

**AGENDA**  
**GPATS POLICY COORDINATING COMMITTEE**  
**JANUARY 11, 2010**  
**Conference Room A, County Square**  
**10:00 a.m.**

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|----------------|---|---|
|                | <b>1. Call to Order</b>   | Chairman<br><i>Senator David Thomas</i>   |
| <b>action:</b> | <b>2. Approval of September 21, 2009 Minutes</b>  | Attachment 1  |
| <b>action:</b> | <b>3. TIP Amendment for contingency to shift ARRA Funds</b>   | Attachment 2<br><i>Daniel McGee</i>   |
|                | <b>4. Draft of Citizen Advisory Committee By-Laws</b>   | Attachment 3<br><i>Daniel McGee</i>   |
|                | <b>5. Draft of Study Team By-Laws</b>   | Attachment 4<br><i>Daniel McGee</i>   |
|                | <b>6. Project Updates</b>   |   |
|                | <ul style="list-style-type: none"><li>• <b>I-385 Widening of Greenville County portion</b></li><li>• <b>Easley Bike &amp; Pedestrian Master Plan</b></li><li>• <b>Multi Modal Rail Corridor Alternatives Study</b></li><li>• <b>Hampton Avenue Bridge</b></li></ul> | <i>Tommy Elrod</i><br><i>Tiffany Wedmore</i><br><i>Daniel McGee</i><br><i>John Owings</i> |
|                | <b>7. New Business</b>  |   |
|                | <ul style="list-style-type: none"><li>• <b>SCTAC Donaldson Center Traffic Study</b></li></ul>   | <i>John Owings</i>  |
|                | <b>8. Public Comment</b>  |   |
|                | <b>9. Adjourn</b>   |   |

**MINUTES**  
**GPATS POLICY COORDINATING COMMITTEE**  
**September 21, 2009**  
**Conference Room A – County Square**  
**10:00 a.m.**

**MEMBERS PRESENT:** Senator Thomas, Chairman; Senator Anderson; Greenville County Council Chairman Butch Kirven; Councilor Gilstrap; Councilor Burns; Councilor Meadows; Councilor Payne; Mayor Bagwell; Mayor Long; Mayor Reynolds; Mayor Deese; Pickens County Councilor J. Willis; Commissioner H. Atkins; T. Usher; B. Knight; M. Long; and M. Carter

**OTHERS PRESENT:** P. Lindsay; B. Jordan; M. Sullivan; C. Hall; S. Gwinn; C. Nelson; D. Fraye; C. Burgess; J. Chasteen; D. Powell; F. Simons; B. Graham; A. Meeker; S. Yudice; J. Gardner; J. Hekler; C. Dillard; G. Morrison; X. Norris; L. Gibson; J. Owings; D. McGee; T. Wedmore; K. Brockington; H. Gamble; J. Wortkoetter; and H. Hahn

The Chair called the meeting to order at 10:04 a.m.

Chairman Thomas stated he would like to suggest having two lanes of traffic for I-385 during the upcoming scheduled construction, rather than a complete road closure since the project would be eight months long. Mr. Atkins stated he would check with the engineers and get back to the Chairman with any other options that might be available.

Due to a lack of quorum, the Chairman moved forward the following items on the agenda to receive information prior to reviewing the action items.

**INTRODUCTION OF NEW SCDOT AND PLANNING STAFF**

Daniel McGee, Transportation Manager introduced Michael Sullivan with the SCDOT who will be the liaison for GPATS. In addition, he introduced Tiffany Wedmore, Associate Planner with the County staff.

**STATUS REPORT ON STIMULUS (AARA) PAVING PROJECTS**

Tommy Elrod with the SCDOT addressed the Policy Committee members regarding the resurfacing projects within Greenville County. He stated King Asphalt, Liberty SC was the low bidder of \$4,908,816 for resurfacing 9.53 miles with a completion date of 4/30/2010. In addition, King Asphalt was the low bidder for Pickens County stimulus resurfacing of 6.16 miles, with a bid of \$2,162,853 with would have a completion date of 4/30/2010. Mr. Elrod stated US 123 and the Prince Perry Road Bridge Project are on the bid list for October 2009 with completion in October 2010. Fairforest Way, Mauldin Road to Ridge Road projects are on the bid list for January or February 2010. Church Street, Augusta Road to University Ridge, right of way acquisitions are underway and would be on the bid list in February 2010.

### **STATUS REPORT HAMPTON AVENUE BRIDGE**

John Owings addressed the Committee members regarding the information he was provided regarding the Hampton Avenue Bridge. He stated originally the bridge was moved to South Carolina from another state in 1928 and was closed about 14 years ago. Mr. Owings stated the bridge was structurally unsafe even for pedestrian use. He informed the members of the Policy Committee the Norfolk Southern Railroad, which owns the bridge, would pay to have the bridge torn down, provided nothing else would be built in its place. He also stated if the bridge were replaced, a pedestrian bridge would be recommended rather than a vehicular bridge. Mr. Owings also stated no part of the current bridge could be salvaged and if a new vehicular bridge were considered, the construction would require the bridge to be higher and longer.

Senator Thomas stated the bridge was still used as a pedestrian bridge to join two communities in the area. The Senator allowed several of the citizens in the community to address the Policy Committee with their concerns. Chandra Dillard, Councilor Xanthene Norris and Mary Duckett expressed the importance of the bridge to the community.

After further discussions, Senator Thomas asked a letter be written to the SCDOT Commission requesting if any funds were available to consider the Hampton Avenue Bridge as a project.

Mr. Burns requested additional information regarding the ownership, any right of ways and if there was any language anywhere regarding reconstruction.

### **STATUS ON INTERSECTION OF GARLINGTON AND ROPER MOUNTAIN ROAD**

John Owings reported on the Garlington and Roper Mountain Road intersection, which the Legislative Delegation County Transportation Committee has funded the project with the completion expected in November.

### **STATUS REPORT ON STUDIES**

#### **Easley Bike and Pedestrian Master Plan**

Tiffany Wedmore addressed the Committee members with an update on progress of the Easley Bike and Pedestrian Master Plan with the following;

- The City has completed a public survey and are ready to recommend proposed routes at a public meeting on October 19, 2009 at 7:00 p.m.
- They would like to finish the implementation plan in November/December, and have everything completed by the end of the year.
- There have been some volunteer efforts to build support among people who own property along at east one of the proposed bikeways.
- They are now looking into grant opportunities.
- Trying to emphasize roadway retrofits where possible to avoid any widening (i.e. looking at going from 4 lanes to 2 lanes with center turn land and bike lanes.
- Trying to make at least some minor changes yet this year to show residents that things are happening.

**Multi-Modal Rail Corridor Alternative Feasibility Study**

Sandra Yudice stated the Multi Modal Rail study bid had been awarded to Tran Systems in April 2009. She stated currently they were preparing a progress report offering various options.

**Fountain Inn Main Street Design and Streetscape Plan**

Dan Powell briefed the Committee members on the Safe Routes to School Project in Fountain Inn. Staff works with Clemson University to complete the Safe Routes to School Plan for the grant. Additionally, the project included a Walkability Study for the community. The project scope also included preliminary planning and conceptual design for Main and Depot Streets. Mr. Powell stated he was in hopes to hear from the SCDOT soon so as to begin the SRTS implementation, which includes funding for infrastructure (sidewalks and multi-use paths) and non-infrastructure funding for a student educational program. The final results from the Clemson Study and updates on the SRTS project will be posted on the GPATS website.

Mr. Powell stated Fountain Inn was making the final selection on a consultant to complete the Planning and Economic Study for Main Street Downtown. Upon completion, the consultant will develop landscape drawings for Main Street. The final phase will include Engineering and Design. The post planning and market study items are funded by a grant from the Laurens Electric Cooperative and Greenville County C-Funds.

Mr. Eddie Case, City Administrator expressed his appreciation of GPATS for their partnership with the Main Street Revitalization. He stated City Council should make a final selection on the consultant for the Main Street Project on September 21, 2009.

Due to the lack of a quorum, the items requiring action will be carried over to the next meeting.

There being no further business to come before the Committee, the Chair adjourned the meeting at 11:14 a.m.

## **PROPOSED TIP AMENDMENT**

In an effort to ensure SCDOT obligates all ARRA funding in accordance with the congressional guidelines, the Greenville-Pickens Area Transportation Study (GPATS) is proposing an amendment to its Transportation Improvement Program (TIP) to include as a contingency plan for the GPATS ARRA projects (Church Street and Fairforest Way in Greenville County). In addition, the Prince Perry Road project in Pickens County has contracted the construction at a bid that was lower than the projected estimate.

In the event one or both of the Church Street and Fairforest Way projects will not be authorized prior to the ARRA deadline, the corresponding ARRA funds will be moved to the I-385 widening project in Greenville County. If the Fairforest Way project meets the ARRA deadline, the remaining funds from the Prince Perry Road project would be moved to Fairforest Way; otherwise, these funds will likewise be moved to the I-385 widening project in Greenville County.

If monies are diverted to the I-385 widening, the South Carolina Department of Transportation will use National Highway System Interstate Maintenance and Surface Transportation Program funds to construct the Church Street and Fairforest Way projects. The GPATS Guideshare funding will not be used or affected by this contingency plan.

**Greenville Pickens Area Transportation Study (GPATS)  
Citizens' Advisory Committee Bylaws - DRAFT**

**Article I  
Name**

The name of this organization shall be the Citizens' Advisory Committee of the Greenville Pickens Area Transportation Study (GPATS) Metropolitan Planning Organization.

**Article II  
Responsibilities**

1. The Citizens' Advisory Committee (CAC) shall advise the GPATS Policy Coordinating Committee and the GPATS Study Team on matters of public opinion from individual citizens and citizen groups regarding the Long Range Transportation Plan(s) (or other plans) relative to the study findings, and recommendations or other planning endeavors as outlined in the Unified Planning Work Program.
2. The Citizens' Advisory Committee has the following responsibilities:
  - a. Assist in the development and maintenance of a Public Involvement Program.
  - b. Ensure that citizen participation in the transportation planning process is in accordance with the Participation Plan.
  - c. Review the products of the MPO transportation planning process and be engaged in the development of the overall planning process.
  - d. Assess public opinion relative to the effectiveness of the transportation planning activities of the MPO.
  - e. Make recommendations as appropriate to the Policy Coordinating Committee and Study Team regarding transportation needs, concerns, and issues of citizens within the GPATS area.

**Article III  
Organization**

1. The Citizens' Advisory Committee shall be composed of members who reflect community interests within the study area. Membership to the CAC will work cooperatively with a diverse cross section of the community to effectively plan for transportation needs.
2. Each of the twelve County Council members in Greenville County shall appoint a Greenville County resident to serve on the CAC. Additionally, the Pickens County Council representatives for Districts 3, 4, 5, and 6 shall appoint a Pickens County resident to serve on the CAC. Members should represent a wide variety of interests in the community, including business, labor, senior citizens, the environment, people with disabilities, and neighborhood organizations. To achieve as diverse an

organization as possible, GPATS Policy Committee members may approve applications for residents to serve on the CAC, in addition to those appointed by Council members. Membership shall not exceed 30 people.

3. The Citizens' Advisory Committee shall have a Chairperson, a Vice Chairperson, and a Secretary. After the initial organizational meeting, elections shall take place at the following meeting of the CAC. The Secretary shall be appointed by the Chairperson; and, the Secretary may designate an assistant who may not be a member of the CAC to assist him/her in carrying out his/her duties. The term of office for all officers shall be for one year or until such time as new officers are elected.
4. Citizens' Advisory Committee members shall be citizens and year-round residents who live within the GPATS area. CAC members shall not be elected officials or declared candidates for public office. Should the status of any CAC member change in such a way as to disqualify him from membership under the terms of this paragraph, his/her membership shall automatically terminate. Those who thus become ineligible for CAC membership shall provide written notice to the MPO staff, the CAC Chairman and the MPO member responsible for appointing their replacements.
5. If, at any time, the MPO finds that any Citizens' Advisory Committee member is not performing his or her duties or is impairing the ability of the CAC to meet its responsibilities under these bylaws, the MPO may, by majority vote, remove that member from the CAC.
6. Should the Chairperson or Vice Chairperson position become vacant in mid-term, a special election shall be conducted to fill the position(s) for the unexpired term.
7. An officer may succeed himself/herself with no limitations to the number of terms.

#### **Article IV Duties of Officers**

1. The Chairperson shall have the following duties:
  - a. Preside at all meetings of the Citizens' Advisory Committee.
  - b. Authenticate, by his/her signature, the resolutions and other official instruments adopted by the Citizens' Advisory Committee.
  - c. Serve on the Policy Committee as a non-voting member.
  - d. Represent the Citizens' Advisory Committee at hearings, conferences, and other events as necessary.
2. The Vice Chairperson shall have the following duties:
  - a. Perform the duties of the Chairperson in the absence of the Chairperson.
  - b. Perform other functions delegated by the Chairperson.
3. The Secretary shall have the following duties:

- a. Assist MPO staff with scheduling required meeting announcement and agenda activities.
- b. Recording the proceedings of each Citizens' Advisory Committee meeting.
- c. Preparing with the assistance of the MPO staff the minutes, resolutions, and other official instruments for committee action.

## **Article V Meetings**

1. Meetings of the Citizens' Advisory Committee shall be at least biannually as called by the MPO Coordinator at the direction of the Chairperson when work program items or other provisions of these Bylaws require their actions. Other meetings may be necessary to carry out responsibilities of the transportation planning process and to maintain compliance with Federal transportation planning regulations. Such other meetings shall be called by the Chairperson and held in accordance with work program schedules.
2. Any member of the Citizens' Advisory Committee having two consecutive absences from regular meetings during a fiscal year (July 1- June 30) shall be deemed to have vacated the appointment (unless warranted due to special circumstances) to the committee and the Policy Committee may appoint a new member to replace the vacated appointment.
3. The annual business meeting shall be the last meeting of the fiscal year.
4. A quorum shall be required for business transactions and shall consist of majority members.
5. Official action on agenda items will require a simple majority of the voting members present and the Chairperson is entitled to vote on all matters.

## **Article VII Rules of Order**

1. The Citizens' Advisory Committee shall conduct business as prescribed in Robert's Rules of Order Revised unless prescribed otherwise by amendment to these Bylaws.
2. The Secretary of the Citizens' Advisory Committee shall be the Committee's Parliamentarian and to assist the Chairperson with respect to these procedures.

## **Article VIII Amendment to Bylaws**

1. These Bylaws may be amended by an affirmative vote of a simple majority of the voting membership of the Citizens' Advisory Committee. The proposed bylaw



amendment, after review and approval by the Policy Committee, shall be presented for consideration at a regular Citizens' Advisory Committee meeting providing there is at least a two weeks prior notice of the proposed amendment to the membership of the Citizens' Advisory Committee.

Date of Amended Bylaw adoption:

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Daniel McGee  
Transportation Planning Manager, Greenville County Planning Department

ATTEST:

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Keith Brockington  
Transportation Planner, Greenville County Planning Department

**Greenville Pickens Area Transportation Study (GPATS)  
Study Team Bylaws - DRAFT**

**Article I  
Name**

The name of this organization shall be the Study Team of the Greenville Pickens Area Transportation Study (GPATS).

**Article II  
Responsibilities**

1. The Study Team is the body responsible for the provision of professional and technical review of transportation plans, projects, programs, and special studies developed through GPATS. The Study Team serves as the coordinating forum of all agencies that are responsible for the provision and operation of transportation modes within the GPATS area.
2. The Study Team has the following responsibilities:
  - a. To oversee and advise the professional staff and Policy Committee of the MPO in the development of an annual Unified Planning Work Program which includes transportation studies, programs, and other planning activities related to maintaining GPATS.
  - b. To advise and provide technical assistance to the MPO professional staff and the Policy Committee in the development of a Long Range Transportation Plan, the annual Transportation Improvement Program, and other special transportation studies as necessary.
  - c. To review and subsequently recommend action by the Policy Committee on transportation plans, programs, and other special projects prepared by the professional staff or Study Team of the MPO.
3. The Study Team has the responsibility to review and recommend transportation plans, programs, and implementation schedules resulting from the continuing, comprehensive, and cooperative transportation process in accordance with the planning factors required by current federal transportation legislation:
  - a. Planning Factor 1: Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
  - b. Planning Factor 2: Increase the safety of the transportation system for motorized and non-motorized users;
  - c. Planning Factor 3: Increase the ability of the transportation system to support homeland security and to safeguard the personal security of all motorized and non-motorized users;
  - d. Planning Factor 4: Increase the accessibility and mobility options available to people and for freight;

- e. Planning Factor 5: Protect and enhance the environment, promote energy conservation, and improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- f. Planning Factor 6: Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- g. Planning Factor 7: Promote efficient system management and operation, and
- h. Planning Factor 8: Emphasize the preservation of the existing transportation system.

### **Article III Organization**

1. The MPO Policy Committee designates the membership and direction of the Study Team. The Study Team shall be composed of representatives of public agencies having transportation or transportation-related planning, programming, and/or implementation responsibilities within the GPATS Urbanized Area. The Study Team shall include at least one representative from each of the following entities:

- Anderson County
- Appalachian Council of Governments
- City of Greenville
- City of Greenville Traffic Engineering
- City of Greer
- City of Easley
- City of Fountain Inn
- City of Liberty
- City of Mauldin
- City of Pickens
- City of Simpsonville
- City of Travelers Rest
- Department of Transportation
- Federal Highway Administration
- Greenlink
- Greenville County Engineering
- Greenville County Planning Department
- Greenville County Public Works
- Pickens County
- South Carolina Department of Transportation

2. The Planning Manager or Senior Planner representing the MPO shall serve as Chairman of the Study Team.
3. The Study Team may establish subcommittees as needed.

**Article IV**  
**Duties of the Chairman and Secretary**

1. The Chairman shall preside at all meetings of the Study Team.
2. The Chairman shall authenticate, by his/her signature, the minutes and resolutions adopted by the Study Team.
3. The Chairman shall represent the Study Team at Policy Committee meetings, hearings, conferences, and other events as necessary.
4. The Chairman shall direct an MPO planner to serve as the Secretary of the Study Team.
5. In the absence of the Chairman, the Secretary shall perform the duties of the Chairman.
6. The Chairman may serve as a liaison to the Citizens' Advisory Committee or may designate another voting member of the Study Team to serve as liaison.

**Article V**  
**Duties of the Secretary**

1. The Secretary shall be responsible for recording the proceedings of each Study Team meeting; for preparing minutes and resolutions that are adopted; and for disseminating the minutes and resolutions adopted at the meetings.
2. The Secretary may designate an assistant to assist him/her in carrying out his/her duties.

**Article VI**  
**Meetings**

1. The Study Team shall meet at least two weeks before each scheduled meeting of the GPATS Policy Committee meeting and additionally as needed to ensure coordination among agencies and to develop policy and project recommendations for the Policy Committee.
2. The presence of a simple majority of Study Team membership at Study Team meetings shall constitute a quorum for business transaction.
3. Official action on agenda items of the Study Team will require a simple majority of the voting members (or their proxy) present at the Study Team meeting.

**Article VII  
Rules of Order**

1. The Study Team shall conduct business as prescribed in Robert's Rules of Order Revised unless prescribed otherwise by amendment to these bylaws.
2. The Secretary of the Study Team shall be the Committee's Parliamentarian.

**Article VIII  
Amendment to Bylaws**

1. These bylaws may be amended by an affirmative vote of a simple majority of the full voting membership of the committee, contingent upon subsequent concurrence of the Policy Committee. A proposed bylaw change shall be presented for consideration at a regular Study Team meeting; however, voting shall be deferred until the regular meeting following the meeting at which the bylaw change was proposed.

Date of Amended Bylaw adoption:

\_\_\_\_\_  
Daniel McGee  
Transportation Planning Manager, Greenville County Planning Department

ATTEST:

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Keith Brockington  
Transportation Planner, Greenville County Planning Department