



Lowcountry Regional Transportation Authority
Bi-Monthly Board of Directors Meeting
Monday, November 24, 2025 - 2:00 PM
Palmetto Breeze Facility: 25 Benton Field Road, Bluffton, SC 29910
(via Zoom for those who are remote)

Agenda

- I. Call to Order – Charles Mitchell, Chairman
- II. Invocation – William Robinson
- III. Pledge of Allegiance
- IV. Roll Call of Members, Staff and Invited Guests Present
- V. Welcome – Charles Mitchell
 1. Public Forum (limited to 3 minutes per speaker)
- VI. Adoption of the Agenda
- VII. Approval of Minutes
September 24, 2025 LRTA Board Meeting
- VIII. Recognition – Brian Sullivan, Executive Director
 1. Drivers of the Month: **September – Willie Burns (26 eligible)**
October – Roshanda Grant (23 eligible)
 2. National RTAP Photo Contest First Place Award: Enid Carranza & Ian Acuna-Carranza
- IX. Lowcountry Self-Sufficiency Movement and Why Palmetto Breeze is a Critical Element
- Invited Guest: Mr. Dale Douthat, President and CEO, United Way of the Lowcountry
- X. Presentation of FY24-25 Annual Audit
- Kirk Arich, Mauldin & Jenkins
- XI. Update on Northern Beaufort County Transit Master Plan
- Invited Guest: Ms. Rachel Hatcher, Project Manager, RS&H



XII. Informational Items

1. Executive Director's Report – Brian Sullivan
2. Finance Director's Report – Brian Sullivan (for Kristine Hepburn)
Summary of financial reports for most recent period including analysis of YTD budget to actual performance
3. Chairperson's Report – Charles Mitchell

XIII. Action Items

1. Selection of a Nominating Committee for next LRTA Chair and Vice Chair to a Two-Year Term Starting March 2026 – Charles Mitchell
2. Board Member Terms Expiring February 2026

XIV. Old Business

1. LATS Update – Stephanie Rossi
2. Castle Rock Road Site Update – Brian Sullivan

XV. New Business

XVI. Announcements

- All are invited to our Holiday Luncheon and Annual Awards, Wednesday, December 10, 11:30 a.m. at Palmetto Breeze

XVII. Adjournment

Next Meeting:

Wednesday, January 28, 2026 at 2:00 p.m. (Committee meetings at 1:00 p.m.)

Location: Palmetto Breeze, 25 Benton Field Road, Bluffton, SC 29910

Deadline for Agenda Items: January 16, 2026