

FLATS STUDY TEAM MEETING

June 8, 2012

APPROVED MINUTES

Members Present:

Chris Gossett
Michelle Shepherd
David Gray
Jessica Hekter
Cathy Rice
Chuck MacNeil
Michael Bethea
Phillip Lookadoo
Kevin Sheppard via phone

Staff Present

Debi Matthews
Renee Proctor
Pearl McDaniel
Jay Graham

The first item of business was to review the minutes from the previous meeting. Phillip brought to our attention earlier that there were several places where we needed to state the voting results. These corrections were made prior to the meeting. There were no other changes. Phillip made a motion to approve and Chris Gossett made a second motion. Vote carried unanimously.

The second item of business was the introduction of new Committee Members.

- Drew Griffin, Manager, The City of Florence, non-voting Policy Committee
- Charles "Chuck" MacNeil, Executive Director, PDRTA, non-voting Policy Committee and Study Team
- Thomas Robinson, Administrator, Florence County, non-voting Policy Committee
- Jody Lane, Chairman, Florence County Planning Commission, non-voting Policy Committee and Study Team
- David Gray, Regional Planning Manager, SCDOT-Office of Mass Transit, Study Team
- Jay Graham, Director, Florence County Planning and Building Inspections Department, non-voting Policy Committee and Study Team

The third item of business was to present Chapters 5, 10 & 11 of the 2035 Long Range Transportation Plan (LRTP). The Policy Committee approved chapters 1-4 and 6-9 of the LRTP during their September 27, 2010 meeting while the ranking of the new projects were being further refined in chapters 5, 10 & 11. S.Cashua, the first ranked project is already in the Transportation Improvement Plan (TIP). Bentree Lane/Holly Circle is the second ranked project and when funds are available if the Policy Committee chooses this project will go into the TIP. Funding will not be available for another project until 2016. This document is required to be updated in five years (2017), so the listed projects may change at that time.

Phillip asked in addition to the widening of TV Rd. to Wilson Rd. as a sales tax project if there were any funds included anywhere for resurfacing from Wilson Rd. to Lucas Street. Chris stated that the section in question is not included in the sales tax project. Phillip also inquired as to whether access management would be handled on a case by case basis and Debi confirmed.

Jessica suggested that we inform the committee that the costs in this ranking do not include preliminary engineering and right of way except for S. Cashua. Debi stated that these are also 2009 figures and could potentially be more.

Debi asked for motion to recommend chapters 5, 10 & 11 to the Policy Committee for approval. Renee made a motion, Chuck made a second motion. Vote carried unanimously.

Debi advised the public comment period was held for the entire document and no public comments were received. Debi asked for a motion to recommend the entire document to the Policy Committee for adoption. Chris made a motion, Michael made a second motion. Vote carried unanimously.

The fourth item of business was an update on Bentree Lane/Holly Circle, which is the second ranked project in the LRTP. Bentree Lane was not eligible for federal funding when listed in the LRTP. Per Senator Leatherman's request, staff asked SCDOT to have FHWA review Bentree Lane for a functional classification change so it would be eligible for federal funding. FHWA has changed the functional classification of Bentree Lane and it is now eligible. The City of Florence currently maintains Bentree Lane. Debi spoke with Drew Griffin to see if the City wanted to be the matching partner in this project or make a roadway swap with SCDOT for them to maintain Bentree and be the matching partner. Mr. Griffin stated the City does not want to be the matching partner. Debi spoke with Dennis Townsend with SCDOT on this procedure. Mr. Townsend stated they would need a letter from the City to this affect and then the two entities would meet to agree on a roadway swap. Phillip stated that they are currently working on this issue. Debi stated that Mr. Townsend said the swap cannot be a portion of a roadway. This process should be complete by the time we have funds available to add this project to the TIP. Michael asked if the swap has to take place for it to go in the TIP. Debi replied no just confirmation on who the matching partner will be. Senator Leatherman has asked for the vpd for each road Bentree Lane and Holly Circle. Debi is researching this information for him.

The fifth item of business was the FY2013 UPWP which is updated annually. FLATS will receive \$159,409 plus a carryover \$41,245 totaling \$200,654. This money is used for planning staff's MPO duties and can also be used for consultants for a project. SCDOT and FHWA have approved the document and it has also been sent to FTA. Debi stated that she did not receive a response from FTA. Jessica said that was not unusual, just so we did not get a negative comment from them, that was ok. No public comments were received in the 10 day public comment period. A motion to recommend the FY2013 UPWP to the Policy Committee for approval was made by Michael and Chris made a second motion. Vote carried unanimously.

The next item of business was to review the 2013-2018 TIP. Debi advised the committee that SCDOT will be adopting their 2013-2018 STIP this summer and the TIP must reflect the same time period. Debi advised the committee that the 1st column (gray) is information from previous STIPS and is not included in the 2013-2018 Total Tip Cost column. Debi reviewed the additions or amendments to each section with the committee.

Senator Leatherman wanted the Pine Needles project added back to the TIP for reference purposes with the total expenditures and wanted to know the total spent on the other sales tax projects at the Policy Committee meeting. Chris has provided this information to Debi for the Policy Committee. Chris said he needed to double check to make sure the total expenditure amount for Pine Needles and the allocated amounts for the other sales tax projects in the TIP were correct. A motion was made by Michael to recommend the TIP to the Policy Committee for approval contingent upon any amendments necessary to the sales tax projects by Chris. Chris made a second motion. Vote carried unanimously.

Chuck with PDRTA asked if the allocated amounts for the PDRTA section were for FY2013. David Gray verified they were.

Jessica presented a power point presentation regarding changes to the FLATS boundary area. The Urbanized area has been redefined based on the 2010 Census. There are now 11 MPO's in SC. The Hilton Head area is a new MPO. The study area boundary which includes the urbanized area should include a 20 year vision of growth. The Town of Timmonsville and more of the City of Darlington are included in the urbanized area. By the end of August, SCDOT will need a draft study area boundary map from FLATS. Jessica explained that the guideshare funds are 148m. The first cut is between the rural and urban areas and is based on the population of the study boundary ratio, then split 11 ways. Phillip asked if a resolution is needed from each jurisdiction. Jessica confirmed. Debi added that Timmonsville would need a representative one of the FLATS committees. Jessica stated that the Policy Committee would decide if the new representative would be a voting or non-voting member. The steps to take place by March 2013 due to the Census changes for SCDOT and FHWA were presented to the Study Team as follows:

The Policy Committee will need to determine a timeline for completion of the following:

- Adjust study area boundary to include at a minimum the expanded contiguous urbanized area – (draft to SCDOT by August)
- Revisit voting structure/bylaws
- Policy committee resolution on adjustment to study area boundary and any voting structure/bylaw change
- Resolution of support from any entity joining MPO
- Transmit package to SCDOT to coordinate Governor's approval.

Package transmitted to SCDOT should include-

- Paper copy and shapefile of the final boundary
- Updated bylaws
- Resolution(s) of approval from FLATS for bylaw and boundary changes
- Resolutions of support from new members joining FLATS

The new urbanized area map and the potential study area boundary maps were presented to the committee. Debi advised that the entire urbanized area must be included in the study area. FLATS staff queried a 1 mile radius from the new urbanized area for potential growth over the next 20 years. If approved, it will be our new study area. Phillip inquired why we used a one mile radius. Debi replied that it appeared that a 1 mile radius may have been used on the current study area boundary map. Jay said that a typical planning solution is 1-2 miles so we chose the 1 mile. Debi also relayed to the committee, if the TAZ was intersected by the query, Jessica had suggested the entire TAZ be included. Renee made a motion to recommend the maps to the Policy Committee for approval and Chris made a second motion. Phillip stated that he and Drew had a conversation about this and he would like to discuss further with Drew before voting. Jay asked if the motion could be that we present the maps to the Policy Committee for their review and recommendation. All members were in favor of the maps being presented to the Policy Committee for their review and recommendation. Phillip stated he would like to ask Drew if he felt the potential growth for the Florence urbanized area would exceed one mile. Jessica stated that the study area boundary can be adjusted at any time but the Guideshare formula will not be recalculated until the next census. Michelle asked if this was an opportunity to get more

guideshare funding. Jessica stated that it is a possibility but could not confirm. Phillip asked if the City of Darlington has defined their study area or Comprehensive Plan. Phillip stated that the City of Florence has defined theirs. It's very similar to the new urbanized area. They may go a little further south based on sewer and water. Debi stated she would check with the City of Darlington and place the answer in these minutes. [\[Debi spoke with Charles Brooks with the City of Darlington. They do not have a study area or a Comprehensive Plan.\]](#)

Jessica stated that the study area is a service area but projects still have to go thru ACT114 and usually projects are where there is more traffic.

Chris gave an SCDOT update. Chris stated that the only project they are currently working on for FLATS is S. Cashua. They received comments back from FHWA yesterday on the draft environmental document and their environmental group is working on addressing those comments. As soon as that document is approved they anticipate another public hearing in August.

Regarding the Sales tax projects – they have put out an RFP and have gotten responses for mitigation sites, visited the sites and the selection process has been completed. They are waiting negotiations with the winning proposal. The negotiations should take place this Monday or Tuesday and SCDOT anticipates posting a notice of the award on the 15th. There will be a ten day window for protest or concerns then they will be able to sign a contract and get mitigation under way. Permits for US378, US76 and (S26) TV Road have been submitted to the Army Corp. All have made comments back with a hold off pending the mitigation. Mitigation has been the hold up because there is not a mitigation bank that's currently available in the water shed that they need them to be in for Florence County projects, so they have to develop that mitigation site. They are still in negotiation. The site that they have will generate all of the wetland and stream credits that they need for the entire program and it is one site, one contract. They hope to see that award coming out next week. US378 is scheduled to go for construction letting in December; US76 in January and TV Rd in February. Everything is waiting on mitigation and permits. The first section of SC51 has been sent to the right-of-way office. Pending some decisions that come from County Council, there may be a little bit of redesign in a portion of section one but he does not anticipate that causing any delays. Right now SC51 should go to construction late summer of 2013. Late this year or next year they will be putting approximately \$250m in construction on the street.

Debi advised the committee that Senator Leatherman had asked staff to check with Administration to see where we are to date financially with the current referendum. Staff has received his information and sent it to Senator Leatherman. We will report on this to the Policy Committee if Senator Leatherman requests.

Chuck with PDRTA stated that they are in a financial pinch due mostly to the reduction of Medicaid. Their source has been depleted substantially. Those funds were used to match federal funds. They have 4.5m in federal funds but don't have the match. His focus is now on operational. He is up for a challenge!

Debi introduced Jay Graham, our new Planning Director.

There being no further discussion, a motion was made by Michael to adjourn and Chuck made a second motion. Carried unanimously.