



AGENDA
COUNTY TRANSPORTATION COMMITTEE

Wednesday, September 20, 2017

4:00 p.m.

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort, SC 29902

Committee Members:

Kraig Gordon, Chairman
Mark McCain, Vice Chairman
Joe DeVito, Treasurer
Bob Arundell, Christopher England,
J. Craig Forrest, John Glover,
James Morrall, Paul Runko,
Joseph Stroman, Stephen Wilson

1. CALL TO ORDER – ROLL CALL
 - A. INTRODUCTIONS
 - B. PLEDGE OF ALLEGIENCE
2. PUBLIC COMMENT
3. APPROVAL OF MINUTES – July 19, 2017
4. PRESENTATION OF BCTC FY 2017/2018 TRANSPORTATION PLAN (backup)
Mr. Mark McCain, Vice Chairman
5. OLD BUSINESS
 - A. SECONDARY SCDOT ROADWAY CONDITION SURVEY UPDATE
Mr. Dan Chism, F&ME Consultants
 - B. MUNICIPAL C FUND REQUEST REVIEW AND RECOMMENDATION (backup)
Mr. Mark McCain, Vice Chairman
 - C. STATUS UPDATE ON CONTRACT 50 DIRT ROAD PAVING
Chairman Kraig Gordon
Mr. Rob McFee, Division Director, Construction, Engineering & Facilities
 - D. C FUND LAW (backup)
Chairman Kraig Gordon
 - E. C FUNDS RETURNED FOR FY2014/2015 25% ALLOCATION PROJECTS (backup)
AUGUST 24, 2017 LETTER FROM SCDOT C FUND PROGRAM MANAGER
Chairman Kraig Gordon



6. NEW BUSINESS

- A. FY 2017/2018 C FUND REVENUE DISTRIBUTION (backup)
AUGUST 2, 2017 LETTER FROM SCDOT C FUND PROGRAM MANAGER
Chairman Kraig Gordon
- B. FY 2017 ANNUAL FINANCIAL STATEMENT
Mr. Mark McCain, Vice Chairman
- C. FY 2018 & FY 2019 C FUND & TAG FUND CASH FLOW STATEMENT
Mr. Mark McCain, Vice Chairman
- D. FY 2017 CTC/SCDOT REGIONAL MEETING ANNOUNCEMENT (backup)
AUGUST 16, 2017 ANNOUNCEMENT FROM SCDOT C FUND PROGRAM MANAGER
Chairman Kraig Gordon

7. PUBLIC COMMENT

8. ADJOURNMENT

Next Regular Meeting – Wednesday, November 15, 2017 4:00 p.m., Executive Conference Room, Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort



Beaufort County

2017/18 Transportation Committee Plan (CTCP)



Beaufort County 2017/18 Transportation Committee Plan (CTCP)

Program Goal

The goal of the Beaufort County Transportation Committee (CTC) is to provide the citizens of the county with the best and safest roads, bridges, and sidewalks possible with the funds for which the CTC are responsible to manage.

Program Overview

The CTC is composed of eleven (11) members that are appointed by the Beaufort County Council. The members of the CTC are appointed from and represent the counties electoral districts that are the same as those of the Beaufort County Council membership. All members of the CTC are highly encouraged to work hand in hand with their Council members to assure an integrated approach to voluntary public service.

Beaufort County has an Engineering, Public Works, and Traffic Engineering Departments that are equipped to design and maintain county maintained roadways. The county has levied an annual special motor vehicle tax (TAG) in the amount of \$16.50 per registered vehicle in the county, which is intended to be used to pave, maintain and improve dirt and secondary roads within the County roadway system, in concert with the South Carolina Department of Transportation (SCDOT) "C" fund allocations.

It is the intention of the CTC to cooperate and work closely with the appropriate Beaufort County departments and the administrative staff to provide the necessary guidance for County Council to improve as many roads and other transportation related facilities as possible with the combined funds allocated.

The CTC also will cooperate and work with the Lowcountry Council of Governments (COG) in the coordination of the Lowcountry Area Transportation Plan (LATS) through involvement in the Transportation Improvement Program (2015-2019 TIP), as the CTC pursues it's mission of prioritizing primary transportation system needs as well as the primary and secondary road system of Beaufort County to best serve the public. The Chairman, or the selection of an

alternate representative, of the CTC will provide such coordination with the LATS support staff as a member of the Technical Committee.

The countywide transportation plan, as adopted by the CTC, was initially submitted for approval to the SCDOT on February 3, 1994. Annual updates, including this version, will be submitted as approved during the last CTC meeting of the calendar year annually for approval by SCDOT in accordance with the current provisions of South Carolina Code of Law Section §12-28-2740 (the C-Fund law passed by the South Carolina General Assembly).



Organizational Structure

The Beaufort County CTC is structured with the election of a Chairperson, Vice Chair and the selection of a Treasurer. The Chairman, and Vice Chairperson shall be elected from the majority of the Committee's membership during the first meeting of the Committee of each calendar year. The Treasurer shall be selected annually from the Committee's membership as qualifications dictate and appointed by the Chairperson, with Committee approval.

The County Engineer's office shall provide the Treasurer the necessary financial documentation to the CTC with the most up to date recorded fund balances and pending expenditures of the CTC financial projections concerning CTC programs.

Membership on the CTC will require that all members of the Committee shall attend a majority of the annual CTC meetings with no less than two unexcused meeting attendances in a calendar year. Failure to meet the scheduled meeting attendance requirement shall permit the Chairperson to seek out from County Council the selection of a replacement representative for the appropriate County Council district representative for appointment.

2017/18 Transportation Committee Membership

Dist.	Name	Mailing Address	E-Mail Address	Date of Appointment	Expiration Date
1	Joseph Stroman, Jr.	P O Box 4292, Beaufort, SC 29903	jssigma@hargray.com	12/14/15	2/21
2	Mark H. McCain, Vice Chairman	330 Westbrook Road, St. Helena Island, SC 29920	Mmccain2016@gmail.com	12/14/15	2/19
3	John Glover	31 Oaks Plantation, St. Helena Island, SC 29920	Gloverj99@gmail.com	2/29/16	2/21
4	Joe DeVito, Treasurer	1805 West Vine Drive, Port Royal, SC 29935	joed@bjwsa.org	11/9/15	2/19
5	James Morrall	46 Landon Lane, Beaufort, SC 29906	Morall.james@gmail.com	5/9/16	2/21
6	John Craig Forrest	25 Wandering Daisy Drive, Bluffton, SC 29909	jcraig@hargray.com	12/14/16	2/19
7	Christopher England	2 Sweet Grass Lane, Bluffton, SC 29909	Chrisengland00@gmail.com	9/12/16	2/21
8	Kraig Gordon, Chairman	201 Summerton Drive, Bluffton, SC 29910	kgordon@gordonconstr.com	11/9/15	2/19
9	Paul Junko	152 Lake	Pjunko1@gmail.com	5/9/16	2/21

		Linden, Bluffton, SC 29910			
10	Bob Arundell	96 Mathews Drive, Hilton Head, SC 29938	bob@mhalawfirm.com	12/14/15	2/21
11	Stephen Wilson	6 Red Maple Road, Hilton Head, SC 29928	stevewilsonhhi@gmail.com	11/9/25	2/19

Program Administration

Communications coordination, questions, and request to appear before the CTC should be addressed to the following:

Mr. Kraig L. Gordon, Chairman

Or

Mr. Robert McFee, PE., Division Director for Construction, Engineering and Facilities

Post Office Box 1228

Beaufort, South Carolina 29901

Telephone: (843) 255.2700



Funding Administration

The Beaufort CTC elects and requests to receive its monthly allocation of funds directly from the SCDOT Commission. The annual allocation of funds will be deposited with the Beaufort County Treasurer, which will perform the necessary accounting for such funds, in concert with the County Engineer's Office and the CTC Treasurer. Expenditures will only be dispensed upon written approval of the CTC Chairman or Vice Chairman for projects within the work program and approved by the majority of the CTC Committee membership. The expenditure and documentation of these funds shall be in accordance with the requirements of Code §12-28-2748 (A), including the required spending on the SCDOT system (minimum of 25% of total allocated funds), and the CTC Treasurer shall assist in maintaining such official records. The CTC will review all final bids for proposed construction at scheduled meetings of the membership, with a majority of the CTC approving only projects in concert with the Beaufort County Engineer before such CTC projects are presented to the Public Facilities Committee and County Council for approval and projects are awarded to contract. SCDOT projects shall be submitted to the appropriate personnel at the SCDOT for agency implementation and project management scheduling.

The SCDOT "C" funds are apportioned to each County as part of the annual July through September state budgeting process in the following manner utilizing the base line of data as related to Beaufort County:

- One-third of total funds (587 square miles or 1.95%) based on the ratio of the land area of the county to the land area of the state

- One-third of total funds (162,233 county population or 3.51%) based on the ratio of county population to state population as determined by the latest ten year census, and
- One-third of total funds (1,510 miles or 2.34%) based on the ratio of rural roadway mileage in the county to rural road mileages in the state.

The allocations provided from the SCDOT to Beaufort County are structured along the following guidelines:

- Total Beaufort County "C" Funds allocation by the state physical year is the State Funding Year (SFY) 2017/18 equals \$1,958,500.
- SCDOT donor fund provided to Beaufort County are apportioned based on a ratio of the county's user gasoline tax fees contributed in excess of its "C" fund apportionment to the total excess contributions of all South Carolina counties. SFY 2017/18 Beaufort County Donor Bonus allocation equals \$330,961.

To assist with the planning process, it is a guideline of the CTC to achieve and maintain a half-million dollar reserve fund for unscheduled program request to assure a timely response to such occurrences. Such request shall be presented by the district representative of the CTC for which the special request is located to include a completed petition by the residents, supporting documentation from the Director's of Engineering, Public Works or Traffic Engineering to support such a request and photographic documentation of the physical site conditions, project estimate for rehabilitation and prior justification based upon the Pavement Management System's (PMS) rating factors.

Beaufort County, through the Engineering, Public Works and Traffic Engineering may provide when it is cost beneficial to provide the following services for each project:

- Design criteria per the approved Beaufort County design and engineering standards
- Accepted national traffic engineering standards in keeping with SCDOT procedures for traffic management and construction practices
- Annual roadway maintenance operational cost
- Accepted CTC principles for PMS rehabilitation of paved roadways within the appropriate system
- Acquisition of right-of-way (R/W) In the ability to permit construction of the requesting roadway in keeping with Beaufort County Council policy for construction and maintenance procedures.
- Procurement of construction contracts
- Project supervision and quality assurance, and
- Compliance with minority and women-owned business requirements under the current South Carolina Code §12-28-2930.

Beaufort County Engineering, Public Works and Traffic Engineering conduct their procurement and engineering activities in compliance with applicable South Carolina law and accepted departmental design standards and critique.

Program Priorities

The goal of the CTC is to cooperate with the SCDOT in constructing and maintaining existing and future roadways in Beaufort County in keeping with the present SCDOT “C” funds minimum funding guidelines (25% of the “C” funds received from the SCDOT gasoline tax payments). Within the Beaufort County maintained roadway system, consideration will be given to road improvements to include paving / resurfacing, widening and/or roadway realignment, extending shoulders, traffic signs / signals, intersection improvements, turn lanes, sidewalks and pavement markings. Projects will be prioritized based upon a developed five (5) year plan based upon appropriate rating summary systems prepared in cooperation with the Beaufort County Engineer’s office after all pertinent information has been reviewed by the CTC. Additionally, the CTC will evaluate other capital improvement proposals based upon the individual merits of each project based upon the appropriate funding sources to address the requested improvement project.



The CTC presently utilizes several methodologies to evaluate and determine the selection process for request for improvements to be accomplished on an annual review basis. Such processes shall include:

- Paving of dirt roads in keeping with the goals of the CTC reflects that Beaufort County presently has 91.86 miles of unpaved dirt roads in the system. One of the CTC’s objectives is to improve as many of these dirt roads

in the system as financially possible, with the understanding that the community will provide the necessary R/W. Such a commitment of R/W acquisition is the responsibility of the residents to petition the County Engineer's Office with the required signatures stating the adjacent property owners will grant such R/W to permit the improvement (roadway paving, roadway rocking, etc.) to be completed. Additional standards of prioritization maybe utilized in keeping with the establishment of paving dirt roads. Such a neighborhood based request should be submitted during the first calendar quarter of each calendar year and the County Engineer will present their technical recommendations to the CTC during the second calendar quarter of each year of all dirt roads requested to be improved upon request submitted. The CTC or their agent shall notify the neighborhood representative of the findings during the third calendar quarter of the recommendations based upon the discussions of the CTC.

Approved projects shall be programmed based upon the annual master plan of the County Engineer's Office has presented to the CTC based upon the work program and funding for such construction projects. (Attached is a copy of the necessary documentation to be completed and submitted to the County Engineer's Office.)

- In addressing the assistance to municipalities, and other qualified governmental agencies requesting CTC funding for various construction / maintenance projects, the requesting agency shall provide the County Engineer's Office with a formal request outlining the description of the project, time lines, a complete break down of the estimated cost and percentages of financial participation for the funding requested of the CTC. All projects are to comply with the established guidelines of accepted projects (sidewalks, paving, resurfacing, etc.) as outlined by this organizations established procedures. Such request are accepted on an annual basis during the first calendar quarter in keeping with the time lines of the requesting the paving of dirt roads to permit a structured planning process for allocation of programmed funds under the guidelines of the CTC. Attached is a copy of the necessary documentation to be completed and submitted to the County Engineer's Office.

Pavement Management Systems

In 2016/17 the CTC implemented the utilization of the Pavement Management System (PMS) to establish asphalt pavement rehabilitation and upgrading of the county and SCDOT secondary roadway systems through an established engineering management system. Pavement management is the process of planning the maintenance and repair of the counties road network in order to optimize the life cycle of pavement conditions. The PMS process incorporates life

cycle costs into a more systematic approach to minor and major roadway maintenance and rehabilitation projects. The needs of the complete system as well as the budgeting projections are considered before improvements are implemented. Pavement management encompasses the many aspects and tasks needed to maintain a quality pavement inventory, and ensure that the overall condition of Beaufort County road system will be sustained at an established level.

As part of the PMS, the county selected a qualified pavement engineering firm to assist as the project central point of data collection, analysis and development of a multi year work program to assure the successful implementation. Specific points of data collection included the roadway conditions, R/W data collection such as signage, width and related information and the conversion to a Geographic Information System (GIS) that works in concert with the counties public access county mapping system.



When breaking the paved roadway system down of the county system, the survey reflected that sixty-eight (68%) percent (148.24 miles) of the system is in “good” condition, twenty-six (26%) percent (48.95 miles) are in “fair” condition, four (4%) percent (5.47 miles) are in “poor” condition and two (2.0%) percent (1.58 miles) are in “very poor” condition.

The second phase of managing the pavement system is to address solutions to the various points of inspection by determining the most cost effective resolution with the longest pavement life as the return of capital improvement. In identifying

the three treatment alternatives (preservation, rehabilitation and reconstruction) specific data is measured and specific pavement values are established in concert with the SCDOT inventory process. Known as Pavement Quality Index (PQI), which takes into consideration:

- Pavement serviceability index (PSI) is used represent roughness
- Pavement distress index (PDI) is used to represent distress and
- Pavement quality index (PQI) is used to represent an overall condition index

When taking all into consideration, the objectives are to define a selected process of upgrading the selected segments of roadway by the utilization of one of several treatments of upgrade. Alternatives to be considered include:

	PQI	PCI	Classification	LOS	Treatments
Preservation	3.7-50	85-100	Very Good	A	Fog seal, rejuvenator
Preservation	3.0-3.6	70-85	Good	B	Slurry seal, chip seal, micro-surface, stress-absorbing membrane interlayer
Rehabilitation	2.2-2.9	60-70	Fair	C	Hot mix asphalt overlay
Rehabilitation	1.8-2.1	40-60	Poor	D	In-place recycling, hot mix asphalt overlay
Reconstruction	0.0-1.7	0-40	Very Poor	E	Full depth reclamation, cement reinforced

In accomplishing the objectives of a managed county maintained pavement management system, the CTC has developed for implementation a five-year work program based upon the improvements to the very poor roadways with the correct engineering principles with an average two-million (\$2,000,000) dollar allocation for corrective contractual services. (Attached in the appendix is the 2017/18 Five Year Program for review.)

Prioritizing Projects

The CTC will use information from the SCDOT, Lowcountry Council of Governments (COG), the Beaufort County Engineering, Public Works and Traffic Engineering Departments, and from the municipalities concerning the condition of secondary roads and bridges in the state and all county systems to determine their appropriateness for capital improvements and/or expansion of the existing transportation related systems. All qualified agencies wishing to make request for the utilization of CTC funds shall submit the appropriate project sheets as previously outlined.



The CTC, through the Beaufort County Engineer's Office, will rate and evaluate all local roads not in the State system utilizing the PMS process and may choose to solicit recommendations and input from local officials, citizens, and neighborhood associations in accordance with the approved Beaufort CTC paving and dirt road improvements rating systems via established roadway resurfacing procedures, and accepted design criteria for transportation system improvements. The CTC will utilize the most recent engineering reporting tools to assist in the development and implementation of a county roadway master plan.

The CTC shall review recommendations presented by the County Engineer on behalf of County Council and will review recommendations presented by the

SCDOT Resident Maintenance and/or Construction Engineer for roadways to be improved and the appropriate guidance shall be provided in the establishment of programs of maintenance, and construction for public roadways in Beaufort County.

The County Engineer in concert with the CTC will establish on an annual basis the prioritization of projects as part of this report during the fourth calendar quarter for the purpose of submission to all the appropriate parties of CTC interest.

Equal Consideration

A goal of the CTC is to meet the transportation needs of the entire county and State roadway system to include the municipalities as appropriate. Consideration will be given to the distribution of funds and projects among the eleven (11) County Council districts and including all municipalities with in the County based upon accepted CTC engineering guidelines and principles. The CTC will not utilize an allocation or quota system for distribution of projects for the political districts, yet shall utilize such factors as population, traffic studies, road rating systems, environmental impacts, R/W acquisition, numbers of households served, and similar considerations.

Resurfacing and Rehabilitation of Roadways

The CTC will allocate such funds as it deems appropriate on an annual basis for resurfacing utilizing adopted PMS evaluation procedures or related qualified applications for roadway repair and roadway upkeep of existing secondary State and County pavement roads and bridges.

Revision of the Plan

The CTC will annually review and revise the County Transportation Committee Plan (CTCP), make changes, or deletions, and shall be submitted to SCDOT for approval for implementation.

Kraig L. Gordon, Chairman
Beaufort County Transportation Committee

Amended: November 15, 2017

DRAFT

TO: Beaufort County CTC

FROM: Municipal Funding Working Group (John Glover, Christ England, and Mark McCain)

CC.: Kraig Gordon, Chairmen, Rob McFee, Co. Engr., Maggie Hickman

RE.: Municipal CTC Funding Request Review and Recommendations

DATE: August 30, 2017

At the pleasure of the Chairman, Kraig Gordon, the mentioned working group met with Rob McFee on August 1, 2017 and reviewed each of the projects and discussed the generic merits of each item, and established guidelines for evaluating each of the projects in a numeric valued structure. Upon completion of the numeric evaluation of each project, project priorities were established and further discussions via e-mail were conducted with specific recommendations per project were developed.

Priorities for the various projects are based upon the ability of the CTC to fund such projects. The priorities list is as follows:

- Priority 1: Pope Ave resurfacing
- Priority 2: 278 Signal Timing
- Priority 3: Bluffton Traffic Circle signage
- Priority 4: Ribaut Rd. @ Lady's Island turn lane
- Priority 5: Paris Ave @ Ribaut Road signal improvements
- Priority 6: City of Beaufort resurfacing request

The general discussions concerning the various projects led to the development of the following recommendations. In a couple of cases there was no absolute agreement between the three members of the working group, and the rule of majority is the basis for our recommendations.

- Pope Ave resurfacing.
 - Recommendation: To fund the resurfacing with the understanding that all work and billing shall be completed and post construction project billing will be completed and submitted by June 30, 2020.
 - The Town of Hilton Head is to match the funding as presented and CTC funding should come from the 25% rule of SCDOT funding.

- 278 Signal timing
 - Recommendation: To fund the project
 - County Traffic Engineering is to match the funding as presented and CTC funding should come from the 25% rule of SCDOT funding.
- Bluffton Traffic Circle signage
 - Recommendation: No recommendation as County Council requested Traffic Engineering to address the issue further in concert with the SCDOT. No action on the part of CTC.
- Ribaut Road @ Lady's Island turn lane
 - Recommendation: No funding as the current plan submitted does not meet the consensus of the Municipal Working Groups review that this issue requires more research to validate the concept. Suggest Traffic Engineering review and possibly submit a revised design.
- Paris Avenue @ Ribaut Road signal improvements
 - Recommendation: To fund the improvements as presented.
 - The Town of Port Royal and Traffic Engineering are to provide matching funds and the CTC utilizing the 25% rule of SCDOT funding.
- City of Beaufort resurfacing request
 - Recommendation: To fund the resurfacing of phase I of a three phased request of city streets and one SCDOT roadway.
 - The City of Beaufort is to provide the matching funds as submitted via as post presentation e-mail for the sum of \$20,000, and CTC providing the funding if the funds are available. In concert with SCDOT, a review of Twin Lakes Road was completed and drainage improvement must be completed prior to any paving. Paving of the SCDOT Craven Street is to be from the 25% rule of SCDOT funding.

The working group will be glad to answer any questions that the CTC may have concerning our recommendations.

“C” FUND LAW

SECTION 12-28-2740. Distribution of gasoline user fee among counties; requirements for expenditure of funds; county transportation committees.

(A) The proceeds from two and sixty-six one-hundredths cents a gallon of the user fee on gasoline only as levied and provided for in this chapter must be deposited with the State Treasurer and expended for purposes set forth in this section. The monies must be apportioned among the counties of the State in the following manner:

- (1) one-third distributed in the ratio which the land area of the county bears to the total land area of the State;
- (2) one-third distributed in the ratio which the population of the county bears to the total population of the State as shown by the latest official decennial census;
- (3) one-third distributed in the ratio which the mileage of all rural roads in the county bears to the total rural road mileage in the State as shown by the latest official records of the Department of Transportation. The Department of Revenue shall collect the information required pursuant to Section 12-28-1390 regarding the number of gallons sold in each county for use in making allocations of donor funds as provided in subsection (H). The Department of Revenue shall submit the percentage of the total represented by each county to the Department of Transportation and to each county transportation committee annually by May first of the following calendar year. Upon request of a county transportation committee, the Department of Transportation shall continue to administer the funds allocated to the county. All interest earnings on the County Transportation Fund in the State Treasury must be added to the distribution to counties under this section in proportion to each county's portion of the entire County Transportation Fund. Except for those funds being used in connection with highway projects administered by the Department of Transportation on behalf of counties administering their own "C" funds, these distributions of earnings and the calculation required to determine the appropriate amount shall not include those counties administering their own "C" funds.

(B) The funds expended must be approved by and used in furtherance of a countywide transportation plan adopted by a county transportation committee. The county transportation committee must be appointed by the county legislative delegation and must be made up of fair representation from municipalities and unincorporated areas of the county. County transportation committees may join in approving a regional transportation plan, and the funds must be used in furtherance of the regional transportation plan. This subsection does not prohibit the county legislative delegation from making project recommendations to the county transportation committee. A county transportation committee may expend from the funds allocated under this section an amount not to exceed two thousand dollars for reasonable administrative expenses directly related to the activities of the committee. Administrative expenses may include costs associated with copying, mailings, public notices, correspondence, and recordkeeping but do not include the payment of per diem or salaries for members of the committee.

(C) At least twenty-five percent of a county's apportionment of "C" funds, based on a biennial averaging of expenditures, must be expended on the state highway system for construction, improvements, and maintenance. The Department of Transportation shall administer all funds expended on the state highway system unless the department has given explicit authority to a county or municipal government or other agent acting on behalf of the county transportation committee to design, engineer, construct, and inspect projects using their own personnel. The county transportation committee, at its discretion, may expend up to seventy-five percent of "C" construction funds for activities including other local paving or improving county roads, for street and traffic signs, and for other road and bridge projects.

(D) The funds allocated to the county also may be used to issue county bonds or state highway bonds as provided in subsection (J), pay directly for appropriate highway projects, including engineering, contracting, and project supervision, and match federal funds available for appropriate projects. Beginning July 1, 2002, for any new "C" fund allocations received on or after this date, the balance of uncommitted funds carried forward from one year into the next may not exceed three hundred percent of the county's total apportionment for the most recent year. Expenditures must be documented on a per-project basis upon the completion of each project in reports to the respective county transportation committees. This documentation must be provided by the agency or local government actually expending the funds and it shall include a description of the completed project and a general accounting of all expenditures made in connection with the project. Summaries of these reports then must be forwarded by each county transportation committee to the department using guidelines established by the department and the department shall compile these reports into an annual statewide report to be submitted to the General Assembly by the second Tuesday of January of each year. The documentation and reporting requirements of this subsection apply only to counties administering their own "C" funds. For purposes of this section, "uncommitted funds" means funds held in the county's "C" fund account that have not been designated for specific projects.

(E) All unexpended "C" funds allocated to a county remain in the account allocated to the county for the succeeding fiscal year and must be expended as provided in this section.

(F) The countywide and regional transportation plans provided for in this section must be reviewed and approved by the Department of Transportation. Before the expenditure of funds by a county transportation committee, the committee shall adopt specifications for local road projects. In counties electing to expend their allocation directly pursuant to subsection (A), specifications of roads built with "C" funds are to be established by the countywide or regional transportation committee. In counties in which the county transportation committee elects to have "C" funds administered by the Department of Transportation, primary and secondary roads built using "C" funds must meet Department of Transportation specifications.

(G) This section must not be construed as affecting the plans and implementation of plans for a Statewide Surface Transportation System as developed by the Department of Transportation.

(H) For purposes of this subsection, "donor county" means a county that contributes to the "C" fund an amount in excess of what it receives under the allocation formula as stated in subsection (A). In addition to the allocation to the counties pursuant to subsection (A), the Department of Transportation annually shall transfer from the state highway fund to the donor counties an amount equal to nine and one-half million dollars in the ratio of the individual donor county's contribution in excess of "C" fund revenue allocated to the county under subsection (A) to the total excess contributions of all donor counties.

(I)(1) In expending funds pursuant to this section, counties that administer their own "C" funds shall use a procurement system that requires competitive sealed bids, no bid preferences not required by state or federal law, and public advertisement of all projects. All bids for contracts in excess of one hundred thousand dollars must be accompanied by certified bid bonds, and all work awarded under the contracts must be covered by performance and payment bonds for one hundred percent of the contract value. Bid summaries must be published in a newspaper of general distribution following each award.

(2) The requirement of a bond for bid security or a bond for payment and performance may not include the requirement that the surety bond be furnished by a particular surety company or through a particular agent or broker.

(J) State highway bonds may be issued for the completion of projects for which "C" funds may be expended for projects as determined by the county transportation committee. The applicable source for payment of principal and interest on the bonds is the share of "C" fund revenues available for use by the county transportation committee. The application for the bonds must be filed by the county transportation committee with the Commission of the Department of Transportation and the State Treasurer, which shall forward the application to the State Budget and Control Board. The Budget and Control Board shall consider the application in the same manner that it considers state highway bonds, *mutatis mutandis*.

(K) Members of the committee are insulated from all personal liability arising out of matters related directly to and within the scope of the performance of official duties and functions conferred upon the committee pursuant to this section.

(L) In Berkeley County, appointments made pursuant to this section are governed by the provisions of Act 159 of 1995.

(M) In Dorchester County, appointments made pursuant to this section are governed by the provisions of Act 512 of 1996.

(N) In Georgetown County, appointments made pursuant to this section are governed by the provisions of Act 515 of 1996 and Section 2, Act 141 of 2001.

(O) Notwithstanding other provisions of this section, the legislative delegation of a county may by delegation resolution abolish the county transportation committee and devolve its powers and duties on the governing body of the county. This devolution may be reversed and the county transportation committee reestablished by a subsequent delegation resolution. The exercise of county transportation committee powers and duties by a county governing body is not deemed to constitute dual office holding.

(P) The Department of Transportation shall perform reviews to ensure compliance with subsections (C), (D), (F), and (I). A county failing to comply with these subsections must have all subsequent "C" fund allocations withheld until the requirements of those subsections are met. If a county fails to comply with those subsections within twenty-four months, the county forfeits fifty percent of its allocations for the following year and the forfeited amount must be divided among the other counties as provided in subsection (A).

(Q) A county subject to a proposed withholding or forfeiture of "C" fund allocations pursuant to this section must be notified in writing of the department's decision. The county, within sixty days of receipt of notice of the decision, may request a review of the decision by a panel consisting of the state highway engineer or his designee, the chairman of the affected county's transportation committee or his designee, and a third person named by mutual agreement between the state highway engineer and the county transportation committee chairman. The panel shall meet and render a decision within ninety days of the request by the county transportation committee. The decision of the panel may be appealed by requesting a contested case hearing before the Administrative Law Judge Division pursuant to Section 1-23-600 and the rules of procedure for the Administrative Law Judge Division. The request for a hearing must be made within thirty days of receipt of the panel's decision.

(R) The legislative delegation of the county, by resolution, may rename the county transportation committee established by this section as the (insert name of county) Legislative Delegation transportation committee. Upon the adoption of such a resolution, all references in this section and any other provisions of law to the county transportation committee, for purposes of that county, are deemed references to that county's legislative delegation transportation committee.

June 7, 2017

Mr. Kraig Gordon, Chairman
Beaufort County Transportation Committee
201 Summerton Drive
Bluffton, South Carolina 29910

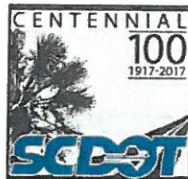
RE: C Fund Law Changes

Dear Chairman Gordon:

The South Carolina General Assembly recently passed Roads Bill Legislation (Act 40), which resulted in the authorization of additional crucially needed funding for the South Carolina Department of Transportation (SCDOT) to address essential improvements to our state's transportation system. This momentous legislation also included the authorization of additional recurring funding for the CTC program. Since the inception of the CTC program in 1993, the proceeds from two and sixty-six one-hundredths cents a gallon of the user fee on gasoline were deposited with the State Treasurer and expended for purposes outlined in S. C. Code Ann. Section 12-28-2740 (the C-Fund law). The individual CTC's portion of the funding is determined in accordance with the allocation formula stipulated in Section A of the law. The new legislation amends the C Fund law increasing the CTC's portion .3325 cents a gallon beginning **July 1, 2018**, and each July first thereafter through July 1, 2021, until such time as the total amount equals three and ninety-nine one-hundredths cents a gallon.

The increase in proceeds resulting from the provisions of the new legislation must be used exclusively for repairs, maintenance, and improvements to the state highway system. The 25% requirement to be spent on the state system still applies to the total annual allocation, with the new funds that are mandated to be spent on the state system counting towards that requirement. Based on future gasoline sales projections, funding to the CTC program would increase incrementally over \$9 Million each year for four years for a total increase of \$39 Million.

The Donor Bonus allocation that the Department of Transportation annually transfers to the CTC program has changed as a result of Act 40 as well. The new legislation stipulates the amount to be divided among those CTCs designated as a Donor County (a county that contributes to the C fund an amount in excess of what it receives under the allocation formula) is to be increased from \$9.5 Million to \$17 Million beginning in State Fiscal Year 17/18. The Donor Bonus cap is also allowed to move up to a new maximum of \$20.5 Million in subsequent years, commensurate with the data. For planning purposes,



Mr. Kraig Gordon, Chairman
Page 2
June 7, 2017

SCDOT is assuming that this increased \$3.5 Million may be called upon within 3 years of passage of the Roads Bill.

SCDOT is also receiving additional funding through the new legislation. A large portion of the new funding directed to SCDOT will be specifically targeted for resurfacing needs, with the Primary system identified as a high priority for SCDOT. Our intent is to improve the Primary system pavement conditions from 19% Good to 53% Good over the next 10 years.

While we welcome the CTCs to invest anywhere on the state system, you may want to consider investing on the Secondary System in order to ensure that we are effectively working together in order to improve our existing road network as a whole in a collaborative manner. SCDOT will gladly provide a list of potential projects on the primary or secondary state system with the Committee and assist in making a recommendation for the CTC's approval. You are encouraged to contact your local SCDOT engineer for assistance or guidance in the selection process, and to ensure the duplication of work on the same route is avoided.

The CTC's dedication to the community is greatly appreciated. SCDOT looks forward to working with the Committee to improve the quality of transportation elements in the county. Please do not hesitate to contact me at 803-737-0230 if you have any questions or need additional information.

Sincerely,



Herbert J. Cooper, P.E.
Local Program Administrator

HJC:bmf

cc: Robert McFee, Div. Director of Construction Engineering
ec: Christy A. Hall, P.E., Secretary of Transportation
Leland Colvin, Deputy Secretary for Engineering
Randall Young, Chief Engineer for Project Delivery
Robert T. Clark, District Six Engineering Administrator
Brent Rewis, Low Country Regional Production Group Engineer
J. Allen Hutto, Governmental Relations Officer
File: L:/Correspondence/2017 Apportionment Letters

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August 24, 2017

Mr. Kraig Gordon, Chairman
Beaufort County Transportation Committee
201 Summertown Drive
Bluffton, South Carolina 29910

RE: PCN P028490 - Resurfacing

Dear Chairman Gordon:

The above referenced project in Beaufort County is finalized. Project C PCN P028490 is identified as resurfacing Broad River Drive (S-287), Joe Frazier Road (S-40) and Spanish Wells Road (S-79). Because the final expenditures were less than the estimated cost, the programming amount was decreased from \$1,342,242.21 to \$1,208,396.97. The difference of \$133,845.24 will be returned to Beaufort's uncommitted balance, and this change will be reflected on the following monthly CTC financial statement. Please keep in mind that these returned funds will decrease the amount spent on the state system for fiscal year 2017/2018. This reduction may affect the committed requirement to expend a minimum of 25% of a county's apportionment on the state system.

Beaufort County Transportation Committee plays a vital role in the transportation needs of Beaufort County, and you are commended for your dedication. Please let me know if I can be of further assistance to you.

Sincerely,



Batina Feaster
Program Manager
C Program Administration

BF:bmf

cc: ✓ Rob McFee, Division Director of Construction Engineering
ec: Timothy R. Henderson, District Six Engineering Administrator
Craig Winn, Program Manager, RPG-1
Michael Pitts, Assistant Program Manager, RPG-1





South Carolina
Department of Transportation

August 2, 2017

Mr. Kraig Gordon, Chairman
Beaufort County Transportation Committee
201 Summertown Drive
Bluffton, South Carolina 296910

RE: State Fiscal Year 2017/2018 C Fund Revenue

Dear Chairman Gordon:

Attached for your information is the State Fiscal Year (SFY) 2017/2018 C Program Funds Apportionment Chart showing the Committee's projected amount of funding for this upcoming year. Beaufort's apportionment is projected to be \$1,958,500 for this SFY (July 1, 2017 – June 30, 2018). The CTC is encouraged to utilize this information for planning purposes during the course of the year as well as to ensure compliance with the 25% requirement to be spent on the state system. The recently passed Roads Bill Legislation (Act 40) included the authorization of additional recurring funding for the CTC program. The new legislation amends the C Fund law increasing the CTC's portion .3325 cents a gallon beginning **July 1, 2018**, and each July first thereafter through July 1, 2021, until such time as the total amount equals three and ninety-nine one-hundredths cents a gallon. Therefore, this year's recurring C fund apportionment is still based on the original 2.66 cents a gallon.

The provisions of the new legislation require the increase in proceeds to the CTCs beginning July 1, 2018 (.3325 cents each year for four years = 1.33 cents) to be used exclusively for repairs, maintenance, and improvements to the state highway system. When the total increase is in place in SFY 21/22, the proceeds to the CTCs will be the original 2.66 cents plus the increase of 1.33 cents which equal 3.99 cents. The 25% expenditure requirement on the state system will remain valid until SFY 20/21 when it will increase to 27%. At full implementation in SFY 21/22 and beyond, the CTC's expenditure requirement will be 33% (The 1.33 cents increase divided by the total CTC proceeds of 3.99 cents).

As I have mentioned in previous correspondence, the CTCs are welcome to invest anywhere on the state system; however, you may want to consider investing on the Secondary System in order to ensure that we are effectively working together in order to improve our existing road network as a whole in a collaborative manner. SCDOT will gladly provide a list of potential projects on the secondary state system with the Committee and assist in making a recommendation for the CTC's approval. You are encouraged to contact your local SCDOT engineer for assistance or guidance in the selection process, and to ensure the duplication of work on the same route is avoided.



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Mr. Kraig Gordon
Page 2
August 2, 2017

The Donor Bonus allocation that the Department of Transportation annually transfers to the CTC program has increased as a result of Act 40 as well. It is calculated that Beaufort CTC will receive \$330,961.01 for their portion of the donor bonus funds, and it is anticipated these monies will be made available to the Committee at the end of August. These funds are to be expended in accordance with the requirements outlined in the C-Fund law. Furthermore, they are not used in the calculations in determining the 25% expenditure requirement.

The CTC's dedication to the community is greatly appreciated. SCDOT looks forward to working with the Committee to improve the quality of transportation elements in the county. Please do not hesitate to contact me at 803-737-0230 if you have any questions or need additional information regarding the C Program.

Sincerely,



Herbert J. Cooper, P.E.
Local Program Administrator

HJC:bmf

Enclosure

cc: Rob McFee, Div. Director of Construction Engineering
ec: Randy Young, Chief Engineer for Project Delivery
Timothy Henderson, District Six Engineering Administrator
Brent Rewis, LowCountry Regional Production Group Engineer
File: L: /Correspondence/2017Apportionment Letters

SOUTH CAROLINA "C" PROGRAM
 APPORTIONMENT OF FUNDS FOR FISCAL YEAR 2017-18

The Apportionments do not include the Donor Bonus Allocations

County	AREA		POPULATION		RURAL ROADS		APPORTIONMENT	
	Sq. Mile	Percent	Number	Percent	Miles	Percent	Percent	Amount
Abbeville	508	1.69	25,417	0.55	942	1.46	1.23	929,000
Aiken	1,073	3.56	160,099	3.46	2,410	3.73	3.58	2,699,300
Allendale	408	1.35	10,419	0.22	507	0.79	0.79	592,600
Anderson	718	2.38	187,126	4.05	2,697	4.18	3.54	2,664,100
Bamberg	393	1.31	15,987	0.35	666	1.03	0.90	675,400
Barnwell	549	1.82	22,621	0.49	628	0.97	1.09	823,500
Beaufort	587	1.95	162,233	3.51	1,510	2.34	2.60	1,958,500
Berkeley	1,100	3.65	177,843	3.84	2,320	3.59	3.69	2,782,100
Calhoun	380	1.26	15,175	0.33	718	1.12	0.90	680,500
Charleston	917	3.05	350,209	7.57	852	1.32	3.98	2,998,100
Cherokee	393	1.31	55,342	1.20	1,017	1.58	1.36	1,027,000
Chester	581	1.93	33,140	0.72	898	1.39	1.35	1,014,400
Chesterfield	799	2.65	46,734	1.01	1,575	2.44	2.03	1,531,700
Clarendon	607	2.02	34,971	0.76	1,199	1.86	1.55	1,165,100
Colleton	1,056	3.51	38,892	0.84	1,423	2.20	2.18	1,644,700
Darlington	562	1.87	68,681	1.48	1,280	1.98	1.78	1,338,300
Dillon	405	1.35	32,062	0.69	868	1.34	1.13	848,700
Dorchester	575	1.91	136,555	2.95	1,099	1.70	2.19	1,647,200
Edgefield	502	1.67	26,985	0.58	789	1.22	1.16	871,300
Fairfield	687	2.28	23,956	0.52	996	1.54	1.45	1,089,700
Florence	799	2.65	136,885	2.96	1,819	2.82	2.81	2,116,700
Georgetown	815	2.71	60,158	1.30	1,311	2.03	2.01	1,516,600
Greenville	792	2.63	451,225	9.75	3,080	4.77	5.71	4,306,300
Greenwood	456	1.51	69,661	1.51	973	1.51	1.51	1,137,500
Hampton	560	1.86	21,090	0.46	702	1.09	1.14	856,200
Horry	1,134	3.77	269,291	5.82	3,139	4.86	4.81	3,628,300
Jasper	654	2.17	24,777	0.54	615	0.95	1.22	919,000
Kershaw	726	2.41	61,697	1.33	1,494	2.31	2.02	1,519,100
Lancaster	549	1.82	76,652	1.66	1,308	2.03	1.84	1,383,500
Laurens	713	2.37	66,537	1.44	1,475	2.28	2.03	1,529,200
Lee	410	1.36	19,220	0.42	668	1.03	0.94	705,600
Lexington	700	2.32	262,391	5.67	2,427	3.76	3.92	2,950,300
McCormick	360	1.20	10,233	0.22	687	1.06	0.83	622,700
Marion	489	1.62	33,062	0.71	936	1.45	1.26	949,100
Marlboro	480	1.59	28,933	0.62	829	1.28	1.16	876,300
Newberry	631	2.10	37,508	0.81	1,258	1.95	1.62	1,220,300
Oconee	625	2.08	74,273	1.61	2,030	3.14	2.28	1,715,000
Orangeburg	1,106	3.67	92,501	2.00	2,522	3.91	3.19	2,405,500
Pickens	497	1.65	119,224	2.58	1,650	2.56	2.26	1,704,900
Richland	757	2.51	384,504	8.31	2,087	3.23	4.68	3,527,900
Saluda	451	1.50	19,875	0.43	982	1.52	1.15	866,300
Spartanburg	811	2.69	284,307	6.15	2,895	4.48	4.44	3,344,500
Sumter	665	2.21	107,456	2.32	1,564	2.42	2.32	1,745,100
Union	514	1.71	28,961	0.63	717	1.11	1.15	866,300
Williamsburg	934	3.10	34,423	0.74	1,313	2.03	1.95	1,473,900
York	683	2.27	226,073	4.89	1,702	2.64	3.27	2,460,700
Total	30,111	100.00	4,625,364	100.00	64,578	100.00	100.00	75,328,000



South Carolina
Department of Transportation

August 16, 2017

Mr. Kraig Gordon, Chairman
Beaufort County Transportation Committee
201 Summertown Drive
Bluffton, South Carolina 29910

Re: 2017 CTC/SCDOT Regional Meeting

Dear Chairman Gordon:

The South Carolina General Assembly recently passed Roads Bill Legislation (Act 40), which resulted in the authorization of additional funding for the South Carolina Department of Transportation (SCDOT) to address essential improvements to our state's transportation system. This legislation also included the authorization of additional recurring funding for the CTC program.

Many CTC members have expressed an interest in learning more about SCDOT's plans for rebuilding the State's highways and what role CTCs could play in this process. Therefore, I am scheduling regional CTC/SCDOT meetings across the state to discuss these items along with CTC program expectations and how local transportation interests may be better served. I believe it would be more convenient and beneficial for the Committee members to attend smaller regional meetings in their area rather than one large statewide meeting.

You and the members of your committee are invited to meet with SCDOT in Charleston on October 25, 2017. In this meeting there will be Committee members from CTCs in your area of the state. Please feel free to invite any local officials, or other county or municipal staff members, who you feel may benefit from this meeting to attend with you. SCDOT employees from our Headquarters Office, Engineering District, and the "C" Program Administration Office will be present to discuss with your Committee the subject of rebuilding our highways, hear your concerns, and answer any questions relating to the program that you may have. CTCs from the following counties have been invited to this regional meeting:

Beaufort Berkeley Charleston Colleton Dorchester
Hampton Jasper

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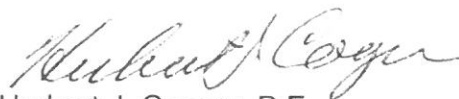
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Mr. Kraig Gordon, Chairman
Page 2
August 16, 2017

The meeting will be held at our SCDOT Charleston Maintenance Inclement Weather Building, and will begin at 9:30 a.m. This facility is located at 2401 Maintenance Way, Charleston, SC 29406. I anticipate that the meeting will adjourn around 12:00 p.m.

An agenda for the meeting is attached. We very much look forward to seeing you and the members of your committee on Wednesday, October 25, 2017, as we work together to improve transportation for our citizens. If you have any questions, please do not hesitate to let me know.

Sincerely,



Herbert J. Cooper, P.E.
C Program Administrator

HJC:seaj
Attachment

cc: Rob McFee, Division Director of Construction Engineering, Beaufort County ✓
ec: Robby Robbins, SCDOT Commissioner, First Congressional District
Samuel Glover, SCDOT Commissioner, Sixth Congressional District
Christy A. Hall, P.E., Secretary of Transportation
Wendy Nicholas, Chief of Staff
Leland Colvin, Deputy Secretary for Engineering
James Fedra, Deputy Secretary for Intermodal Planning
Brian Keys, Deputy Secretary for Finance and Administration
Randy Young, Chief Engineer for Project Delivery
File: LPAO/HJC



CTC/SCDOT REGIONAL MEETING

October 25, 2017

9:30 am to 12:00 pm

- Welcome and Introductions
- Commissioner's Comments
- Rebuilding our Highways Presentation
- BREAK
- CTCs Role in the Rebuilding of the State Highways
- State Secondary Road Ranking Process (Engineering Directive ED-65)
- Questions and General Discussion
- Conclusion