



**Project & Planning Committee Meeting via
Zoom**

September 3, 2021- 3:30PM

MINUTES

Present: Dwight Stewart (Chairman), Julia Nelson, Will Wheeler, Travis Windham, Jim McCain, Chuck Wilson

Not Present: Jeffery Graham, Sammie Tucker, Jay Davis

Staff Present: Jake Whitmire, Christopher McKinney, Dennis Cyphers, Jeff Parkey, Dahlia Miller

1. **Welcome and Call to Order:** Chairman Dwight Stewart called the meeting to order at 3:32pm.
2. **Invocation and Pledge of Allegiance:** Chairman Stewart provided the invocation and all attendees participated in the Pledge of Allegiance.
3. **Determination of Quorum:** Mr. Dennis Cyphers determined there was a quorum with 6 of 9 committee members present.
4. **Approval of Agenda:** Chairman Stewart entertained a motion to approve the agenda. The motion was made by Mr. Jim McCain and seconded by Mr. Chuck Wilson. There was no discussion. All were in favor and the motion passed unanimously.
5. **Approval of Previous Meeting Minutes:** Chairman Stewart entertained a motion to approve the previous meeting minutes. A motion was made by Mr. Chuck Wilson and seconded by Mr. Jim McCain. There was no discussion. All were in favor and the motion passed unanimously.
6. **Old Business:** N/A
7. **New Business:**
 - a. **SCDOT Engineering Directive 22:** Mr. Jerome Pearson from SCDOT explained information on the Engineering Directive 22 which address the bicycling accommodations that will be considered as part of the SCDOT Annual Pavement Program. All MPOs and COGs are required to develop a bicycling accommodation plan that inventories existing bicycle infrastructure and identifies gaps within the multimodal system. To be eligible, a project must be on the East Coast Greenway, South Carolina Bicycle Touring Routes, or part of a MPO/COG approval bicycle plan and achievable within the scope of the project without requiring addition right-of-way, utility relocations, environmental permitting, and/or grading beyond the existing shoulder.

- b. SCDOT Directive 28 “Complete Streets”:** Mr. Jerome Pearson continues in explaining Complete Streets. The goal for this project is to “Ensure that bike/ped plans are considered and cross reference by SCDOT’s Pavement Improvement Program”. The Pavement Improvement Program is developed annually. The ’21-’22 Pavement Improvement Program went to the commission in May and was out in June.
- i. Eligibility:** East Coast Greenway, SC Bicycling Touring Routes, or part of an MPO/COG plan.
 - ii. Eligible accommodations:** shoulder sections, curb & gutter sections, and all sections.
 - iii. The goal for Complete Streets** is to “Ensure our highway system is equitable and accessible to all users: drivers, passengers, bicyclists, pedestrians and transit riders.
 - iv. There are two requirements for this program:** 1) consideration of accommodation for bicycling, walking, and transit in the design, construction, maintenance, and operations of the state transportation network, and 2) SCDOT to work with the state’s regional transportation planning partners and regional transit providers to identify and include walking, bicycling and transit needs as part of their regional visioning plans.
 - v. Key Components:** 1) Funding for these accommodations is to be included in the budget for each project if warranted on the individual project and in accordance with the regional plans. 2) SCDOT has updated and modernized its design manuals to include multimodal accommodations. 3) SCDOT has established a council to facilitate ongoing communication to seek continuous improvement opportunities and initiatives.
 - vi. Elements of the Complete Street Directive:** funding, design, work zone traffic control, maintenance, safety & operations, plan development, and complete streets council.
 - 1.** Under the maintenance element Mr. McKinney wanted clarification that staff build the project then SCDOT will keep up the maintenance. Mr. Pearson agreed to that clarification.
 - 2.** Chairman Stewart asked are the rumble strips necessary for the sections in the road, considering when riding a bike, the rumble strips can cause a very shaky bike ride. Mr. Pearson confirmed that the rumble strips are necessary based off studies.
 - 3.** Mr. Dennis Cyphers added that moving forward any road projects will have to accommodate bike and pedestrians.
- c. Census Recap:**
- i.** IF absorbed, yearly Guidesare funding \$3.209M currently will be reduced proportionally.
 - 1.** Estimated \$1M less per year if SLCOG loses transportation planning jurisdiction over City of Camden
 - 2.** 2010 Census resulted in a loss of \$1,654,150 in Guidesares
 - ii.** Also, can expect the SUATS MPO to expand
 - 1.** 2010 Census resulted in a loss of \$107,765 in Guidesares
 - iii.** Leads to less funding for rural road projects
 - iv.** If Camden remains in the Santee-Lynches COG rural in jurisdiction (Guidesare Program)
 - 1.** Board will amend the TIP to put the project back on the TIP
 - 2.** Execute project in the following FY
 - v.** Mr. Will Wheeler asked a question clarifying that “We don’t know more than we did the last time?” Mr. McKinney agreed and stated that they are in the process of analyzing the data with hopes of having an answer by Spring of ’22.
- d. Coronavirus Response and Relief Supplemental Funds:**

- i. Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA)
 - 1. SCDOT Commission voted on May 18th, 2021 to use a portion of funds received to pay off debts owed on old projects funded Guideshare funds for small COGs and MPOs
 - a. Our project is the 521 Expansion Manning to Sumter
 - 2. SLRCOG is anticipated to receive to pay off 2 remaining payments owed to SCDOT
 - a. \$512,884.94 in FY 22
 - b. \$512,849.10 in FY 23
 - c. Total of \$1,025,734.04
- ii. CRRSA debt relief will give Santee-Lynches COG +\$1,025,734.04 in Guideshare Funds
 - 1. Board must decide how to use funds
 - a. Option #1: Allocate to Bishopville Project 2030
 - i. Reserve for future potential project increases
 - b. Option #2: Use to comply with SCDOT Directives 22 & 28
 - i. Feasibility studies to create bike and pedestrian plans for “Complete Streets”
 - c. Alternative option from committee
 - 2. If CRRSA debt relief used for compliance with SCDOT Directives 22 & 28 the \$1,025,734.04 split based on per capita dues
 - a. Sumter County/City (41%) = \$420,550
 - b. Kershaw County/Camden (28%) = \$280,205
 - c. Clarendon/Manning (17%) = \$174,374
 - d. Lee County/Bishopville (14%) = \$143,602

Mr. Will Wheeler asked does, “the board need to choose one of the two options now or can we just hold the funds?” Mr. Wheeler feels that they do not need option #2 with the current projects and asked, “Is there an immediate need for the 22 & 28 directives?” Mr. McKinney answered “No, to find additional funding sources to complete other projects, this has to be in place for the project to go forward. Mr. Cyphers elaborated on Mr. McKinney’s statement saying that Kershaw County is the only county in the region that has a bicycle and pedestrian plan put together. Mr. Wheeler asked, “If we identified something beneficial could we make a move then?” Mr. McKinney agreed to Mr. Wheeler’s question.

e. Update on Bishopville Project 2030 from Executive Directive:

- i. Current Allocation for Project: \$31,152,125
 - 1. Guideshare Funding = \$25,401,000
 - 2. Federal Earmarks = \$4,662,500
 - 3. CTC Funds = \$929,910
 - a. This is local match requirement
 - 4. SCDOT required match for earmark = \$320,625
- ii. Current total funds allocated for Planning/Engineering
 - 1. \$7,500,300
 - a. \$5,003,000 in earmark funding (incl. Lee County CTC & state match funds)
 - b. \$2,500,000 in Guideshare funding

- iii. June 22nd, 2021 SCDOT notified COG that Earmark funding for Bishopville Project 2030 will expire on September 30th, 2021.
- iv. SCDOT requested shifting of earmark funds from construction and Right of Way phases to Planning/Engineering (p/E) phase to avoid losing earmark due expiration 9.30.21
 - 1. \$500,000 from Right of Way acquisition (to be made up in Guideshare funds)
 - 2. \$1,100,000 from Construction (to be made up in Guideshare funds)
- v. This will require Guideshare Funds to replace earmark funds in Right of Way & Construction on the project.
- vi. June 26, 2021- SCDOT notified COG of project cost increase
- vii. Planning/Engineering (P/E) will increase by
 - 1. \$1,450,488
 - 2. SCDOT estimates there will be a need for at least 1 bridge alignment selection (route)
- viii. This cost is only for (P/E)
- ix. Does not include cost for actual bridge(s) construction
- x. All of these actions cumulatively will reduce amount of Guideshare required for the Planning/ Engineering (P/E) allocation
 - 1. \$149,512 from (P/E) will be moved back into available Guideshare funds for construction phase of project.

Mr. Will Wheeler asked, "Are these the same transfer that are TIP transmittal form?" Mr. McKinney confirmed that Mr. Wheelers question is correct.

f. Approval of TIP funding movement pertaining to Bishopville Project 2030:

- i. Project Breakdown
- ii. Guideshare allocation increased to \$26,851,448
 - 1. Additional \$1.6M needed for Right of Way (ROW) and Construction
 - a. 500K for ROW
 - b. \$1.1M for Construction
 - 2. P/E reduced by \$149,512
- iii. Earmark corrected from \$4,662,500 to \$5,382,500 (PE) as of August 16th
- iv. Lee County CTC match increased from \$768,000 to \$929,910
- v. New total Planning/Engineering allocation = \$9,103,163
 - 1. \$6,752,675 in earmark funding (w/ CTC and state match)
 - 2. \$2,350,488 in Guideshare funding
- vi. \$33,604,125 = New allocation for project with Proposes Changes
 - 1. Difference of \$2,452,038 from current allocation
 - a. Addition \$1,600,000 to ROW and Construction (Guideshare)
 - b. Reduction of \$149,512 in PE (Guideshare)
 - c. Additional \$929,910 in CTC match funds (not included previously)
 - d. Additional \$71,602 (earmark corrections)
- vii. Proposed Motions
 - 1. Motion to adopt the updated TIP with an increase \$1,450,488 for Bishopville Project 2030
 - 2. Motion to reject the updated TIP with an increase \$1,450,488 for Bishopville Project 2030
 - 3. Alternative motion from committee

Mr. Will Wheeler made the motion the move A and seconded by Mayor Julia Nelson. All were in favor and the motion passed unanimously.

g. Coronavirus Response and Relief Supplemental Funds (CRRSA):

i. Proposed Motions

1. Motion to utilize \$1,025,734.04 from CRRSA debt relief for future potential Bishopville 2030 Project (Bishopville Truck Route) increase
2. Motion to utilize \$1,025,734.04 from CRRSA debt relief for feasible studies to be prepared to comply with SCDOT directive on "Complete Streets".
3. Alternative motion from committee

Mayor Julia Nelson asked, "Was there a recommendation from staff on this?" Mr. McKinney replied that staff was leaning more towards B because there is not any funding and there will need to be funding to execute a project. Mr. Wheeler asked, "We don't have a current project that the \$1.025M would go towards?" Mr. McKinney answered that confirmed that there are no current projects. Mr. McKinney also added that there are projects with TIP but there is no funding to execute them and when funding is available, then this committee will have to vote to execute the project. Christina Lewis from the SCDOT Planning office stated that Santee-Lynches is not receiving CRRSA funds, but SCDOT is using their CRRSA funds to clear up Santee-Lynches debt. She also explained what would of went into their debt would go into the Guidesshare balance. Mrs. Lewis mentioned that everyone MPO and COG will have a bike and ped plan of their own and they will be pieced together for a statewide plan. Mr. McKinney assure that Santee-Lynches does not have to come up with the funding to execute the bike ped plan because it is part of the state plan.

Mr. Wheeler made a motion to defer the current motion since the committee does not have to vote on anything now. Mayor Nelson wanted to clarify if staff wanted to continue to go with option B or should the committee table how staff will allocate for a later date. Mr. McKinney explained that with the new information he would follow Mr. Wheelers motion. Mayor Nelson seconded the motion. All were in favor and the motion passed unanimously.

8. Chairman Comments: There were no comments from Chairman Stewart.

9. Adjourn: Chairman Stewart called for a motion to adjourn the meeting. Mr. Chuck Wilson made the motion and Mayor Julia Nelson seconded. The meeting was adjourned at 4:23 pm.

Respectfully Submitted,



Dennis Cyphers
Chief, Government Services