

FLATS STUDY TEAM MEETING

May 20, 2011

APPROVED MINUTES

Members Present:

Peter M. Knoller
Kevin Sheppard
Janice Baroody
Michelle Shepherd
Charles Brooks
Kendra Cobbs
Yolanda Morris
Michael Bethea
Drew Chaplin

Staff Present

Pearl McDaniel
Debi Matthews
Renee Proctor
Derrick Singletary

The first item of business was to review the minutes from the previous meeting. There were no changes. Peter Knoller made a motion to approve and Drew Chaplin made a second motion. Vote carried unanimously.

The second item of business was the LRTP. Debi stated that the 2030 LRTP expires June 30, 2011. Due to complications, it doesn't appear that the 2035 LRTP will be completed by the required date of July 1, 2011.

Kimley Horn has requested \$7,000 to complete the remaining three chapters of the LRTP which are the Future Roadway, Financial Plan and Implementation chapters. Kimley-Horn made several revisions regarding the ranking criteria for SCDOT's approval with no success. Kimley Horn stated that they went beyond the scope in trying to resolve this matter and is unable to do so until they have received specific instructions from SCDOT.

Kevin Shepherd explained that Kimley Horn's ranking was not close enough to the required statewide ranking criteria of SCDOT and needed to be changed to meet their criteria.

Debi explained that we had a meeting with Senator Leatherman and he has requested a meeting with Kimley Horn. We are at a standstill until this meeting occurs. The Policy Committee meeting is scheduled for June 6th and there are several documents that require action to meet the state deadlines. The Senator is in Columbia trying to get the state budget completed and is strapped for time himself.

A "Plan of Action" letter will need to be sent to FHWA (cc to Kevin Shepherd and Michelle Sheppard) explaining the circumstances leading to this delay, what measures are being taken to get the document completed and an approximate date of completion.

Kevin stated that we could have a Policy Committee meeting without the Senator as long as we have a quorum and the Senator's approval to do so. Other MPO's have done this. It is a possibility if necessary.

The question was asked whether FHWA would approve the entire LRTP on the contingency of further negotiations with Kimley Horn, SCDOT and staff in the completion of these chapters. Yolanda and Kevin were going to speak with Jessica at FHWA for verification on this issue.

Mr. Knoller stated that he thought the Policy Committee should approve the additional \$7,000 since FLATS would be reimbursed 80% and get this done. No action was taken on the LRTP since there are so many unanswered questions that need to be resolved between the Policy Committee and Kimley-Horn.

The third item of business was a presentation on the new proposal for S. Cashua from Michelle Shepherd with SCDOT. Michelle stated from 2010 – 2015 there are no current projects on the books for Guideshare projects. The Guideshare balance as of 2015 is \$10,824M.

The South Cashua project will cost approx. 11.5M for 1 ½ miles of construction. This project will consume all guideshare funding until 2016. This description of this project needs to be corrected in the 2035 LRTP. The project description is currently noted from Second Loop to Parker Dr. It should be from Second Loop Rd. to Knollwood. The ROW acquisition will cost 4.3M due to the strip malls and their parking.

Michelle brought two scenarios on how the funding would be used and paid back through Guideshare funds. One scenario divided the project into two phases which would not be feasible per SCDOT. The second scenario would work, but by the time right-of-way was paid in FY2012, FLATS would have a negative balance, which is not allowed by FHWA. Kevin advised that available funding from the STIP could be borrowed to complete the project but it would have to be paid back.

Kevin mentioned that borrowing the funds from the STIP would also eliminate any additional projects such as Interstate improvements, sidewalks, bridge repairs, etc.

Mr. Knoller suggested that we send a letter to each Policy Committee member informing them of this information regarding S. Cashua and the funds.

The public meeting for the South Cashua project will be June 7th at Delmae School.

The Study Team recommends that we delay adding the South Cashua project to the TIP until we have further answers. Mr. Knoller made a motion and Drew seconded. Carried unanimously.

The fourth item of business was an update on the current enhancement projects. Renee Proctor reported:

- **Lucas Street Project:** The plans, specifications and estimate (PS&E) package have been submitted to the SCDOT in Columbia and we are awaiting its approval so we can prepare the bid package. The environmental review has just been completed. We are in the final stages of right-of-way certification of the SCANA property by the SCDOT. We are waiting on a waiver of rights document to be signed by SCANA before this can proceed.
- **No-Name Creek Project:** This project runs between Hobby Lobby and Lowes and behind Super Wal-Mart to connect to the trail along Beltline. The City has applied to be the LPA

for this project. This will be a ten foot wide path with a layer of asphalt and could possibly take two years to complete.

- **Red Doe:** The Plans, Specifications and Estimate (PS&E) have been submitted to SCDOT.

Next Debi explained documents that needed action by the Study Team:

- The Public Participation Process (PPP) document which requires an update every three years. This is our public outreach guideline and was last updated in 2008. Mr. Knoller made a motion to approve and Janice seconded. Carried unanimously.
- The FY2012 Unified Planning Work Plan (UPWP) identifies the transportation planning activities being conducted by the FLATS Metropolitan Planning Organization (MPO). This document is updated annually by FLATS staff in consultation with SCDOT, FHWA and other agencies involved in transportation planning and implementation. SCDOT advises the MPO of the allocated amount for each fiscal year. For FY2010, a total of \$213,095 is allocated with 80% federal funding and a 20% match from the county. We will have approx. \$50,000 to carryover at the end of FY2011. Michael Bethea made a motion to approve the FY2012 update and Janice seconded. Carried unanimously.

Debi gave a report on the TIP amendments:

- Guideshare amounts have been amended for each year from FY2010 thru FY2015 per Michelle with SCDOT. FY2009 has been deleted from the report. This TIP reflects FY2010 forward through FY2015.
- \$117,000 for Enhancement funds was added to FY2011.
- PDRTA received funds for FY2011 for Sections 5307, 5316 and 5317. Janice questioned the year of allocation for PDRTA's funding. Debi will verify and get back with Janice.
- The Florence Co. DSN Board received funds for FY2011 for section 5310, as did the Florence Senior Citizens Associations, which staff was made aware of after the Study Team meeting.

Janice made a motion to approve the TIP amendments and Drew seconded. Carried unanimously.

Debi gave an update on new committee members:

- Drew Chaplin, Chairman of City Planning Commission, succeeds Glynn Willis as a non-voting member of the Policy Committee; and a member of the Study Team;
- Glynn Willis, City Councilman, succeeds Billy D. Williams as a voting member of the Policy Committee;
- Tom Kinard, Florence Airport Commission Chairman, succeeds Tommy Parham as a non-voting member of the Policy Committee.

The Committee was given a copy of the FLATS Newsletter which is an annual document. It was brought to our attention that Billy D. William's name needed to be changed to Glynn Willis as a voting member.

There being no further discussion the meeting was adjourned.