

**FLATS Study Team Meeting**  
**March 27, 2008**  
**Approved Minutes**

**Present:**

Glynn Willis  
Phil Goff  
Derrell Rice  
Michelle James  
Tony Edwards  
Janice Baroody  
Chris Gossett  
Liz Shaw  
David Burgess  
Brenda Perryman  
Kelly Bryant  
Scott Park  
William Hoge  
Renee Proctor  
Debi Matthews

The first item of old business on the agenda was to distribute the minutes from the 1/30/08 meeting. Staff requested input after members have had time to review.

The second item of old business was the UPWP review:

- Members reviewed updates to UPWP, there were no additional revisions. Glynn Willis made motion to present to Policy Committee, Phil Goff seconded the motion. Vote carried unanimously.

The third item of old business was to present the amendments to the TIP approved by the Policy Committee at their 3/3/08 meeting. Study Team was in agreement.

The fourth item of old business was to discuss the Long Range Plan

- Derrell Rice to provide a transportation model. He said he would need land use data with traffic analysis from FLATS. Mr. Hoge stated the possibility of using a contractor to assist with new LRP. No further discussion.

The fifth item of old business was a request by the Policy Committee at their 3/3/08 meeting to have the Study Team review the N. Ebenezer Road Project currently in our LRP. Because of several citizen concerns, do we need to keep this project in the LRP?

- Michelle James stated that this project is not currently being worked on and is not included in the STIP. No money has been attached to this project. She was not involved with this project when traffic study was done in December of 2006.
- Derrell Rice said he would do a current traffic study count and get that information to Scott.
- Chris Gossett will check on a safety study in regards to this project and report back to Scott.
- Phil Goff was especially interested in the Hoffmeyer/Ebenezer crossroads traffic count continuing north on Ebenezer.

- Mr. Hoge suggested we report to Policy Committee that the Study Team will continue to look at this project and keep them updated.
- Phil Goff made 1<sup>st</sup> motion and Glynn Willis seconded motion. Vote carried unanimously.

The sixth item discussed, but not on the agenda, was S. Cashua Road project (between 2<sup>nd</sup> Loop and Hwy. 76)

- Michelle James stated that there are several impacts (20+ home right of ways in a one mile stretch) concerning this project.
- Chris Gossett stated that the right of way cost on this project would be significant.
- Tony Edwards presented a map on this project indicating the residences and businesses on S. Cashua.
- Mr. Hoge made a motion to report back to the Policy Committee that SCDOT has a preliminary layout of the significant issues due to right of ways and since this project is under Innovative Financing projects on our LRP, it is not a priority at the present time. Glynn Willis seconded motion. Vote carried unanimously.

The next item discussed, but not on the agenda, was what did Study Team want to do with the credited money from the 301 by-pass project. Michelle James still did not have an exact figure. Mr. Hoge suggested that we continue to spend the money for PE work on future projects. Study Team was in agreement.

The first item of new business on the agenda was to discuss a timeline for FY09 Enhancement applications.

- Scott Park suggested making the public aware of the enhancement grant and setting a deadline of 7/3/08 for applications.
- Mr. Hoge stated that in the past, the four governments (City of Florence, Florence County, Town of Quinby and City of Darlington) had not been eager to match the funding required for enhancement grants. He suggested that we make a list of areas where sidewalks could support schools to these governments for match interest.
- Glynn Willis made a motion to present to the Policy Committee and Phil Goff seconded motion.
- Several members of the team voiced their concern regarding pedestrian safety on the following streets:
  - W. Palmetto Street at Jefferies Creek (pedestrians and motorized wheelchairs in median)
  - New Carver School on N. Cashua
  - I-95 and 52 (SCDOT needs to do a study on this area for signage and cross walk)
- All study team members were in agreement to recommend this to Policy Committee.

The second item of new business was to discuss the new Public Participation Process Plan

- Scott Park presented this plan to the team. He stated this document is required before FLATS LRP and TIP can be amended. He advised that he has received input from FHWA to include in this document as well as input for the UPWP. He has included the required information.
- One member mentioned that we need to address if there are any federal lands in the FLATS area. Member of the study team stated that National Cemetery was the only establishment in the FLATS area to their knowledge.
- Phil Goff made a motion to recommend this document to the Policy Committee and William Hoge seconded motion. Vote carried unanimously.

The third item of new business was to advise the Chairman of the County Transportation would be added to the By-Laws for the Policy Committee voting members. Study Team was in agreement.

The final item of new business was to present Study Team membership amendments to the By-Laws:

- Add Director, City of Florence Urban Planning Department
- Add Florence County Development and Zoning Services Officer
- Add Director, Florence County Planning and Building Inspection Department
- Add Transit Planner (SCDOT)
- Add Director, PDRTA
- Add FHWA Environmental Engineer
- Add Program Manager, Pee Dee Regional Production Group with SCDOT
- Add Mass Transit Economic Development Manager with SCDOT
- Add TPAG member (Transportation Plan Advisory Group)
- Edits were made to SCDOT designation and some existing job titles

Derrell Rice made a motion to recommend amendments to Policy Committee and David Burgess seconded motion. Vote carried unanimously.

Scott Park requested input on the self certification timeline and how to incorporate this into out UPWP. Derrell Rice will research process and get back to Scott.

Other discussion as needed:

- Debi Matthews advised committee that she had received a call from Roggie Nelson with SCDOT in regards to Disadvantaged Business Enterprise Program (DBE). Mr. Nelson advised that all MPO's that received at least \$250,000 per year from USDOT were required to have a DBE.
- Janice Baroody stated that PDRTA has a DBE Policy.
- Determined by team that we needed further information on this program. Planning Services department will contact Mr. Nelson to schedule meeting.

With no further discussion necessary, meeting was adjourned.