



Lowcountry Regional Transportation Authority
Bi-Monthly Board of Directors Meeting
Wednesday, May 28, 2025 - 2:30 PM
Palmetto Breeze Facility: 25 Benton Field Road, Bluffton, SC 29910

Agenda

- I. Call to Order – Charles Mitchell, Chairman
- II. Invocation – Barbara Childs
- III. Pledge of Allegiance
- IV. Roll Call of Members and Staff Present
- V. Welcome – Charles Mitchell
 1. Public Forum (limited to 3 minutes per speaker)
- VI. Adoption of the Agenda
- VII. Approval of Minutes
January 29, 2025 LRTA Board Meeting
- VIII. Recognition – Brian Sullivan, Executive Director
 1. Drivers of the Month: **January – Phillip Grace (26 eligible)**
February – Glenda Johnson (21 eligible)
 2. Finance Achievement: **GFOA Certificate of Excellence**
- IX. Informational Items
 1. Executive Director's Report – Brian Sullivan
Summary of activities for most recent period; employee survey results
 2. Finance Director's Report– Kristine Hepburn
Summary of financial reports for most recent period
 3. Chairperson's Report – Charles Mitchell
- X. Committee/Project Reports
 1. Operations Committee
William Robinson, Laura Atkinson



- 2. Maintenance Committee
Charles Mitchell, Henry Criss
- 3. Finance Committee
Barbara Childs

XI. Old Business

- 1. LATS Update – Stephanie Rossi
- 2. Northern Beaufort County Transit Master Plan – Stephanie Rossi
- 3. Castle Rock Road Site Update – Brian Sullivan

XII. Action Items

- 1. FY26 Budget Review & Approval – Brian Sullivan and Kristine Hepburn

XIII. New Business

XIV. Announcements

XV. Adjournment

Next Meeting:

Wednesday, July 30, 2025 at 2:00 p.m.

Location: Palmetto Breeze, 25 Benton Field Road, Bluffton, SC 29910
(Zoom option will be available)

Deadline for Agenda Items: July 18, 2025