



Transportation Penny Advisory Committee Meeting

July 24, 2017

5:30

4th Floor Conference Room

2020 Hampton Street, Columbia, SC 29202

Meeting Agenda

- 1. Call to order: Derrick Huggins, Vice Chairman**
- 2. Public Comment**
- 3. Transportation Program Update**
 - Preconstruction Update
 - Construction Update
 - Council Approvals
 - Miscellaneous
- 4. Office of Small Business Opportunities Update**
- 5. The Comet Program Update**
- 6. Approval of Minutes**
 - March 27, 2017
 - April 24, 2017
 - May 22, 2017
 - June 26, 2017
- 7. Other Business**
 - Next Scheduled Meeting: September 25, 2017 - 2020 Hampton Street
- 8. Adjournment**



3. Transportation Program Update

Pre-Construction Update

- Atlas Road: 95% Complete Plans under review at SCDOT, completed acquisition of 130 out of 150 tracts
- Decker Blvd/Woodfield Park NIP: Concept report complete. PDT has begun negotiating design with OET.
- Blythewood Road Widening and Broad River Road Widening: 30% design completed for both. OET firms expected to begin further design in July.
- Clemson Road Widening: 100% Complete Plans, Right of Way Certification, and Utility Agreements (except City of Columbia) will be complete in July to be available for an August construction advertisement. Project will then be put on hold pending resolution of City of Columbia's refusal to pay for relocation of their utilities Program-wide.
- Clemson/Sparkleberry Intersection: 65% Complete Plans scheduled for September.
- Shop Road Widening: 65% Complete Plans scheduled to be submitted to PDT in July.
- 3 Major Intersections: Garners Ferry/Harmon, North Springs/Harrington, Screaming Eagle/Percival scheduled for 65% plans in August.
- Greene Street Phase 2: Design is 95% complete. R/W acquisition has not started yet due to City of Columbia utility issue.

Construction Update

- Clemson/North Springs: scheduled for completion in August, delayed due to AT+T utility relocations.
- Bluff Widening Phase 1: Scheduled to be complete in early September. Ribbon cutting tentatively scheduled for week of September 11.
- Shop Road Extension Phase 1: Contractor has begun driving piles for bottomless culvert near intersection with Pineview.
- North Main Street Widening: water line relocations are underway along with continued construction of Joint Utility Duct Bank.
- Three Rivers Greenway: Groundbreaking and Notice-to-Proceed with construction set for July 24.
- Resurfacing Packages I, J, K, and M: Construction activities tentatively scheduled to begin late summer.



Council Approvals:

The following significant transportation program items were approved by Council since the last TPAC meeting:

Executive Summary for the Decker Neighborhood Improvement Project:

This project is one of several Neighborhood Improvement Projects included in the Transportation Program. The total budget for this project is \$12.3 million, and due to its size the program produces a preliminary concept report to support a public input meeting which then leads to an executive summary report with recommendations for design of the project. The public meeting was held February 9, 2017, and based on public comment the executive summary recommends:

1. Decker Blvd Streetscape from Trenholm Rd to Brookfield Rd: The streetscape includes non-continuous planted medians, street trees, lighting, sidewalk improvements with ADA accommodations, undergrounding of communication lines and taller power lines on one side of the roadway.
2. Decker Blvd Streetscape from Brookfield Rd to Percival Rd: The streetscape includes street trees, lighting* and sidewalk improvements with ADA accommodations. This section does not include undergrounding of utilities or planted medians.
3. Intersection Improvements at Decker Blvd and Trenholm Rd, O'Neil Ct, Brookfield Rd, Faraway Dr, and Percival Rd: The intersection improvements include adding mast arms at the Decker/Trenholm intersection, signal timing and pedestrian improvements such as pedestrian control system, ADA accommodations and high visibility cross walks.
4. Sidewalk improvements along Brookfield Rd: The sidewalk improvements include widening the existing sidewalk on the south side from Decker Blvd to Richland Northeast High School and adding a new sidewalk along the north side of Brookfield Road from Decker Blvd to Richland Northeast High School. The improvements also include adding lighting*.
5. Pedestrian Connector from Chatsworth Rd to Brookfield Rd: The pedestrian connector includes a shared-use path from the dead end of Chatsworth Rd to Brookfield Rd to tie to the proposed Brookfield Rd sidewalk.
6. Sidewalk Improvements along Faraway Dr: The sidewalk improvement includes providing a continuous sidewalk on the north side of Faraway Dr from Decker Blvd to Larchmont Dr.



Transportation Improvement Contract 1 Approval:

- 1. Resurfacing: Milling, full depth patching, full depth cement stabilization, and/or resurfacing of roadways located within Richland County:

Cedar Lake Rd.	Montreat Ct.	Summit Parkway
Frontier Rd.	Hickory Ridge Dr.	Gatlin Ct.
Gatlin Dr.	Harwood Dr.	Padgett Rd.
Powers Ct.	Bentwood Ct.	Cooper Rd.
Calico Cir.	Calico Ln.	Irish Ct.
Parkingson Dr.	Sherry Ct.	Beatty Downs Rd.
Stoopwood Ct.	Arborgate Cir.	Old Well Rd.
W. Ashford Ct.	W. Ashford Way.	

- 2. Dirt Roads: The work consists of complete sitework and traffic control including, but not limited to: clearing and grubbing, demolition, unclassified excavation, borrow excavation, sub-base, cement stabilized, earth base and aggregate base courses, asphalt surface course, pavement markings, signage, storm drainage piping and structures, grassing and erosion control measures located within Richland County:

Amenity Ct	Shady Grove Ch. Rd.	Della Mae Ct.
Minger Rd.	Paul Rd.	Jeter St.
Ashbury St.	Westchester Ave.	Tuck Ct.
Archer Ave.	Robert James Rd.	Tucker Town Ct.
Deloach Dr.	Cabin Cove Rd.	Miller Rd.
Normandy Rd.	Hattie Rd.	Nassau Rd.
Pringle Rd.		

- 3. Sidewalk Installation: Installation of approximately 176 SY of 5' wide 4" uniform concrete sidewalk, installation of approximately 117 SY of 5' wide 6" uniform concrete sidewalk and removal of 2 drop inlets and installation of 2 catch basins type 9 located within Richland County: Capers Avenue



Miscellaneous

- Copies of the June 2017 Monthly Progress Report are available
- Response to 2015 Audit assertions



TRANSPORTATION PROGRAM

July 6, 2017

Mr. Kevin Bronson
Deputy County Administrator
Richland County Government
2020 Hampton St.
Columbia, SC 29204

Re: Richland County Sales Tax Transportation Improvement Program
Independent Accountant's Report by Elliott Davis Decosimo

Mr. Bronson:

An Independent Accountant's Report was presented to the Transportation Penny Advisory Committee on May 22, 2017. The audit, performed by Elliott Davis Decosimo, asserted that there were three deviations from the Contract criteria between Richland County and Richland PDT, A Joint Venture. Those three assertions and the PDT's response to them are outlined below.

Assertion 6 – There is no cost allocation method specified in the PDT Contract.

While there is no cost allocation method spelled out in the Contract between Richland County and Richland PDT, A Joint Venture, the attached correspondence between Rob Perry, dated April 14 and April 21, 2016 spells out the method proposed to be utilized by the PDT in setting percentages for the PDT Program Management, SLBE and Direct/Reimbursable Cost Allocations.

This correspondence and proposed methodology was reviewed and approved at a meeting held at the Richland County Government Complex on May 2, 2016 (meeting minutes attached). Should the County desire, we are willing to meet and alter this allocation method as required.

Assertion 7 – There is no process in place to report a comparison of estimated project costs as established in the Referendum to actual expenditures-to-date by project.

During the audit period of May 1, 2013 through June 15, 2015, no significant Program project had begun construction. The PDT was under full Contract in November of 2014 and project costs were included in the initially approved CTIP of December, 2014 as well as the following CTIP dated March, 2016. The only recent, similar major projects that could be used for cost comparisons would be Hardscrabble Road widening and the North Main Street Widening. Bids were received on these projects in July, 2016 and October, 2016, respectively. Monthly updates of the Program cost by project has been provided to County Staff and TPAC beginning in February of 2017. These estimates are updated quarterly at a minimum and are available for review at any time.



TRANSPORTATION PROGRAM

Assertion 7 – There is no process in place to periodically reconcile total expenditures as recorded in the County’s general ledger to total expenditures recorded in the PDT’s general ledger.

The PDT has reconciled with the County’s books, and while this has been done on a yearly basis, as proposed and agreed upon in the aforementioned letters, the PDT is not opposed to reconciling more often, either quarterly or monthly, or as requested by the County.

We appreciate the opportunity to clarify the aforementioned assertions, and if you need further explanation or clarification, please do not hesitate to contact us. Additionally, we feel that a meeting, or series of meetings, to discuss this issue as well as other Program financial issues would greatly benefit Richland County and the Transportation Program. We are readily available to meet and offer any assistance we can to further the Program.

Sincerely,
Richland PDT, A Joint Venture

A handwritten signature in blue ink, appearing to read 'Ross A. Tilton', is written over the typed name.

Ross A. Tilton
Program Administrator

Cc: Councilman Jim Manning, ADHOC Committee Chairman
Hayes Mizell, TPAC Chairman
Tony Edwards, Acting Director of Transportation



4. Office of Small Business Opportunities Update

The following pages provide an update report from the Office of Small Business Opportunity (OSBO). In addition, staff will be available to discuss the report.

1. **Weekly Update**

- Five firms’ renewal certifications are in contingent of surpassing the Gross Annual Revenue (GAR) requirement according to an industry category – Certification Renewal is pending until further notice on how to proceed.
- Outreach campaigns are continuously conducted by staff via the B2GNow System - inviting SLBEs to upcoming Pre-bid meetings for an opportunity to gain an understanding of the bidding process; to market themselves to the Prime Contractors; to network with other subcontractors, PDT; and making them aware of small business events across the county
- Staff is responsible for processing New Applications, Renewals, SLBE Contract Goals, and the B2GNow System
- Continuing to evaluate, improve, reconfigure, and implement the B2GNow System for best practices
- Staff continues to provide assistance to certified and potential firms on program requirements, bidding opportunities, the online application, and compliance contract audits (B2GNow System) via the office Kiosk, telephone, and electronic communication
- Pre-Bid Meetings, Bid Openings, and Pre-Construction Meetings are attended by staff
- Staff is scheduled to attend Pre-Construction Meetings for the following projects on Thursday, July 20, 2017: Resurfacing Packages I, J, and K and Resurfacing Page M
- Staff is scheduled to conduct a Site Visit on Friday, July 21, 2017 with a firm/applicant for certification of the SLBE Program.

2. **SLBE Certification Program Overview**

A) SLBE Firms by Industry Category

Primary Industry Category	Total Firms	Percentage
Construction Services	39	48.15%
Professional Services	21	25.93%
Non-Professional Services	7	8.64%
Engineering Services	9	11.11%
Architectural Services	4	4.94%
Wholesale Operations	1	1.23%
Total	81	

B) Gender & Ethnicity of SLBE Firms

Ethnicity	SLBE Firms
African American	52 (64.20%)
Asian	2 (2.47%)
Caucasian	26 (32.10%)
Hispanic	1 (1.23%)

Gender	SLBE Firms
Male	56 (69.14%)
Female	25 (30.86%)

3. **SLBE Contract Participation**

- Of the \$90,298,763 payments made on Penny Tax funded projects, \$18,881,647 has been paid to firms that are solely SLBE certified; \$2,825,884 has been paid to firms that are solely DBE certified; additionally, \$6,796,350 was paid to firms that are both SLBE and DBE certified. The chart below shows the total SLBE and DBE payments when the aforementioned amount is added to each of the individual SLBE and DBE paid to date amounts.

	Including Payments to Firms both SLBE & DBE Certified	Percentage of Total
Payments to SLBE Certified Contractors	\$25,677,997	28.44%
Payments to DBE Certified Contractors	\$9,622,234	10.66%

- \$161,060,483 in Penny Tax Funds; Forty-one (41) contracts/service orders are currently open and are actively monitored for payment and utilization compliance in the B2GNow Compliance Management System.



5. The Comet Program Update

The following pages provide an update report from the Comet program. In addition, staff will be available to discuss the report.

June 2017 Ridership Dashboard

Boardings

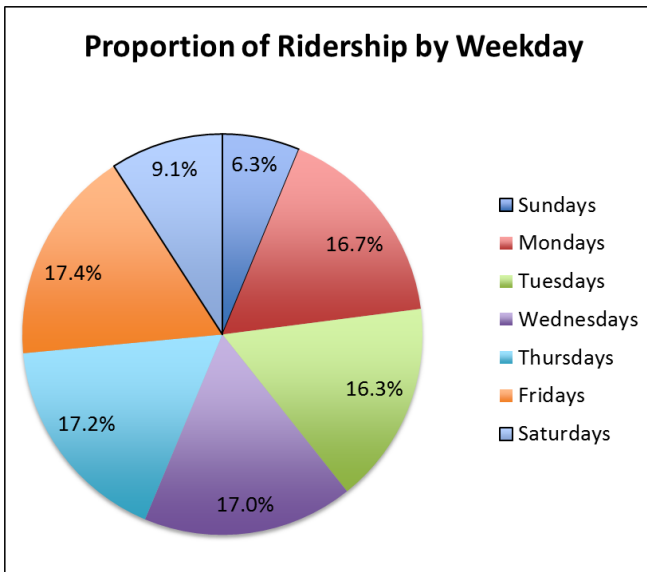
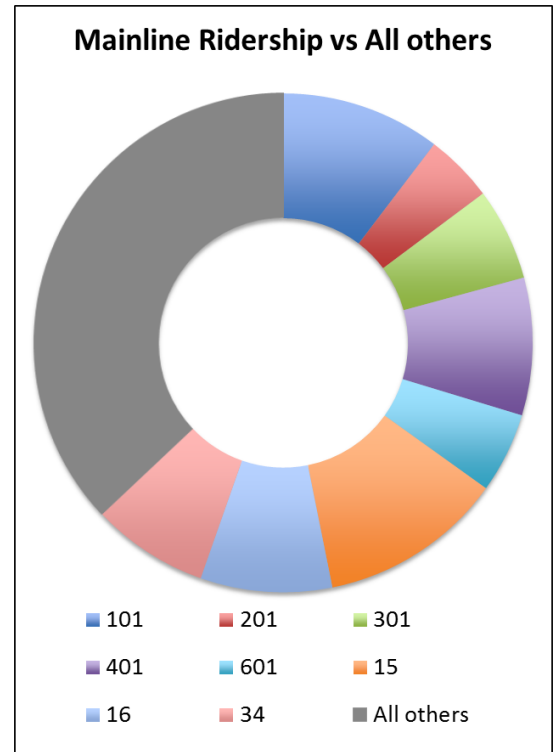
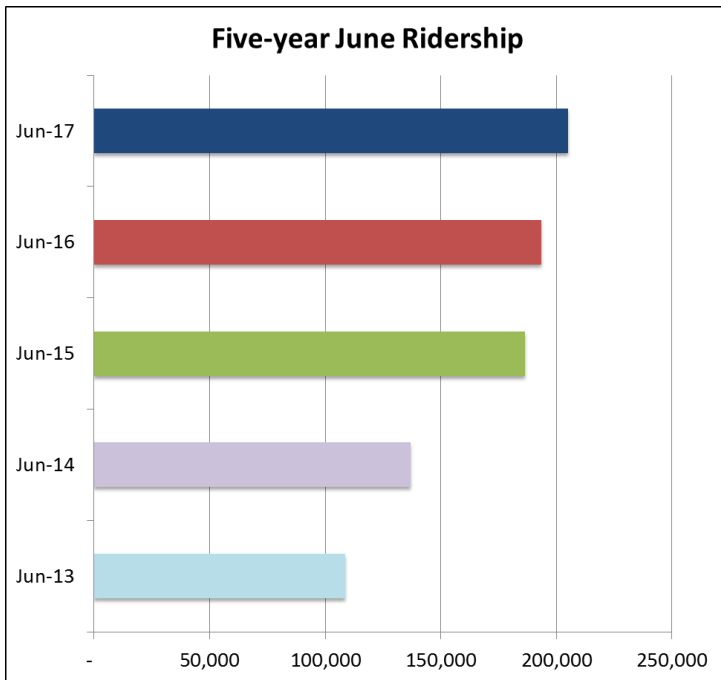
2017: 205,106
 2016: 199,615
 +5,491 **+3%**

Efficiency

2017: 13.28 pph
 2016: 13.01 pph **+2%**

Performance Indicators

	2017	2016	Change
Fixed Route	198,656	193,586	+5,070
DART	6,450	6,029	+421
Other	0	0	0
Vehicle hours	15,264	14,939	+325
Peak vehicles	37	37	0



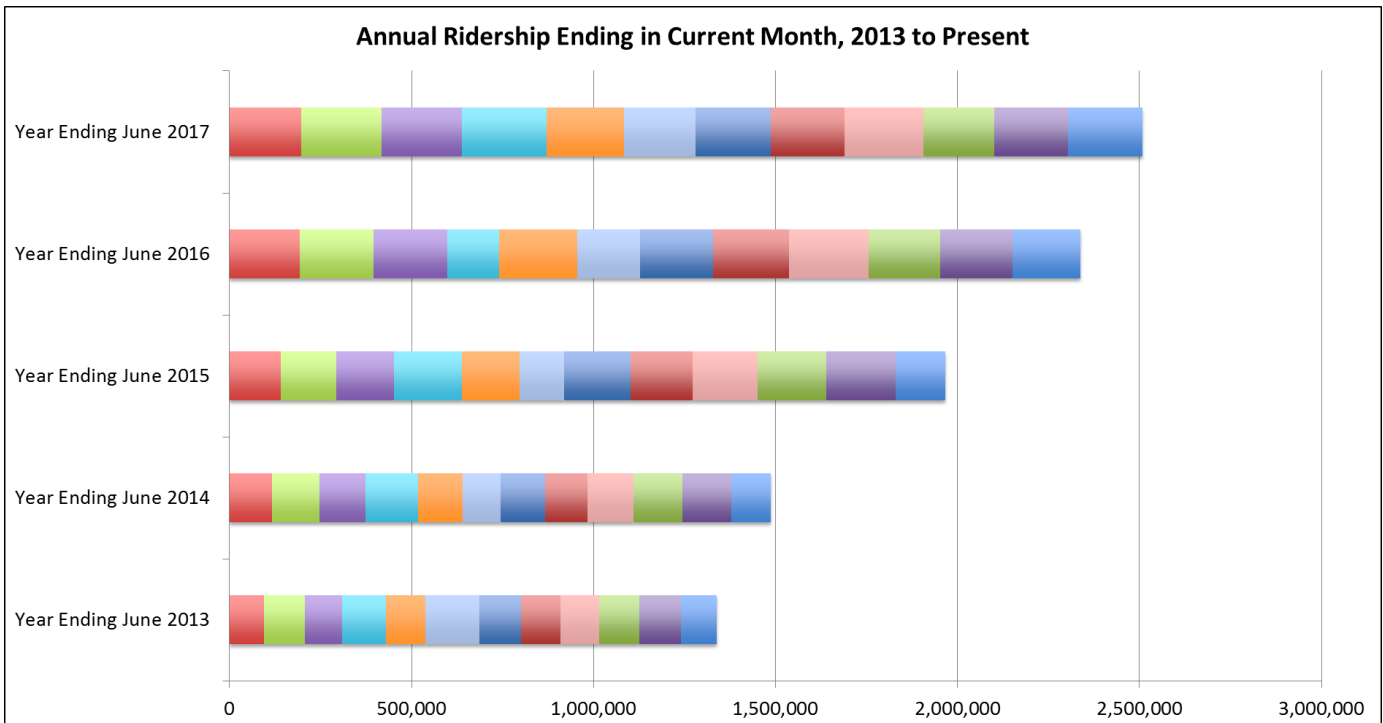
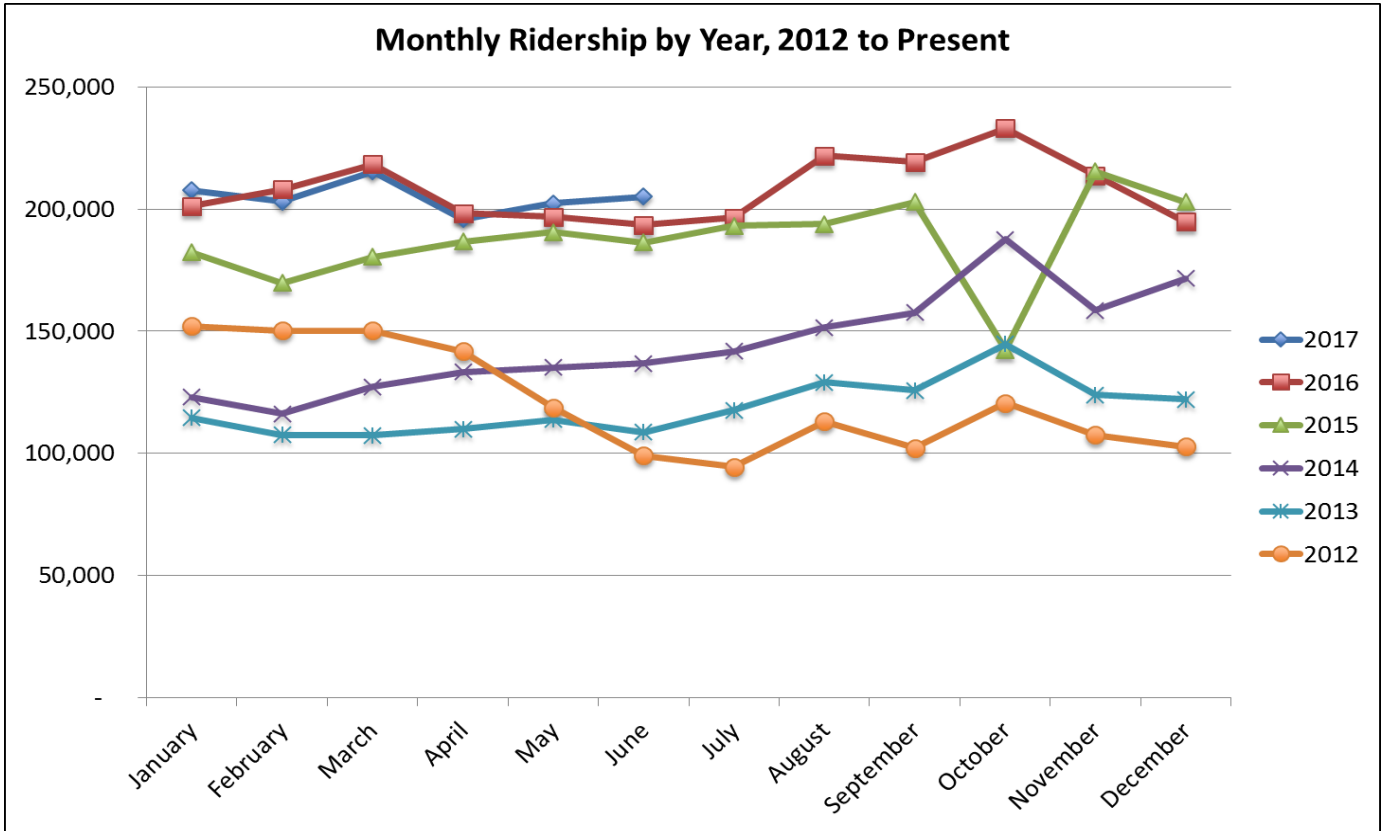
2.5

million

Drive to 2,500,000 Annual Boardings

June	May	April	March
9,161	-2,459	-7,900	-5,339
February	January	December	November
-2,429	2,513	3,892	4,228
October	September	August	July
5,917	-85,004	-101,365	-129,308

Annualized Ridership for June 2017



June Ridership Report		2016		2017			
	Weather	Ave high 94°; Ave low 72°; Ave temp 83°. 9 days of rain (2.39 inches)		Ave high 89°; Ave low 70°; Ave temp 80°. 10 days of rain (5.13 inches).			
	Service weekdays	22		22			
	Service weekend days	8		8			
	Other occurrences					Percentage Change	
	DART and other ridership	6,029		6,450		7%	
	Total Ridership	199,615		205,106		3%	
	Average weekday riders	7,516		7,752		3%	
	Average weekend riders	3,529		3,514		0%	

Weekday Ridership

Route	Route Name	Frequency	Ridership	Efficiency (boardings per revenue hour)	Ridership	Efficiency (boardings per revenue hour)	Ridership difference	Efficiency difference
101	North Main	30 minutes	18,660	24	17,639	22	-1,021	-1.3
11	Fairfield Road	60 minutes	3,964	10	6,011	16	2,047	5.4
201	Rosewood	30 minutes	7,671	10	7,571	9	-100	-0.1
22	In town	40 minutes	825	3	1,422	4	597	1.8
301	Farrow Road	30 minutes	8,950	12	10,230	13	1,280	1.7
32	North Main to Hard Scrabble	60 minutes	3,714	11	3,981	12	267	0.8
401	Devine St	30 minutes	13,957	17	15,201	19	1,244	1.6
42	Millwood Ave	60 minutes	5,039	15	4,031	12	-1,008	-3.0
45	Leesburg - Hazelwood	60 minutes	8,422	20	8,614	21	192	0.5
46	Lower Richland Blvd	90 minutes	1,735	6	1,965	6	230	0.7
47	Lower Richland	120 minutes	1,812	5	2,600	7	788	2.1
26	West Columbia	3 times daily	1,193	15	1,597	20	404	5.0
28	Midlands Tech Airport Cmp.	3 times daily	1,526	22	1,320	10	-206	-12.5
601	Shop Road	40 minutes	8,578	11	8,880	11	302	0.4
62	ReFlex	Flex	93	0	420	1	327	1.1
63	Garnet	20 minutes	1,265	2	778	1	-487	-0.9
5	Fort Jackson Special	5 trips	705	4	999	6	294	1.8
6	Eau Clair	60 minutes	4,453	13	4,139	12	-314	-0.9
12	Edgewood	60 minutes	5,056	16	5,831	18	775	2.4
15	Forest Drive	30 minutes	20,433	17	20,373	17	-60	-0.1
16	Two Notch Road	30 minutes	15,038	19	14,552	19	-486	-0.6
17	Harrison Road	60 minutes, peak only	1,141	8	1,630	12	489	3.5
31	Denny Heights	60 minutes, peak only	2,743	14	2,558	13	-185	-0.9
34	Broad River	60 minutes	16,645	21	12,946	16	-3,699	-4.6
34b	St Andrews	60 minutes	5,715	15	9,203	24	3,488	9.0
55	Sandhills	10 times daily	4,172	12	3,895	12	-277	-0.8
88	Crosstown	80 minutes	1,848	6	2,156	7	308	1.1
Weekday Totals			165,353		170,542		5,189	0.0

Weekend Ridership

Route	Route Name	Frequency	2016		2017		Ridership difference	Efficiency difference
			Ridership	Efficiency (boardings per revenue hour)	Ridership	Efficiency (boardings per revenue hour)		
101	North Main	60 minutes	3,167	18	3,182	20	15	1.9
11	Fairfield Road	60 minutes	866	5	1,121	7	255	2.2
201	Rosewood	60 minutes	1,193	7	1,014	7	-179	-0.5
22	In town	40 minutes	226	1	338	2	112	0.9
301	Farrow Road	60 minutes	1,010	6	1,215	8	205	2.1
32	North Main to Hard Scrabble	60 minutes	777	4	916	6	139	1.3
401	Devine St	60 minutes	1,985	12	2,066	14	81	1.7
42	Millwood Ave	60 minutes	1,108	8	1,149	9	41	1.1
45	Leesburg - Hazelwood	60 minutes	1,624	10	1,645	11	-	-
601	Shop Road	40 minutes	1,606	6	1,089	4	-517	-1.5
5	Fort Jackson Special	5 trips	220	3	162	2	-58	-0.5
6	Eau Clair	60 minutes with break	570	5	556	5	-14	0.4
12	Edgewood	60 minutes	1,431	10	1,405	11	-26	0.8
15	Forest Drive	60 minutes	3,350	13	3,484	15	134	1.9
16	Two Notch Road	60 minutes	2,204	13	2,161	14	-43	1.0
31	Denny Heights	60 minutes	547	5	476	5	-	-
34	Broad River	60 minutes	3,173	9	3,116	10	-57	0.8
34b	St Andrews	60 minutes	1,617	11	1,589	12	-29	0.9
55	Sandhills	8 trips daily	1,053	7	1,004	7	-49	0.3
88	Crosstown	80 minutes	1,848	6	2,156	7	308	1.1
Weekend totals			21,201		28,114		7,913	14.5

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended June 30, 2017

	<i>Actual PTD 6/30/2017</i>	<i>Actual YTD</i>	<i>Annual Budget FY2017</i>	<i>\$ - Var Budget</i>	<i>PY PTD 6/30/2016</i>	<i>Actual vs PY PTD</i>	<i>PY YTD 6/30/2016</i>	<i>Actual vs PY YTD</i>
Revenue:								
Farebox Revenue	124,110.68	1,380,850.70	1,267,500.00	(113,350.70)	144,529.18	(20,418.50)	1,341,273.24	39,577.46
Ticket Sales Revenue	45,107.25	702,877.26	682,500.00	(20,377.26)	45,396.00	(288.75)	653,063.36	49,813.90
Advertising Revenue	663.75	75,561.46	7,710.00	(67,851.46)	686.25	(22.50)	30,629.90	44,931.56
In Kind Revenue	-	-	60,000.00	60,000.00	60,000.00	(60,000.00)	60,000.00	(60,000.00)
Local Revenue - Lexington Cty	67,941.84	67,941.84	-	(67,941.84)	-	67,941.84	-	67,941.84
Local Revenue - Lexington Cty	14,750.63	179,280.73	110,722.00	(68,558.73)	12,509.82	2,240.81	142,017.32	37,263.41
Interest Income	264.42	11,583.78	28,192.00	16,608.22	196.04	68.38	22,117.06	(10,533.28)
1% Sales Taxes Revenue Earned	1,398,295.42	19,312,215.01	16,779,545.00	(2,532,670.01)	4,008,439.82	(2,610,144.40)	17,621,057.82	1,691,157.19
OPT/SMTF 5339	308,365.00	308,365.00	460,214.00	151,849.00	415,143.00	(106,778.00)	1,197,252.00	(888,887.00)
OPT Rural Program 5311 Revenue	78,699.00	78,699.00	256,102.00	177,403.00	50,330.00	28,369.00	258,896.00	(180,197.00)
Federal Revenue - Capital	109,951.00	5,699,403.78	62,460.00	(5,636,943.78)	815,858.22	(705,907.22)	2,872,619.22	2,826,784.56
Federal Revenue-5307 Prev. Maint	-	1,000,000.00	1,803,441.00	803,441.00	-	-	797,185.00	202,815.00
Federal Revenue - CapX Fleet Procurement	-	345,349.00	5,682,310.00	5,336,961.00	-	-	-	345,349.00
Federal Revenue - CapX Fleet Procurement	-	39,281.00	54,853.00	15,572.00	-	-	70,698.00	(31,417.00)
Gain(Loss) Sale of Asset	-	-	-	-	-	-	-	-
Gain (Loss) Disposal Asset	-	-	-	-	-	-	-	-
Miscellaneous Income	69.00	16,005.20	-	(16,005.20)	485.00	(416.00)	43,424.23	(27,419.03)
Total Revenue	\$ 2,148,217.99	\$ 29,217,413.76	\$ 27,255,549.00	\$ (1,961,864.76)	\$ 5,553,573.33	\$ (3,405,355.34)	\$ 25,110,233.15	\$ 4,107,180.61
Gross Revenue	\$ 2,148,217.99	\$ 29,217,413.76	\$ 27,255,549.00	\$ (1,961,864.76)	\$ 5,553,573.33	\$ (3,405,355.34)	\$ 25,110,233.15	\$ 4,107,180.61
Expenses:								
Salaries	48,155.67	671,402.95	760,000.00	88,597.05	49,676.32	(1,520.65)	670,368.90	1,034.05
Fringe Benefits	9,814.98	218,903.28	337,866.00	118,962.72	101,827.35	(92,012.37)	352,048.02	(133,144.74)
Vehicle Allowance	-	3,000.00	3,600.00	600.00	300.00	(300.00)	3,900.00	(900.00)
Dues/Subscriptions/Memberships	21,908.00	43,752.00	27,852.00	(15,900.00)	-	21,908.00	11,805.00	31,947.00
Employee Training	7,214.27	40,042.79	34,084.00	(5,958.79)	6,414.34	799.93	55,234.57	(15,191.78)
Marketing/Advertising/Promotional Material	-	56,871.59	48,000.00	(8,871.59)	-	-	292,771.55	(235,899.96)
Legal Advertising	-	-	-	-	-	-	7,557.97	(7,557.97)
Transit Facility Maintenance & Repair	32,193.49	107,696.60	-	(107,696.60)	9,566.52	22,626.97	166,495.37	(58,798.77)
Office Supplies	846.68	9,470.06	10,000.00	529.94	550.06	296.62	9,875.13	(405.07)
Postage & Shipping	257.00	2,456.09	2,500.00	43.91	-	257.00	2,856.99	(400.90)
Printing	-	6,454.27	10,000.00	3,545.73	-	-	5,816.67	637.60
Board / Committee Expenses	-	-	1,000.00	1,000.00	-	-	-	-
Meals & Entertainment	-	-	-	-	-	-	1,812.19	(1,812.19)
Special Events	-	-	-	-	-	-	646.00	(646.00)
Apparel/Merchandise	-	-	-	-	1,487.34	(1,487.34)	9,232.53	(9,232.53)
Employee Relocation	3,500.00	3,500.00	-	(3,500.00)	-	3,500.00	-	3,500.00
Admin-Miscellaneous	2,516.48	9,772.73	9,895.00	122.27	99.79	2,416.69	3,339.55	6,433.18
Contractor-Fixed Route	924,161.34	11,279,105.90	11,782,067.00	502,961.10	912,997.25	11,164.09	10,418,103.96	861,001.94
Contractor-DART	200,957.41	2,314,529.62	2,655,705.00	341,175.38	185,832.54	15,124.87	2,110,868.83	203,660.79
Contractor-Santee Wateree RTA (SWRTA)	-	-	-	-	-	-	79,657.98	(79,657.98)
5311 Rural Expenses	-	-	134,142.00	134,142.00	-	-	-	-
Propane	37,970.63	417,441.53	481,355.00	63,913.47	31,753.55	6,217.08	252,559.70	164,881.83
Vehicle Fuel	65,612.17	834,631.20	1,003,384.00	168,752.80	65,169.72	442.45	737,117.00	97,514.20
Insurance - Vehicle	2,560.16	38,985.32	41,924.00	2,109.68	1,565.14	995.02	40,745.62	(1,760.30)

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended June 30, 2017

	<i>Actual PTD 6/30/2017</i>	<i>Actual YTD</i>	<i>Annual Budget FY2017</i>	<i>\$ - Var Budget</i>	<i>PY PTD 6/30/2016</i>	<i>Actual vs PY PTD</i>	<i>PY YTD 6/30/2016</i>	<i>Actual vs PY YTD</i>
Insurance - Facility	-	6,345.05	12,957.00	6,611.95	1,102.51	(1,102.51)	11,872.17	(5,527.12)
Insurance-Tort Liability	-	3,483.98	7,650.00	4,166.02	580.67	(580.67)	6,949.70	(3,465.72)
Insurance-Officers & Directors	-	2,593.50	6,097.00	3,503.50	420.75	(420.75)	5,330.72	(2,737.22)
Contracted Laborers	-	-	-	-	-	-	9,461.85	(9,461.85)
Profession/Technical/Legal	27,561.53	390,392.94	322,070.00	(68,322.94)	36,640.58	(9,079.05)	350,673.72	39,719.22
Engineering & Design Lucius Rd	-	17,170.00	-	(17,170.00)	2,757.30	(2,757.30)	80,754.55	(63,584.55)
Custodial Services	-	-	-	-	-	-	-	-
Security Services	-	-	-	-	-	-	5,138.59	(5,138.59)
Fare Collection Service & Supplies	1,311.40	71,640.99	61,401.00	(10,239.99)	7,329.06	(6,017.66)	51,208.50	20,432.49
Tickets & Transfers	8,060.47	34,757.59	64,665.00	29,907.41	816.80	7,243.67	22,090.59	12,667.00
Other Facility Related Services	2,119.03	16,514.84	-	(16,514.84)	2,685.34	(566.31)	21,487.07	(4,972.23)
Facility Renovations	-	625.00	-	(625.00)	-	-	-	625.00
Natural Gas	54.73	9,924.55	9,500.00	(424.55)	54.73	-	8,494.52	1,430.03
Electric	10,596.65	120,100.45	118,666.00	(1,434.45)	9,303.22	1,293.43	115,189.74	4,910.71
Water & Sewer	1,185.73	14,960.93	5,488.00	(9,472.93)	1,218.61	(32.88)	12,630.53	2,330.40
Telephone	8,743.28	75,136.55	40,000.00	(35,136.55)	3,221.66	5,521.62	37,066.10	38,070.45
Internet Services	1,702.12	20,507.16	22,000.00	1,492.84	1,715.74	(13.62)	19,815.41	691.75
Mobile Telephone	339.13	6,145.80	7,400.00	1,254.20	336.16	2.97	6,293.18	(147.38)
Vehicle Repair & Maintenance	-	106,134.79	-	(106,134.79)	(162,541.81)	162,541.81	(21,791.25)	127,926.04
Rehab & Rebuild Vehicle	-	-	-	-	-	-	43,097.45	(43,097.45)
Construction Work In Progress	-	-	-	-	-	-	-	-
Taxes & Fees	187.00	6,207.47	5,000.00	(1,207.47)	227.77	(40.77)	4,715.29	1,492.18
Banking Fees	-	16,886.61	20,000.00	3,113.39	1,188.00	(1,188.00)	19,799.68	(2,913.07)
Payroll Processing Fees	143.30	1,946.80	1,800.00	(146.80)	217.05	(73.75)	1,749.00	197.80
Office Equipment & Furniture	-	8,679.00	2,500.00	(6,179.00)	395.00	(395.00)	6,295.25	2,383.75
Office Equipment < \$1500	-	17,516.09	4,500.00	(13,016.09)	-	-	28,161.50	(10,645.41)
Federal Expense (PM)	-	-	515,728.00	515,728.00	-	-	-	-
Vehicles & Equipment	7,928.10	45,665.83	-	(45,665.83)	220,307.51	(212,379.41)	(35,979.00)	81,644.83
Shelters & Bus Stop Signs	35,520.00	177,881.76	-	(177,881.76)	5,010.22	30,509.78	31,342.21	146,539.55
Software & Equipment	78,066.00	746,842.23	-	(746,842.23)	1,379.52	76,686.48	29,255.08	717,587.15
Software & Equipment Maintenance	7,544.85	93,899.21	-	(93,899.21)	4,611.82	2,933.03	81,000.86	12,898.35
Office Equipment - Lease & Rental	748.49	10,073.88	10,992.00	918.12	916.23	(167.74)	11,071.28	(997.40)
Facility Rental Expense Realized	-	-	60,000.00	60,000.00	60,000.00	(60,000.00)	60,000.00	(60,000.00)
Interest Expense	-	-	-	-	-	-	-	-
Depreciation Expense	147,888.10	1,553,622.58	1,524,400.00	(29,222.58)	127,866.75	20,021.35	1,444,264.74	109,357.84
Miscellaneous	-	-	-	-	-	-	-	-
Total Expenses:	\$ 1,697,368.19	\$ 19,633,671.51	\$ 20,165,359.00	\$ 531,687.49	\$ 1,695,001.11	\$ 2,367.08	\$ 17,700,252.56	\$ 1,933,418.95
Net Income From Operations:	\$ 450,849.80	\$ 9,583,742.25	\$ 7,090,190.00	\$ (2,493,552.25)	\$ 3,858,572.22	\$ (3,407,722.42)	\$ 7,409,980.59	\$ 2,173,761.66

Central Midlands Regional Transit Authority
Condensed Statement of Financial Position
Period Ended 06/30/17

	Actual PTD 6/30/2017	Actual YTD 6/30/2017	Budget YTD FY 2017
Revenues:			
Passenger Fares/Revenue Contracts	251,910	2,330,951	2,060,722
Special (Advertising, Interest, Etc)	928	87,145	35,902
Admin/Misc	69	16,005	-
Local (The Penny)	1,398,295	19,312,215	16,779,545
State (SCDOT)	387,064	387,064	716,316
Federal	109,951	7,044,753	7,572,111
Total Revenue	\$ 2,148,218	\$ 29,178,133	\$ 27,164,596
Expenses:			
Contract Operator	1,125,119	13,593,636	14,437,772
Federal	161,252	1,278,120	649,870
Depreciation	147,888	1,553,623	1,524,400
Fuel	103,583	1,252,073	1,484,739
Salaries and Fringes	57,971	893,306	1,101,466
Professional Services	27,562	464,435	370,070
Utilities	11,837	144,986	133,654
Other Operating Expenses	62,157	453,494	403,388
Total Expenses:	\$ 1,697,368	\$ 19,633,672	\$ 20,105,359
Net Income (Loss) From Operations:	\$ 450,850	\$ 9,544,461	\$ 7,059,237
Cash		2,971,158	
Operating Reserve Funds	2,145,075		
Capital Reserve Funds	2,605,574	4,750,649	
Net Cash		\$ 7,721,807	
Total Assets		\$ 49,137,143	
Total Liabilities		\$ 5,872,468	

Central Midlands Regional Transit Authority
Balance Sheet
As of June 30, 2017

Assets

Current Assets

Cash-Operating (WELLS FARGO)	2,971,158.27	
Cash (SC Community Bank)	2,145,074.85	
Capital Reserve Funding (SCCB)	2,605,573.66	
Accts Receivable- Local Gov't	14,750.63	
Accts Receivable-Ticket Sales	40,027.25	
Accts Receivable -Fairbox Revenue	17,941.84	
Accts Receivable - Deferred 1% Sales Tax	4,493,160.65	
Accts Receivable - OPT Rural 5311	177,403.00	
Accts Receivable - SMTF	290,261.00	
Accts Receivable - 1% Sales Tax Est. Revenue	6,991,475.43	
Accts Receivable - Interest Revenue Earned	8,545.91	
Inventory	19,286.72	
Prepaid Insurance	58,586.92	
Total Current Assets:		\$ 19,833,246.13

Fixed Assets

Land	1,742,521.78	
Building	13,994,267.99	
DART Vehicles	2,776,924.20	
Buses	25,149,925.88	
Automobiles	111,114.82	
Equipment	3,266,417.94	
Furniture & Fixtures	222,902.50	
Accumulated Depr.- Furniture & Fixtures	(117,160.20)	
Accumulated Depr.- Equipment	(2,545,491.95)	
Accumulated Depr. - Buildings	(5,031,706.40)	
Accumulated Depr. - Vehicles	(10,589,708.84)	
Total Fixed Assets:		\$ 28,980,007.72

Deferred Outflows of Resources

Deferred Outflows on Pensions	323,889.00	
Total Deferred Outflows of Resources:		\$ 323,889.00

		\$ 49,137,142.85
Total Assets:		\$ 49,137,142.85

Central Midlands Regional Transit Authority
Balance Sheet
As of June 30, 2017

Liabilities

Current Liabilities

Accounts Payable	3,944,685.94	
State Unemployment Tax Payable	43.95	
Accrued Annual Leave	26,949.76	
Total Current Liabilities		\$ 3,971,679.65

Long Term Liabilities

OPT-SMTF Deferred Revenue	467,664.00	
Total Long-Term Liabilities:		\$ 467,664.00

Deferred Inflows of Resources

Deferred Inflows on Pensions	2,558.00	
Total Deferred Inflows of Resources:		\$ 2,558.00

Net Position Liability

Net Position Liability	1,430,566.00	
Total Net Position Liability:		\$ 1,430,566.00
Total Liabilities:		\$ 5,872,467.65

Fund Balance

Fund Balance	32,596,725.20	
Net Assets-Current Year	9,583,742.25	
Fund Balance: Restricted for Vehicle	224,808.00	
Prior Period Adjustment	77,858.75	
Prior Period Adjustment Grant #210	1,400,156.00	
Prior Period Adjustment Restricted Cash	(618,615.00)	
Total Fund Balance:		43,264,675.20

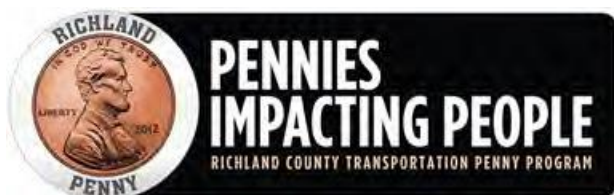
Total Liabilities & Fund Balance:		\$ 49,137,142.85
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6. Approval of Minutes:

- March 27, 2017
- April 24, 2017
- May 22, 2017
- June 26, 2017

TRANSPORTATION PENNY ADVISORY COMMITTEE MEETING
MONDAY, MARCH 27, 2017
4TH FLOOR CONFERENCE ROOM



In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building.

MEMBERS PRESENT: Hayes Mizell, Carol Kososki, Philip Simoneaux, Frank Anderson, Malcolm Gordge, Councilman Paul Livingston and Councilman Norman Jackson

OTHERS PRESENT: Rob Perry, Tony Edwards, Michelle Onley, Jamelle Ellis, Brenda Parnell, Roger Sears, Shawn Salley, and Quinton Epps

CALL TO ORDER

The meeting was called to order at approximately 5:31 p.m.

CITIZEN'S INPUT

No one signed up to speak.

TPAC MEMBERSHIP

Mr. Mizell stated Councilman Malinowski indicated the full Council has not decided if the TPAC Committee will continue.

Mr. Livingston's recommendation is to move forward with appointments to the TPAC Committee. Mr. N. Jackson stated he is in agreement with Mr. Livingston.

Mr. Mizell stated it is the consensus of the committee to urge Council to proceed with appointing new members to the TPAC Committee.

COUNCIL ACTIONS

Mr. Perry stated Council took the following actions:

- a. Broad River Road Widening Project: Council approved advancing Alternate C typical section and reduce the project limits. The revised limits are from Royal Tower Road to the intersection of Broad River Road and Dutch Fork Road.

AUDIT UPDATES

Mr. Perry stated there is a Transportation Ad Hoc Committee meeting scheduled for tomorrow, March 28th. One of the items on the agenda is an update on the audit.

Ms. Kososki requested a draft copy of the audit be provided to the committee considering the report is now 6 months overdue.

SMALL LOCAL BUSINESS ENTERPRISE PROGRAM

The OSBO Update was included in the agenda packet.

THE COMET

No report was given.

PDT UPDATE

DESIGN:

- ✦ Gills Creek Section A Public Meeting conducted on February 22, 2017; over 600 comments received
- ✦ Greene Street Phase 2 – received SCDOT Right-of-Way authorization, awaiting City concurrence
- ✦ Broad River Road Widening – 30% Complete Plans submitted to SCDOT
- ✦ Blythewood Road Widening Phase 1: 30% Complete Plans submitted to SCDOT
- ✦ Atlas Road (150 Tracts) and Clemson Road (27 Tracts) Widening – Right-of-Way acquisition services continue
- ✦ Clemson Road Widening – 100% Final Construction Plans under review by PDT, Permit obtained

PROCUREMENT:

- ✦ Reviewing bids for Resurfacing packages I, J, K, L
- ✦ Reviewing bids for 3 Rivers Greenway
- ✦ Reviewing bids for Resurfacing package M

CONSTRUCTION:

- ✦ Greene Street Phase 1 is substantially complete
- ✦ Construction has begun on Clemson/N. Springs intersection, 120 day schedule
- ✦ Resurfacing Package H is underway
- ✦ Bluff Widening Phase I is underway with nightly lane closures on Rosewood the week of 3-20-17
- ✦ Jefferson, Franklin, and Senate sidewalk projects are underway

MISC.:

- ✦ Hard copies of the February 2017 Monthly Progress Report were distributed

TRANSPORTATION DEPARTMENT UPDATE

Mr. Perry stated the night work on Bluff Road Phase I Widening and the closure between Rosewood Drive and Olympia Avenue is scheduled to end by the of March.

APPROVAL OF MINUTES

No action was taken due to lack of quorum.

OTHER BUSINESS

The financial report will be provided to the committee on a quarterly basis.

The committee requested a copy of the referendum.

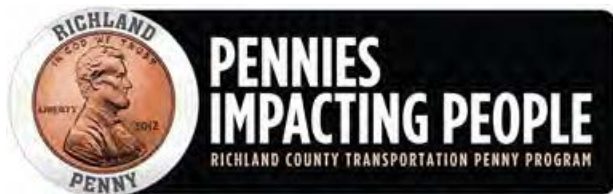
ADJOURN

The meeting adjourned at approximately 5:52 p.m.

NEXT SCHEDULED MEETING: APRIL 24, 2017 – 2020 HAMPTON STREET

TRANSPORTATION PENNY ADVISORY COMMITTEE MEETING
MONDAY, APRIL 24, 2017
4TH FLOOR CONFERENCE ROOM

NO QUORUM PRESENT



In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building.

MEMBERS PRESENT: Derrick Huggins, Philip Simoneaux, Frank Anderson, Malcolm Gordge, Jack Oliver, Virginia Sanders, and J. T. McLawhorn and Councilman Norman Jackson

OTHERS PRESENT: Tony Edwards, Michelle Onley, Brenda Parnell, Roger Sears, and Shawn Salley

CALL TO ORDER

The meeting was called to order at approximately 5:33 p.m.

CITIZEN'S INPUT

No one signed up to speak.

AUDIT UPDATE

The audit of the Transportation Program is ongoing and Administration has not received a final report.

Ms. Sanders inquired as to why the audit has taken so long to be completed.

Mr. Edwards stated he was unsure as to why it has taken so long. He knows the Administrator and Mr. Perry have been in discussion regarding it.

Mr. Huggins stated he would speak with Mr. Perry about obtaining an interim status report for the next meeting.

SMALL LOCAL BUSINESS ENTERPRISE PROGRAM

The OSBO Update was included in the agenda packet.

THE COMET

Mr. Huggins stated the Board is currently negotiating a contract for an Interim Executive Director.

- ✦ By June the entire fleet of buses will be replaced.
- ✦ 12 shelters and approximately 12 benches have been installed
- ✦ Celebrating 125th Anniversary of Transit

Ms. Sanders suggested having the County Council members approach the business owners that are resistant to having shelters and benches placed on their property.

Mr. McLawhorn suggested rallying the people in the neighborhoods to petition these businesses.

Mr. Simoneaux also suggested going to the local media about the need for the shelters at these businesses.

PDT UPDATE

DESIGN:

- ✦ Atlas Road – revised 95% Complete Plans under review by PDT
- ✦ Bluff Widening Phase 2 – revised 70% Complete Plans to be submitted to SCDOT this month
- ✦ North Springs/Harrington Intersection – 30% Complete Plans under review by PDT
- ✦ Greene Street Phase 2 – revised 95% Complete Plans under review by PDT
- ✦ Clemson Road Widening – 100% Final Construction Plans submitted to SCDOT last month
- ✦ Polo Road Shared-Use Path - Right-of-Way acquisition has begun

PROCUREMENT:

- ✦ Preparing bid package for May advertisement to include 25 Dirt Roads, Caper's sidewalk, and Resurfacing Package N
- ✦ Reviewing bids for Resurfacing packages I, J, K, L and M
- ✦ Reviewing bids for 3 Rivers Greenway

CONSTRUCTION:

- ✦ Construction continues on Clemson/N. Springs intersection
- ✦ Resurfacing Package H is underway
- ✦ Bluff Widening Phase I is underway with curb and gutter in place adjacent to fairgrounds
- ✦ Shop Road Extension Phase I has substantially completed clearing and grubbing
- ✦ North Main Street road construction to begin in 2 weeks
- ✦ Senate sidewalk project is complete

MISC.:

- ✦ Hard copies of the March 2017 Monthly Progress Report and Financial Status Report were distributed. The 2016 Annual Report is available to the public via the website and at the Administration Building.

Ms. Sanders inquired about the value of the bids that will be advertised in early May.

Mr. Beatty stated the bids would equate to approximately \$6 million and there will be a SLBE goal.

Mr. McLawhorn inquired if additional funds that are brought into the program are under the PDT's umbrella.

Mr. Beatty answered in the affirmative.

Mr. McLawhorn then inquired if they follow the same procurement process.

Mr. Beatty again answered in the affirmative.

Mr. McLawhorn inquired as to what happens to extra funding that is received by the Penny Program.

Mr. Beatty stated those funds will be utilized to offset the shortfall on projects.

Mr. McLawhorn inquired if the list of projects can be amended.

Mr. Beatty stated it was his understanding the approved projects have to be fulfilled and then there will be an opportunity to revisit the 2nd grouping of projects.

Ms. Sanders inquired if the TIGER Grant funds are earmarked for specific projects.

Mr. Beatty answered in the affirmative.

TRANSPORTATION DEPARTMENT UPDATE

Mr. Edwards stated the Transportation staff attended the 2017 SC Highway Engineers Conference.

- ✦ SCDOT needs \$11 billion to bring the overall network up to good conditions
- ✦ May 16th Transportation Ad Hoc Committee meeting

APPROVAL OF MINUTES

No action was taken due to lack of quorum.

OTHER BUSINESS

Councilman Norman Jackson stated the Administrator is currently drafting a letter to address the PDT's concerns with the audit.

Mr. Huggins stated the COMET will provide more information on how they have increased ridership, about the programs that are being put in the "substations" that provide information on diabetes, cardiac health, jobs, etc.

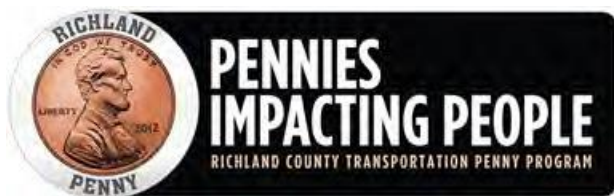
ADJOURN

The meeting adjourned at approximately 6:10 p.m.

NEXT SCHEDULED MEETING: MAY 22, 2017 – 2020 HAMPTON STREET

TRANSPORTATION PENNY ADVISORY COMMITTEE MEETING
MONDAY, MAY 22, 2017
4TH FLOOR CONFERENCE ROOM

NO QUORUM PRESENT



In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building.

MEMBERS PRESENT: Philip Simoneaux, Malcolm Gordge, Jack Oliver, Virginia Sanders, Hayes Mizell, Murry Coleman, Councilman Norman Jackson and Councilman Paul Livingston

OTHERS PRESENT: Tony Edwards, Michelle Onley, Brenda Parnell, Roger Sears, Janelle Ellis, Rob Perry, Ismail Ozbek and Shawn Salley

CALL TO ORDER

The meeting was called to order at approximately 5:30 p.m.

CITIZEN'S INPUT

No one signed up to speak.

COUNCIL ACTIONS

Mr. Perry stated Council gave approval to the following resurfacing and greenway contracts at the May 2nd Council meeting:

- a. Resurfacing Package I: LCI-Lineberger Construction, Inc.; 5.06% SLBE goal; total award of \$834,489.61.
- b. Resurfacing Package J: LCI-Lineberger Construction, Inc.; 4.86% SLBE goal; total award of \$528,216.60.
- c. Resurfacing Package K: LCI-Lineberger Construction, Inc.; 5.0% SLBE goal; total award of \$477,426.85.
- d. Resurfacing Package M: C. R. Jackson, Inc.; 2.27% SLBE goal; total award of \$3,019,622.76.

- e. Three Rivers Greenway Project: AOS Specialty Contractors, Inc.; 5.9% SLBE goal; total award of \$6,525,059.70.

AUDIT UPDATE

Mr. Elliot McNeish with Elliott Davis gave a brief overview of the draft audit findings. The audit report will not be final until Administration formally accepts the findings by signing a Representation Letter.

Indirect Cost Allocation

Criteria: Method for applying accounting estimates that are subjective and significantly affect the recognition of costs by project should be specified in the Accounting Procedure Manual.

Recommendation:

- The Accounting Procedure Manual should be revised to include a specific approach for allocating indirect costs to individual projects.
- Expenditure by project should be adjusted for indirect costs in a manner consistent with the approach to be specified in the Accounting Procedure Manual
- The allocation and recording of indirect costs by project should be performed as frequently as necessary to ensure that County Council is receiving timely updates on actual expenditures-to-date.

Monitoring and Reporting of Program Expenditures

Criteria: Sufficient internal controls should include regular monitoring and reporting of actual expenditures-to-date by project versus estimated costs-to-complete for each project.

Recommendation: That status reports to County Council include a comparison of actual expenditures-to-date by project to the estimated costs-to-complete by project as reflected in Appendix A. The cost reflected in Appendix A should be adjusted as necessary for items such as change orders, re-directing funds between projects, and a construction cost index.

Reconciliation of Program Expenditures

Criteria: Sufficient internal controls should include regular reconciliation of total expenditures per the County's general ledger to supporting subsidiary ledgers.

Recommendation: Total expenditures per the County's general ledger be reconciled to the PDT general ledger on a monthly basis, to ensure that all program activity is being accounted for. This process will also serve to confirm legitimate reconciling items such as timing differences and expenditures incurred directly by the County. It will also help to ensure that improper transactions and errors are identified.

The members present expressed their support of the audit findings.

SMALL LOCAL BUSINESS ENTERPRISE PROGRAM

The OSBO Update was included in the agenda packet.

THE COMET

Ms. Ann August, Interim Director, gave a brief overview of her first 3 weeks at the COMET.

PDT UPDATE

DESIGN:

- ✦ Atlas Road – revised 95% Complete Plans submitted to SCDOT this month
- ✦ Bluff Widening Phase 2 – Options to reduce project cost, bury utilities, and lighting to be presented to Transportation Ad Hoc
- ✦ Garners Ferry/Harmon Intersection – 30% Complete Plans under review by PDT
- ✦ Greene Street Phase 2 – revised 95% Complete Plans submitted to SCDOT this month
- ✦ Clemson Road Widening – 100% Final Construction Plans under review by SCDOT
- ✦ Polo Road Shared-Use Path - Right-of-Way acquisition is underway
- ✦ Submitted SCDOT permits for Grand, Marion, and Two Notch Sidewalk projects

CONSTRUCTION:

- ✦ Construction continues on Clemson/N. Springs intersection
- ✦ Resurfacing Package H continues
- ✦ Bluff Widening Phase I is underway with drainage and sidewalk complete adjacent to fairgrounds
- ✦ Shop Road Extension Phase I has substantially completed clearing and grubbing
- ✦ North Main Street road construction has begun
- ✦ Jefferson and Franklin sidewalks are nearing completion

MISC.:

- ✦ Hard copies of the April 2017 Monthly Progress Report were distributed.

TRANSPORTATION DEPARTMENT UPDATE

Transportation Program advertised the Transportation Improvement Contract 1 on May 5th. The package includes 19 dirt roads, Caper's Avenue sidewalk and Resurfacing Packages L and N. The bids are scheduled to be opened on June 5th.

APPROVAL OF MINUTES

No action was taken due to lack of quorum.

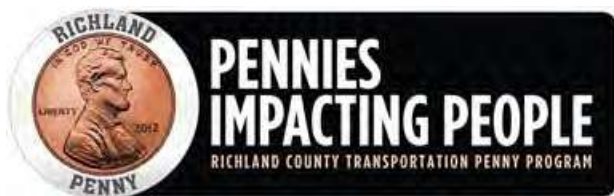
ADJOURN

The meeting adjourned at approximately 6:28 p.m.

NEXT SCHEDULED MEETING: JUNE 26, 2017 – 2020 HAMPTON STREET

TRANSPORTATION PENNY ADVISORY COMMITTEE MEETING
MONDAY, JUNE 26, 2017
4TH FLOOR CONFERENCE ROOM

NO QUORUM PRESENT



In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building.

MEMBERS PRESENT: Philip Simoneaux, Malcolm Godge, Virginia Sanders, Hayes Mizell, Murray Coleman, Frank Anderson, J. T. McLawhorn, and Councilman Norman Jackson

OTHERS PRESENT: Tony Edwards, Michelle Onley, Brenda Parnell, Roger Sears, Janelle Ellis, and Shawn Salley

CALL TO ORDER

The meeting was called to order at approximately 5:31 p.m.

CITIZEN'S INPUT

No one signed up to speak.

COUNCIL ACTIONS

There was no additional information provided.

SMALL LOCAL BUSINESS ENTERPRISE PROGRAM

The OSBO Update was included in the agenda packet. No additional information was provided.

The committee inquired if the community involvement of the Small Local Business Enterprise Program participants is being tracked.

Ms. Parnell stated the community involvement is not tracked. The only thing that is tracked is their contracts.

THE COMET

Ms. Sanders requested a monthly report from the COMET be provided to the committee.

Ms. Ann August, Interim Director, apologized for being late to the meeting. She had been out riding on the buses during the day.

- ✦ The ribbon cutting for the new buses was held last week.
- ✦ The Board of Directors approved the Soda Cap (Downtown Circulator)
- ✦ Blythewood Mayor Ross is enthusiastic about the Blythewood Express
- ✦ The Board of Directors has approved the COMET Leadership Academy
- ✦ Currently reassessing the night service
- ✦ Potentially adding another route to the Village of Sandhills

Mr. McLawhorn suggested assisting the low-income residents with transportation to the farmers markets to encourage them to purchase healthier foods at reasonable prices.

PDT UPDATE

DESIGN:

- ✦ Atlas Road – 95% Complete Plans under review at SCDOT; completed acquisition of 120 out of 150 tracts
- ✦ Bluff Widening Phase 2 – Awaiting right-of-way authorization from SCDOT
- ✦ Blythewood Road Widening and Broad River Road Widening – will complete contract negotiations in July with OET firms to begin final design
- ✦ Clemson Road Widening – Construction Plans Complete, Right of Way Certification, and Utility Agreements (except City of Columbia) will be complete in July. Project will then be on hold pending resolution of City of Columbia's refusal to pay for relocation of their utilities Program-wide. *(Presently a legal matter to be resolved through the legal process)*
- ✦ Polo Road Shared-Use Path - Right-of-Way acquisition continues. PDT reviewing 95% Complete Plans.
- ✦ Pineview Road Widening – PDT currently reviewing 70% Complete Plans.
- ✦ Shop Road Widening – 65% Complete Plans scheduled to be submitted to PDT in July,

CONSTRUCTION:

- ✦ Clemson/North Springs – scheduled for completion in August, delayed due to AT&T utility relocations.
- ✦ Bluff Widening Phase I – continues to progress with drainage being installed opposite Fairgrounds along Bluff Road
- ✦ Shop Road Extension Phase I – continuing to rough grade the site and finalize clearing and grubbing

- ✦ Main Street Widening – water line relocations are underway along with continued construction and Joint Utility Duct Bank.
- ✦ 3 Rivers Greenway – conducted Pre-Construction Conference on June 21, 2017
- ✦ Resurfacing Packages I, J, K, and M – Pre-Construction Conferences scheduled for July

MISC.:

- ✦ Hard copies of the May 2017 Monthly Progress Report were distributed.

Ms. Sanders inquired about who to contact if property taken over by the DOT is being trespassed upon by. Councilman Norman Jackson is to provide her with the contact information for Tony Magwood with the DOT – Richland County.

TRANSPORTATION DEPARTMENT UPDATE

Transportation Program advertised the Transportation Improvement Contract 1 on May 5th. The package includes 19 dirt roads, Caper’s Avenue sidewalk and Resurfacing Packages L and N. The bids are scheduled to be opened on June 5th.

APPROVAL OF MINUTES

No action was taken due to lack of quorum.

ADJOURN

The meeting adjourned at approximately 6:16 p.m.

NEXT SCHEDULED MEETING: JULY 24, 2017 – 2020 HAMPTON STREET