



South Carolina
Department of Transportation

June 3, 2024

Mr. Kraig Gordon
Beaufort County Transportation Committee
201 Summerton Drive
Bluffton, South Carolina 29910

RE: Beaufort County Transportation Committee Review – 2022-2023

Dear Chairman Gordon:

The South Carolina Department of Transportation (SCDOT) review team met with Ms. Brittanee Bishop, Ms. Chris DiJulio Cook and Mr. Jim Backer on May 30, 2024, to conduct the Beaufort County Transportation Committee review.

Reviews of self-administered County Transportation Committees are required pursuant to Paragraph (P) of Section 12-28-2740 of the S. C. Code of Laws 1976. The reviews are to ensure compliance with subsection C, D, F and I and include evaluating randomly selected projects and financial records. This should not be considered an audit; however, if discrepancies in the project documentation or questions regarding management of C Funds exist, a formal audit may be requested.

The following projects were evaluated in accordance with the aforementioned law.

20220557 – Beaufort County Road Resurfacing Y4
20220978 – State Secondary Evaluation
20231057 – Beaufort County Road Preservation

During the review, SCDOT discussed the submission of Beaufort’s annual statement, the importance of document retention as well as the reconciliation of the balances on the statement to the Beaufort CTC fund GL accounts. All expenditures need to be reported on a project basis and they need to be supported by invoices kept on file. During the review SCDOT was not able to verify Beaufort Road Resurfacing project 20220557, due to the lack of availability of invoices that could reconcile the total amount shown on the statement. The invoices were provided to SCDOT before the day’s end. SCDOT’s team discussed the review process and provided guidance to ensure requirements are met during future reviews.

We appreciate the professionalism shown to us during the review. I look forward to continuing the great working relationship with you and all the members of the Beaufort County Transportation Committee. Please do not hesitate to contact me at 803-737-0038 if you have questions or concerns regarding the C Program.

Sincerely,

Ivana Gearheart
C Program Manager

