus stops play a vital role in shaping how riders experience transit. CARTA continues to enhance the rider experience by improving bus stop amenities to ensure safety, comfort, and accessibility.

Completed:

- **Stop ID 617 – 2290 Henry Tecklenberg Dr.:** Installation Completed

In Progress:

- **Battery Island Dr / Folly Rd (Stop ID 167)** -
- **98 Wentworth St** – Temporary stop placement, easement agreement, and ADA bench pad and bench; currently in development review/construction phase
- **1940 Savannah Hwy (Stop ID 795)** – Shelter pad requested and stop shift to far side of the intersection under development review
- **Stocker Dr / Savannah Hwy (Stop ID 591)** – Request for bench pad, trash can, and bench, Charleston County project
- **844 Savannah Hwy (Stop ID 596)** – Bench pad being poured
- **Meeting St / Line St (Stop ID 59)** – Shelter pad being poured; shelter installation pending shelter delivery(developer-initiated)
- **512 Johnnie Dodds Blvd** – Shelter pad poured
- **162 Ashley Ave (Stop ID 138)** – ADA-compliant pad and approved bench pending construction
- **Charleston Place Hotel** – Requested bench and pad- Bench pending design approval
- **Courier Square II** – Detailed site plan received showing CARTA sign, bench, trash receptacle, and 8'x5' landing pad; coordination ongoing with the City and CARTA. Space constraints may require the omission of a bench.
- **Savage Rd** – SCDOT/Charleston County sidewalk project; easement agreement submitted to the County by engineer

- **Dorchester Rd** – SCDOT Safety Audit:
    - **Stop ID 351** – Dorchester Rd / Archdale Blvd: Proposed shift to the far side of the intersection with an ADA-compliant bench pad and accessible path under review.
    - **Stop ID 394** – Dorchester Rd / Franchise St: Proposed shift to the far side of the intersection with ADA-compliant bench pad and path under review.
    - **Stop ID 378** – Dorchester Rd / Ashley Phosphate Rd: Proposed shelter relocation approximately 300 feet to the far side of the intersection.
- **783 Calhoun St / Ashley Ave** – CARTA-initiated infrastructure; shared easement agreement in progress with MUSC
- **575 Calhoun St / Jonathan Lucas St (far side)** – CARTA-initiated infrastructure; shared easement agreement in progress with MUSC
- **485 Jonathan Lucas St / MUSC Quad** – CARTA-initiated infrastructure; shared easement agreement in progress with MUSC

Letters of Coordination Issued

CARTA issued letters of coordination to support transit integration in the following developments:

- 9027 Clements Ferry Industrial
- Battery Island Dr/Folly Rd
- Primus Park Subdivision
- Mesa Roadway Ingleside

Guidelines

Transit Design Guidelines have been adopted by CARTA Board and staff continue to work with municipalities and developers on implementing these guidelines. These guidelines are being shared with developers through development review.

5. Shipwatch Square/Transit Hub

- NEPA: NEPA is complete.
- A&E Design: 95 percent design comments received by City – updating designs based on comments.
- IFB: 100% design and bid documents in final design based on City comments. Anticipated bid date Fall/Winter 2025/2026. Permitting is in process.
- Workforce Development Task: Working with Trident Tech to contract for workforce development task.

6. Lowcountry Rapid Transit

A&E Design: 100%/IFB deliverable 1st Review underway. Approval scheduled for February 7, 2026.

Key Stakeholder Coordination: Stakeholder meetings are ongoing. Municipal design review follow-up meetings were held October. Medical District/Maintenance of Traffic Meetings held in October. Follow up meetings are scheduled for November and December. DRC and TRC Review meetings were held in October. Additional TRC/DRB meetings for Mount Pleasant Street Station to be scheduled in coming months.

FTA Coordination: Bi-Monthly and quarterly meetings are held with FTA and the Project Management Oversight Consultant (PMOC) throughout the Engineering phase. PMOC participates in monthly risk review meetings. Annual report and ratings results anticipated in March 2026. Continue to update readiness documents for Full Funding Grant Agreement (FFGA) review.

NEPA: Documented Categorical Exclusion (DCE) was approved by FTA in July 2021. A reevaluation document for 60% design was submitted to FTA in August 2024 and was approved by FTA in October 2024. A reevaluation for project shift to diesel fleet as submitted and approved by FTA on July 8, 2025. 90% design did not generate impact Class of Action. 100% design being reviewed to identify any changes that may require additional NEPA review.

Maintenance Facility: 60% design deliverable review was held on September 16. 60% design cost estimate came in over budget. Staff will meet in November to identify cost containment measures to bring the site back into budget. Site surveys and wetland delineation are complete. Permitting coordination with SCDOT and Army Corps to begin in November/December. NEPA review for sewer easement is complete. No NEPA impacts from 60% design. Coordination with Dominion and SCDOT are underway related sewer and utility easements.

Transit Signal Prioritization: Transit signal prioritization at intersections is included as part of the LCRT project. A demonstration project of TSP on Dorchester Road was initiated to develop the technology and infrastructure on a smaller scale corridor to advance that technology on CARTA transit buses traveling on Dorchester Road. Progress on that effort is provided in #9 below.

Public Involvement: Stakeholder and neighborhood meetings are ongoing. Community meetings were held with The Elms, Charleston Promise Neighborhood, and Northwoods Estates in October. Team continues to engage with community via neighborhood association meetings, farmers markets, festivals and events. Next public meeting anticipated in early 2026.

ROW Acquisition: ROW acquisition for the corridor, led by SCDOT, is underway.

Utility Coordination: Monthly utility coordination meetings with all impacted utilities are underway. Pre Utility Agreements (required for FTA funding) have been sent to utility providers for review and are being routed for legal reviews/signatures. Smaller, focused utility coordination meetings with major utility providers, Dominion, CWS, and North Charleston Sewer District are occurring on biweekly and triweekly basis to minimize conflicts caused by drainage needed for the project.

Construction Related Activities: Meetings related to coordination on MOT, IGAs, CEI, bidder outreach, and construction phase project procedures are underway. CEI procurement documents and contract templates are in review to advance CEI procurement early next year.

Systems Integration: Tasks associated with transit systems and integration (vehicles, fare vending, technology, etc.) are underway. Bi-weekly meetings with the systems integration team are underway. Peer discussions were held with Lane Transit District and Raleigh BRT. Route redesign and CARTA infrastructure modifications to be developed in the coming year as part of CARTA COA effort.

7. Dorchester TSP

- Procurement documents and technical documents are in final draft pending comments from SCDOT.
- IGA is under SCDOT review, operations, and maintenance plan to be finalized once IGA is complete.
- Phase 3 to be procured Winter 2025/2026 pending IGA.

8. Mt. Pleasant Street Park and Ride

We continue to work with the TRC on finalizing drainage issues.

9. Fairgrounds Park and Ride

The ECFC & CARTA lawsuit is still moving forward.

10. O&M Facility (Acres Drive, Ladson)

The adjacent property sewer easement agreement has been signed. We are working on appraisal and review appraisal for FTA review and approval.

11. Mobile Ticketing Sales & Use

During the month of October 2025, mobile ticket sales totaled $34,438.37. This is a 1.7% increase in sales revenue over October 2024 and a 11.3% increase from September 2025. Mobile ticket sales are 1.7% greater than mobile ticket sales last year fiscal year to date. There were 1,889 unique users over the month, conducting 20,594 transactions. The pass type with the highest frequency of use is the local, fixed-route, one-trip ticket. The route with the highest usage is Route 10, followed by Route 12. It is noteworthy that only 9.0% of our customers used a credit card to make fare purchases. A prepaid card was used to purchase their fare for 37.8% of the transactions and debit cards were used for 53.2% of transactions. The expanded payment options available on CARTA Tel-A-Ride service will be announced when staff training has completed.

MEMORANDUM

Date: November 10, 2025
To: Ronald E. Mitchum, Executive Director
From: Megan Ross, Transit Planner
Subject: Monthly Ridership Report – October 2025

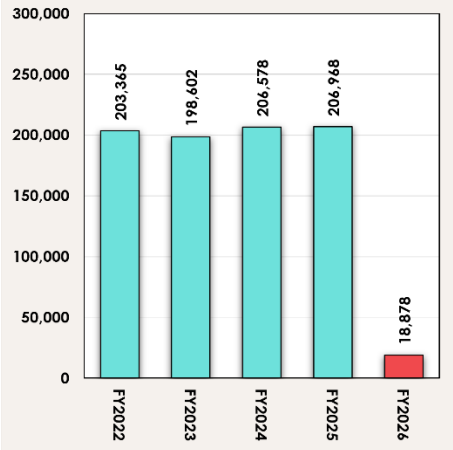
The following tables and figures summarize operating statistics for the month of October 2025. Please feel free to contact me with any questions or for further information.

FIXED-ROUTE METRICS THIS MONTH – OCTOBER 2025

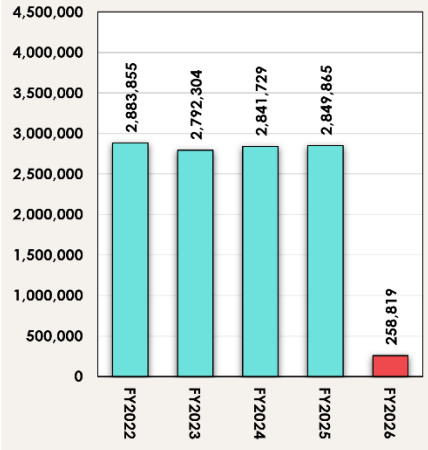
Fixed Route Metrics	This Month	Percent Change from Same Month Last Year	Percent Change from Last Month
	Oct-25	Oct-24	Sep-25
Fixed-Route Ridership Overview			
Total Ridership	281,788	36.5%	3.7%
Total Revenue Hours	18,878	2.2%	6.8%
Total Revenue Miles	258,819	1.3%	7.9%
Fixed-Route Efficiency			
Passengers Per Hour	14.9	33.6%	-2.8%
On-Time Performance	70.7%	-1.8%	-3.3%
Fixed-Route Financial Summary			
Cost per Passenger	$4.93	-16.8%	3.0%
Revenue	$293,244.64	-3.9%	1.6%
Farebox Recovery	17.4%	-13.0%	-4.4%
Fixed-Route Safety			
Miles Between Road Calls	16,176	-11.3%	-12.3%
Revenue Vehicle Accidents per 100k Miles	3.5	-53.3%	-44.4%
Preventable Accidents per 100k Miles	1.5	31.6%	-58.8%
Fixed-Route Customer Experience			
Complaints per 100k Passengers	2.8	17.2%	-23.0%
Compliments per 100k Passengers	0.7	-	-3.7%
Routes Not Meeting Performance Standards This Month			
• Route 40 – Mount Pleasant			
• Route 41 – Coleman Boulevard			
• Route 104 – Montague Avenue			

FIXED ROUTE ANNUAL TRENDS FY2022 – FY2026 (TO DATE)

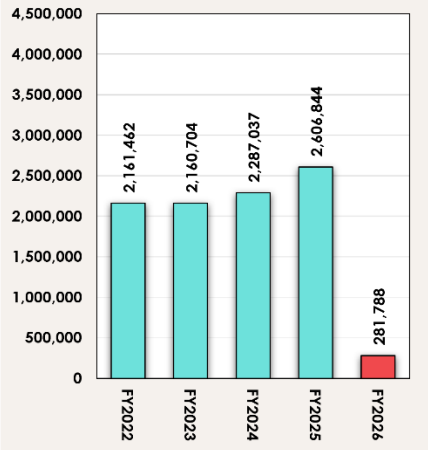
TOTAL HOURS



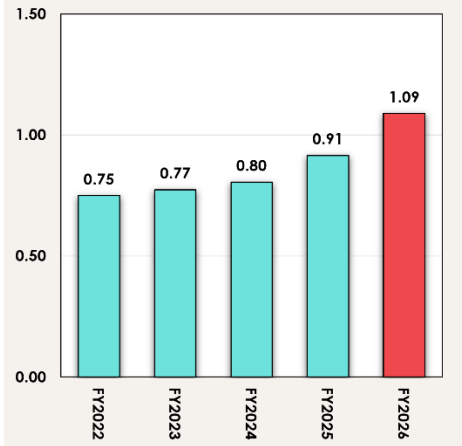
TOTAL MILES



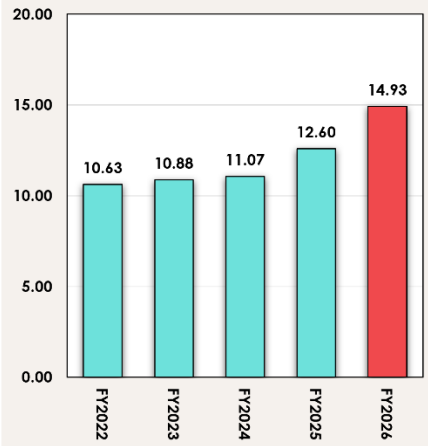
TOTAL PASSENGERS



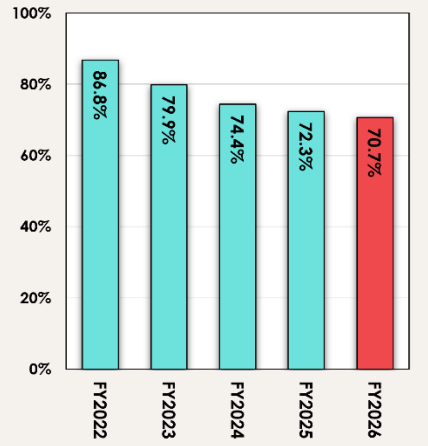
PASSENGERS PER MILE



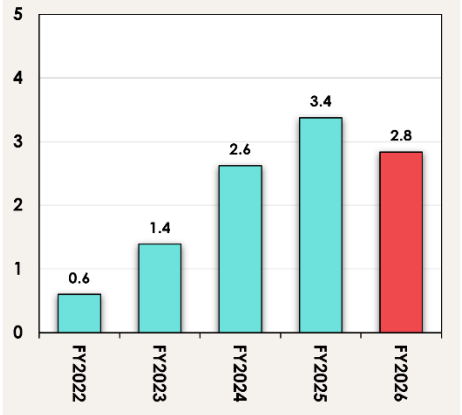
PASSENGERS PER HOUR



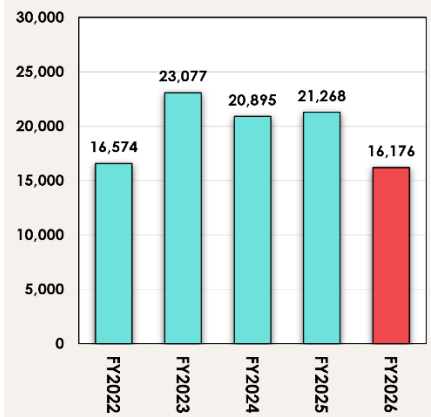
ON TIME PERFORMANCE



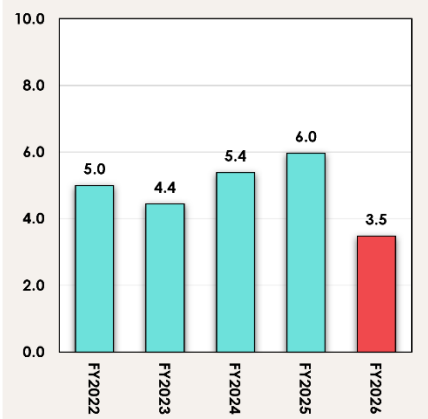
COMPLAINTS PER 100K RIDERS



TOTAL MILES B/W ROAD CALLS



ACCIDENTS PER 100,000 MILES

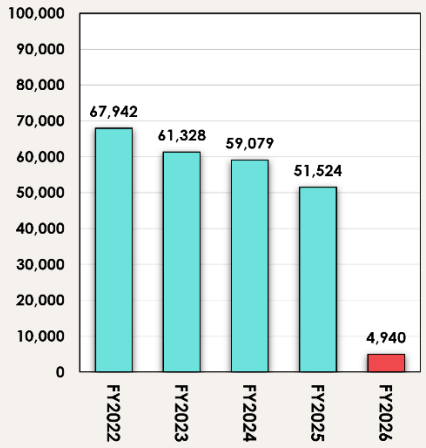


PARATRANSIT METRICS THIS MONTH – OCTOBER 2025

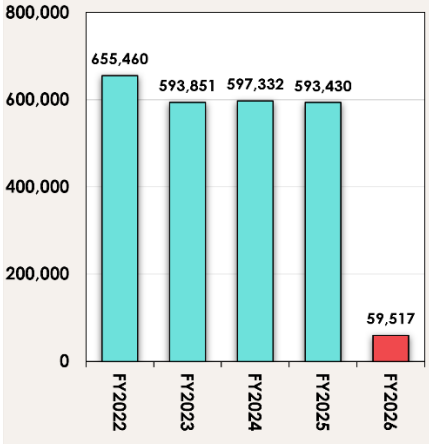
On-Demand Metrics	This Month	Percent Change from Same Month Last Year	Percent Change from Last Month
	Oct-25	Oct-24	Sep-25
Paratransit Ridership Overview			
Total Ridership	4,940	-2.6%	9.5%
Total Revenue Hours	3,534	20.4%	9.4%
Total Revenue Miles	59,517	11.0%	5.8%
Paratransit Efficiency			
Passengers Per Hour	1.4	-19.1%	0.2%
No-Shows	260	27.5%	15.0%
On-Time Performance	90.0%	8.4%	2.3%
Paratransit Financial Summary			
Cost per Passenger Trip	$54.22	30.1%	-0.2%
Paratransit Safety			
Miles Between Road Calls	59,517	-	-
Revenue Vehicle Accidents per 100k Miles	1.7	-70.0%	-52.7%
Preventable Accidents per 100k Miles	0.0	-100.0%	-
Paratransit Customer Experience			
Complaints per 1,000 Passengers	0.2	-	-
Compliments per 1,000 Passengers	0.0	-	-

PARATRANSIT ANNUAL TRENDS - FY2022 – FY2026 (TO DATE)

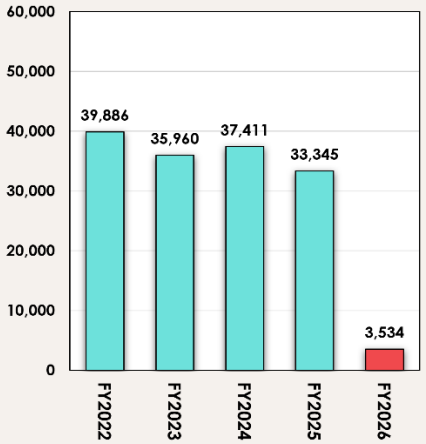
TOTAL PASSENGERS



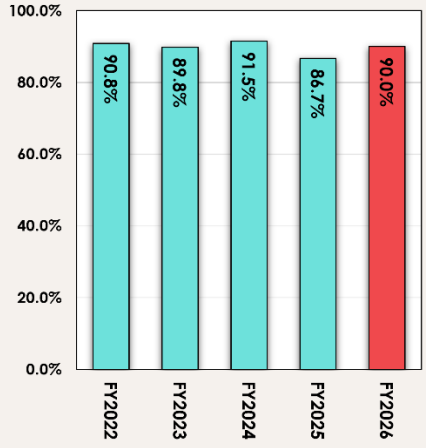
TOTAL MILES



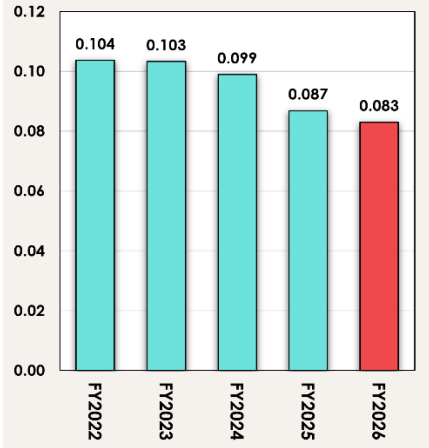
TOTAL HOURS



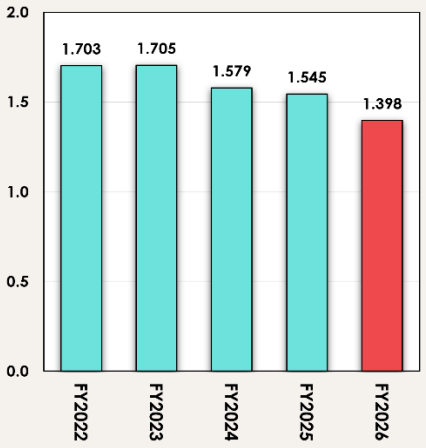
ON TIME PERFORMANCE



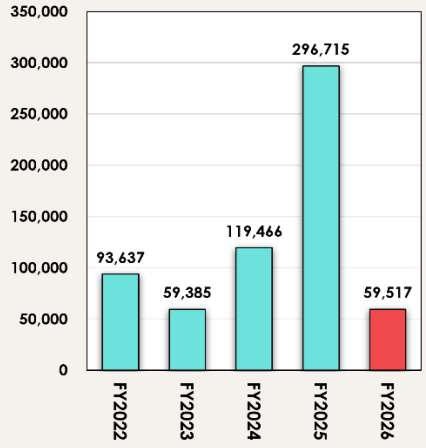
PASSENGERS PER MILE



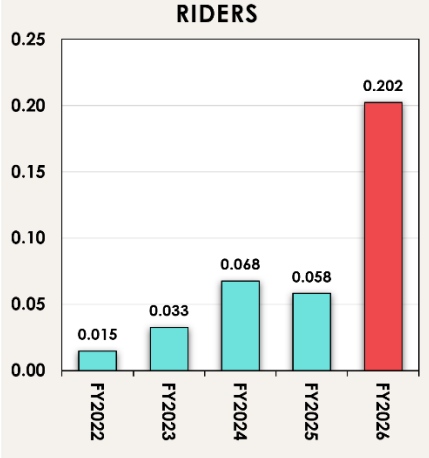
PASSENGERS PER HOUR



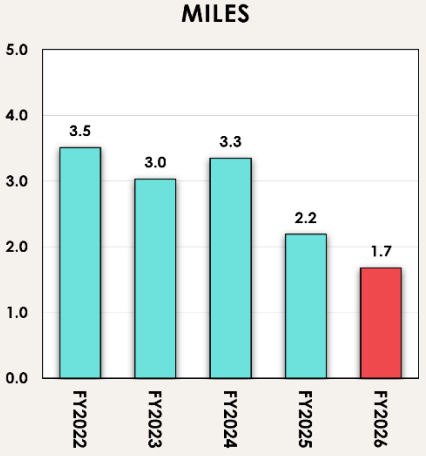
MILES B/W ROAD CALLS



COMPLAINTS PER 1,000 RIDERS



ACCIDENTS PER 100,000 MILES



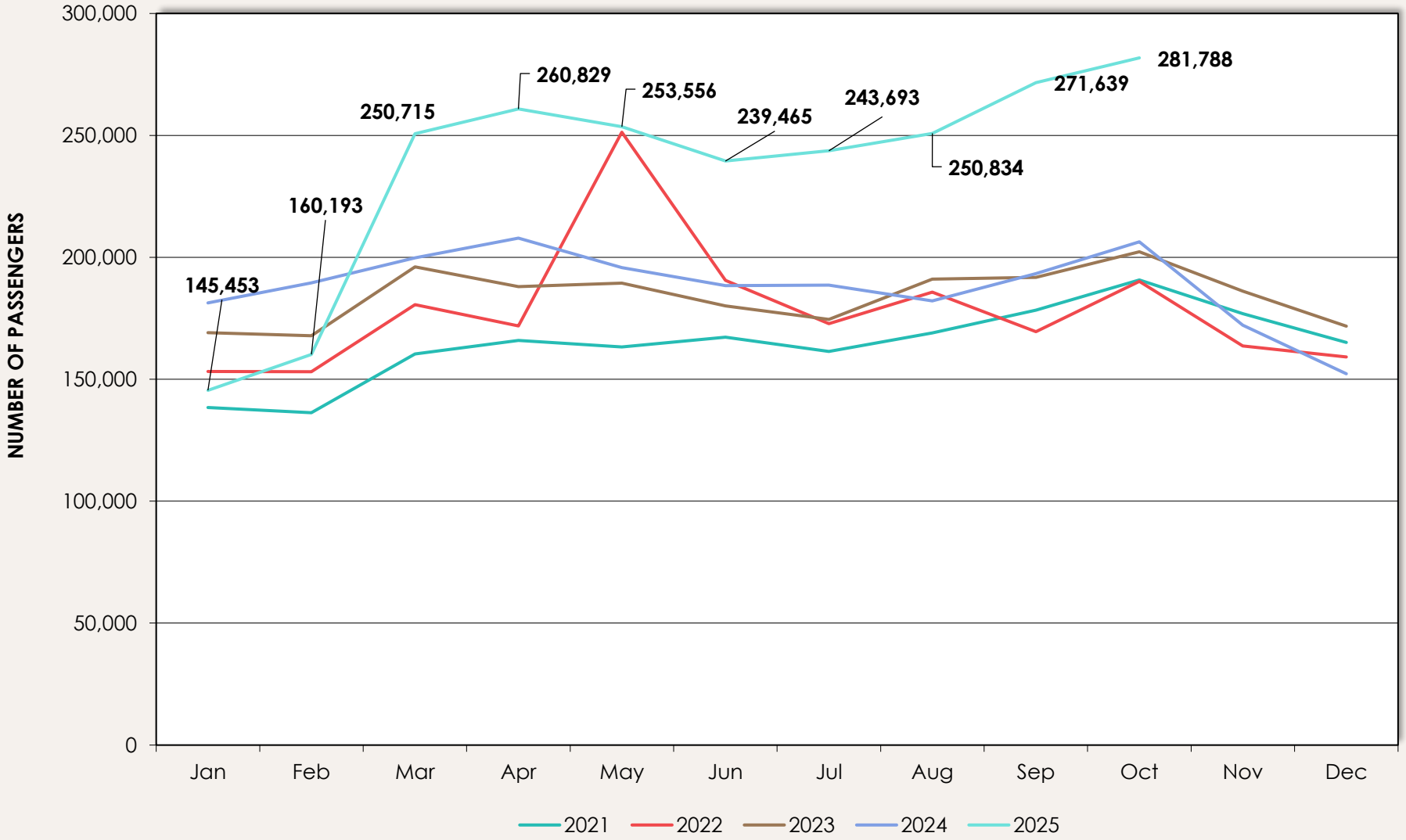
Revenue/Cost/Ridership for the Month of October 2025

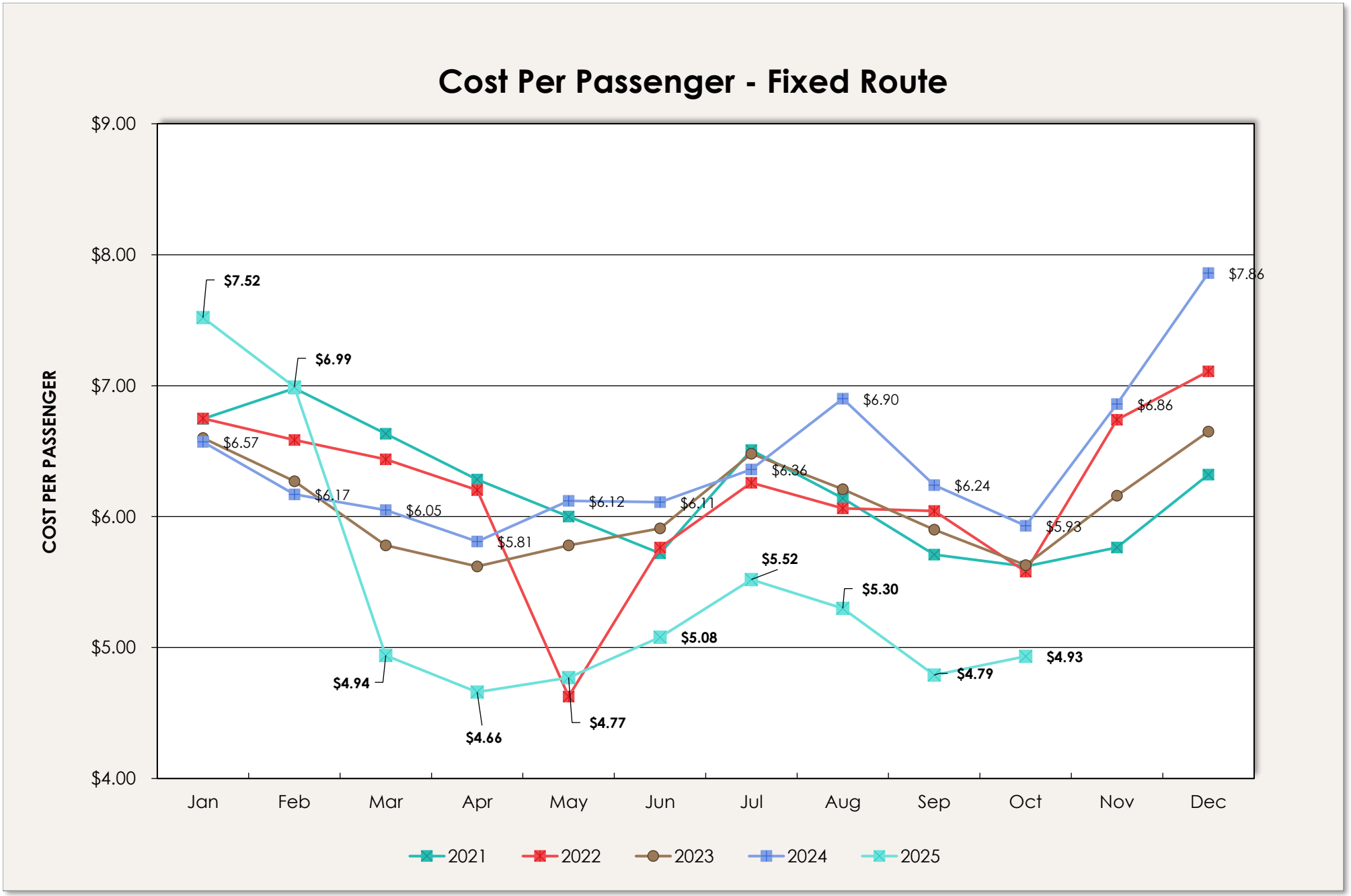
Route Name	Route Name	Farebox Revenue	Pass/Presale Revenue	2024 Revenue	2025 Revenue	Cost of Operation	Hours Operated	Farebox Recovery	Cost Per Passenger	Deviation From System Average	Allowable Deviation Under Performance Standards	2024 Passengers Per Hour	2025 Passengers Per Hour	Change from Last Year	Passenger Per Hour Target Under Performance Standards	2024 Ridership	2025 Ridership	Change from Last Year	Change from Last Year	% of Total Ridership
1 James Island-North Charleston Express	1 James Island-North Charleston Express	$299.94	$ 9,685.40	$ 13,039.77	$9,985.34	$ 65,131.69	730.46	15.3%	$ 7.28	-2.09%	-5%	9	10	17%	15	6,391	7,580	1,189	19%	2.69%
2 Mt. Pleasant-West Ashley Express	2 Mt. Pleasant-West Ashley Express	$ 593.62	$ 8,196.81	$ 11,416.07	$ 8,790.43	$ 64,302.45	721.16	13.7%	$ 8.65	-3.75%	-5%	8	9	10%	15	5,793	6,415	622	11%	2.28%
3 Dorchester Rd-Summerville Express	3 Dorchester Rd-Summerville Express	$1,001.25	$ 6,483.34	$ 8,781.31	$7,484.59	$ 44,517.56	499.27	16.8%	$ 7.30	-0.61%	-5%	9	10	15%	15	4,385	5,074	689	16%	1.80%
4 Airport Express	4 Airport Express	$ -	$ -	$ -	$ -	$ -		-	-	-	-5%	-	-	-	15	-	-	-	-	0.00%
7 HOP Shuttle (Hospitality on Peninsula)	7 HOP Shuttle (Hospitality on Peninsula)	$ -	$ -	$ -	$ -	$ -		-	-	-	-15%	-	-	-	10	-	-	-	-	0.00%
10 Rivers Avenue	10 Rivers Avenue	$ 31,480.43	$ 12,345.13	$ 50,990.58	$ 43,825.56	$ 253,496.06	2,842.99	17.3%	$ 3.87	-0.13%	-10%	15	19	24%	20	43,868	54,203	10,335	24%	19.24%
11 Dorchester Rd/Airport	11 Dorchester Rd/Airport	$ 8,716.54	$ 4,034.49	$ 15,273.35	$ 12,751.03	$ 109,370.16	1,226.60	11.7%	$ 5.45	-5.76%	-10%	12	14	25%	20	14,216	17,714	3,498	25%	6.29%
12 Upper Dorch/Ashley Phosphate Rd	12 Upper Dorch/Ashley Phosphate Rd	$ 10,739.04	$ 4,608.22	$ 17,019.92	$ 15,347.26	$ 120,481.94	1,351.22	12.7%	$ 5.20	-4.68%	-10%	11	15	39%	20	14,359	20,233	5,874	41%	7.18%
13 Remount Road	13 Remount Road	$ 3,795.77	$ 1,822.51	$ 6,891.98	$ 5,618.28	$ 71,871.69	806.05	7.8%	$ 8.28	-9.60%	-10%	8	10	28%	20	6,594	8,002	1,408	21%	2.84%
20 King Street/Meeting St	20 King Street/Meeting St	$ 7.00	$ 6,000.00	$ 6,000.00	$ 6,007.00	$ 60,386.31	677.24	9.9%	$ 3.38	-7.47%	-10%	20	24	17%	20	13,821	16,068	2,247	16%	5.70%
30 Savannah Highway	30 Savannah Highway	$ 3,774.60	$ 1,638.03	$ 5,732.09	$ 5,412.63	$ 60,619.92	679.86	8.9%	$ 7.68	-8.49%	-10%	8	11	40%	20	5,087	7,192	2,105	41%	2.55%
31 Folly Road	31 Folly Road	$ 2,753.07	$ 1,951.65	$ 4,950.00	$ 4,704.72	$ 77,050.41	864.13	6.1%	$ 8.44	-11.32%	-15%	6	10	80%	10	4,819	8,569	3,750	78%	3.04%
32 North Bridge	32 North Bridge	$ 5,150.66	$ 2,819.86	$ 9,495.52	$ 7,970.52	$ 77,317.91	867.13	10.3%	$ 5.60	-7.11%	-10%	11	14	33%	20	9,405	12,381	2,976	32%	4.39%
33 St. Andrews/Ashley River Rd	33 St. Andrews/Ashley River Rd	$ 5,224.87	$ 2,841.27	$ 10,602.29	$ 8,066.14	$ 67,518.64	757.23	11.9%	$ 4.77	-5.47%	-10%	14	16	16%	20	10,851	12,475	1,624	15%	4.43%
40 Mt. Pleasant	40 Mt. Pleasant	$ 2,224.23	$ 1,460.61	$ 4,911.73	$ 3,684.84	$ 61,956.51	694.85	5.9%	$ 9.09	-11.47%	-10%	6	9	51%	20	4,142	6,413	2,271	55%	2.28%
41 Coleman Boulevard	41 Coleman Boulevard	$ 710.07	$ 392.65	$ 1,652.24	$ 1,102.72	$ 36,151.18	405.44	3.1%	$ 20.33	-14.37%	-10%	3	4	41%	20	1,232	1,724	492	40%	0.61%
42 Wando Circulator	42 Wando Circulator	$ 541.08	$ 304.97	$ 1,161.05	$ 846.05	$ 33,432.53	374.95	2.5%	$ 24.34	-14.89%	-15%	3	4	31%	10	1,020	1,339	319	31%	0.48%
102 North Neck/ Rutledge Ave	102 North Neck/ Rutledge Ave	$ 1,113.73	$ 735.43	$ 2,022.82	$ 1,849.16	$ 46,167.12	517.77	4.0%	$ 13.72	-13.42%	-15%	5	6	32%	10	2,425	3,229	804	33%	1.15%
103 Leeds Avenue	103 Leeds Avenue	$ 475.85	$ 354.39	$ 872.48	$ 830.24	$ 16,544.62	185.55	5.0%	$ 10.10	-12.40%	-15%	6	8	38%	10	1,136	1,556	420	37%	0.55%
104 Montague Avenue	104 Montague Avenue	$ 1,660.46	$ 1,057.48	$ 2,321.87	$ 2,717.94	$ 65,984.11	740.02	4.1%	$ 13.63	-13.30%	-10%	3	6	105%	10	2,364	4,643	2,279	96%	1.65%
203 Medical Shuttle	203 Medical Shuttle	$ 6.60	$ 53,787.00	$ 42,976.20	$ 53,793.60	$ 90,740.85	1,017.67	59.3%	$ 1.03	41.86%	-10%	22	35	56%	10	11,691	35,773	24,082	206%	12.70%
210 Aquarium/ CofC DASH	210 Aquarium/ CofC DASH	$ -	$ 47,248.67	$ 46,218.89	$ 47,248.67	$ 73,035.30	819.10	64.7%	$ 1.90	47.27%	-15%	11	17	52%	10	9,274	13,607	4,333	47%	4.83%
211 Meeting/King DASH	211 Meeting/King DASH	$ -	$ 29,625.67	$ 28,595.89	$ 29,625.67	$ 111,881.94	1,254.77	26.5%	$ 3.18	9.06%	-15%	17	21	22%	10	21,111	25,863	4,752	23%	9.18%
213 Lockwood/Calhoun DASH	213 Lockwood/Calhoun DASH	$ 1.00	$ 13,625.67	$ 12,595.89	$ 13,626.67	$ 39,526.98	443.30	34.5%	$ 2.93	17.05%	-15%	23	20	-13%	10	10,211	8,832	(1,379)	-14%	3.13%
301 Glenn McConnell Circulator	301 Glenn McConnell Circulator	$ 1,294.39	$ 661.18	$ 2,287.43	$ 1,955.57	$ 35,762.42	401.08	5.5%	$ 11.65	-11.95%	-15%	5	7	33%	10	2,202	2,903	701	32%	1.03%
TOTAL	**System Average**	$81,564.20	$ 211,680.44	$ 305,809.37	$293,244.64	$ 1,683,248.29	18,877.84	17.4%	$ 4.93			11.2	14.9	34%		206,398	281,788	75,390	36.5%	100.0%

Meeting Passenger Per Hour Standards

NOT Meeting Passenger Per Hour Standards

Ridership - Fixed Route




Cost Per Passenger - Fixed Route
COST PER PASSENGER
$9.00
$8.00
$7.00
$6.00
$5.00
$4.00
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
$7.52
$6.99
$6.57
$6.17
$6.05
$4.94
$4.66
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$6.90
$5.30
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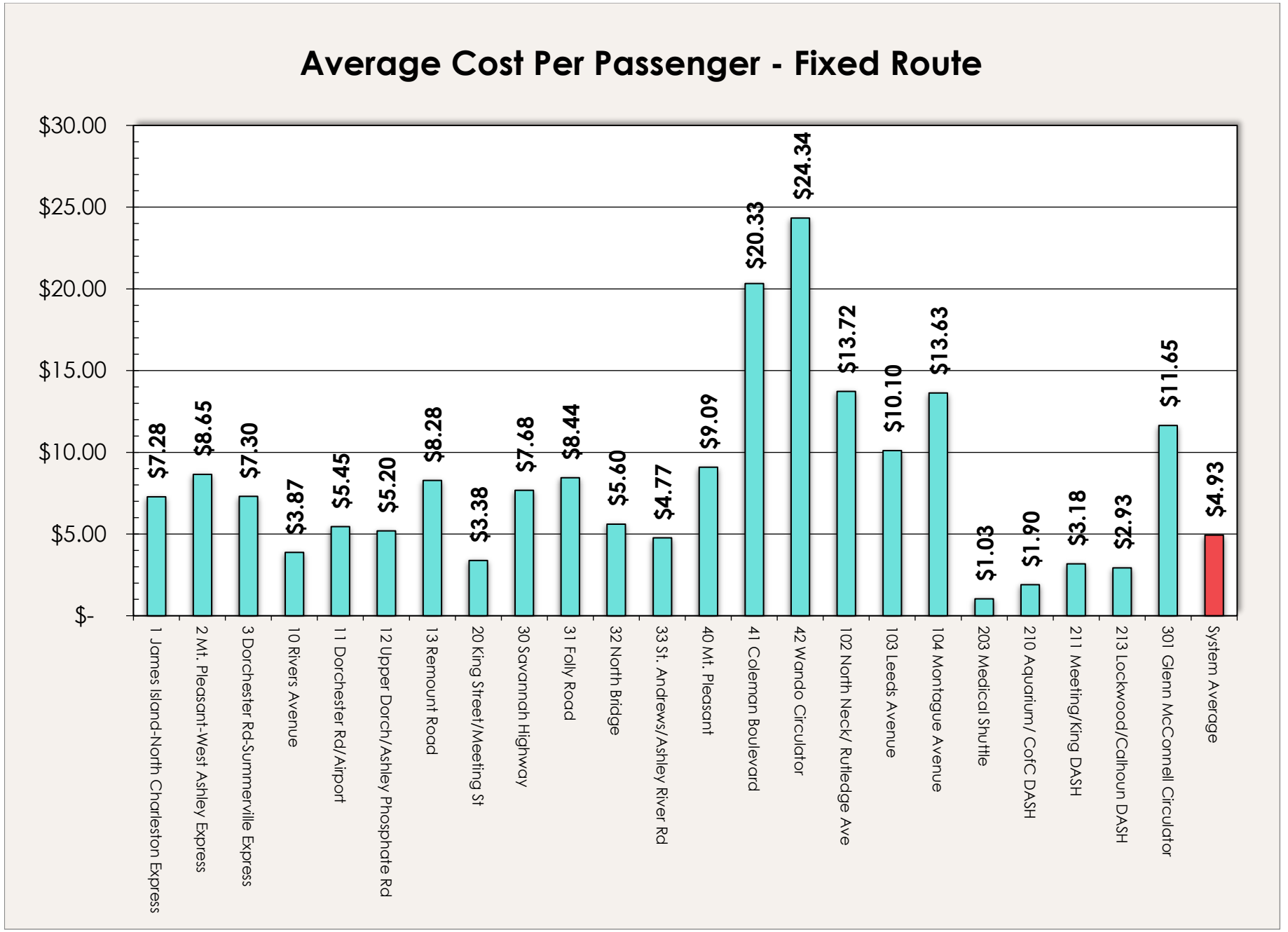
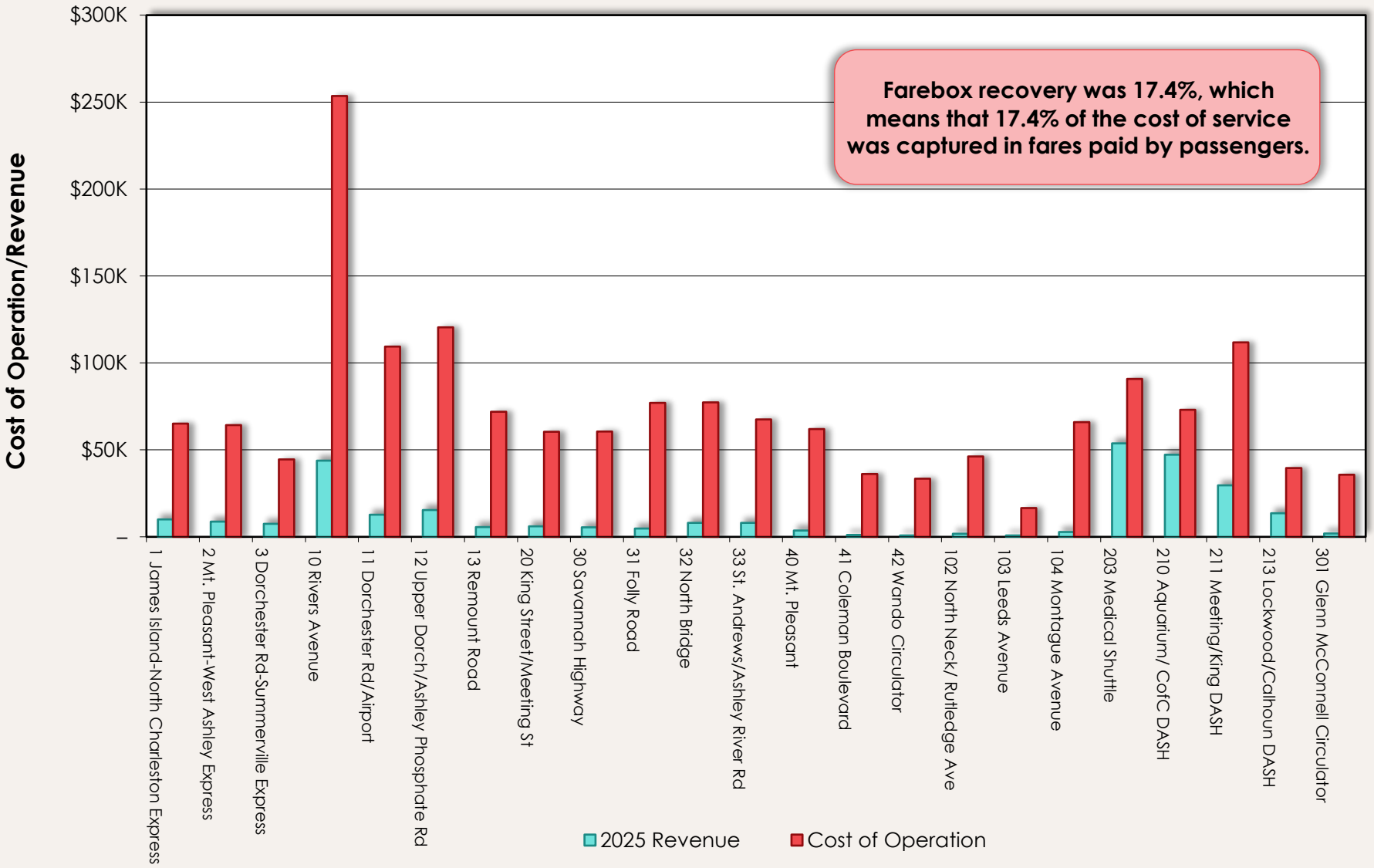
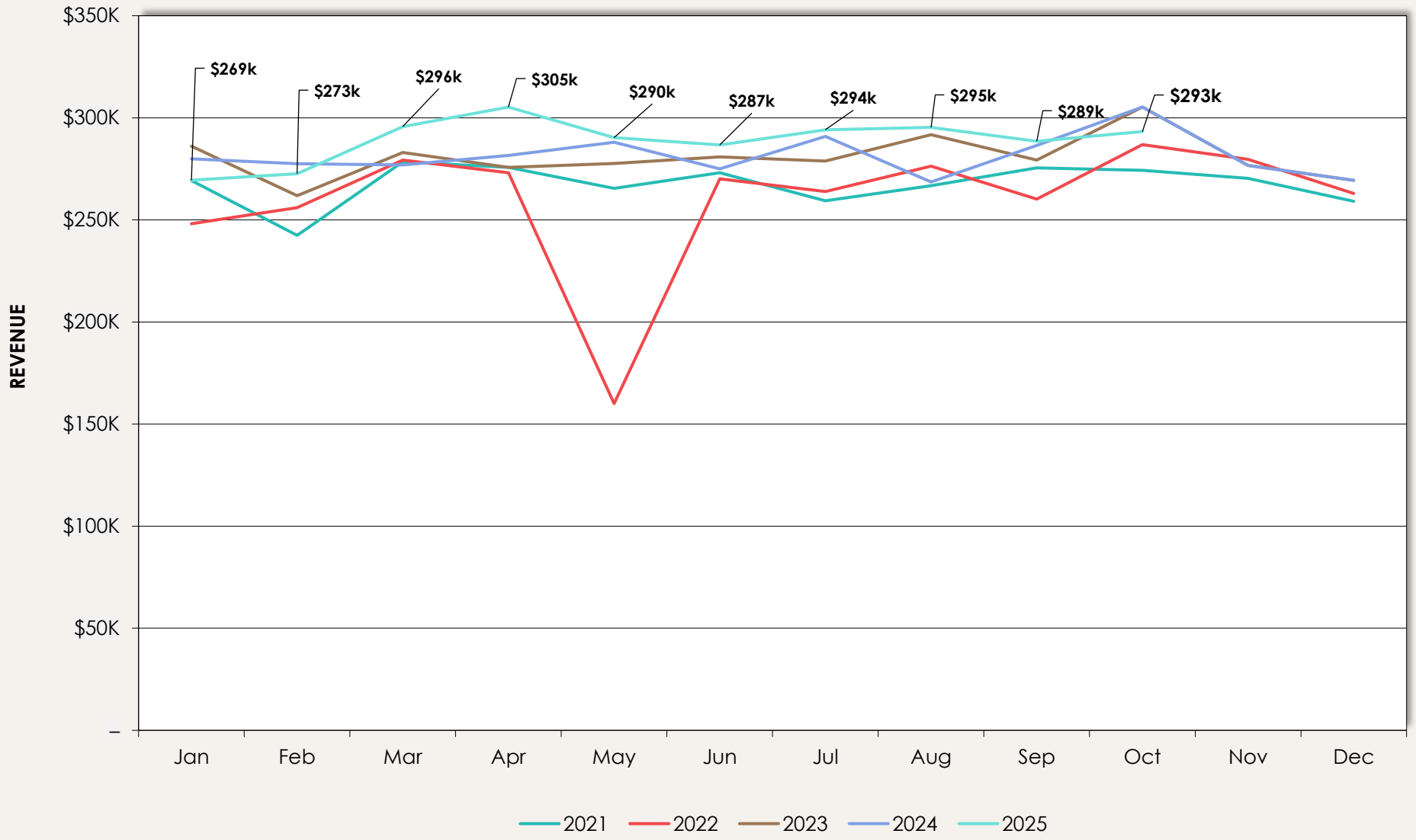
$4.93
2021
2022
2023
2024
2025


Average Cost Per Passenger - Fixed Route
$30.00
$25.00
$20.00
$15.00
$10.00
$5.00
$-
$7.28
$8.65
$7.30
$3.87
$5.45
$5.20
$8.28
$3.38
$7.68
$8.44
$5.60
$4.77
$9.09
$20.33
$24.34
$13.72
$10.10
$13.63
$1.03
$1.90
$3.18
$2.93
$11.65
$4.93
1 James Island-North Charleston Express
2 Mt. Pleasant-West Ashley Express
3 Dorchester Rd-Summerville Express
10 Rivers Avenue
11 Dorchester Rd/Airport
12 Upper Dorch/Ashley Phosphate Rd
13 Remount Road
20 King Street/Meeting St
30 Savannah Highway
31 Folly Road
32 North Bridge
33 St. Andrews/Ashley River Rd
40 Mt. Pleasant
41 Coleman Boulevard
42 Wando Circulator
102 North Neck/ Rutledge Ave
103 Leeds Avenue
104 Montague Avenue
203 Medical Shuttle
210 Aquarium/ CofC DASH
211 Meeting/King DASH
213 Lockwood/Calhoun DASH
301 Glenn McConnell Circulator
System Average

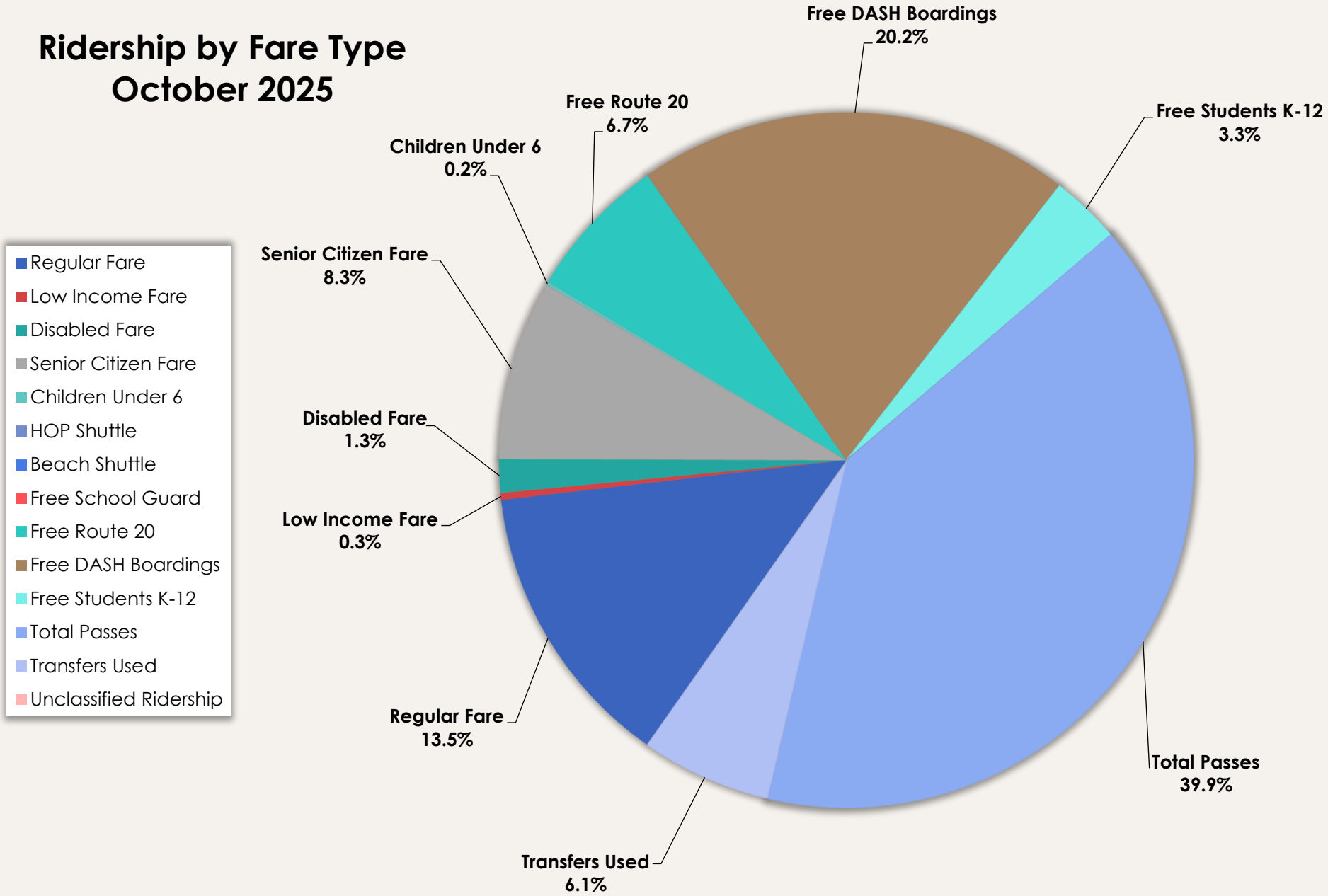
Revenue & Cost by Route
October 2025



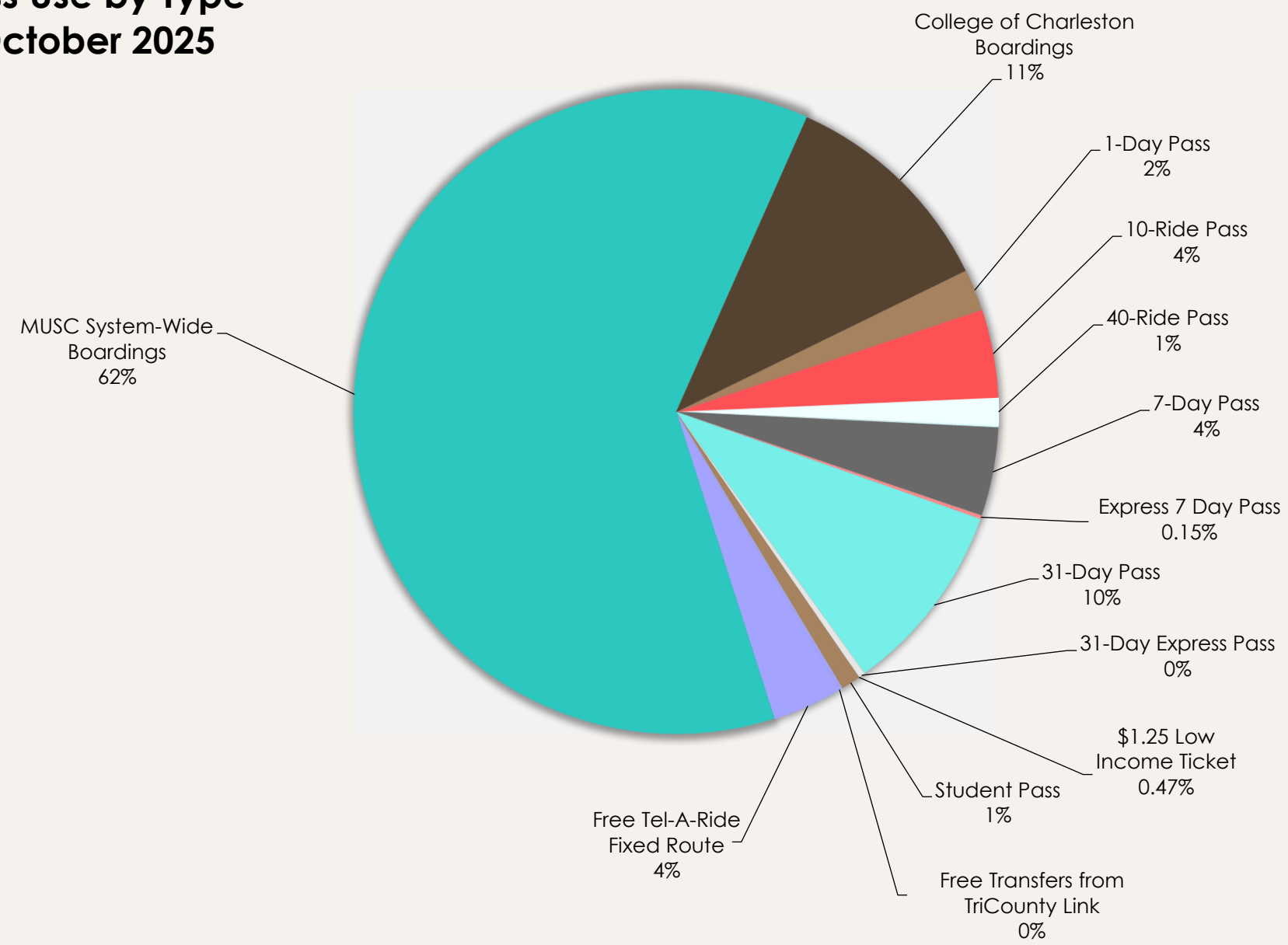
Revenue - Fixed Route



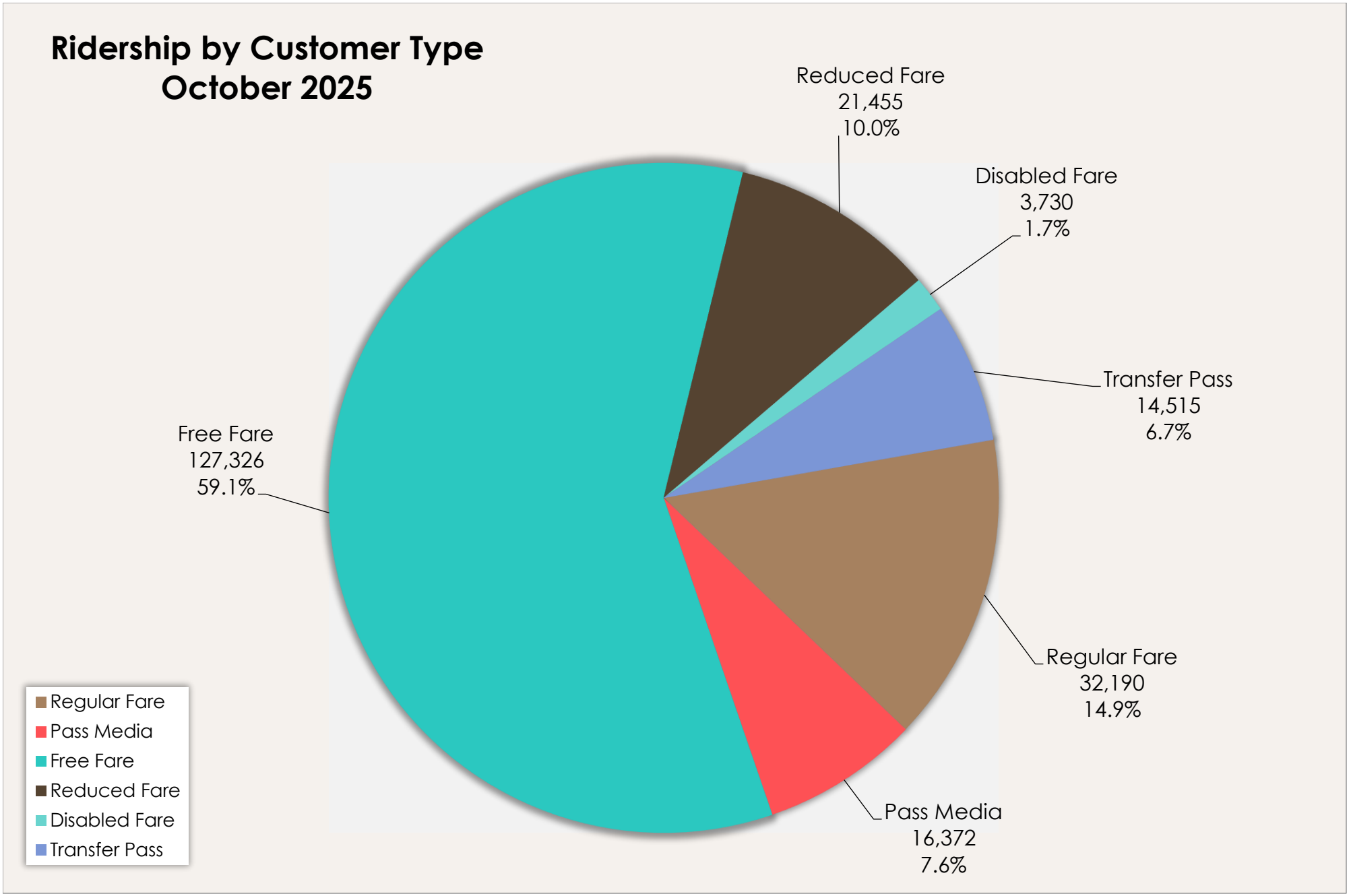
Ridership by Fare Type
October 2025



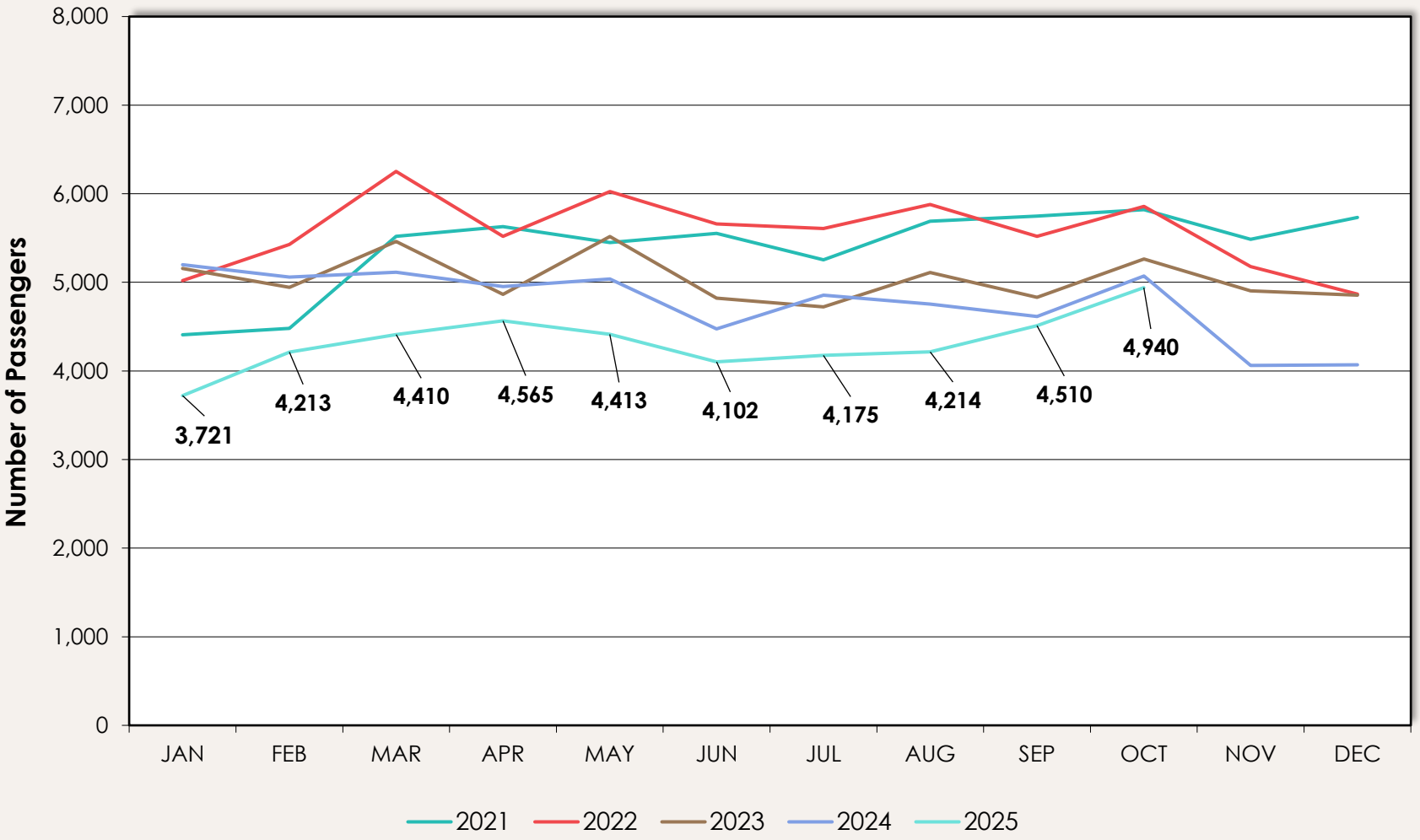
Pass Use by Type
October 2025

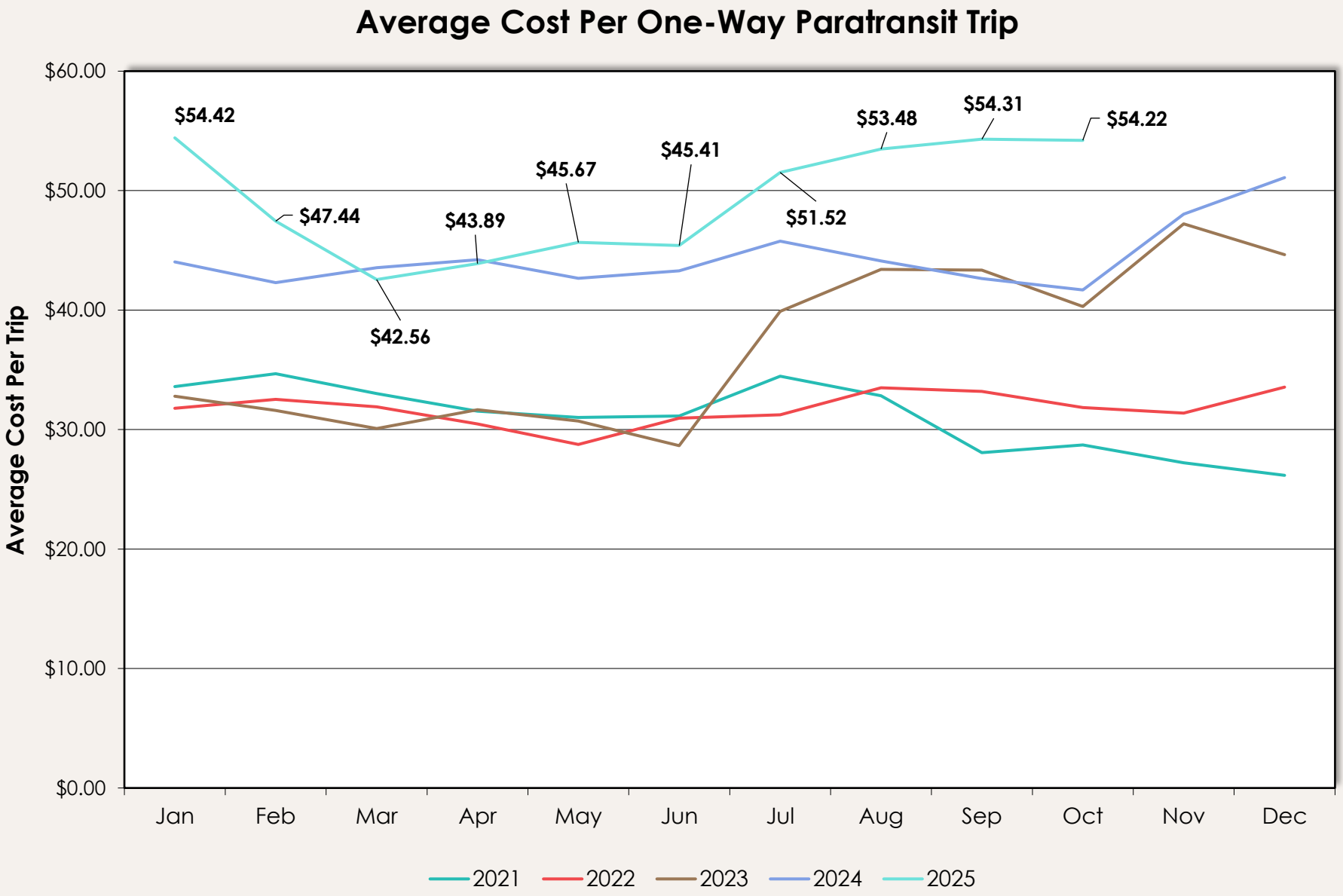


Ridership by Customer Type
October 2025



Ridership – Tel-A-Ride



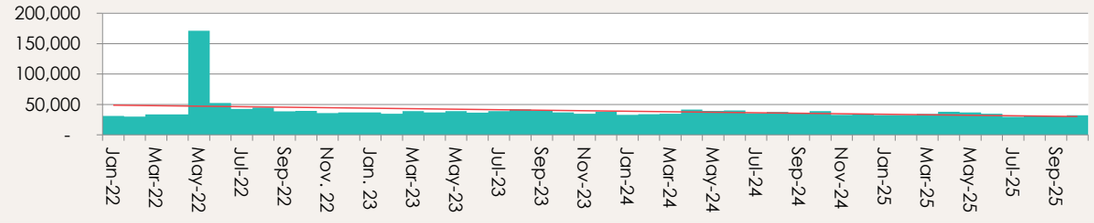

Average Cost Per One-Way Paratransit Trip
$60.00
$50.00
$40.00
$30.00
$20.00
$10.00
$0.00
Average Cost Per Trip
$54.42
$47.44
$42.56
$43.89
$45.67
$45.41
$51.52
$53.48
$54.31
$54.22
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
2021
2022
2023
2024
2025

Ridership Classification for October 2025

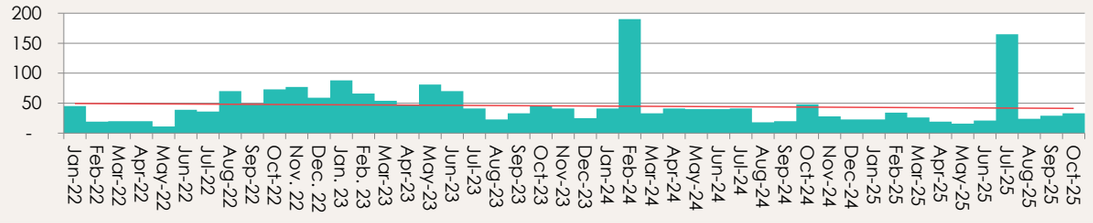
Type of Fare		
Regular Fare	32,190	11.42%
Low Income Fare	791	0.28%
Disabled Fare	3,730	1.32%
Senior Citizen Fare	19,965	7.09%
Children Under 6	369	0.13%
HOP Shuttle	0	0.00%
Beach Shuttle	0	0.00%
Free School Guard	33	0.01%
Free Route 20	16,068	5.70%
Free DASH Boardings	48,302	17.14%
Free Students K-12	7,803	2.77%
Subtotal	171,805	60.97%
Type of Pass		
1-Day Pass	1,518	0.54%
10-Ride Pass	3,191	1.13%
40-Ride Pass	964	0.34%
3-Day Pass	66	0.02%
7-Day Pass	3,187	1.13%
7-Day Express Pass	140	0.05%
31-Day Pass	6,949	2.47%
31-Day Express Pass	243	0.09%
$1.25 Low Income Ticket	0	0.00%
Student Pass	699	0.25%
1-Ride Courtesy Pass	4	0.00%
1-Ride Pass	114	0.04%
Free Transfers from TriCounty Link	0	0.00%
Free Tel-A-Ride Fixed Route	2,530	0.90%
MUSC System-Wide Boardings	44,223	15.69%
College of Charleston Boardings	7,994	2.84%
Total Passes	95,468	33.88%
Transfers		
Issued	23,762	
Transfers Used	14,515	5.15%
Wheelchair Count	359	
Unclassified Ridership	0	0.00%
Total Ridership	281,788	100.00%

Classification History

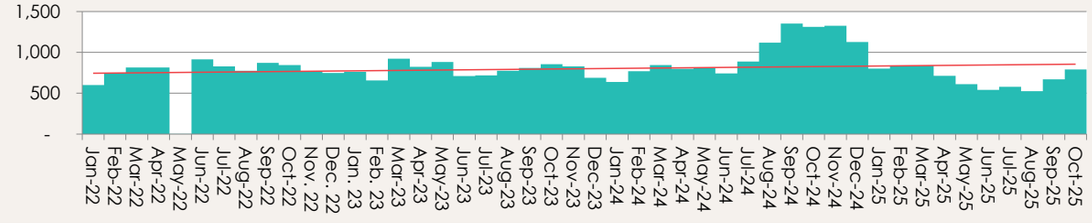
Regular Fare



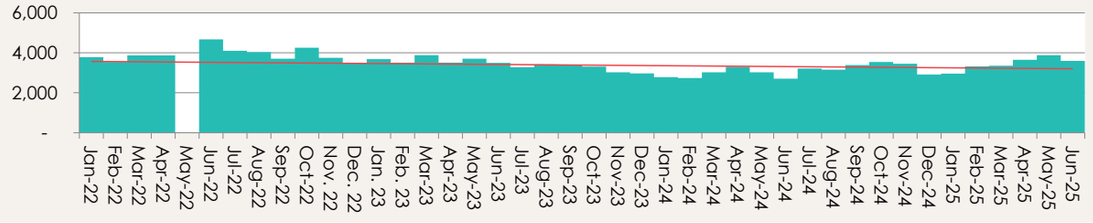
Free School Guard



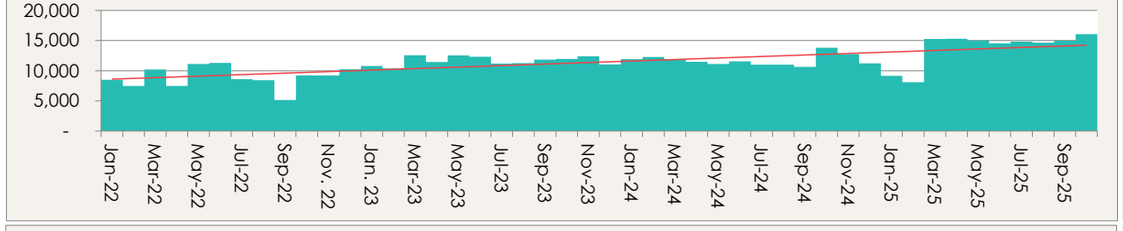
Low-Income Fare



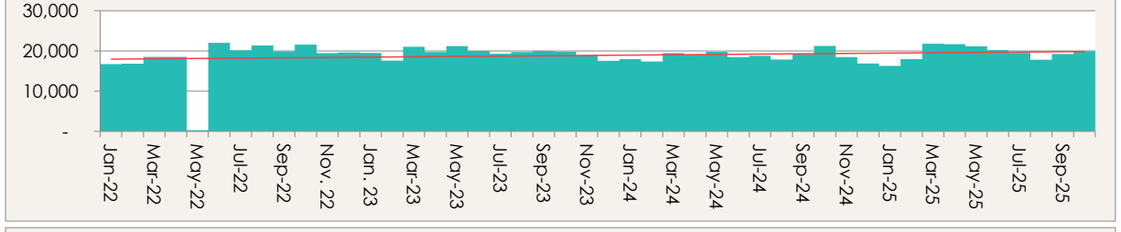
Disabled Fare



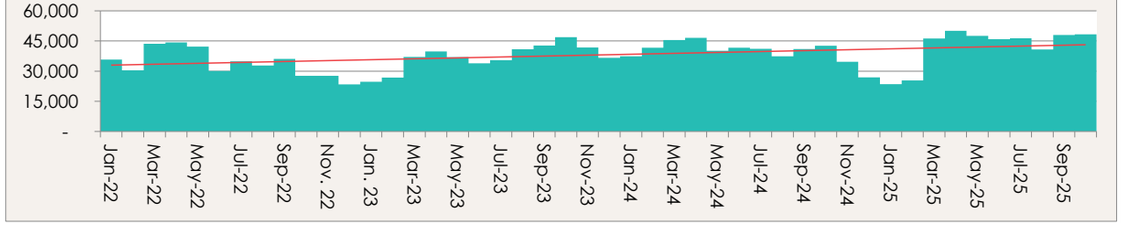
Free Route 20



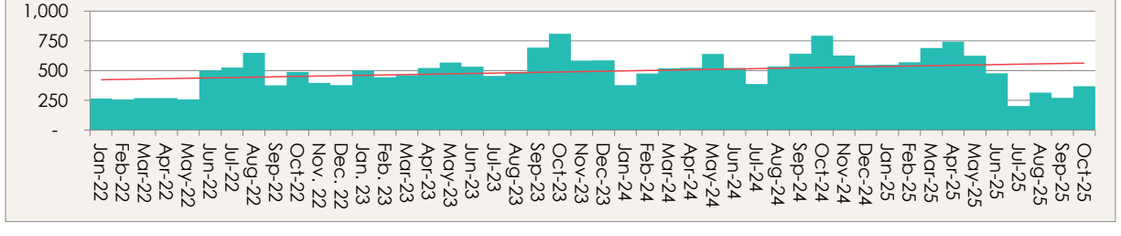
Senior Citizen Fare



Free DASH Boardings

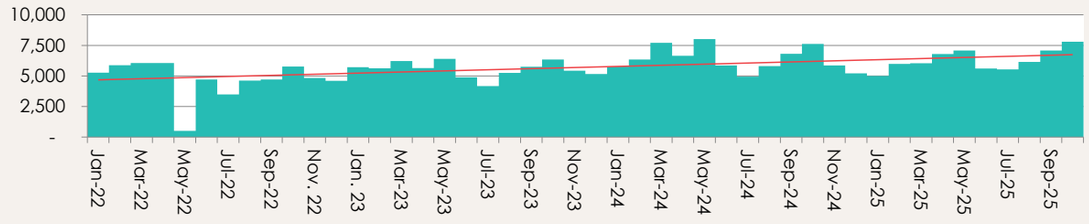


Children Under Age 6

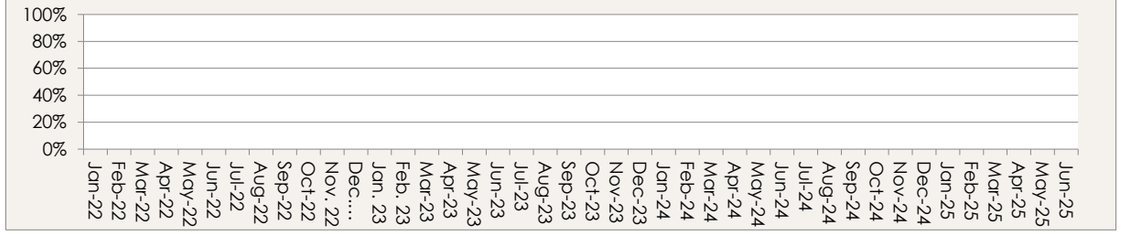


Classification History

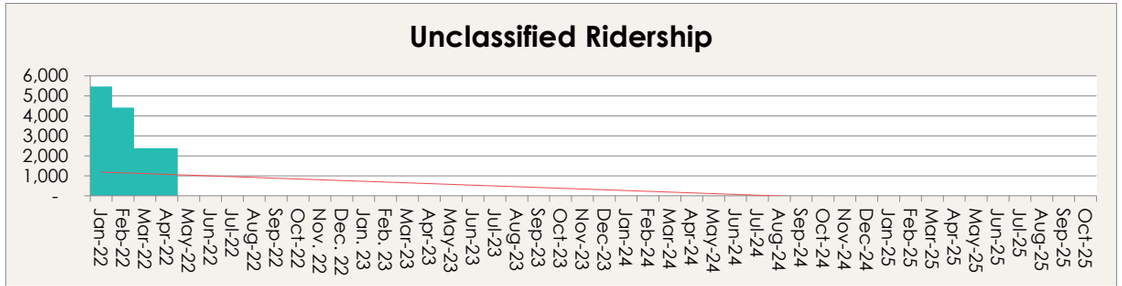
Free Students K-12



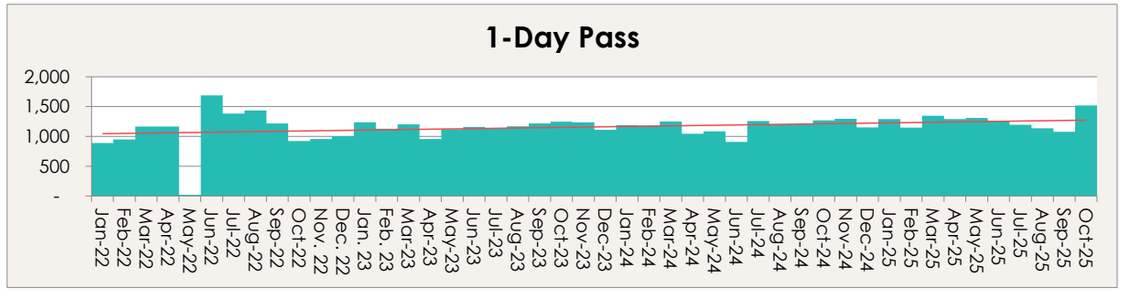
Free Rides for Seniors / Free Rides for Voters & Veterans



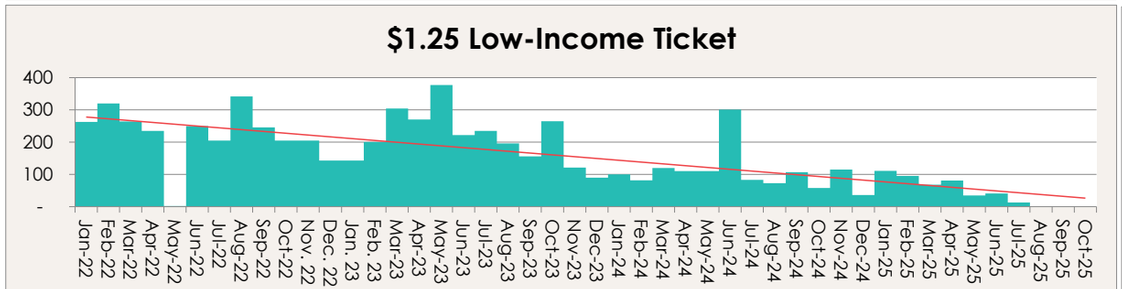
Unclassified Ridership



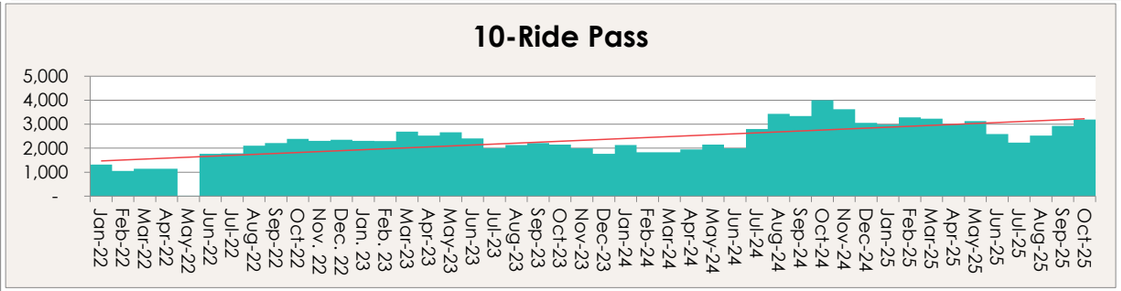
1-Day Pass



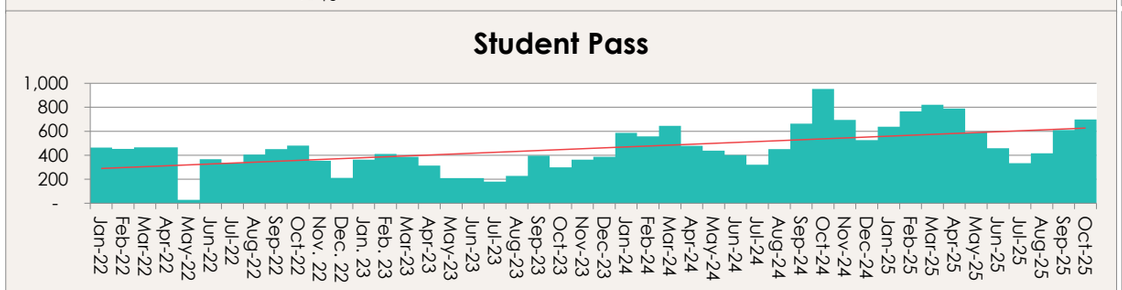
$1.25 Low-Income Ticket



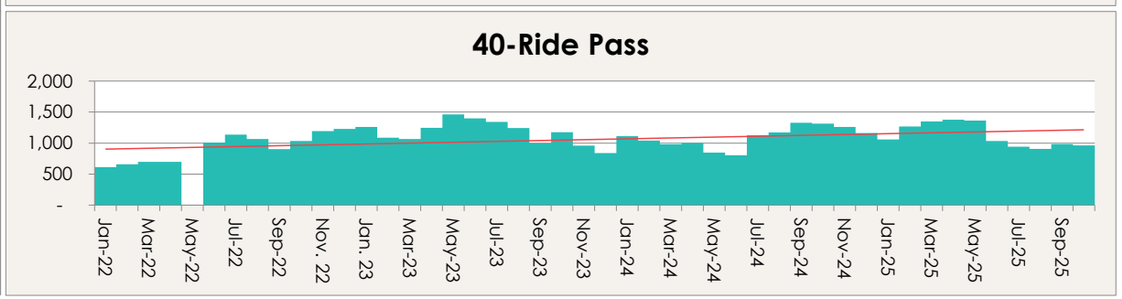
10-Ride Pass



Student Pass

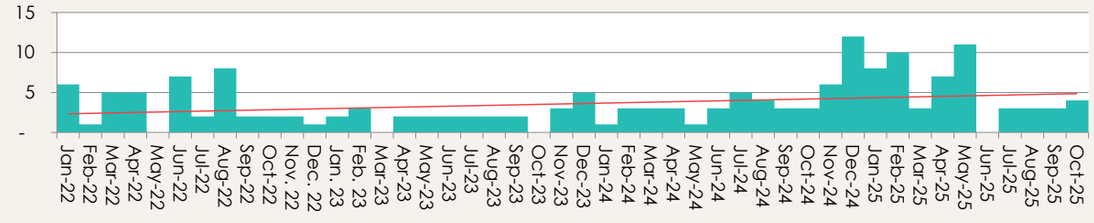


40-Ride Pass

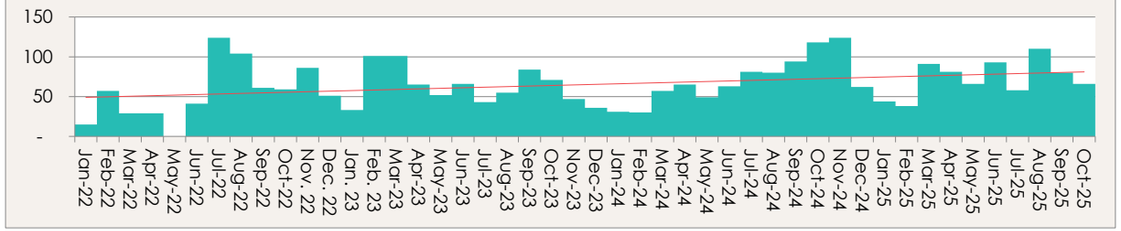


Classification History

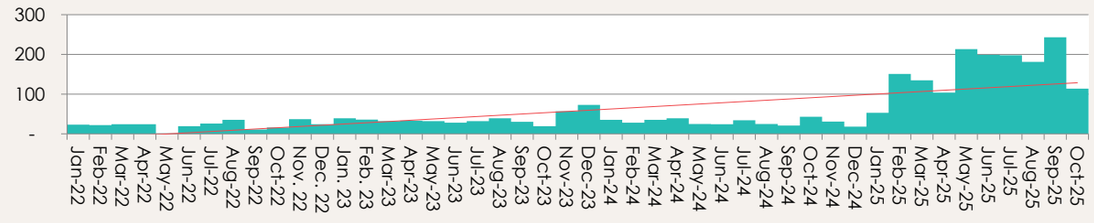
1-Ride Courtesy Pass



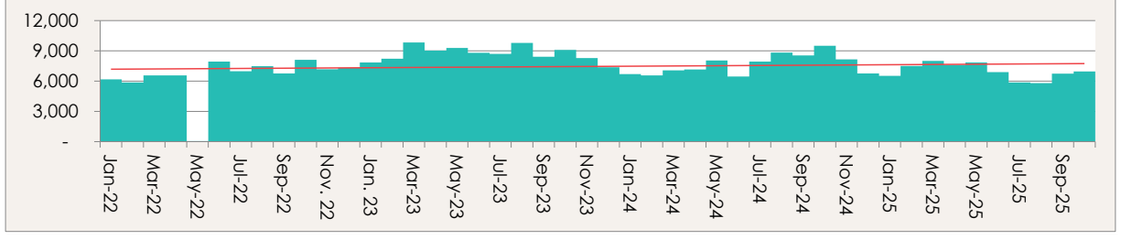
3-Day Pass



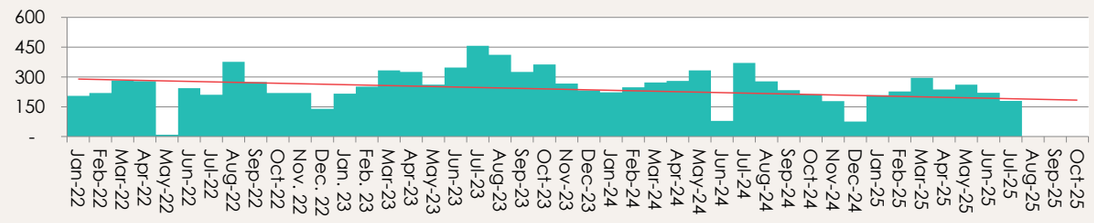
1-Ride Pass



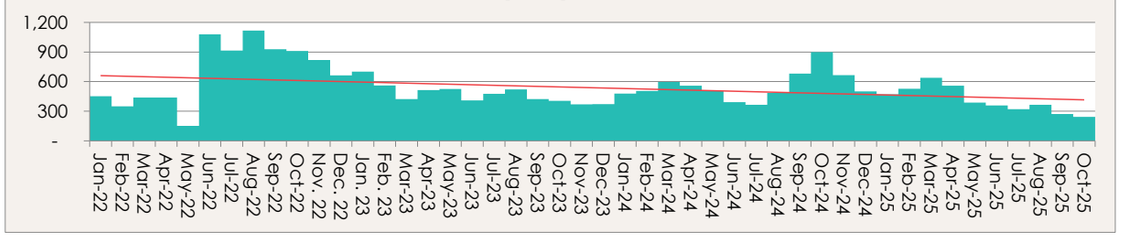
31-Day Pass



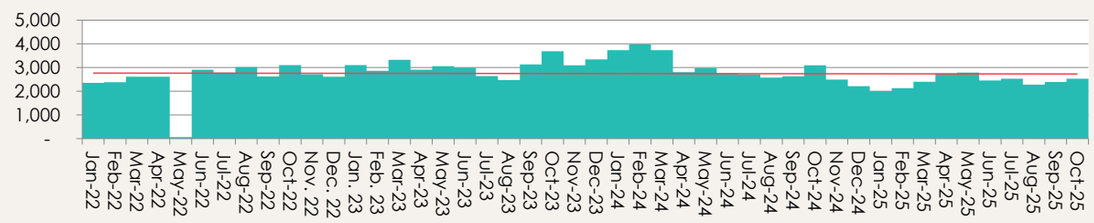
Free Transfers from TriCounty Link



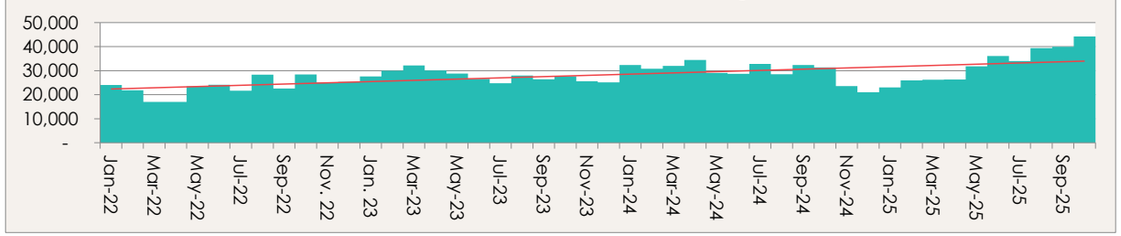
31-Day Express Pass



Free Tel-A-Ride Fixed Route

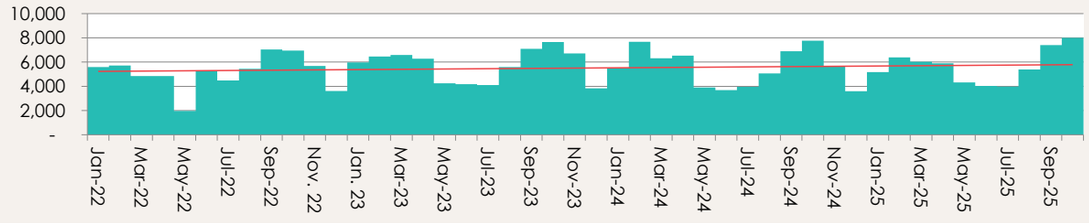


MUSC Systemwide Boardings

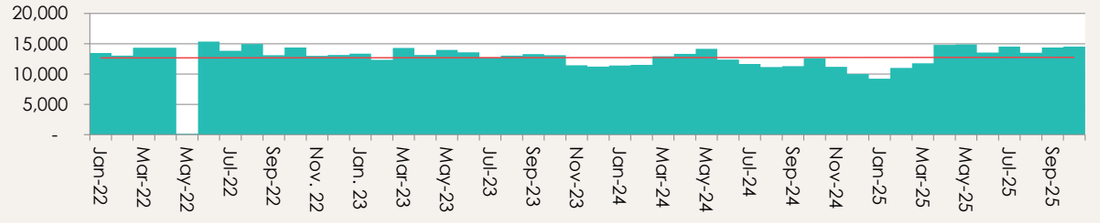


Classification History

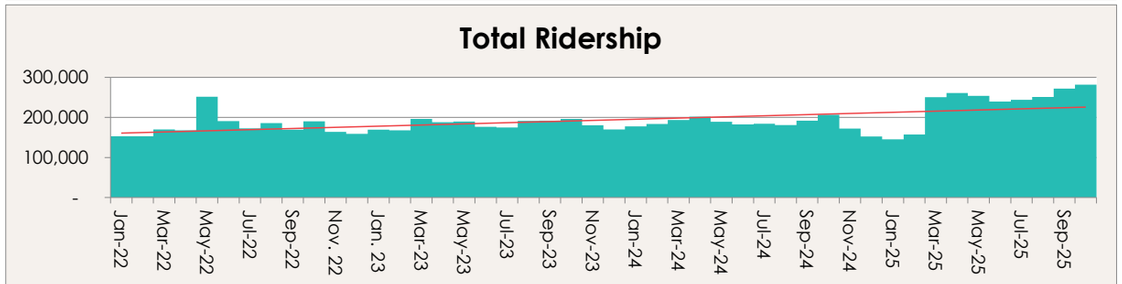
College of Charleston Boardings



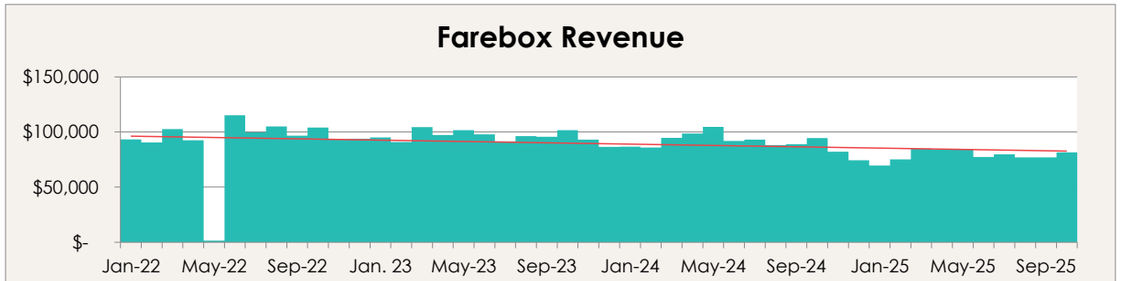
Transfers Used



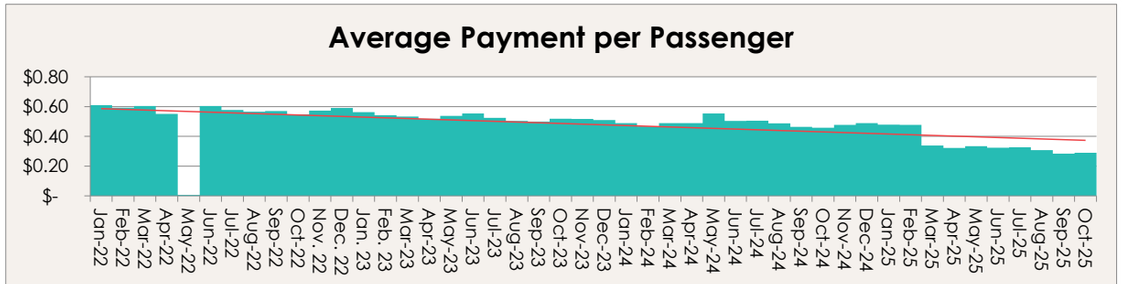
Total Ridership



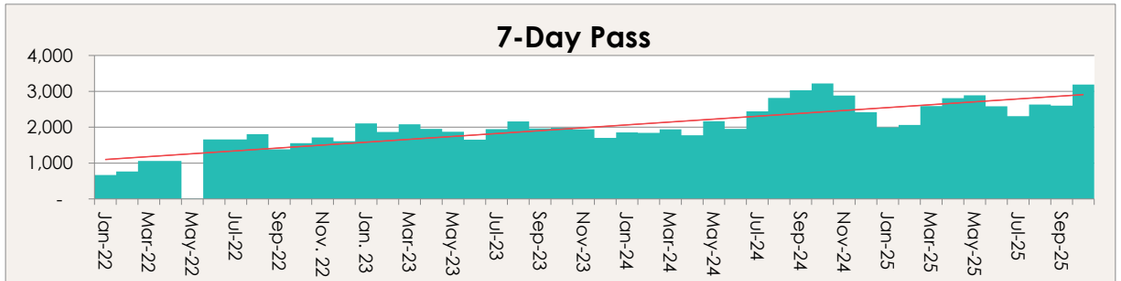
Farebox Revenue



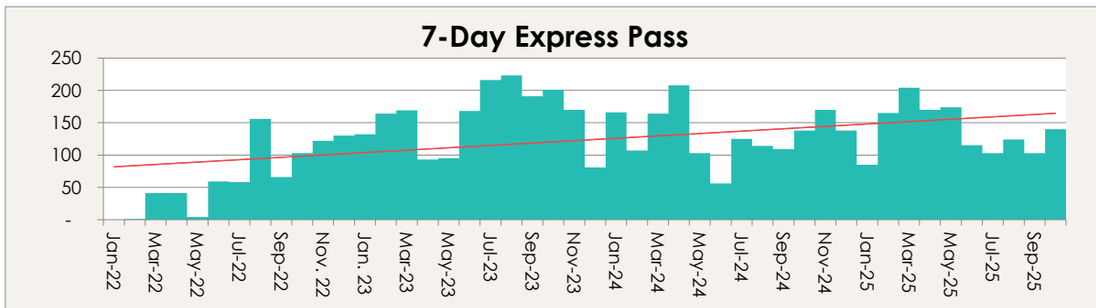
Average Payment per Passenger



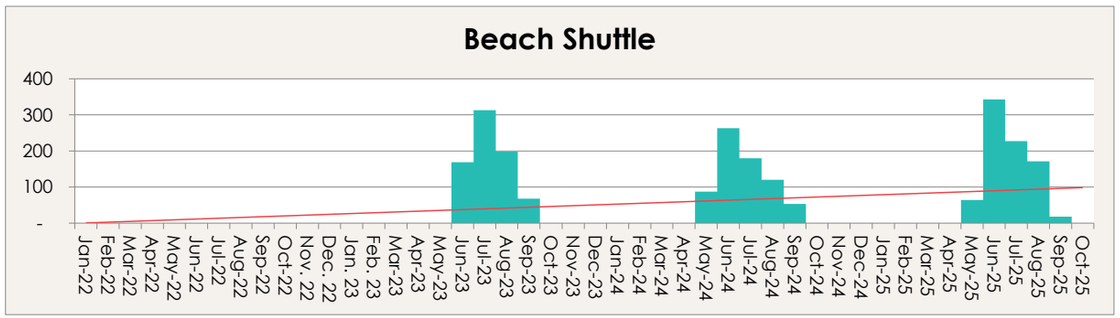
7-Day Pass



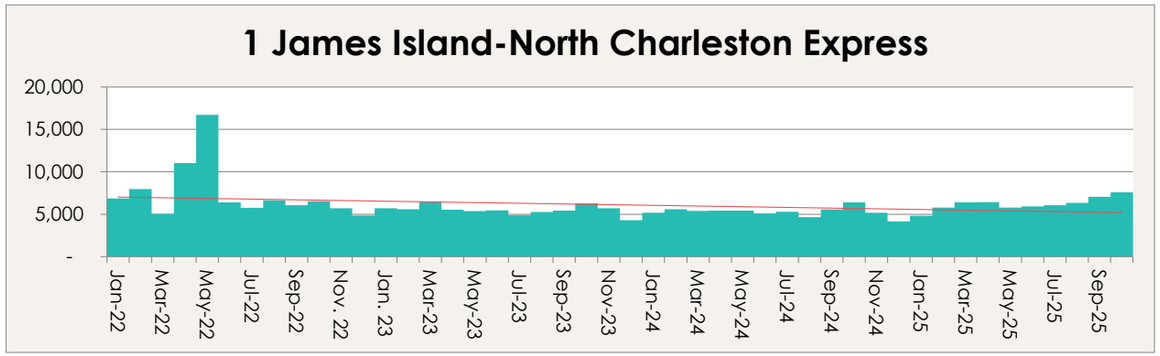
7-Day Express Pass

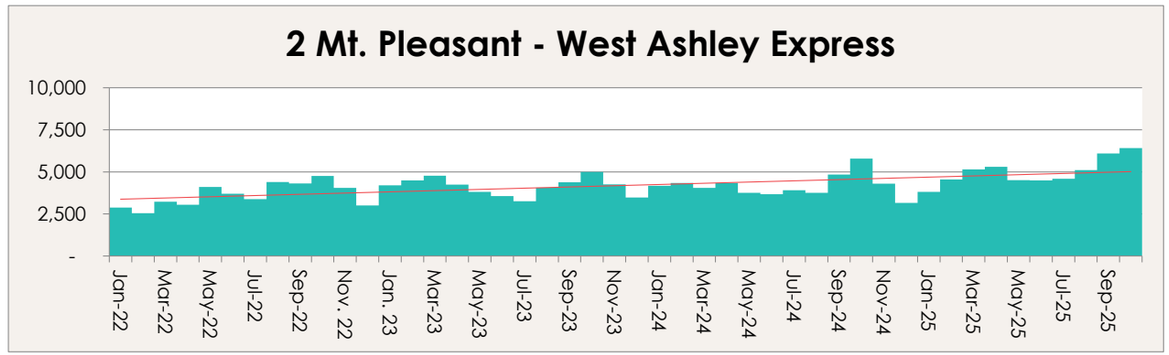


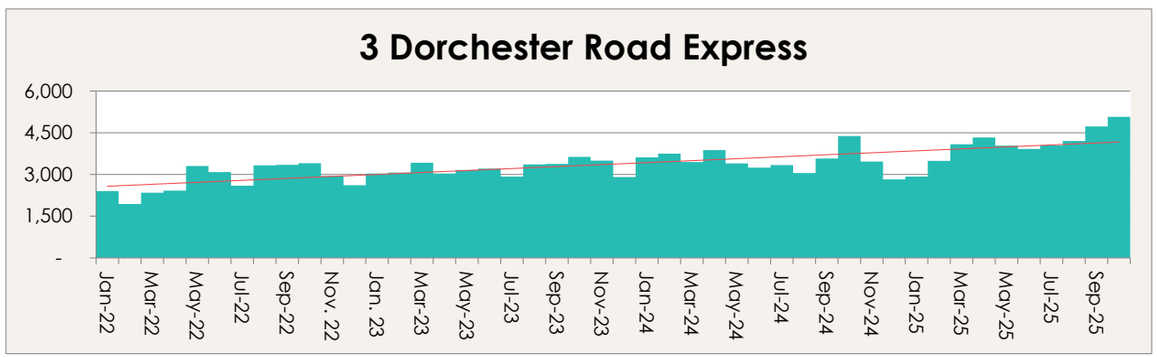
Beach Shuttle

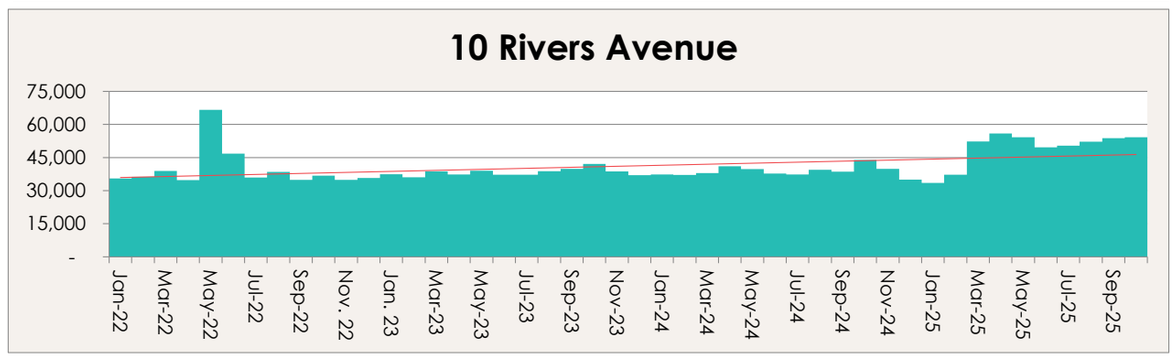


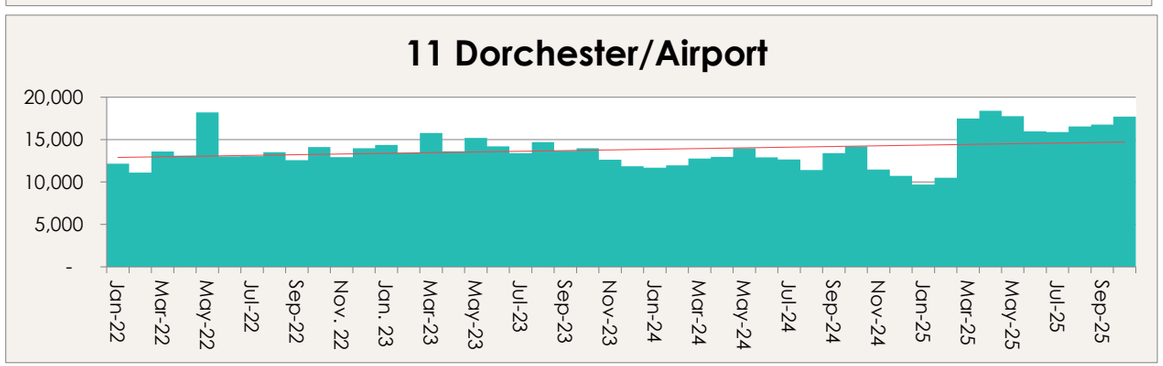
Ridership Trends by Route

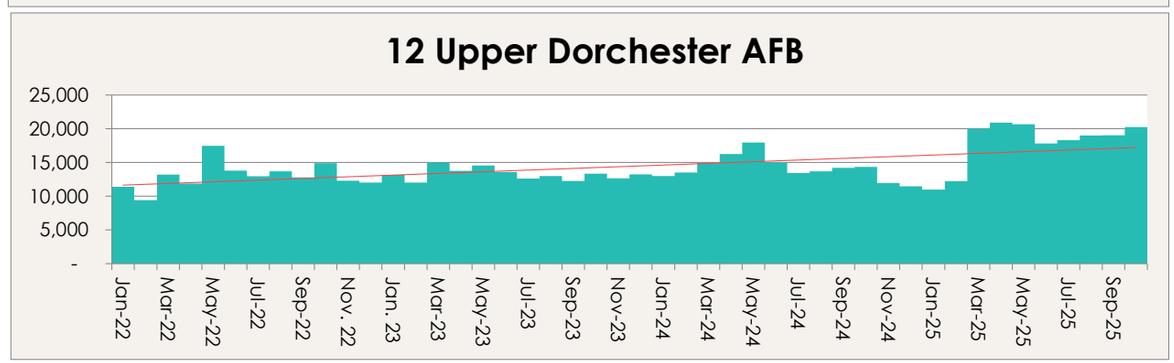




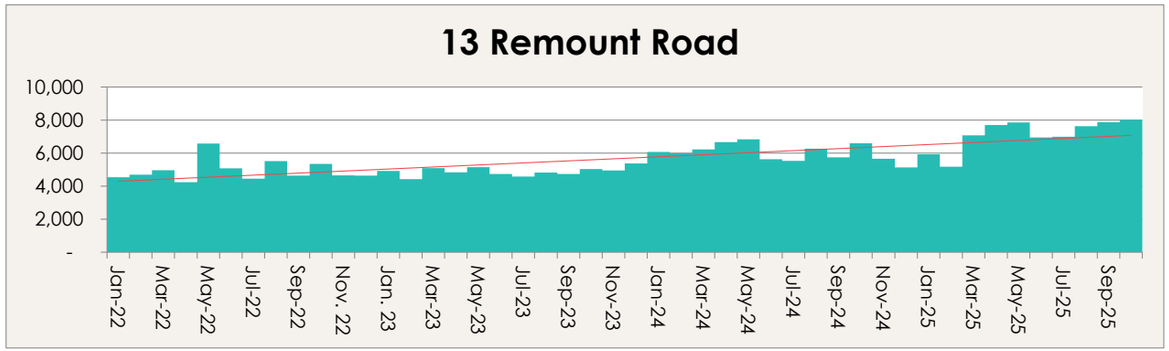


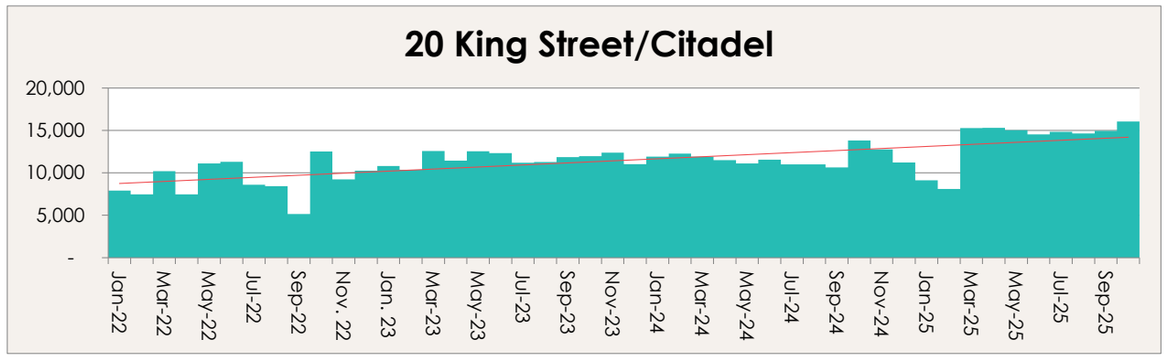


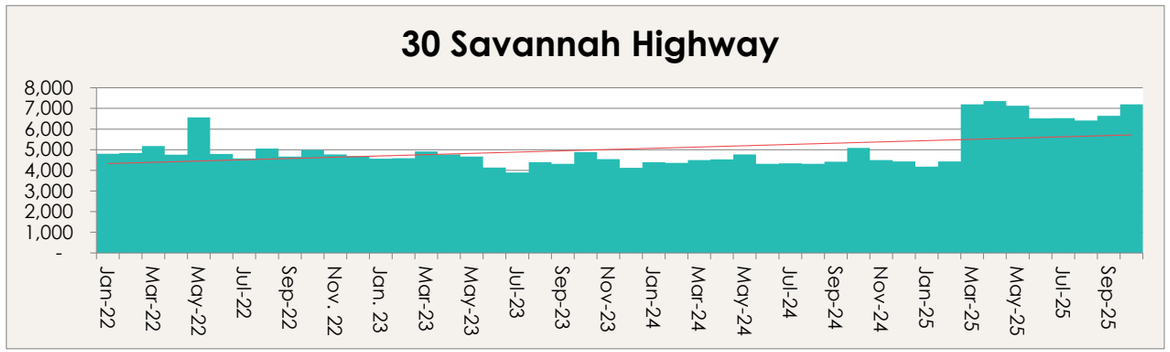


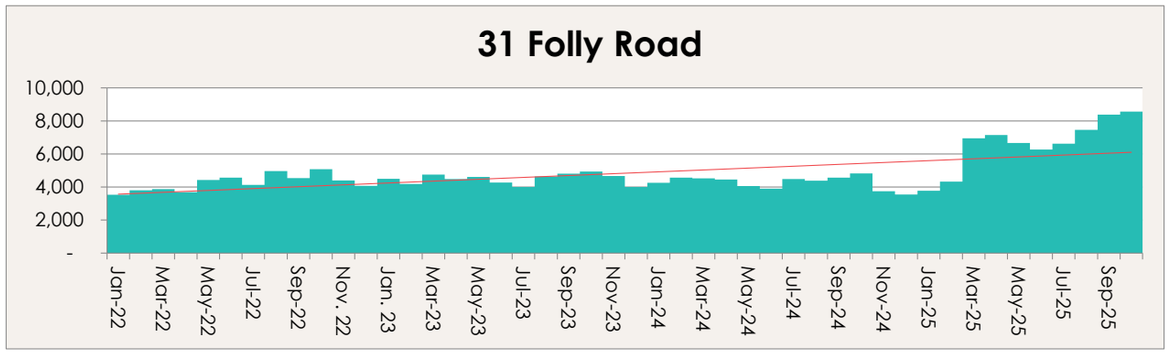


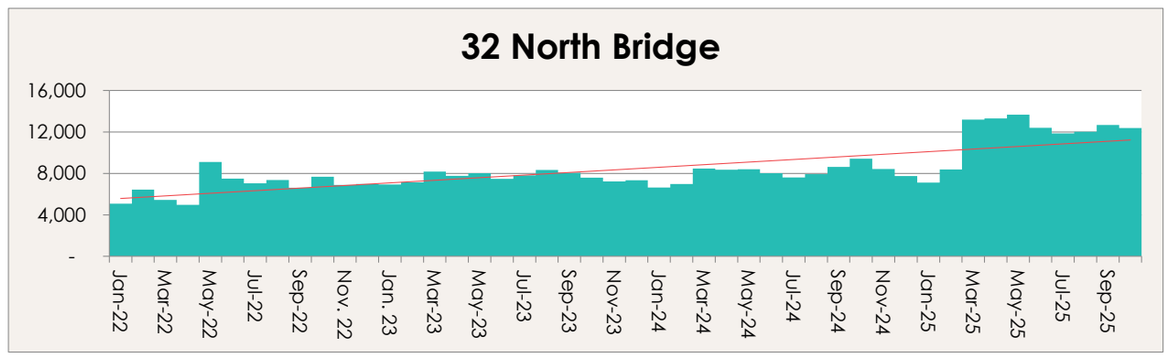
Ridership Trends by Route

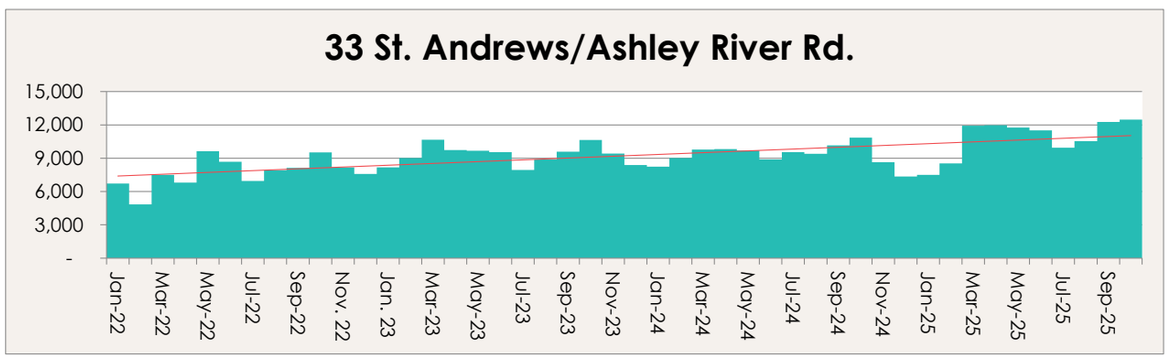




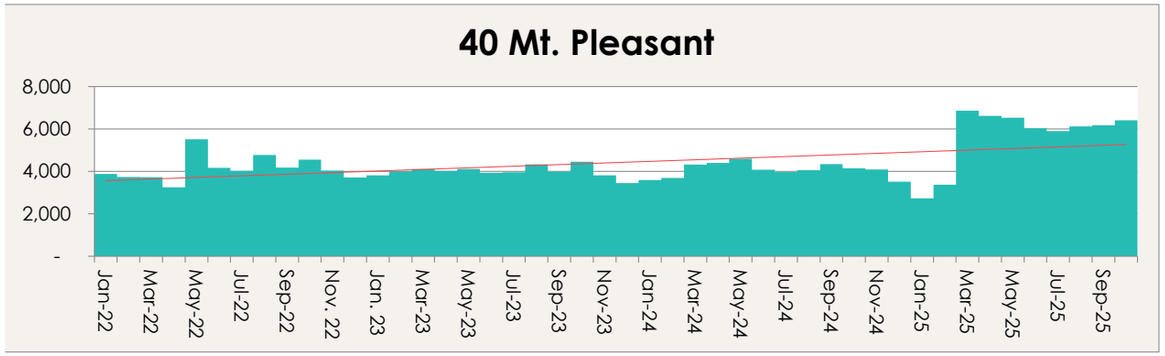


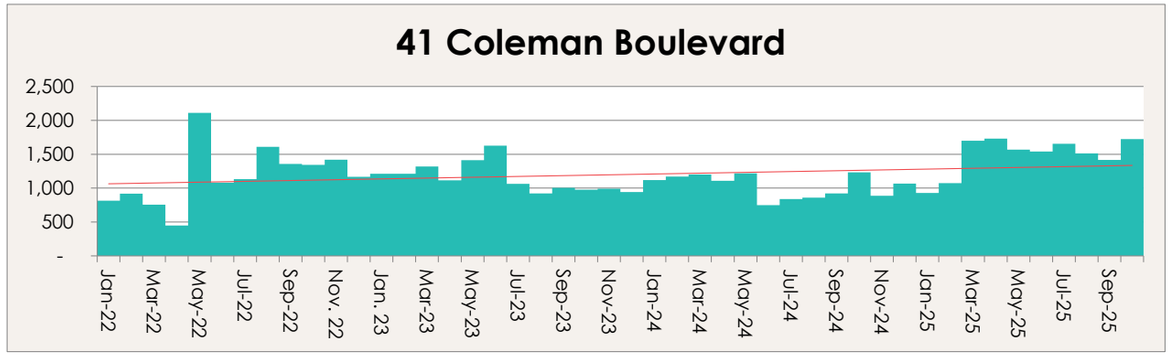


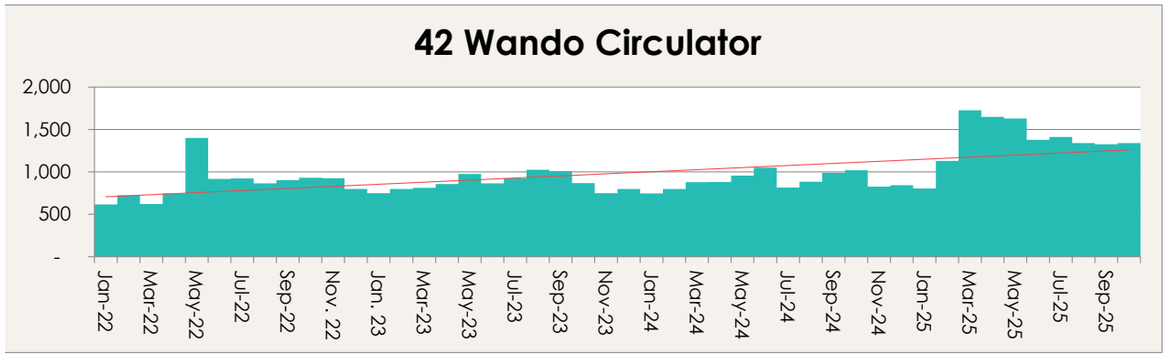


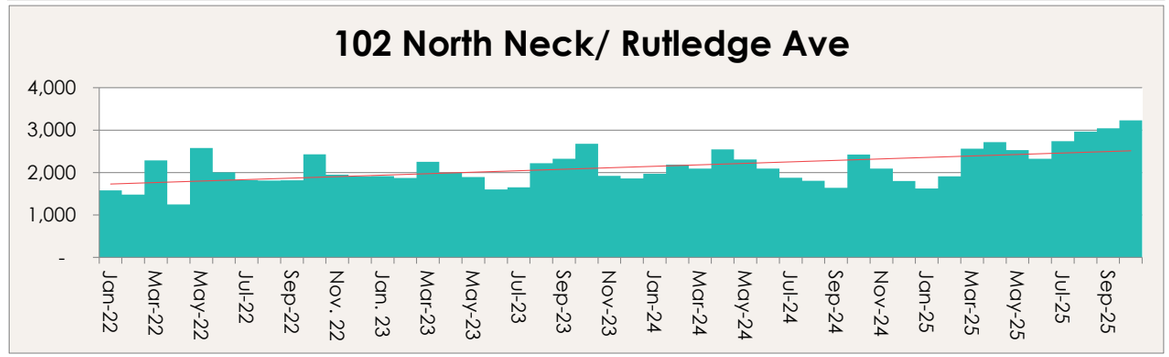


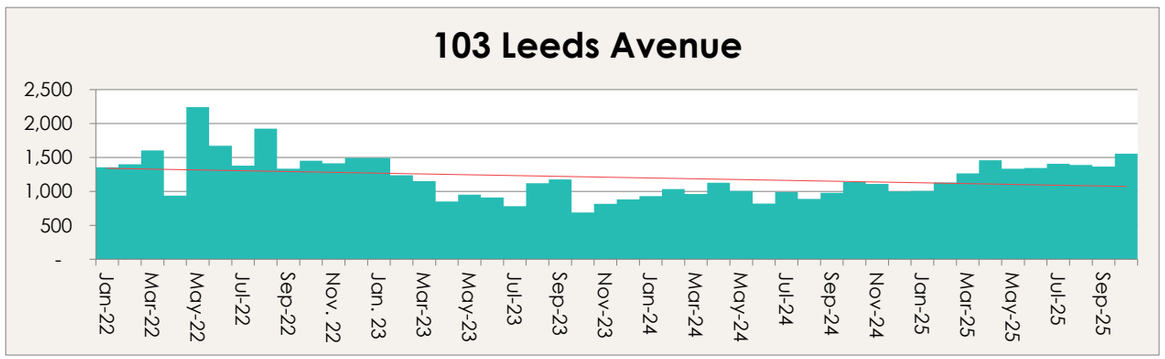
Ridership Trends by Route

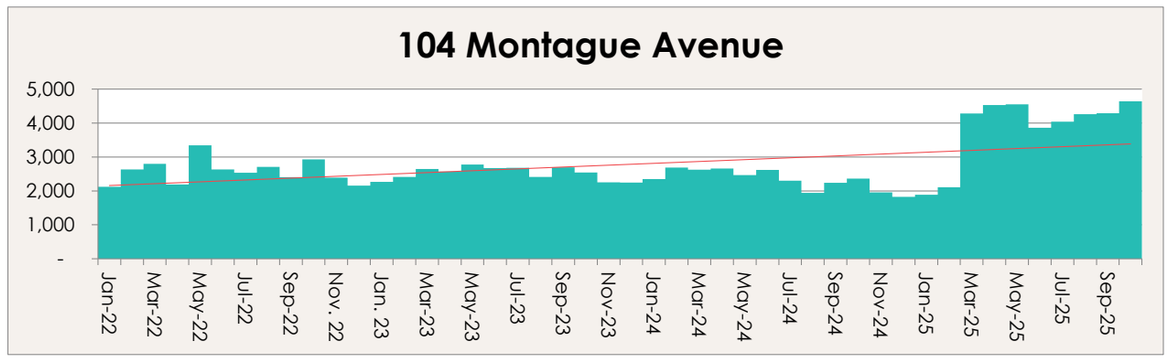






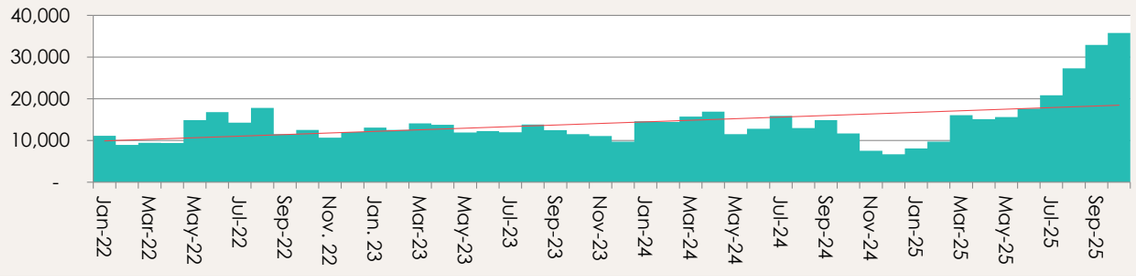




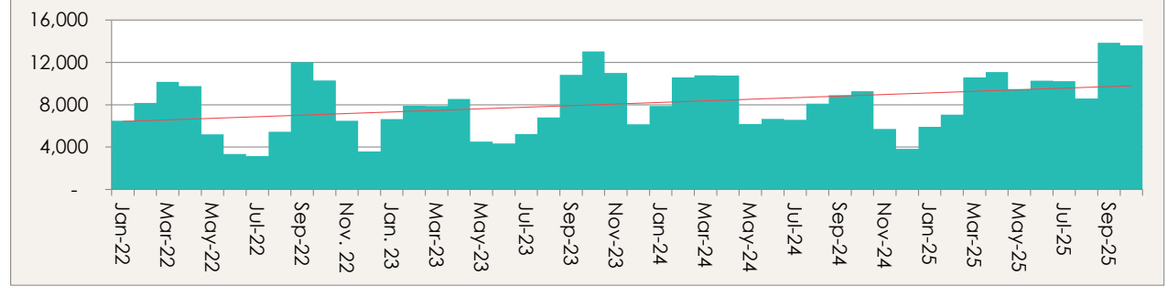


Ridership Trends by Route

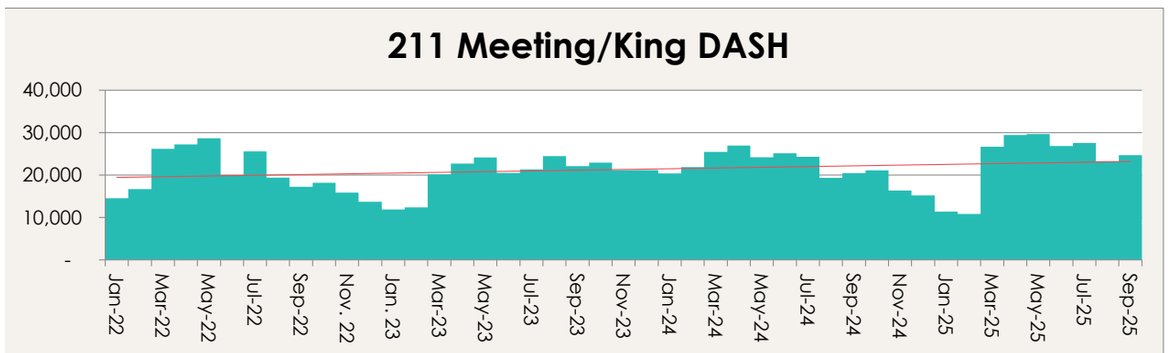
203 Medical University Shuttle



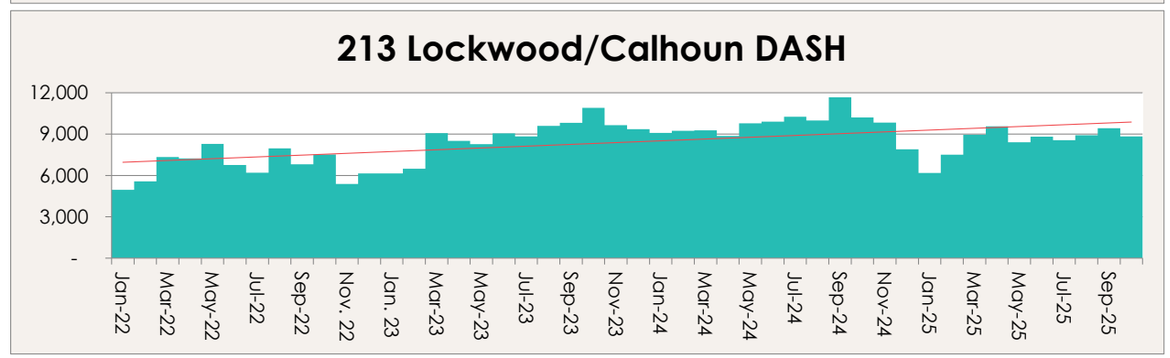
210 Aquarium / CofC DASH



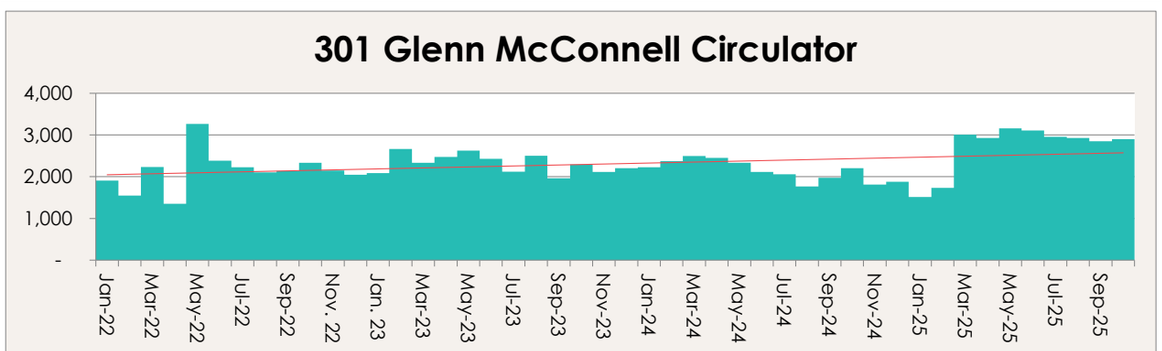
211 Meeting/King DASH



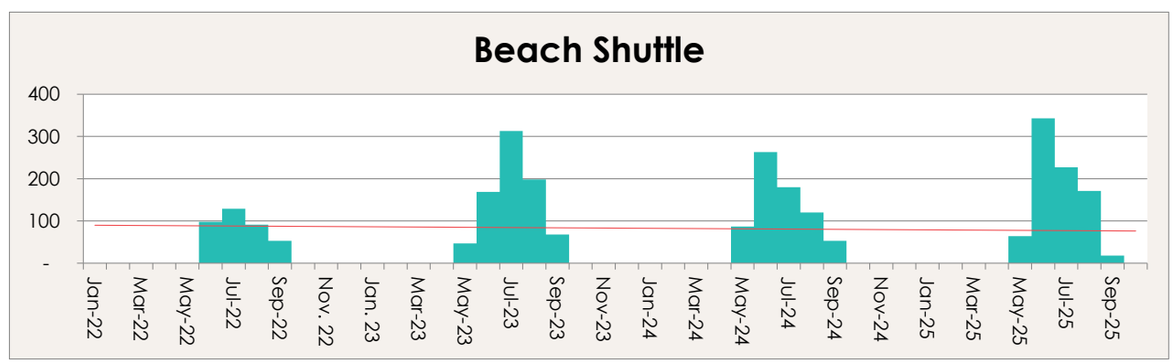
213 Lockwood/Calhoun DASH



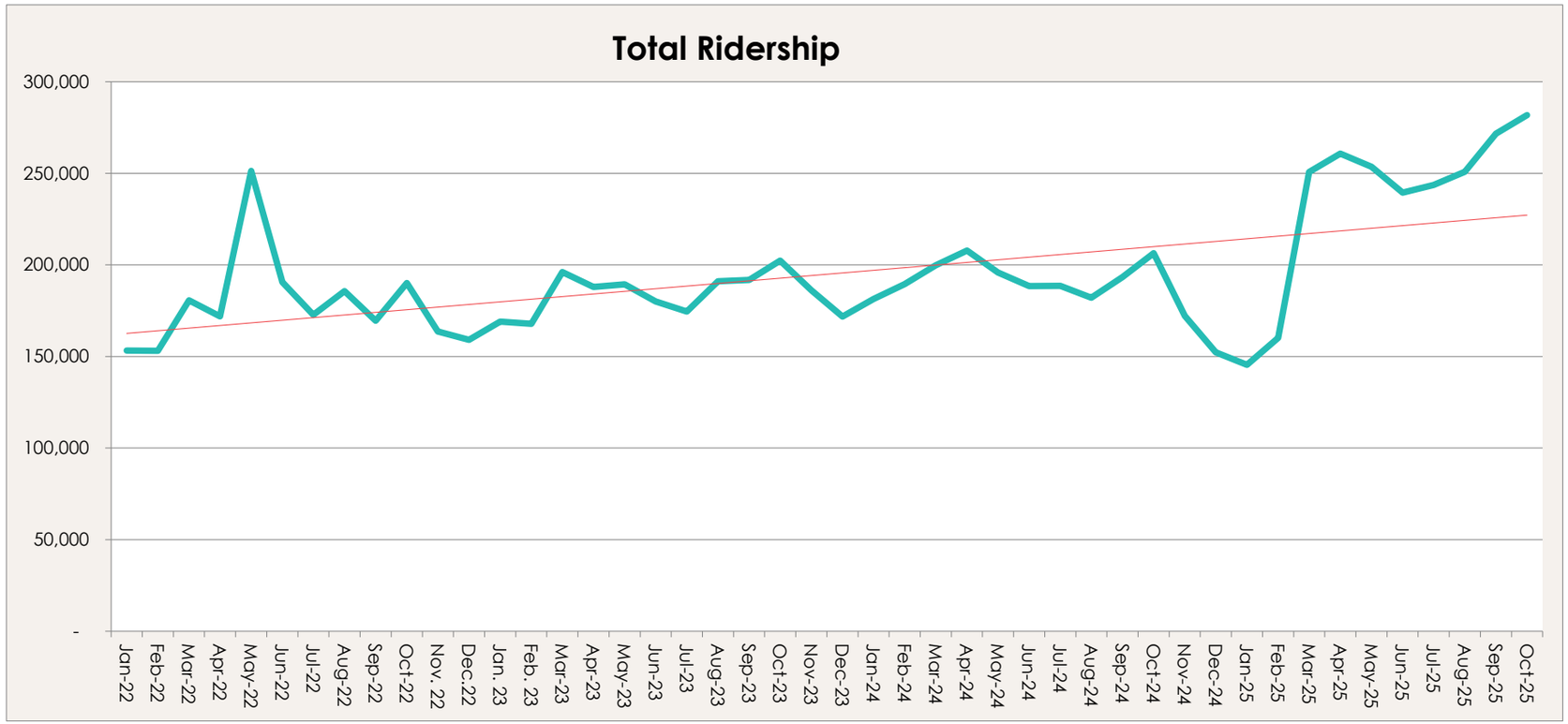
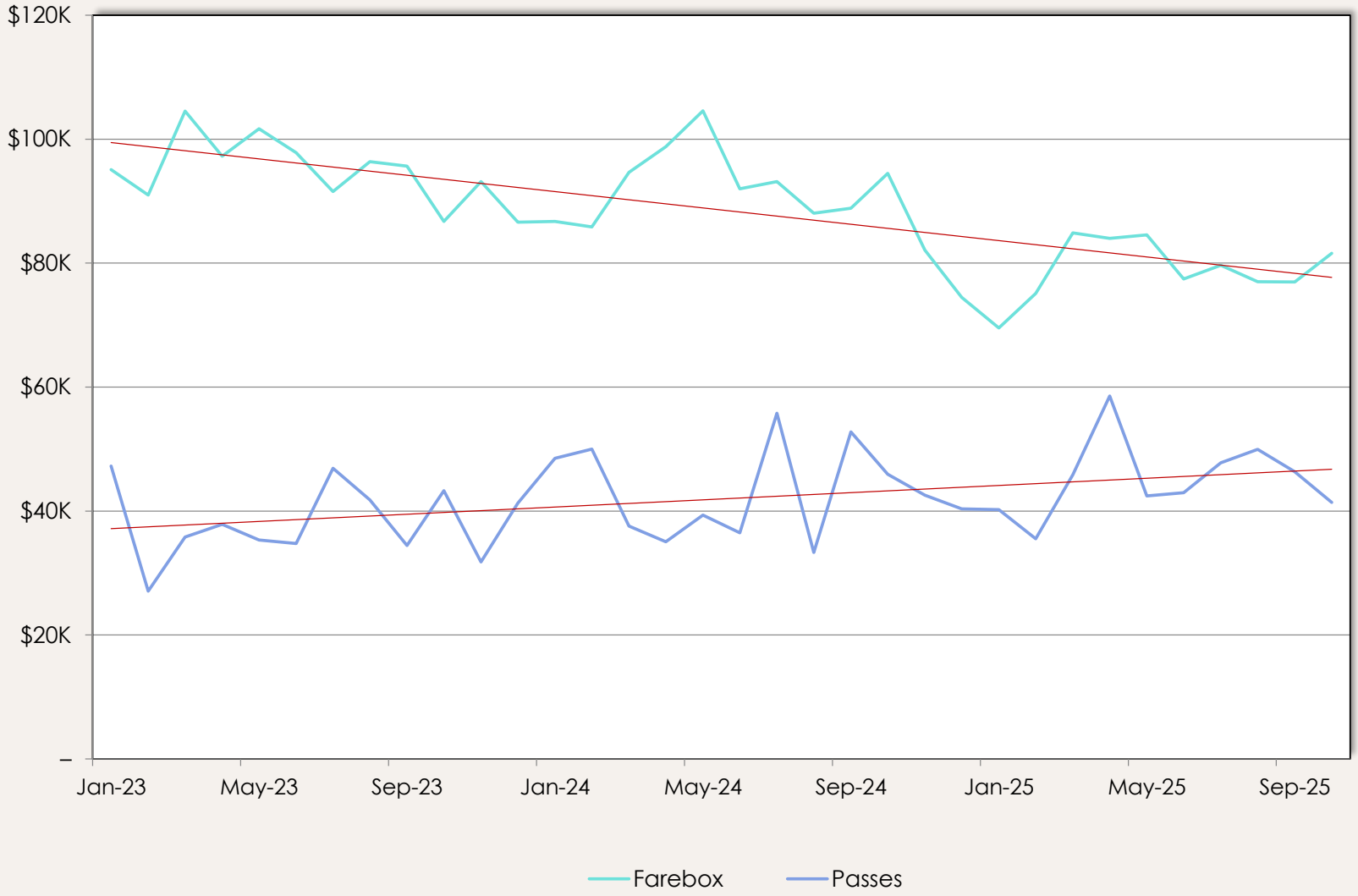
301 Glenn McConnell Circulator



Beach Shuttle



Ridership Trends by Route



Farebox and Pass Revenue History