

**BEAUFORT COUNTY TRANSPORTATION COMMITTEE
MINUTES OF MEETING ON March 15, 2017**

The regular meeting of the Beaufort County Transportation Committee (BCTC) was held on March 15, 2017 in the Executive Conference Room of the Beaufort County Administrative Complex located at 100 Ribaut Road, Beaufort, South Carolina.

MEMBERS PRESENT: Mark McCain, John Glover, James Morrall, Craig Forrest, Christopher England, Kraig Gordon, Paul Runko, Bob Arundell, Stephen Wilson

MEMBERS ABSENT: Joseph Stroman, Joe DeVito

OTHERS PRESENT: Wendell Mulligan, SCDOT Resident Maintenance Engineer
Rob McFee, Beaufort County Division Director for Construction, Engineering & Facilities

Notification. An audio recording of this meeting is available from the Beaufort County Engineering Department. Please contact the department at 843 255-2700 and request an audio copy. Power Point presentations given to the BCTC are available from the County Engineering Department.

1. **Call to Order & Members Roll Call.** Meeting was called to order at approximately 4:00 p.m. by Chairman Gordon and an attendance roll call was taken. A quorum was achieved for this meeting.

2. **Public Comment.** No public comment given.

3. **Approval of Minutes**

Motion: a motion was made and seconded to approve the minutes from the January 18, 2017 meeting. Motion passed unanimously.

4. **Old Business**

A. **Update on County Roadway Pavement Condition Survey.** Mr. McFee provided an update on the status of the County Road Pavement Condition Survey. The contractor, F&ME Consultants, has one more week of data collection locally and then will go to Daufuskie Island. It will then take 4 to 6 weeks to get data into units and then develop worksheets. Portland Cement will present information on pavement full depth reclamation. F&ME will also discuss pavement preservation. A workshop was scheduled for Wednesday, April 19th in the Engineering Department Conference Room.

B. **Status of SCDOT and BCTC Projects.** Mr. McFee reviewed BCTC projects. Engineering design for Contract 50 County dirt road paving is 80% completed. The wetland permit reviews have taken longer to be completed by OCRM. This paving project should be ready for bid in May or early June. Contract 50 includes 7 dirt roads: Coker Lane, Butler Farm Road, Albertha Fields Circle, Shiney Road, Almond Drive, Mary Smalls Road and Devonwood Drive. Contract 50 will be the last traditional dirt road paving contract to be advertised for bid. From this point forward per the BCTC's Transportation Plan, the BCTC will receive petitions from property owners requesting for dirt road improvements/paving. Property owners will be responsible for providing the necessary right of way documents. The 2016 SCDOT Resurfacing is well underway by Lane Construction Committee. Substantial completion is during June 2017. Under new business a budget adjustment request was submitted by the County Engineering Department.

Mr. Mulligan updated the CTC on the status of SCDOT projects. SCDOT Just had a pre-construction meeting for several road resurfacing work areas. Total project mileage is 6 miles. Several sections on SC 170 will be resurfaced/paved. SC 170 from the new turn lane at US 21 to the Albergotti Creek Bridge and then from Roseida Road to Shanklin Road will have new asphalt applied. SC 170 from the newly widened section at McGarvey's Corner to the new Burger King site will be resurfaced. On US 21, 1.7 miles will be resurfaced from Washington Farm Road to Gardens Corner. Resurfacing on US 278 from Skull Creek to Pinckney Island and then to Shelter Cove is also included.

C. **Budget Adjustment for 2016 SCDOT Roadway Resurfacing Contract.** The County Engineering Department has submitted a request for a budget adjustment totaling \$240,000 for the 2016 SCDOT Roadway Resurfacing Contract with Lane Construction Company. Mr. McFee presented this request included in the minutes as Attachment #1.

Motion: A motion was made by Mr. Forrest and seconded by Mr. England for the BCTC to approve a budget increase to the 2016 SCDOT Resurfacing Project for \$240,000 with funding from the remaining unspent FY 2016 25% mandate funds of \$90,000 and \$150,000 from the uncommitted C Fund balance. The motion passed unanimously.

The project budget will now be \$6,400,000.

5. New Business

A. **Selection of the 2017 SCDOT Roadway Resurfacing/Improvement Projects.** Mr. McFee presented the recommended 2017 SCDOT Roadway projects which include:

1. Resurfacing Palmetto Bay Road, HHI 4 –lane roadway, approximately 1.0 miles from Sea Pine Circle to Charles E Fraser Bridge. Estimated Cost - \$1.7 million
2. Improvements to the Bridges Approaches for:
 - US 21 Chowan Creek Bridge
 - SC 170 Broad River Bridge
 - SC 170 Chechessee River Bridge

Estimated Cost - \$240,000

The projects listed above were reviewed in depth at the BCTC workshop held on February 28, 2017.

Funding for the 2017 projects would come from the 2017 nonrecurring C Fund distribution of \$1,295,000, the 2017 25% mandate from recurring C Fund deposits estimated to be \$580,000 and the remainder from uncommitted project funds.

County Engineering will not administer these projects. A Request for Programming will be sent to the C Program Administration. The estimates include the 7% for PE&I and 5% contingency for each project. The resurfacing on Palmetto Bay Road would be coordinated with the Town of Hilton Head.

Motion: A motion was made by Mr. Runko and seconded by Mr. Forrest for the BCTC to approve the 2017 SCDOT Roadway projects submitted by staff. Funding would be from the 2017 Nonrecurring C Fund Distribution, 25% mandate and any uncommitted project funds as needed. The motion passed unanimously.

B. **BCTC Liability Insurance.** Chairman Gordon has discussed with Mr. Herb Cooper, SCDOT C Program Administrator, the BCTC member's accountability for approval use of C Funds on projects. This was discussed at the February 28th workshop. At the September 2016 CTC meeting, Chairman Gordon presented to the committee a letter from Mr. Cooper. This letter included an opinion from the SC Attorney General on a project funded by the Marlboro County CTC and whether it was an appropriate use of C Funds on an approved committee project. Mr. Runko and Mr. England volunteered to work on obtaining insurance options and costs for coverage for the BCTC. They will coordinate with Mr. McFee.

6. **Public Comment.** No public comment given.

7. **Meeting Adjourned.** The May 17, 2017 meeting will be held at 4:00 p.m., in the Executive Conference Room, County Administration Building, Robert Smalls Complex, Beaufort, SC.



COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DEPARTMENT
104 Industrial Village Road, Building #3, Beaufort, SC 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2700 Facsimile: 843-255-9420

TO: Kraig Gordon, Chairman, Beaufort County Transportation Committee
FROM: Rob McFee, PE, Division Director for Construction, Engineering & Facilities
SUBJ: Budget Adjustment for the BCTC 2016 SCDOT Resurfacing Project
DATE: March 14, 2017

BACKGROUND. On April 25, 2016, the Beaufort County Council appropriated \$6,160,000 for the County wide SCDOT resurfacing project to Lane Contracting, Inc. Funding for the 2016 SCDOT road resurfacing is taken from the following sources:

2016 Non-Recurring C Fund Revenue	\$5,667,823
2016 25% Mandate from Recurring C Fund Revenue	\$ 492,177
	\$6,160,000

The 2016 SCDOT Resurfacing is a unit price contract and includes approximately 28 miles of roadway at various locations throughout the County.

This budget adjustment is necessary for the significant amount of full depth patching and leveling required on most of the 28 miles of roadway due to years of deferred maintenance. The total adjustment needed for the project budget has been calculated at \pm \$240,000.

FUNDING. The funding for this budget increase would be a \$90,000 transfer of unspent funds from the remaining 2016 25% mandate and \$150,000 from the BCTC's total uncommitted funds with a present uncommitted present balance of \$2,574,461. The new budget for the 2016 SCDOT Resurfacing would be \$6,400,000 and is funded from the following sources:

2016 Non-Recurring C Fund Revenue	\$5,667,823
2016 25% Mandate from Recurring C Fund Revenue	\$ 581,775
Uncommitted C Funds	\$ 150,000
	\$6,400,000

Therefore it is recommended by the County Engineering Department that the BCTC approve an overall total budget increase of \$240,000 funded from the remaining unspent \$90,000 2016 25% mandate and \$150,000 from the uncommitted C funds.

RECOMMENDATION. That the BCTC approve a budget increase of approximately 3.9% to the 2016 SCDOT Resurfacing Project of \$240,000 with funding from the remaining unspent 2016 25% mandate funds of \$90,000 and \$150,000 from the uncommitted project C fund balance presently at \$2,574,461.

JRM/AA/mjh

Attachment: BCTC Financial Statement at March 14, 2017

BEAUFORT COUNTY C FUND REPORT
JULY 1, 2016- MARCH 31, 2016

(unaudited)

INCOME AND EXPENSES

Balance of Funds as of July 1, 2016	3/14/2017
Income: July 1 2016 thru December 31, 2016	\$8,623,593
Nonrecurring Funds Received	
Recurring Funds Received (Jul thru Jan 2017 Deposit)	\$1,295,000
Interested Earned	\$1,553,124
	\$2,591
Total Income July 1, 2016 thru March 31, 2017	\$2,850,715
Expenses: July 1, 2016 thru December 31, 2016	
Administrative Expenses Bid Ad, Postage, Office Supplies, PerDiem	
Local Paving Project Expenditures	\$902
2016 State Road Resurfacing Expenditures	\$301,080
Signal Enhancement at US21/SC170	\$141,733
Total Expenditures July 1, 2016 thru March 31, 2017	\$47,114
Balance of Funds as of March 31, 2016	\$490,829
	\$10,983,479

FUNDING COMMITMENTS

Note 1	2016 State Road Resurfacing Project (State System) Under Construction	\$6,018,110
	2017 State Road Resurfacing Project (State System)	\$1,965,927
	City of Beaufort Southside Blvd Sidewalk Repair	\$130,000
	Town of Port Royal Sidewalk Project	\$39,451
	Beaufort County Traffic Signal Enhancement/Data Collection US21/SC170	\$139,886
Note 2	Reserve Fund Allocation for FY 2016 (5% Annual Income)	\$115,644
	Total Committed Funds	
	Total Uncommitted Funds Available for New Projects	\$8,409,018
		\$2,574,461

For FY 2017 the mandatory 25%
is \$388,281 (Obligation State System)

Note 1 Funding is \$5,667,823 from Nonrecurring Funds Received
 \$492,020 from Recurring Funds Received
 \$6,159,843 Total Budget 2016 SCDOT Road Resurfacing

Note 2 BCTC approved Reserve Fund Allocation at May 18, 2016 Meeting
 at 25% of average annual income over a 5 year period at a minimum of 20% per year.