

CATAWBA REGIONAL COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS  
REGULAR MEETING

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Catawba Regional Center  
Rock Hill, South Carolina  
May 23, 2024

A regular meeting of the Catawba Regional Council of Governments Board of Directors was called to order at 4:00 p.m. on Thursday, May 23, 2024. Notice of the meeting was sent to the local newspaper and posted on the Council's website.

The following members were present:

Chester

Nettie Archie  
Joe Branham, Vice-Chair  
Bill Bundy

Lancaster

Sean Corcoran  
Alston DeVenny  
Steve Harper  
Charlene McGriff, Chair

Union

Doug Gilliam  
Ernest Moore  
Phillip Russell II  
Harold E. Thompson  
Leroy Worthy

York

Dean Faile  
Watts Huckabee  
Bo Legg  
Stacey Moore  
David O'Neal  
Chad Williams

The following members were absent:

Chester

Randy Ligon  
Carlos Williams

Lancaster

Eddie Moore  
Brandon Newton  
Russell Patrick

York

Debi Cloninger  
Brent Faulkenberry  
Mike Fuesser  
Tom Hyslip  
Todd Lumpkin  
William Roddey  
Gynn Savage  
Laura Ullrich

Others present included the following:

Guests

Jimmy Bagley

Mike Moore

Randall Young

Staff

Steve Allen  
Amanda Baker  
Amy Chitwood

Randy Imler  
Tyler Lewis  
Eleanor Mixon

Elizabeth Morgan  
Grazier Rhea  
Jessica Sawyers

Following the Call to Order and Invocation, a motion was made to approve the minutes of the February 22, 2024, COG Board Meeting. The motion was duly seconded, and the minutes were approved unanimously as written.

I. Presentation of the March 31, 2024, (9-month interim) Operating Statement

Ms. Chitwood reviewed the March 31, 2024, (9-month interim) internally generated financial statements. Total year-to-date operating revenue was \$2,408,168, and total operating expenses were \$2,163,472, providing an operating surplus of \$244,696. Passthrough revenues and expenses of \$1,788,167, COVID-19 RLF grant draws of \$791,420, and transfers to CRDC (elevator) of \$30,438 generated total net revenues of \$1,036,116 as of March 31, 2024. The Board received this report as information.

II. CDBG and SC RIA Applications Reminder

Ms. Rhea provided the Board with an update on when the next round of grant applications for the Community Development Block Grant (CDBG) and SC Rural Infrastructure Authority (SC RIA) programs are due. The COG's Community Development Department will send out a notice to local governments on June 3 about grants that will be due in September. The CDBG application request deadline is August 16 with applications due on September 16. SC RIA applications will be due in mid-September as well. The COG is asking localities to fill out a Local Government Request for Grant Application Assistance form if application assistance is desired.

Ms. Morgan provided information related to the new EPA Clean Heavy-Duty Vehicles Program, which is a replacement grant program. The application deadline is July 25, 2024. At least three vehicles must be replaced with zero-emission vehicles. There is a mandatory cost share and a maximum grant amount. If a locality is interested in pursuing this opportunity, the Community Development Department is available to provide assistance.

III. Overview of Catawba-Wateree Water Management Group

Mr. Bagley, Assistant City Manager for the City of Rock Hill and the current Chair of the Catawba-Wateree Water Management Group (CWWMG), provided a brief history and overview regarding the organization, its members, and the core functions of the group. For additional background information, please see <https://www.catawbawatereewmg.org/>.

IV. Consideration of 2015-2040 Long Range Transportation Plan (LRTP) Amendments and Transportation Improvement Program (TIP) Amendment

Mr. Allen provided an overview of recommended LRTP amendments. These include a sidewalk master plan and five intersection improvements in Chester, Lancaster, Union, and York counties (attached). If approved, these amendments will be included in the LRTP Priority Projects list. Additionally, Mr. Allen presented three recommended regional mobility plan priority corridor projects in Lancaster and York counties. If approved, these amendments will be included in the LRTP Regional Mobility Plan Priority Corridor Projects list. The Transportation Advisory Committee has considered these projects and recommends moving forward with the Regional Mobility Plan Projects and the new Priority Project Amendments.

A motion was made and passed unanimously to approve the 2015-2040 LRTP amendments for priority projects. No second was needed because the recommendation came from the Executive Committee. Summary information about each of these approved projects is attached as a permanent part of these minutes.

Mr. Allen also provided an overview of the recommended TIP amendment for the City of Union Sidewalk Master Plan (attached). If approved, this amendment will be forwarded to the SC DOT Commission for inclusion in the STIP. The Transportation Advisory Committee considered this project at its May 2024 meeting.

A motion was made and passed unanimously to approve the proposed TIP amendment. No second was needed because the recommendation came from the Executive Committee.

Mr. Allen shared that two SC DOT Transportation Alternatives Program (TAP) grant applications written by the COG on behalf of localities in the region were awarded recently. The two awarded grants are for streetscape projects in the Town of Jonesville and the Town of Kershaw.

V. Pre- and Post-Pandemic Comparative Analysis of CRCOG's Programmatic Work and Impact

Ms. Mixon and Mr. Lewis presented a summary comparative analysis of the COG's pre-and post-pandemic work by division. This information was provided to help the Board understand operational and strategic changes in the organization since the pandemic. It also was prepared as context for the proposed FY25 CRCOG Program of Work.

VI. Consideration of FY25 Program of Work

Mr. Imler presented the Council's proposed FY25 Program of Work, including planning and programmatic work with federal, state, and local governments and agencies. Mr. Imler indicated that the COG has the following goals for FY25:

- Planning, Transportation, and GIS: Increase planning related revenue from additional technical assistance contracts with localities (roving administrator/financial/planning), transportation projects, and other/project-focused planning
- Community and Economic Development: Submit 15 new grant applications for \$10 million; effectively manage current book of business, especially SCIIP projects
- Workforce: Increase WIOA participants served (from new center location in Chester County), particularly in adult and dislocated worker populations and in hard-to-reach rural areas (access points and mobile outreach/job fairs)
- Business Lending: Strategic loan production across programs – 1) Disburse (draw) remaining \$1 million of COVID-19 RLF grant; 2) Originate at least eight loans for \$3 million including one IRP and one Community Advantage SBA 7(a) loan; 3) Prepare for and manage staff transition

- Brownfields: Complete disbursement of \$1.5 million assessment grants for a total of 50 sites statewide and originate two new cleanup loans. Negotiate with SCDES (DHEC) regarding recapitalization of SC BEST
- Staffing: 1) Increase business lending/brownfields staff by one full time employee for succession planning; 2) evaluate grants workload distribution as continued portfolio growth may require; 3) potentially engage contract staff to manage strategic communications, regional initiatives, and local government administration/ finance/ planning

VII. Consideration of FY25 General Operating, Special Funds, and Passthrough Budgets

Ms. Chitwood reviewed the proposed FY25 budgets. Total revenue is expected to increase from \$3,239,372 in FY24 to \$3,569,877 in FY25 due to higher interest rates on general fund and special funds deposits. Total personnel expenses are proposed to increase to \$2.7 million. Additionally, the proposed budget includes an increase for professional services from \$70,000 in FY24 to \$130,000 in FY25 as staff anticipates contractual expenses for communications and additional professional staff assistance to support small local governments in the region. Total expenses are expected to be \$3,237,250 for FY25. Passthrough expenses are budgeted to be \$3,338,000. Additional expenses include a transfer to the Catawba Regional Development Corporation for improvements to the 215 Hampton Street parking lot. Also, a small reserve will be set aside for hail damage repairs not completed by June 30, 2024. Finally, the remainder of the COVID-19 RLF grant must be drawn in FY25. Total anticipated excess of revenues over expenditures in FY25 is \$975,542. Of this, \$8,477 is projected to increase unrestricted fund balances, while the remaining \$967,065 is projected to accrue to restricted fund balances.

Following discussion, the Chair brought a motion for approval of the proposed FY25 budgets upon recommendation of the Executive Committee. Coming from committee, the motion required no second, and the motion to approve the FY25 General Operating, Special Funds, and Passthrough Budgets passed unanimously.

VIII. Executive Session to discuss Legal, Contractual, and Services Items per SC Code § 30-4-70

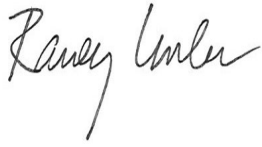
A motion was made, seconded, and passed unanimously for the Board to go to executive session with Mr. Imler, Ms. Mixon, and Ms. Chitwood invited to remain. At the conclusion of executive session, a motion was made, seconded, and unanimously approved to come out of executive session. There was no action taken by the Board following executive session.

IX. Regional Roundup

Representatives from each county provided brief highlights about projects and activities in their respective cities and counties.

There being no further business, the meeting adjourned at 6:08 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Randy Imler". The signature is written in a cursive, flowing style.

Randy Imler  
Executive Director

# Consideration of 2015-2040 Long Range Transportation Plan (LRTP) Amendments and Transportation Improvement Program (TIP) Amendment

May 23, 2024

Regional Mobility Program Priority Corridor Projects			
Project Name	Project Type	Cost Estimated	County
<b>SC-5 York County Line to US 521</b> <b>**Intersection: Highway 5/Steel Hill Road</b> <b>**Intersection: Highway 5/Riverside-W Rebound</b> Intersection: Highway 5/Old Hickory Highway 5/Old Church Road <b>**Already in TIP</b>	Corridor Intersection Improvement Projects	\$7,000,000	Lancaster
<b>SC-5/Alexander Love Hwy E to US 321/Congress St.</b> SC 5 /Alexander Love Hwy at SC 161 SC 161 at Cooperative Way SC 161 at USPS Driveway SC 161 at York Village Shopping Center SC 161 at McFarland Road SC 161 at Roosevelt Street SC 161 at US 321 (Congress Street)	Corridor Intersection Improvement Projects	\$9,190,000	York
<b>SC 9/E. Arch St. to SC 200/Monroe Hwy.</b> US 521 Bypass at Townview Road US 521 Bypass at Quality Drive US 521 Bypass at Meeting Street/Camp Creek Road US 521 Bypass at Clinton Avenue	Corridor Intersection Improvement Projects	\$4,705,000	Lancaster
Priority Projects Amendments New Project			
Project Name	Project Type	Cost Estimated	County
City of Union Sidewalk Master Plan	Sidewalk Master Plan	\$75,000	Union
US-521 and S-29-75 (Rebound Rd)	Intersection	\$2,000,000	Lancaster
SC-9/Commerce Dr. (Local)	Intersection	\$3,000,000	Chester
US-176/SC-49 (Rice St)	Intersection	\$500,000	Union
SC-99/SC-97	Intersection	\$2,000,000	Chester
US-321/ S-46-4 (Old North Main St)	Intersection	\$2,000,000	York

TIP Project Amendment			
Project Name	Project Type	Cost Estimated	County
City of Union Sidewalk Master Plan	Sidewalk Master Plan	\$75,000	Union

**CATAWBA REGIONAL COUNCIL OF GOVERNMENTS  
FY2025 PROPOSED BUDGET**

	Operating Fund 3/31/2024 COG	Restricted Legacy 3/31/2024 RLF	Restricted COVID 3/31/2024 SCBLF	Restricted 3/31/2024 SCALF	Consolidated (75% of original) 3/31/2024	Revised FY2024	Consolidated Proposed FY2025	Notes
<b>REVENUE</b>								
Participating Local Governments	\$ 160,232	\$ -	\$ -	\$ -	\$ 160,232	\$ 223,293	\$ 223,293	
State Aid to Councils of Governments	108,258	-	-	-	108,258	144,344	144,344	
Interest and Other Income	73,805	-	-	-	73,805	100,000	85,000	Higher Rates
<b>Total Local, State Aid, and Other</b>	<b>342,295</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>342,295</b>	<b>467,637</b>	<b>452,637</b>	
Community Development Contracts	266,080	-	-	-	266,080	360,000	375,000	
Rural Infrastructure Authority (RIA) Contracts	52,229	-	-	-	52,229	70,000	50,000	
SCIIP Funded RIA Contracts	98,759	-	-	-	98,759	132,000	125,000	
SCIIP Rural Infrastructure Contracts	41,356	-	-	-	41,356	50,000	100,000	
ARC Planning Grant and Projects	59,278	-	-	-	59,278	80,000	80,000	
Union County ARC Planning Grant Match	3,934	-	-	-	3,934	15,735	12,240	
Neighborhood Initiative Program	7,361	-	-	-	7,361	10,000	5,000	
<b>Total Community and Economic Development Grants</b>	<b>528,997</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>528,997</b>	<b>717,735</b>	<b>747,240</b>	
Technical Assistance Contracts	274,499	-	-	-	274,499	360,000	410,000	
EDA Planning Grant	66,208	-	-	-	66,208	90,000	95,000	
Transportation Planning	89,059	-	-	-	89,059	125,000	125,000	
<b>Total Planning and Technical Assistance Revenue</b>	<b>429,766</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>429,766</b>	<b>575,000</b>	<b>630,000</b>	
EDA Revolving Loan Fund (RLF) - Interest on Loans	-	120,710	-	-	120,710	160,000	375,000	
EDA Revolving Loan Fund (RLF) - Interest on Deposits	-	184,520	-	-	184,520	245,000	200,000	Higher Rates
EDA - COVID19 RLF - Interest on Loans	-	-	168,224	-	168,224	220,000	300,000	
EDA - COVID19 RLF - Interest on Deposits	-	-	82,092	-	82,092	110,000	90,000	Higher Rates
SC Agribusiness Loan Fund - Interest on Loans	-	-	-	11,887	11,887	16,000	40,000	
SC Agribusiness Loan Fund - Interest on Deposits	-	-	-	17,746	17,746	25,000	15,000	Higher Rates
Other Loan Funds	7,259	-	-	-	7,259	10,000	12,000	
Intermediary Relending Program	13,713	-	-	-	13,713	20,000	20,000	
Regional Development Corporation	61,355	-	-	-	61,355	85,000	100,000	
Brownfields Revolving Loan Fund	89,123	-	-	-	89,123	118,000	118,000	
EPA Brownfields Assessment Contract	15,520	-	-	-	15,520	20,000	20,000	
<b>Total Lending and Brownfields Revenue</b>	<b>186,970</b>	<b>305,230</b>	<b>250,316</b>	<b>29,633</b>	<b>772,149</b>	<b>1,029,000</b>	<b>1,290,000</b>	Includes interest on deposits
<b>Workforce - WIOA</b>	<b>334,961</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>334,961</b>	<b>450,000</b>	<b>450,000</b>	
<b>TOTAL REVENUE</b>	<b>\$ 1,822,989</b>	<b>\$ 305,230</b>	<b>\$ 250,316</b>	<b>\$ 29,633</b>	<b>\$ 2,408,168</b>	<b>\$ 3,239,372</b>	<b>\$ 3,569,877</b>	

**CATAWBA REGIONAL COUNCIL OF GOVERNMENTS  
FY2025 PROPOSED BUDGET**

	<b>Operating Fund 3/31/2024 COG</b>	<b>Restricted Legacy 3/31/2024 RLF</b>	<b>Restricted COVID 3/31/2024 SCBLF</b>	<b>Restricted 3/31/2024 SCALF</b>	<b>Consolidated (75% of original) 3/31/2024</b>	<b>Revised FY2024</b>	<b>Consolidated Proposed FY2025</b>	<b>Notes</b>
<b>OPERATING EXPENSES</b>								
Personnel	\$ 1,456,352	\$ 181,862	\$ 149,260	\$ 10,350	\$ 1,797,824	\$ 2,475,000	\$ 2,700,000	
Rent	26,500	-	-	-	26,500	35,500	36,000	
Utilities	11,152	-	-	-	11,152	20,000	20,000	
Telephone	17,775	450	270	-	18,495	25,000	25,000	
Travel and Meetings	41,011	4,989	1,184	-	47,184	65,000	75,000	
Office Supplies	35,868	122	155	-	36,145	50,000	45,000	
Postage	1,687	-	-	-	1,687	3,000	3,000	
Memberships, Dues, Publications	10,475	2,268	2,267	726	15,736	18,000	18,000	
Maintenance & Service Contracts	14,651	-	-	-	14,651	20,000	20,000	
Employee/Board Member Training	14,551	3,050	3,050	-	20,651	25,000	20,000	
Capital Costs	30,236	-	-	-	30,236	30,236	30,000	
Professional Services	46,024	1,847	-	16	47,887	70,000	130,000	
Audit	22,030	-	-	-	22,030	25,000	25,000	
Information Technology Services	43,984	-	-	-	43,984	60,000	60,000	
Insurance and Bonding	18,319	578	-	-	18,897	25,000	25,000	
Miscellaneous	6,563	80	92	3,678	10,413	9,636	5,250	
<b>TOTAL EXPENSES</b>	<b>1,797,178</b>	<b>195,246</b>	<b>156,278</b>	<b>14,770</b>	<b>2,163,472</b>	<b>2,956,372</b>	<b>3,237,250</b>	
<b>EXCESS REVENUE (LOSS) BEFORE OTHER ITEMS</b>	<b>\$ 25,811</b>	<b>\$ 109,984</b>	<b>\$ 94,038</b>	<b>\$ 14,863</b>	<b>\$ 244,696</b>	<b>\$ 283,000</b>	<b>\$ 332,627</b>	
WIOA Pass-Thru Revenues	1,571,612	-	-	-	1,571,612	2,400,000	2,400,000	
SC BEST DHEC Assessment Grant	51,984	-	-	-	51,984	300,000	700,000	
EPA Brownfields Pass-Thru Revenues	164,571	-	-	-	164,571	250,000	238,000	
<b>Total Pass-Thru Revenues</b>	<b>\$ 1,788,167</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,788,167</b>	<b>\$ 2,950,000</b>	<b>\$ 3,338,000</b>	
WIOA Pass-Thru Expenditures	(1,571,612)	-	-	-	(1,571,612)	(2,400,000)	(2,400,000)	
SC BEST DHEC Assessment Grant	(51,984)	-	-	-	(51,984)	(300,000)	(700,000)	
EPA Brownfields Pass-Thru Revenues	(164,571)	-	-	-	(164,571)	(250,000)	(238,000)	
Uninsured Replacement Cost-Storm Damage	-	-	-	-	-	(40,000)	(10,000)	Hail Storm
COVID RLF Grant	-	-	791,420	-	791,420	947,420	752,915	
Transfer to RDC - Capital Improvement	-	(30,438)	-	-	(30,438)	(60,876)	(100,000)	Capital improvements
<b>Total Pass-Thru and Other Expenditures</b>	<b>(1,788,167)</b>	<b>(30,438)</b>	<b>791,420</b>	<b>-</b>	<b>(1,027,185)</b>	<b>(2,103,456)</b>	<b>(2,695,085)</b>	
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 25,811</b>	<b>\$ 109,984</b>	<b>\$ 885,458</b>	<b>\$ 14,863</b>	<b>\$ 1,036,116</b>	<b>\$ 1,129,544</b>	<b>\$ 975,542</b>	
<b>Unrestricted Change in Fund Balance</b>					\$ 25,811	\$ -	\$ 8,477	
<b>Restricted Change in Fund Balance</b>					\$ 1,010,305	\$ 1,129,544	\$ 967,065	
					<b>\$1,036,116</b>	<b>\$1,129,544</b>	<b>\$975,542</b>	