

BEAUFORT COUNTY TRANSPORTATION COMMITTEE
MINUTES OF MEETING ON November 15, 2017

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

MEMBERS PRESENT: John Glover, Joe DeVito, Craig Forrest, Kraig Gordon

MEMBERS ABSENT: Bob Arundell, Christopher England, Mark McCain, James Morrall, Joseph Stroman, Stephen Wilson

VACANT DISTRICT: District 9

OTHERS PRESENT: County Council Member Alice Howard, District 4
Rob McFee, Beaufort County Division Director for Construction, Engineering & Facilities
Darrin Shoemaker, Town of Hilton Traffic Engineer

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 not achieved for this meeting.

2. **Public Comment.** There was no public comment given.

3. **Approval of Minutes.** Minutes from the September 20, 2017 meeting could not be approved due to the lack of a quorum. September 20, 2017 meeting minutes will be presented at the January 2018 meeting for approval.

4. **Old Business**

A. **Program/Project Updates.** Mr. McFee provided an update on the following projects.

(1) **Dirt Road Paving Contracts 50A and 50WE.** Dirt Road Paving Contracts 50A and 50 WE were awarded by County Council on September 27, 2017. Both projects are a design-bid-build instead of the design-build contracts that have been completed previously. County Engineering wanted to complete a design-bid-build in order to compare construction pricing. Contracts 50A and 50WE are the last remaining dirt roads to be paved under the old BCTC dirt road paving program.

Contract 50A was awarded to J. H. Hiers for a total amount of \$2,170,247 and will be funded by TAG funds. Contract 50A includes Butler Farm Road, Johnson Landing Road and Trotters Loop. Total mileage is 2.42 miles. The roads were designed by Andrews Engineering. J. H. Hiers has been issued a notice to proceed. Substantial completion date for Contract 50A is October 28, 2018. Clearing and grubbing has been started on Butler Farm Road.

Contract 50WE was awarded to Preferred Materials, Inc., (PMI) for a total dirt road paving amount of \$2,397,957 and will be funded by C Funds. Contract 50WE included Albertha Fields Circle, Almond Drive, Coker Lane, Devonwood Drive, Mary Smalls Road and Shiney Road. Total mileage is 2.28 miles. The roads were designed by Ward Edwards. Contract 50WE also includes repairs to the Bluffton Parkway Flyover Bridge embankment which is funded by County's Bluffton Parkway Phase 5 Sales Tax project account. The embankment repairs totaled \$100,270. PMI has been issued a notice to proceed. Substantial completion date for Contract 50WE is October 28, 2018. PMI will start on the embankment repairs first and then proceed on to the dirt road reconstruction.

(2) **2017 Nonrecurring Funded Projects.** The BCTC approved 4 projects at \$1,940,000 for 2017 programming by SCDOT using the 2017 nonrecurring funds totaling \$1,295,000, 25% mandatory allocation and non-programmed C funds.

The 4 projects were the resurfacing of Palmetto Bay Road on Hilton Head Island at \$1.7 million and the bridge approaches at Chowan Creek Bridge & US 21, Broad River Bridge & SC 170, and Cheechessee River Bridge & SC 170 at \$80,000 each for a total of \$240,000. Mr. McFee indicated that these 4 projects have been programmed by SCDOT and should be out for bid after the first of the year.

(3) **2017 Municipality/County CTC Funded Projects.** At the September 2017 BCTC meeting, the committee approved funding for the following municipality /county requested projects.

Town of Hilton Head – Pope Avenue Resurfacing Improvements	\$850,000
Beaufort County – US 278 Signal Timing Improvements	\$ 89,000
Town of Port Royal/Beaufort County – Paris Avenue/Ribaut Road Intersection Traffic Signal Upgrades	\$ 40,000
City of Beaufort – Resurfacing Improvements Phase 1 only roads located in the City Limits	\$290,000

The County Transportation Department has started ordering hardware and supplies for the Paris Avenue/Ribaut Road intersection traffic signal upgrades. County Engineering Department will notify the municipalities the approved BCTC’s funding totals. The minutes from the September 20, 2017 meeting contains the details for each approved municipality and County match funding.

(4) **2018 Resurfacing Program (Years 1 & 2).** The County Engineering Department is working on bid documents for the County road resurfacing projects recommended in the Pavement Condition Survey. The 2018 Resurfacing Program should be advertised for bid during December 2017.

B. **October 2017 LATS Policy Board Meeting.** Chairman Gordon reviewed the October 2017 LATS committee meeting with the BCTC. Treasury Secretary Hall spoke to the LATS Committee. It was noted that for the next 10 years there are no widening improvements for I-95. There will be life safety maintenance performed on I-95.

C. **2017 CTC-SCDOT Regional Meeting.** SCDOT held a CTC regional meeting on October 25, 2017 in Charleston. Chairman Gordon attended. The CTC members and SCDOT discussed the rebuilding of the state highways and the state secondary road ranking process. The regional meeting should become an annual event.

5. **New Business.**

A. **February 2018 Workshop.** The BCTC’s workshop will be held on February 28, 2018 in the training room at BJWSA. County Council’s Public Facilities Committee has been invited to attend. Chairman Gordon reviewed the recommended topics for the workshop.

B. **FY 2018 1st Quarter Financial Statement.** Mr. DeVito presented the attached FY 2018 1st Quarter financial statement. The statement is a summation of the revenue and expenditures occurring from July 1st thru September 30th. The 1st quarter statement also shows funding commitments total \$5.0 million.

C. **2018 BCTC Meeting Schedule.** The BCTC will hold its regular meetings in 2018 on the following dates: January 17, March 21, May 16, July 18, September 19, and November 14. All the meetings are scheduled to start at 4:00 pm and will be held in the County’s Executive Conference Room, Administration Building, County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, SC.

D. **Off Agenda Item - Pavement Management Survey.** The committee members discussed the municipalities’ participation in the next PM survey and would the BCTC be willing to help fund. Town of Port Royal has completed a PM survey but did not use ADT or PMS in place. Mr. Shoemaker indicated that the Town of Hilton Head did complete a survey and will attempt to locate for BCTC. There were no representatives present from either the Town of Bluffton or City of Beaufort. Mr. DeVito stated that a topic that should be discussed by the BCTC is the CTC’s responsibility to all public roadways in both the unincorporated County and the municipalities.

6. **Public Comment.** There was no public comment given.

8. **Meeting Adjourned.** The next regular meeting the BCTC will be January 17, 2018 at 4:00 p.m., in the Executive Conference Room, County Administration Building, Robert Smalls Complex, Beaufort, SC.

**BEAUFORT COUNTY C FUND REPORT
JULY 1, 2017- SEPTEMBER 30, 2017**

<u>INCOME AND EXPENSES</u>		10/30/2017
Balance of Funds as of July 1, 2017		
Income: July 1 2017 thru September 30, 2017		\$4,786,069
Nonrecurring Funds Received	\$0	
Recurring Funds Received	\$507,279	
Donor Bonus Revenue Received	\$330,961	
C Funds Returned FY 2014-15 25% Projects PCN PO28490	\$133,845	
Interest Earned Recurring Funds	\$4,726	
Interested Earned Non Recurring Funds	\$0	
Total Income July 1, 2017 thru September 30, 2017		\$976,811
Expenses: July 1, 2017 thru September 30, 2017		
Administrative Expenses Bid Ad, Postage, Office Supplies, PerDiem	\$0	
Local Paving Project Expenditures	\$0	
Pavement Condition Survey Expenditures	\$24,820	
City of Beaufort Southside Blvd Sidewalk Repair	\$130,000	
2016 State Road Resurfacing Expenditures	\$457,258	
Traffic Signal Enhancement at US21/SC170 Expenditures	\$45,240	
Total Expenditures July 1, 2017 thru September 30, 2017		\$657,318
Balance of Funds as of September 30, 2017		\$5,105,562
<u>FUNDING COMMITMENTS</u>		
Dirt Road Paving Contract 50WE	\$2,637,753	
Pavement Condition Survey for County Roads & CO SCDOT Secondary Rd Maint	\$10,500	
2016 State Road Resurfacing Project (State System) Under Construction	\$853,718	
Traffic Signal Enhancement/Data Collection US21/SC170	\$14,852	
Town of Port Royal Sidewalk Project	\$39,451	
Municipality/County Requests for Funding for Various Projects	\$1,269,000	
Reserve Fund Allocation for FY 2016 (5% Annual Income)	\$115,644	
Reserve Fund Allocation for FY 2017 (5% Annual Income)	\$117,841	
Reserve Fund Allocation for FY 2018 (5% Annual Income)	\$0	
Total Committed Funds		\$5,058,759
Total Uncommitted Funds Available for New Projects		\$46,803
For FY 2018 the mandatory 25% is \$160,281 at 9/30/17 (Obligation State System)		

BEAUFORT COUNTY C FUND REPORT
JULY 1, 2017 - SEPTEMBER 30, 2017

10/30/2017

LOCAL PAVING PROJECTS

PROJECT DESCRIPTION	WORK TYPE	RESPONSIBLE AGENCY	BUDGET	TOTAL EXPENDITURES	CURRENT FY EXPENDITURES	REMAINING BUDGET
¹ County Dirt Road Paving Contract 50WE Albertha Fields Circle, Almond Drive, Devonwood Drive, Coker Lane, Mary Smalls Road, Shiney Road	Paving	County	\$2,637,753	\$0	\$0	\$2,637,753
² Pavement Condition Survey for County Maint Roadways Approved Funding 11/16/16 CO 1 Approved 7/19/17 \$30k for SCDOT Secondary Rds Survey	Professional Eng Services	County	\$141,400	\$130,900	\$24,820	\$10,500
Total Local Projects			\$2,779,153	\$130,900	\$24,820	\$2,648,253

BEAUFORT COUNTY C FUND REPORT
JULY 1, 2017 - SEPTEMBER 30, 2017

STATE ROAD PROJECTS

PROJECT DESCRIPTION	WORK TYPE	RESPONSIBLE AGENCY	BUDGET	TOTAL EXPENDITURES	CURRENT FY EXPENDITURES	10/30/2017	
						REMAINING BUDGET	
¹ City of Beaufort Sidewalk Repair Southside Blvd S-7-253 BCTC Approved Funding 5/20/15	Sidewalk	City	\$130,000	\$130,000	\$130,000	\$0	
² 2016 SCDOT Road Resurfacing Project Contract Awarded 4/25/16 SCDOT Roads selected for Resurfacing by CTC 9/16/2015	Resurfacing	County	\$6,413,716	\$5,559,998	\$457,258	\$853,718	
³ Beaufort County Traffic Signal Enhancement Data Collection US 21/SC 170 BCTC Approved Funding 5/18/16	Tr Signal	County	\$114,700	\$99,848	\$45,240	\$14,852	
⁴ Town of Port Royal Sidewalk Project Approved Funding 11/16/16	Sidewalk	Town	\$39,451	\$0	\$0	\$39,451	
⁵ Resurfacing Pope Avenue THH Request Approved at 9/20/17 Meeting	Resurfacing	Town	\$850,000	\$0	\$0	\$850,000	
⁶ City of Beaufort Phase 1 Resurfacing Approved at 9/20/17 Meeting	Resurfacing	City	\$290,000	\$0	\$0	\$290,000	
⁷ Town of Port Royal/Beaufort County Paris Avenue/Ribaut Road Signal Upgrades Approved at 9/20/17 Meeting	Tr Signal	County	\$40,000	\$0	\$0	\$40,000	
⁸ US 278 Signal Timing Improvements Approved at 9/20/17 Meeting	Tr Signal	County	\$89,000	\$0	\$0	\$89,000	
TOTALS			\$7,966,867	\$5,789,846	\$632,498	\$2,177,021	

Note 1 Total Bid Lane Construction \$5,599,857 plus 10% Contingency \$559,986 plus \$240,000 increase to budget approved at 3/15/2017 meeting
Signal Repair from Resurfacing Construction
\$6,399,843
\$13,873
\$6,413,716