

MEETING MINUTES
Lowcountry Area Transportation Study (LATS)
Meeting of the Policy Committee
Friday, April 10, 2015 – 10:00 a.m.
TCL New River Campus Board Room – Bluffton, SC

LCOG staff sent agenda packets to Policy Committee members and posted an agenda in the lobby of the LCOG office at least 24 hours prior to the meeting time.

Policy Committee Members Present:

Chairman Lisa Sulka, Mayor Town of Bluffton
Barbara Clark, Chairwoman Jasper County Council
Samuel E. Murray, Mayor Town of Port Royal

Policy Committee Designees Present:

Gerald Dawson, Beaufort County Council, for
Chairman Paul Sommerville
Richard Hamilton for LRTA Chairman David
Blauch
Bill Harkins, Town of Hilton Head Mayor Pro
Temp, for Mayor David Bennett

Policy Committee Members Absent:

David Bennett, Mayor Town of Hilton Head Island
David Blauch, Chairman LRTA Board
Bronco Bostick, Mayor City of Hardeeville
Sen. Tom Davis, Beaufort County Leg. Delegation
Billy Keyserling, Mayor City of Beaufort
Sam Glover, Commissioner SCDOT
Clifton Parker, Commissioner SCDOT
Rep. Bill Herbkersman, Jasper County Leg.
Delegation Chairman
Paul Sommerville, Chairman Beaufort County
Council
Jim Rozier, Commissioner SCDOT

Technical Committee Members Present:

LeNolon Edge, Jasper County
Mary Lou Franzoni, LRTA Executive Director
Jill Foster, Town of Hilton Head Island
Karen Jarrett, Town of Bluffton
Colin Kinton, Beaufort County

Technical Committee Members Absent:

Linda Bridges, Town of Port Royal
Lauren Kelly, City of Beaufort
Katie Woodruff, City of Hardeeville

FHWA Staff Present:

Jessica Hekter

SCDOT Staff Present:

David Grey, SCDOT Office of Transit
Kenny Larimore, SCDOT Area Planning Engineer
Michael Pitts, SCDOT Program Management
Joy Riley, SCDOT Program Manager

LCOG Staff Present:

Ginnie Kozak, Planning Director
Jonathan Sherwood, Community and Regional
Planner

Others Present:

Steve Riley, Town manager, Town of Hilton Head
Island
Marc Orlando, Town Manager, Town of Bluffton
Kim Jones, Director of Engineering and Public
Works, Town of Bluffton
Susan Zellman, Sun City Gov't and Business Affairs

1. Call to Order

Chairman, Ms. Sulka, called the meeting to order.

a. Pledge of Allegiance

b. Invocation

Mr. Dawson gave the invocation.

c. Introduction of Members, Guests and Staff

Ms. Sulka asked members, guests, and staff to introduce themselves. The designees were announced as Gerald Dawson for Beaufort County and Bill Harkins for the Town of Hilton Head Island.

d. Action on June 27, 2014 Minutes

Ms. Sulka asked if everyone had the chance to review the minutes and, if so, for a motion to approve. Mr. Murray motioned to approve the minutes, Ms. Sulka seconded the motion, and it passed unanimously.

2. Old Business

a. Long Range Transportation Plan (LRTP) – Jonathan Guy – Kimley-Horn

Mr. Guy gave an update of progress on the LRTP. He noted that the two previous workshops/public meetings, one in Beaufort and one in Bluffton, were well attended. He added that the interactive meetings provided good information, which contributed positively to the LRTP. He also noted the good coordination with the technical Committee, which he said was instrumental in the development of the LRTP. The Technical Committee and Kimley-Horn created preliminary recommendation for all modes of transportation in the MPO Region. The Technical Committee is now reviewing the eight draft modal chapters for LRTP. He expects the implementation and financial plan to follow-up the modal chapters soon.

Mr. Guy announced the last public workshop will be on April 28, 2015 at Palmetto Electric in Hardeeville. Ms. Kozak said that she will begin advertising around ten days prior to the meeting and explained how social media will also be utilized to advertise the public meeting. Ms. Sulka asked that the Towns get advanced notice by a few more days.

b. Project Prioritization Criteria – Kimley-Horn and Technical Committee

Mr. Guy presented on the prioritization criteria development process and matrix. He described the documents as a summation of the work done by the Technical Committee, based on the COG's/SCDOT's matrix and work done by Kimley-Horn, including research into criteria from other MPOs around the state. The latest version comes as a result of the work done by Colin Kinton and Karen Jarrett, which modified the draft document with the goal of making it simpler to use, tailoring the matrix to the specific needs of the LATS MPO Region.

Ms. Kozak explained the state requirements and ACT 114, which brought about the need for the document with the aim of making the process more objective and quantifiable. Mr. Guy advised that Project Prioritization Criteria be passed by the Policy Committee so that it can be sent to SCDOT Commission for approval. Ms. Sulka asked for a motion, Mr. Murray motioned, and Ms. Clark seconded, and it passed unanimously.

c. Unified Work Program (UPWP) Update – Ginnie Kozak

Ms. Kozak described the UPWP as a required document, outlining the next two years of work to be done by staff at LCOG for the MPO. The UPWP is well specified, detailing administration, data management, and transit coordination work. A 25-page rough draft is being reviewed by SCDOT, FHWA, and FTA, and will be sent back to Ms. Kozak for revisions

and then resubmitted before June 30, 2015. Ms. Sulka asked that the Draft UPWP, noting any changes, be sent around to everyone and Ms. Kozak agreed to send using her MPO distribution list.

d. Designation of Public Transit Service Provider In Small Urban Area (UZA) – LRTA/Palmetto Breeze

Ms. Kozak described the UZA as the Town of Bluffton, Town of Hilton Head Island, and a small area of unincorporated of Beaufort County. Mr. Gray explained that the designation will be a letter of support from the jurisdictions, stating their support for LRTA being the Designated Recipient and a commitment to supply the local match for 5307 funds. He advised all jurisdictions to submit letters at the same time.

Mr. Harkins recognized Ms. Franzoni's earlier presentation to the Town of Hilton Head Island's council meeting regarding LRTA funding and budgeting. He acknowledged the difficulty LRTA is having with the current funding situation and the importance of the commuting workforce to the Town of Hilton Head Island. Ms. Franzoni described the situation being caused by the decrease in 5311 rural funds while the 5307 urban funds are being held-up by the start-up of the MPO and pending LRTP. She continued to say that even after the MPO work is completed, it may take six to eight additional months for review from FTA. Ms. Franzoni added that she is planning to do a detailed presentation to make recommendations to the Town of Bluffton Council and Beaufort County Council in the near future.

3. New Business

a. SCDOT Project Update – Joy Riley, SCDOT Program Manager

Ms. Riley began by introducing Michael Pitts as a new staff member for the area. Ms. Riley gave an update on current and pending projects in the Region.

- (i) US 17 Road Widening – Completed Value Engineering Study. Ms. Riley indicated that the geotechnical issues were reviewed, which may reduce the time of the project, considering some of the embankment issues.
- (ii) US 17 Bridge over railroad near the Savannah Wildlife Refuge– SCDOT is recommending an at- grade road as it has come on the bridge replacement and has met with Jasper County Officials regarding their disapproval of the project. The project has been postponed for six months in order to have an additional meeting with jasper officials. Ms. Clark noted that she is against this project in view of the Riverport Development and the future Jasper Terminal. Ms. Riley explained that the tracks there have been removed and over time the bridge will become deficient and cost \$5.7 million for replacement.
- (iii) Windmill Harbor – Construction will begin after the PGA tournament and boat show, and construction will continue throughout the summer.
- (iv) US 21 at 21 – Will be let the week of 4/20/15.
- (v) US 21 at Grays Hill Road – Currently under construction.
- (vi) SC 802 at Poly Hill Road (Lady's Island Roundabout) – Delayed schedule due to a transmission line and now a December letting.
- (vii) US 21 at Shanklin Road – Under construction
- (viii) US 21 at SC 170 – Safety Improvement Project from the Traffic Engineering Safety office. Is in preliminary Design
- (ix) SC 79 at Spanish Wells Road over Jarvis Creek-- Bridge Replacement, wrapping up design, with fall letting.

Ms. Riley noted some resurfacing going on in the area and two Interstate 95 rehab projects. In Jasper county from mile markers 23-33 and Colleton County mile markers 48-62. Improvements to the road will include removing trees in the clear zones. She added not all trees will be taken down because of the wide medians along the sections of road slated for improvements.

b. Community Transportation Planning Workshop scheduled for April 28, 2015 – Kimley-Horn

Mr. Guy encouraged Committee members to come and invite people from the respective communities to the workshop. Mr. Guy said the workshop will be interactive with boards up and a presentation on the modal chapters.

c. Applying for TIGER grant for US 17 – SCDOT and LATS/LCOG staff

Ms. Hekter informed the Committee of competitiveness of the grant, as there is more in need in the country than funds. She said the federal government expects the projects to be shovel ready, but there is a broad interpretation of the term. Mr. Larimore reiterated the stiff competition for this type of grant and added that there needs to be strong support from the area, and advised to ask for more dollars than what is anticipated to be allocated by the federal government because only a fraction is going to be granted. Ms. Sulka asked if support is needed from Savannah. Mr. Larimore said yes, the more support the better. Members and staff discussed the importance of getting local elected representatives at the state and federal level involved.

Ms. Sulka addressed the tight schedule of getting the grant application submitted. Mr. Larimore suggested that in the essence of time, it might be a good idea if the consultants be hired, or expand the scope of work with the LRTP, to help with the application process, considering the success that Kimley-Horn has had with TIGER Grants in the past. SDOT and FHWA staff said that UPWP funds would be eligible for funding application preparation. Mr. Larimore indicated due to the significance of US 17 Widening to the LRTP, it should be allowed under the current contract with Kimley-Horn. Ms. Sulka asked for a motion to apply for the TIGER Grant at the maximum feasible funding for the widening US 17, Mr. Dawson made a motion, Mr. Harkins Seconded it, and the motion passed unanimously. Ms. Clark motioned to allow Kimley-Horn to write the application in an expedited manner, Mr. Murray seconded and the motion passed unanimously.

d. Other: LRTA/Palmetto Breeze Summer Service Route –

Ms. Franzoni noted a purchase of service contract for a specific international program will provide a summer service route for the public and be available from the Town of Bluffton to the Town of Hilton Head Island.

4. Adjourn

Ms. Sulka adjourned the meeting at 11:00 AM.