

FY 2019 DRAFT

The Brunswick Area Transportation Study's Unified Planning Work Program



July 1, 2018 through June 30, 2019

Prepared by:

The Brunswick Area Transportation
Study

In Cooperation with:

The Georgia Department of
Transportation (GDOT)
The Federal Highway Administration
(FHWA)

And

The Federal Transit Authority (FTA)

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Table of Contents

<i>Resolution</i>	2
INTRODUCTION	3
A. <i>Purpose of the UPWP</i>	3
B. <i>Federal Planning Factors</i>	3
C. <i>Overview of the MPO Planning Process</i>	9
D. <i>Goals and Objectives</i>	12
TASK 1: PROGRAM ADMINISTRATION	13
Sub-element 1.1 <i>Program Coordination</i>	13
Sub-element 1.2 <i>Operations and Administration of the Brunswick Area Transportation Study (BATS)</i>	15
Sub-element 1.3 <i>Training/Employee Education</i>	17
Sub-Element 1.4 <i>Equipment and Supplies</i>	18
Sub-element 1.5 <i>Contracts and Grants</i>	19
Sub-element 1.6 <i>Unified Planning Work Program (UPWP)</i>	21
TASK 2. PUBLIC INVOLVEMENT	23
Sub-element 2.1 <i>Community Outreach and Education</i>	23
Sub-element 2.2 <i>Environmental Justice/Title VI</i>	25
Sub-element 2.3 <i>Public Participation Plan</i>	27
TASK 3. DATA COLLECTION	28
Sub-element 3.1 <i>Socio-Economic Data</i>	28
Sub-element 3.2 <i>Land Use Monitoring</i>	29
Sub-element 3.4 <i>Transportation Surveys, Models and Analysis</i>	30
Sub-element 3.5 <i>System Monitoring</i>	31
TASK 4. SYSTEM PLANNING	32
Sub-element 4.2 <i>Transit/Paratransit</i>	32
Sub-element 4.3 <i>Intermodal (Port, Air, Rail)</i>	34
Sub-element 4.5 <i>Bike/Pedestrian Facility Planning</i>	35
Sub-element 4.7 <i>Geographic Information Systems (GIS) Development and Application</i>	37
Sub-element 4.8 <i>Highway Planning</i>	38
Sub-element 4.10 <i>Freight Planning</i>	39
Sub-element 4.11 <i>Long Range Planning</i>	40
Sub-element 4.12 <i>Transportation Improvement Program</i>	41
Sub-element 4.13 <i>Special Transportation Studies</i>	42
SUMMARY BUDGET TABLE	43
APPENDIX:	55
<i>MPO Certification of Metropolitan Planning Process</i>	
<i>Brunswick Area Transportation Study Organizational Manual and By-Laws</i>	
<i>Planning Work Schedule</i>	

RESOLUTION

Resolution
of the
Brunswick Area Transportation Study
Policy Committee

Approval of the Fiscal Year 2019
Unified Planning Work Program

WHEREAS, the *Fixing America's Surface Transportation (FAST) Act* regarding metropolitan transportation planning and thereby established expanded guidelines for the development, content, and processing of a cooperatively developed annual Unified Planning Work Program in urbanized areas; and

WHEREAS, the regulations listed mandate a comprehensive, continuing, and cooperative transportation planning process is to be carried out in the Brunswick Area; and

WHEREAS, the regulations listed stipulate that no transportation planning activities can be funded by federal sources until they have been included in the Unified Planning Work Program; and

WHEREAS, the various state and local agencies concerned with transportation planning for the Brunswick Area have cooperatively developed an appropriate Unified Planning Work Program within the specified annual framework,

NOW, THEREFORE BE IT RESOLVED that the Brunswick Area Transportation Study Transportation Policy Committee hereby finds that the requirements of the regulations regarding urban transportation planning have been satisfied and authorizes the Chair to execute a joint certification of this fact with the appropriate federal and state transportation agencies.

RESOLUTION APPROVED:

Mr. Alan Ours, Chairman
BATS Policy Committee

Date

Introduction

A. PURPOSE OF THE UPWP

The Unified Planning Work Program (UPWP) is a Metropolitan Planning Organization's (MPO) work program that describes what planning work activities the MPO will perform from July 1, 2018 through June 30, 2019. All Metropolitan Planning Organizations are required to maintain a continuing, cooperative and comprehensive transportation planning process in the development of plans and programs. All plans and programs developed, including the UPWP, are prepared in compliance with all federal and state requirements and regulations.

This UPWP will guide transportation planning activities, report on previous work efforts, provide financial information, identify roles and responsibilities, and provide the guidance for the MPO to implement the adopted goals and objectives and annual planning priorities of the Brunswick Area Transportation Study, which is the designated MPO. These annual planning priorities are based upon the previously established goals and objectives, which are contained in the BATS 2040 Metropolitan Transportation Plan (MTP).

B. FEDERAL PLANNING FACTORS

The Metropolitan Planning program, under the Fixing America's Surface Transportation Act (FAST Act), is required to consider the following factors in planning projects, programs and strategies:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system

The FAST Act also includes new Planning Factors:

9. Improve transportation system resiliency and reliability; Reduce or mitigate the stormwater impacts of the surface transportation system.
10. Enhance travel and tourism.

The eight planning factors have been incorporated into the adopted BATS 2040 MTP goals as demonstrated below. These adopted MTP goals serve as the goals for the MPO.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;

MTP Goal: Support **Economic Vitality**, Development, and Competitiveness

- Efficiently utilize limited public resources
 - Improve access to the national freight networks
2. Increase the safety of the transportation system for motorized and non-motorized users;
 3. Increase the security of the transportation system for motorized and non-motorized users;

MTP Goal: Increase the **Safety** and **Security** of the Transportation Network

- Encourage design features that enable all users a convenient way to reach their destination while minimizing conflict points among modes
 - Promote pedestrian and bicycle safety through public awareness
 - Support projects that aid in the event of a natural disaster.
4. Increase the accessibility and mobility of people and for freight;
 5. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

MTP Goal: Enhance **Accessibility**, **Mobility**, and **Connectivity** for all Transportation Modes

- Utilize Complete Streets design policies
 - Explore opportunities for implementation of public transportation
6. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

MTP Goal: **Protect the Environment**, **Promote Energy Conservation**, and Improve Quality of Life

- Emphasize enhancements to transportation facilities that preserve and complement natural environmental features within the area.
- Coordinate transportation and land use decisions.

7. Promote efficient system management and operation;

MTP Goal: Provide **Efficient** System Operation

- Minimize congestion.
- Promote coordination among modes.

8. Emphasize the preservation of the existing transportation system

MTP Goal: Manage and **Preserve** the Transportation System to ensure Long-Term Sustainability

- Allocate resources to maintain existing facilities in a state of good repair.

The BATS MPO continues to work on addressing the additional planning factors and will require public participation and an amendment to the 2040 Metropolitan Transportation Plan (MTP). This will be a key task for FY 2019.

Planning Emphasis Areas

On April 23, 2014, the FHWA and the FTA jointly issued the FY 2015-2016 Planning Emphasis Areas (PEAs), which include transition to performance based planning and programming, cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning, and access to essential services in which the transportation planning process identifies transportation connectivity gaps and solutions to address those gaps. These PEAs are contained within the FAST ACT legislation. These three areas include:

- **Performance Management**
The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.
- **Regional Models of Planning Cooperation**
Promotes cooperation and coordination across MPO boundaries and across State boundaries, where appropriate, to ensure a regional approach to transportation planning.
- **Ladders of Opportunity**
Access to essential service is a critical part of the transportation planning process. Identify transportation connectivity gaps in access to essential services. Develop and implement performance measures and analytics to measure the connectivity to essential services and to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services.

The table below depicts how each of the Planning Factors and Planning Emphasis Areas are addressed through the work program tasks.

Planning Factors and Emphasis Areas		Task 1: Program Support / Administration	Task 2: Public Involvement	Task 3: Data Collection	Task 4: System Planning
	PLANNING FACTORS				
	Economic Vitality	X	X	X	X
	Safety			X	X
	Security	X		X	X
	Accessibility / Mobility	X	X	X	X
	Connectivity	X	X	X	X
	Environmental Protection			X	X
	Efficient System Operation	X	X	X	X
	Preservation of Existing System	X	X	X	X
	Resiliency / Reliability and Stormwater		X	X	X
	Travel and Tourism	X	X	X	X
	PLANNING EMPHASIS AREAS				
	Performance Management	X	X	X	X
	Regional Cooperation	X	X	X	X
Ladders of Opportunity	X	X	X	X	

The matrix on the following page underscores the strong alignment between BATS MPO planning activities and federal transportation planning priorities and the performance measures.

PLANNING MATRIX

National Planning Factors	State Goals	BATS Goals	Proposed Performance Measures	Data Source
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;	Improve freight movement and economic development opportunities	Support Economic Vitality, Development, and Competitiveness	<ul style="list-style-type: none"> - Congestion - Travel Time Reliability -Truck Travel Time 	National Performance Management Research Data Set (NPMRDS)
Increase the safety of the transportation system for motorized and non-motorized users;	Improve safety	Increase safety and security of the transportation system	<ul style="list-style-type: none"> - Crash rates - Fatalities - Injuries 	<ul style="list-style-type: none"> - GEARS - GeoCounts - GIS
Increase the security of the transportation system for motorized and non-motorized users;				
Increase the accessibility and mobility of people and for freight;	Relieve congestion and improve reliability	Enhance Accessibility, Mobility, and Connectivity for all Transportation Modes	<ul style="list-style-type: none"> - Number of multimodal network gaps closed - Pavement and bridge condition 	<ul style="list-style-type: none"> - GIS -HERS-ST - GDOT Bridge Ratings
Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;	Improve the environment	Protect the environment, promote energy conservation, and improve quality of life	No measure proposed	

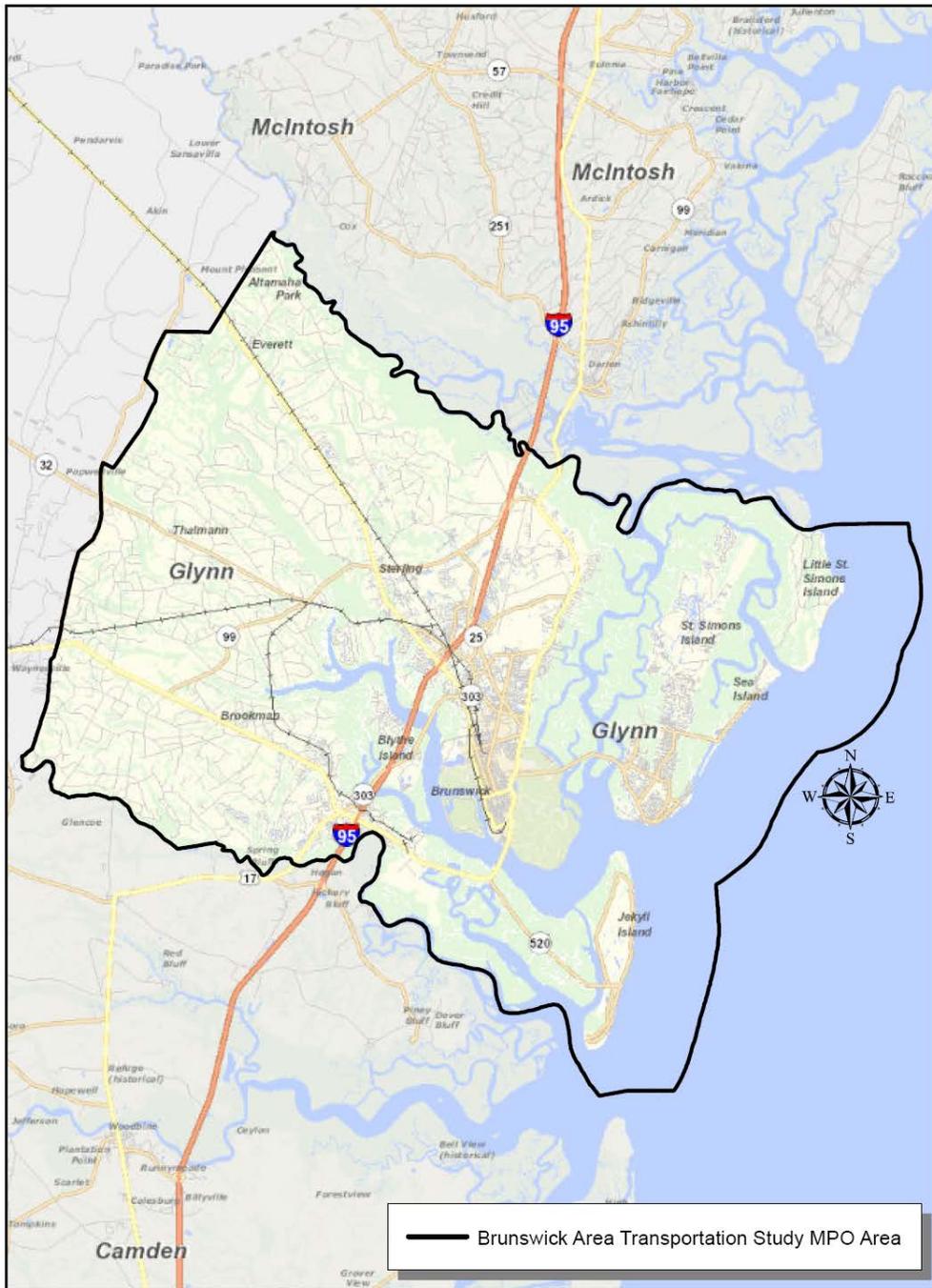
National Planning Factors	State Goals	BATS Goals	Proposed Performance Measures	Data Source
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;	Relieve congestion and improve reliability	Provide efficient system operation	- Number of multimodal network gaps closed - Port activity/truck counts	TIP MTP GIS GPA GeoCounts
Promote efficient system management and operation;	Relieve congestion and improve reliability	Provide efficient system operation	Travel time reliability	NPMRDS
Emphasize the preservation of the existing transportation system	Maintain and preserve the existing transportation system	Manage and preserve the transportation system to ensure long term sustainability	Pavement and bridge condition	- HERS-ST - GDOT Bridge Ratings
Improve transportation system resiliency and reliability; and reduce or mitigate the stormwater impacts of the surface transportation system.	Not currently addressed	Not currently addressed	To be determined	To be determined
Enhance travel and tourism	Not currently addressed	Not currently addressed	To be determined	To be determined

C. OVERVIEW OF THE MPO PLANNING PROCESS

Glynn County was designated an urbanized area by the Federal government following the 1990 US Census, which led to the establishment of the BATS MPO. According to Federal law, the transportation planning process must be carried out by MPOs for designated urbanized areas that exceed a population of 50,000, as well as the area expected to become urbanized within the next 20 years. The Lead Planning Agency, responsible for the BATS planning process is the Glynn County Planning Department. In addition, GDOT provides technical support to, and coordinates with, the MPO throughout the transportation planning process.

As the designated MPO for Glynn County, BATS is responsible for overseeing long range transportation planning within the MPO planning area to ensure continued accessibility, connectivity, efficiency, mobility, and safety for the movement of people and goods. The BATS works collaboratively with partner agencies in order to address transportation needs by leading planning efforts and directing the flow of federal transportation funds.

The 2010 US Census population for the BATS Urbanized Area is 51,024 with a MPO planning area population of 79,964. The following map shows the MPO planning boundary which includes the City of Brunswick, the sole municipality within the MPO planning area, and unincorporated Glynn County. The unincorporated area of Glynn County also includes the Golden Isles, which consists of four barrier islands: St. Simons Island, Sea Island, Little St. Simons Island and Jekyll Island.



The MPO is responsible for administering the comprehensive, cooperative, and continuous (3C) transportation planning process, as required by the United States Department of Transportation under the FAST Act enacted December 4, 2015. In partnership with various federal, state, and local agencies, BATS works collaboratively to develop plans and programs that address the transportation needs of the region. The BATS MPO consists of three committees that meet jointly, approximately six times per year. Described below are the membership, roles, and responsibilities of those committees, as well as other planning bodies that contribute to the transportation planning efforts in Glynn County and the region.

The Policy Committee

MPOs are required to have a decision making “policy body.” BATS is under the general policy guidance of the Transportation Policy Committee. The Transportation Policy Committee or Policy Committee (PC) is the decision-making body for the MPO, comprised of elected officials, managers from the County and City, appointees from the Mainland Planning Commission and the Island Planning Commission, representatives from the MPO Technical Committee and Citizens Advisory Committee, and representatives from GDOT. The Federal Highway Administration participates in the BATS MPO Policy Committee as a non-voting member. Decisions made by the Policy Committee are informed by technical input provided by professional transportation staff and local input provided by concerned citizens. Significant tasks of the Committee include: setting priorities for maintenance, improvement, and expansion of the overall, multi-modal network; adoption of various plans and programs; and coordination with the FHWA and GDOT in order to efficiently and effectively carry out transportation planning responsibilities within the BATS study area.

The Technical Coordinating Committee

The Technical Coordinating Committee (TCC) consists of federal, state, county, and city staff members, as well as representatives of local organizations. The members of this committee provide technical input for the transportation planning process to the Policy Committee. TCC membership also includes representatives of the Citizens Advisory Committee (CAC). The TCC membership includes the Brunswick/Glynn County Development Authority, Brunswick Golden Isles Convention and Visitors Bureau, City of Brunswick, Brunswick Police Department, Coastal Regional Commission, Glynn County Technical Staff: Engineering Division Manager, Public Works Director, IT Director, McKinnon-St. Simons Island Airport Operations Coordinator, Engineering Division Manager, Director of Community Development, Mainland Planning Commissioner, Island Planning Commissioner, Emergency Management Director, Planning and Zoning Manager, Brunswick Airport Manager, Glynn County Police Department, GDOT District Planning and Programming Engineer, Georgia Ports Authority, and Jekyll Island Authority. The Federal Highway Administration participates in the TCC as a non-voting member.

The Citizens Advisory Committee

The Citizens Advisory Committee (CAC) is made up of citizens from throughout Glynn County who have expressed an interest in local transportation issues. This committee ensures that the needs, concerns, and questions of citizens are addressed, as citizen participation is an important part of the transportation planning process. The CAC is responsible for making recommendations to the Policy Committee, with a focus on the particular concerns, goals, and objectives of the public. The CAC membership includes representatives from the Glynn County School system, Glynn County Board of Commission, City of Brunswick, Southeast Georgia Health System, and the City of Brunswick.

Additional detail regarding the membership and governing bylaws of the BATS committees can be viewed in the Appendix.

D. GOALS AND OBJECTIVES

The overall planning program is designed to align with the requirements of the FAST Act, which provides long-term (five year) funding certainty for surface transportation. The FAST Act emphasizes the local transportation planning process and outlines requirements for specific performance measures and targets.

In addition, 23 CFR 450.308 (d) requires a detailed discussion of priorities in the MPO area for the next fiscal year. The following is a list of the planning priorities for the BATS during the 2019 fiscal year.

- Improve administrative documents and standard operating procedures for the BATS MPO to ensure compliance with annual self-certification requirements and to enhance the local planning process.
- Prepare for the BATS 2045 Metropolitan Transportation Plan (MTP) update. This priority is due to the federal requirement to update the MTP every 5 years. In order to meet the required adoption schedule of August 2020, preparation for scope development, fee estimation, and agency coordination will begin in FY 2019.
- Maintenance of the current Transportation Improvement Program (TIP) and development of the 2018-2021 TIP. This priority is necessitated by the need to keep the TIP consistent with ongoing project implementation activities by GDOT and other project sponsors and to follow the GDOT convention of developing a new TIP and STIP each year.

Task 1: PROGRAM ADMINISTRATION

SUB-ELEMENT 1.1 PROGRAM COORDINATION

Objective

The objective of this element is to coordinate all program and planning activities in the Unified Planning Work Program and to coordinate between agencies and jurisdictions, including local governments, GDOT, and the Georgia Ports Authority.

Previous Work

- Attended annual meeting for GAMPO, September 25, 2017.
- Met with GDOT Planning staff following the GAMPO meeting on September 25, 2017
- Coordination meeting with BATS staff extension on November 1, 2017 to review processes and procedures and review existing MPO files
- Coordination with FHWA on UPWP update on November 3, 2017
- Coordinated activities between the City of Brunswick, Glynn County, GDOT, GPA and other regional stakeholders.
- Maintained contact with stakeholders throughout the planning year;
- Coordinated transportation planning process with the Glynn County Comprehensive Plan Update with BATS workshop held on December 11, 2017

Project Description

Work with GDOT and other agencies and jurisdictions to provide and maintain coordinated, comprehensive, and continuous multimodal planning process. Staff will:

- Provide coordination of study activities and requests for information.
- Provide the necessary consultation, analysis, and staff support to conduct the federally mandated metropolitan transportation planning process.
- Coordinate the transportation planning process and products with the efforts of other MPOs, the City of Brunswick, Georgia Department of Transportation, Georgia Ports Authority, Coastal Regional Commission and other stakeholders.
- Participate in the development of the Glynn County Comprehensive Plan update, with specific focus on the transportation element.
- Coordinate with peer MPOs within the Coastal Region on planning activities in the BATS area. Peer MPOs include the Coastal Region MPO and the Hinesville Area MPO.
- Participate with GAMPO and other state and national planning organizations to promote advancement of transportation planning initiatives and goals.
- Serve as local transportation expert, assisting planning partners in the development of projects, sharing planning products, and providing the forum for multi-agency and multi-jurisdictional decision-making.

Product

- Correspondence, memoranda, presentations, and public information materials.
- Documentation of coordination meetings.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 to June 30, 2019

Lead Agency: BATS

Funding Source:

1.1 Program Coordination				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$11,000.00	\$0.00	\$2,750.00	\$13,750.00

SUB-ELEMENT 1.2 OPERATIONS AND ADMINISTRATION OF THE BRUNSWICK AREA TRANSPORTATION STUDY (BATS)

Objective

Manage the BATS MPO work program, maintaining study records, documenting meetings and undertaking general administrative activities.

Previous Work

- Wrote and filed quarterly and annual performance reports with the Georgia Department of Transportation;
- Provided staff support for and hosted all BATS meetings held on the second Monday in the months of August, October, and December, 2017. In 2018 the PC and TCC meetings were split as follows: February, April, and June of 2018 for Policy Committee meetings and January, March, and May of 2018 for Technical Coordinating Committee.
- Maintained the MPO website, advertised meetings, sent regular emails to stakeholders regarding upcoming meetings and data;
- Maintained proper records as required under reimbursement program contracts, and preparation of budgets, financial records, reimbursement requests and an annual performance report.
- Developed annual program calendar to ensure BATS planning products were delivered on time, and followed appropriate public notice and engagement standards.
- Reconstituted the BATS MPO Committees, hosting separate meetings for PC, TCC and PC beginning January 2017.

Project Description

BATS staff will provide the following activities:

- Coordinate with staff extension on the completion of all administrative activities
- Provide staff support and host all MPO meetings and provide the necessary administrative support to ensure their efficient function
- Maintain all project files and records
- Conduct MPO related correspondence
- Maintain the BATS website content and related content
- Review and update BATS operating documents, including PC, TCC, and CAC bylaws
- Review BATS committee membership to identify vacancies and work to revise the roster as needed to best facilitate the 3-C planning process.

Products

Specific products from this work element include, but are not limited to:

- Quarterly and annual reports
- Maintenance of study files and records, emails, and all BATS related materials.

- Updated MPO Committee membership and by-laws
- BATS MPO committee meeting minutes, agendas, presentations, staff reports and any other information required for the meetings;
- Correspondence as required

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

1.2 Operations and Administration				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$18,000.00	\$0.00	\$4,500.00	\$22,500.00

SUB-ELEMENT 1.3 TRAINING/EMPLOYEE EDUCATION**Objective**

Improve the MPO staff's knowledge of transportation planning through attendance and participation at conferences, workshops and educational programs.

Previous Work

- Attendance at Georgia Planning Association conference September 27-29, 2017.
- Attendance at the Association of MPOs conference on October 18-20, 2017

Project Description

This activity includes both staff time and travel expenses to participate in training and educational activities and will enable the MPO staff to more effectively and efficiently carry out the transportation process

- Attend webinars on pertinent, specialized topics, such as Intelligent Transportation Systems, Autonomous Vehicles, and performance measures
- Attendance at workshops and conferences pertinent to the MPO and its processes and programs

Products

- Attendance at training opportunities, meetings and conferences. Travel documentation, trip reports, and training materials from these opportunities.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

1.3 Employee Training and Development				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$1,200.00	\$0.00	\$300.00	\$1,500.00

SUB-ELEMENT 1.4 EQUIPMENT AND SUPPLIES

Objective

To purchase and maintain specialized computer hardware, software and other office supplies to support the transportation planning functions of the MPO.

Previous work

- Miscellaneous office supplies were purchased in FY 2018, including folders and organizational index tabs for file maintenance.
- There were no equipment purchases in FY 2018

Project Description

This element includes the purchase of any necessary supplies, hardware and software to support the work program, including:

- Computer subscription services,
- Digital data needs,
- Miscellaneous office supply expenses.

No major equipment, software or hardware purchases are projected for FY 2019; miscellaneous office supplies needed for the completion of the MPO duties will be purchased.

Products

- Miscellaneous office supplies

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

1.4 Equipment and Supplies				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$2,500.00	\$0.00	\$625.00	\$3,125.00

SUB-ELEMENT 1.5 CONTRACTS AND GRANTS

Objective

Maintain appropriate records as required under federal and state regulations for MPO-administered contracts.

Previous Work

- Completed and submitted FY 2018 Self Certification for BATS.
- Finalized PI # 0015460-PLN for FY 2018 planning assistance and closed out FY 2017
- Submitted quarterly status reports and reimbursement requests.
- Developed and submitted annual performance report and PL contract closeout request.
- Maintained all records pertaining to BATS grant activity.

Project Description

Administration of the PL grants including the preparation and submittal of the following:

- Quarterly status reports
- Annual reports
- Reimbursement requests
- Close-out letters of current grants
- Applications for supplemental PL grants

Product

- Grant applications and resolutions
- Self-certification documentation
- Reimbursement requests and supporting documentation
- Closeout letters for each active grant
- Grant status reporting

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

- FY 2018 PL closeout request and annual report July 10, 2019
- Quarterly reimbursement requests and status reports: October 10, 2018, January 10, 2019, and April 10, 2019 (timeline is approximately 2 weeks for each submittal).
- BATS Self Certification June 15, 2019

Lead Agency: BATS

Funding Source:

1.5 Contracts and Grants				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$6,500.00	\$0.00	\$1,625.00	\$8,125.00

SUB-ELEMENT 1.6 UNIFIED PLANNING WORK PROGRAM (UPWP)

This sub-element addresses planning factors 1-11

Objective

Develop the annual planning work program for BATS that meets all regulatory requirements.

Previous Work

- Updated FY 2018 UPWP in coordination with GDOT and FHWA (June, 2017 – August, 2017)
- Coordination with staff extension on FY 2019 UPWP update on November 1, 2019
- Coordinated on FY 2019 update with GDOT and FHWA on November 3, 2017.
- Developed draft UPWP for presentation to BATS Committees on December 11, 2017.
- Transmitted Draft FY 2019 UPWP to oversight agencies for review and comment.
- Conducted 30 day public comment period on Draft FY 2019 UPWP beginning December 2017.
- Updated Draft FY 2019 UPWP to incorporate FHWA, GDOT and Public comments and presented Final Draft to BATS TCC and PC for approval.

Project Description

Prepare the update of the annual UPWP including all work tasks and cost estimates. The update will be developed with consideration of the following:

Coordination with BATS Committees and state and federal agencies for input and guidance on developing an approved document.

- Monitor the activities and progress identified in the UPWP to ensure compliance with the approved tasks
- Comply with all requirements for MPO certifications
- Ensure timely submittals to comply with the required review timeframes

Product

- Draft and Final FY 2019 Unified Planning Work Program
- Comment form demonstrating how all comments were addressed in the final UPWP

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates:

- Draft to GDOT Partners: December, 2017
- Review by MPO Committees: January, 2019 – April, 2019
- Adoption: May, 2019

Lead Agency: BATS

Funding Source:

1.6 Unified Planning Work Program				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$6,435.12	\$0.00	\$1,608.78	\$8,043.90

TASK 2. PUBLIC INVOLVEMENT

SUB-ELEMENT 2.1 COMMUNITY OUTREACH AND EDUCATION

Objective

To involve the public in all of the MPO core functions, continue to facilitate the exchange of information between BATS MPO and the general public on transportation matters as outlined in the adopted BATS MPO Public Participation Plan (PPP).

Previous Work

- Documented BATS meeting attendance to measure participation
- Hosted public outreach meetings as required and documented outcomes and input received
- Provided planning and project information at the request of members of the public and local governments and agencies upon request
- Coordinated with the Comprehensive Plan Update process for input specific to the transportation element. Meetings were held on November 1 and 2, 2017.
- Established public comment log for documentation of all public comments received, and transmittal to BATS committees for review.

Project Description

Provide a venue and forum for ongoing dialogue between the MPO and members of the community and facilitate a better understanding of the MPO planning process for the general public. BATS staff efforts will include:

- Focused effort to fill vacancies on the BATS Citizens Advisory Committee (CAC) and facilitate increased participation at scheduled meetings.
- Conduct any periodic assessments of the BATS MPO Public Participation Process as prescribed by the PPP.
- Meet with community groups and individuals, as well as the media, to provide information on the current BATS MPO planning program, identified transportation deficiencies and specific project details and to discuss community issues and concerns related to transportation.
- Promote and work to enhance public understanding of the MPO and its purpose.

Product

- Documentation of meetings, presentations and outreach efforts
- Public informational and educational documents and materials.
- Regular correspondence with CAC members to facilitate improved participation.
- Regularly updated public comment log and resolution status.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

2.1 Community Outreach and Education				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$7,211.39	\$0.00	\$1,802.85	\$9,014.24

SUB-ELEMENT 2.2 ENVIRONMENTAL JUSTICE/TITLE VI

Objective

Ensure the opportunities for full participation by all potentially affected communities in the decision-making process with regard to transportation and prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Previous Work

- Provided support in the review of the location of Environmental Justice communities in conjunction with the Glynn County Comprehensive Plan update
- Obtained specific input and verification from local community members on the location of disadvantaged communities at workshops held on October 3, 2017 and November 7, 2017.

Project Description

BATS will continue to specifically reach out and target input from the Environmental Justice communities through the following activities:

- Review and update the BATS Title VI plan for compliance with all state and federal regulations
- Use analytical techniques, including GIS to update/locate and map disadvantaged populations within the urbanized area using updated US Census American Community Survey updated data.
- Identify potential transportation barriers and gaps to essential services.
- Assess the benefits and burdens of existing and planned transportation system investments on these identified target populations.
- Pursue partnerships with service and non-profit groups that could assist the MPO to engage minority and low income persons.
- Identify Limited English Proficient (LEP) population concentrations within the study area and provide outreach materials in corresponding primary language, in accordance with BATS PPP.

Product

- Updated Title VI Plan
- Updated GIS analysis, and identification of EJ community data
- Documentation of EJ community meetings
- Translation of public outreach materials into primary language of non-English speaking citizens within the study area.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019.

Lead Agency: BATS

Funding Source:

2.2 Environmental Justice/Title VI				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$3,211.39	\$0.00	\$802.85	\$4,014.24

SUB-ELEMENT 2.3 PUBLIC PARTICIPATION PLAN

Objective

To keep the BATS MPO PPP up to date with regards to state and federal regulations, as well as committee member information and to ensure the full participation by all citizens and communities in the transportation planning process.

Previous Work

- Monitored and reviewed the updated PPP for deficiencies

Project Description

Maintain the Public Participation Plan and update to include performance measures; and monitor and evaluate BATS plans and projects for compliance with the Participation Plan.

Product

- Updated Public Participation Plan document.
- Revisions to resolutions and public notices to comply with any updates in the participation plan, including a 45 day public comment period.
- Educational opportunities for citizens to improve understanding of the transportation planning process.
- Meaningful opportunities for participation in the transportation decision-making process

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019.

Lead Agency: BATS

Funding Source:

2.3 Public Participation Program				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$2,711.39	\$0.00	\$677.85	\$3,389.24

TASK 3. DATA COLLECTION

SUB-ELEMENT 3.1 SOCIO-ECONOMIC DATA

Objective

To maintain current data and to forecast socio-economic data for use in developing and maintaining BATS transportation models and updating the Public Participation and Title VI/EJ plans. One of the primary inputs into the planning process is the projection of future demand for transportation service. The maintenance of socio-economic data is critical to the transportation modeling process.

Previous Work

- Updated socio-economic data used in the Comprehensive Plan process.

Project Description

The socio-economic data is used for informing transportation management systems, including the travel demand model and GIS. The following efforts will be undertaken:

- Collect and develop data as it becomes available, including housing starts, employment trends, and school locations.
- Provide insights and guidance on the use of the BATS socio-economic data to the Glynn County Comprehensive Plan team.

Product

- Socio-economic data in a format appropriate to support the development of BATS transportation studies.
- Use of Socio-economic data to assist with EJ mapping initiatives.
- Data sharing for the Glynn County Comprehensive Plan update.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Support: Glynn County GIS

Funding Source:

3.1 Socio-economic Data				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$711.39	\$0.00	\$177.85	\$889.24

SUB-ELEMENT 3.2 LAND USE MONITORING**Objective**

Coordinate the land use planning activities with the transportation planning activities of the MPO through the assessment and analysis of the transportation impacts of development proposals.

Previous Work

- Reviewed development proposals for Glynn County, including commercial and residential developments
- Assisted with review of site plans in conjunction with the development review process coordinated by the Glynn County Community Development Department
- Monitored development applications within the BATS study area and screened the MTP and special study recommendations to ensure the continued viability of recommended improvements within vicinity of proposed developments.

Project Description

Coordination between the Glynn County Planning Department and the MPO to fully understand and address the impacts from development on the transportation network.

Product

- Current, and regularly updated land use map with MTP projects overlaid
- Coordinated transportation comments on proposed developments in the BATS study area.
- Work to facilitate developer participation in the costs of improvements and maintain the functional integrity of the surface transportation network.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

3.2 Land Use Monitoring				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$1,211.39	\$0.00	\$302.85	\$1,514.24

SUB-ELEMENT 3.4 TRANSPORTATION SURVEYS, MODELS AND ANALYSIS

Objective

To assist transportation modeling and analysis through development and maintenance of travel demand model data.

Previous Work

- Maintained socio-economic data to account for changes in population trends.
- Provided travel demand model scenarios to City and County engineering departments for use in local transportation planning activities.

Project Description

- Transportation model information will be updated as information becomes available.
- Models will be used and analysis performed as needed during the development of transportation plans.
- Travel demand model runs, underlying base and future year data, and GIS shapefiles will be provided to peer planning partners, as needed, to support local transportation planning efforts.

Products

- Provision of travel demand model data to peer agencies and planning partners, as needed.
- Coordination with GDOT modeling and planning staff, to resolve questions related to the current BATS travel demand model.
- Use of model outputs designed during the 2040 MTP to inform the transportation element of the Glynn County Comprehensive Plan update.

Transportation Planning Related Activities of Other Agencies: GDOT Planning Coordination

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

3.4 Transportation Surveys, Models and Analysis				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$1,211.39	\$0.00	\$302.85	\$1,514.24

SUB-ELEMENT 3.5 SYSTEM MONITORING

Objective

Traffic data and crash data are critical elements of performance based planning. BATS efforts include the maintenance of up-to-date information to measure the performance of the existing multimodal transportation network.

Previous Work

- Continued maintenance of road network data.
- Provision of Average Daily Traffic data and crash data using GDOT Geocounts and Georgia Electronic Accident Reporting System for local planning efforts for downtown Brunswick and US 17 in Brunswick.

Project Description

BATS will continue to incorporate the traffic and safety data analysis in the evaluation of developments and in the transportation planning process, including project identification and prioritization.

Products

- Average Daily Traffic Counts and crash data for the transportation network in Glynn County for use in local and MPO planning efforts
- Provision of traffic and crash data to inform the transportation element of the Glynn County Comprehensive Plan.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Supporting: Glynn County

Funding Source:

3.5 System Monitoring				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$711.39	\$0.00	\$177.85	\$889.24

TASK 4. SYSTEM PLANNING

SUB-ELEMENT 4.2 TRANSIT/PARATRANSIT

Objective

The overall section 5303 project goals and objectives for the Brunswick Area Transportation Study are to support the Policy Committee and local governments in efforts to identify and review all existing transit planning documents and resources, and assess the validity of the recommendations, given current conditions. These preliminary efforts are intended as a catalyst to reinstate efforts to implement transit service within the urbanized areas of Glynn County, if warranted. Once a thorough review is completed to determine if transit service is needed and/or warranted, the BATS MPO will expand efforts to develop a transit service implementation plan.

Previous Work

- No previous efforts

Project Description

The BATS MPO plans to use the funding received from the 5303 grant to conduct an internal analysis that will:

- Screen existing transit feasibility plans/studies completed for Glynn County and determine if recommendations are still valid given current conditions.
- Perform a cursory review to assess public transportation needs and opportunities in the BATS Urbanized Area. The review will include a screening for opportunities relating to:
 - Improved access to education and employment
 - Improved access to goods and services
 - Encourage economic growth for the study area
 - Multimodal accessibility for minority and disadvantaged populations

The Brunswick Area Transportation study will analyze through its Transit Feasibility Review the validity of existing fixed route transit service plans completed for Glynn County.

Products

The Brunswick Area Transportation Study will produce a technical memorandum/white paper report that will highlight the need or lack thereof for a transit system, bicycle and pedestrian facilities, and workforce shuttles in the BATS study area. This report will also outline the existing plans and projects, and any issues and opportunities, as well as any potential markets for services identified.

- Existing transit planning resources digital file database and bibliography
- Presentation materials for BATS Committees, including PowerPoint slides
- White Paper documenting the planning approach, process, summary of existing plans, cursory assessment of transit needs and opportunities, and next steps/strategies
- GIS map demonstrating common service alignments/areas from existing plans and resources
- Quarterly status reports and grant reimbursement requests

- Minutes documenting coordination with BATS Sub-Committee members and key transit planning partners

Funding Source: FTA 5303 Funding

FTA Scope Number	FTA ALI Number	Budget Line Item Description	Federal Funding Request Amount	State Funding Request Amount	Local Funding Amount	TOTAL FUNDING AMOUNT
442	44.21.00	Program Support and Administration (not more than 15% of the total project budget)	\$6,267.90	\$783.48	\$783.48	\$7,834.87
442	44.23.01	Long-Range Transportation Planning	\$0	\$0	\$0	\$0
442	44.24.00	Short-Range Transportation Planning	\$35,518.10	\$4,439.76	\$4,439.76	\$44,397.63
442	44.25.00	Transportation Improvement Program	\$0	\$0	\$0	\$0
TOTAL SECTION 5303 FUNDS REQUESTED:			\$41,786.00	\$5,223.25	\$5,223.25	\$52,232.50
Total Project Budget:						\$52,232.50
FY 2020 FTA 5303 Estimated						
5303 Planning			\$41,786.00	\$5,223.25	\$5,223.25	\$52,232.50

Transportation Planning Related Activities of Other Agencies: GDOT Intermodal; FTA

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Support: Glynn County

Funding Source: GDOT, FTA, Glynn County

SUB-ELEMENT 4.3 INTERMODAL (PORT, AIR, RAIL)**Objectives**

To provide information gathering and analysis of Intermodal connections and components of the transportation network.

Previous Work

- BATS MPO staff reviewed the FY18 State of the Port address provided by GPA and evaluated potential impacts to the local freight supportive transportation network.
- Coordination with the City of Brunswick on the proposed Bay Street corridor improvements and the adjacent rail crossings, particularly those accessing the GPA and public park facilities.
- Coordinated with BATS committee members regarding opportunities for freight route alignment improvements within the BATS study area.

Project Description

- Monitor the needs and issues of the intermodal transportation network in coordination with GPA and GDOT.
- Continued coordination with the proposed Bay Street corridor improvements to ensure continued efficiency of intermodal freight movements.

Product

- Coordination meetings with intermodal partners.
- Updated list of identified needs and issues of the intermodal transportation network and the identification of any potential intermodal projects to address those needs.
- Potential intermodal projects for the MPO to analyze prior to the 2045 MTP update.

Transportation Planning Related Activities of Other Agencies: GDOT; GPA Coordination

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

4.3 Intermodal (Port, Air, Rail)				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$491.39	\$0.00	\$122.85	\$614.24

SUB-ELEMENT 4.5 BIKE/PEDESTRIAN FACILITY PLANNING

Objectives

This activity helps to address MPO core functions related to evaluating alternatives, the MTP and the TIP by obtaining information on current levels of observed bicycle and pedestrian demand for use in short range and long range planning activities, such as needs analysis, prioritization, and performance measurement.

This work element may include associated involvement in the GDOT Statewide Bicycle Plan, the Coastal Georgia Greenway plan, and/or other bike/pedestrian facility planning efforts.

Previous Work

- Worked with local developments during the planning process to identify bike and pedestrian routes to coordinate with the development of public facilities on the US 17 corridor, the Bay Street corridor and Harry Driggers Blvd.
- Worked with City of Brunswick to coordinate pedestrian accessibility to the public park adjacent to downtown.
- Coordinated with Coastal Georgia Greenway on implementation strategies within the study area and the provision of connections to existing multimodal facilities.
- Provided the bicycle and pedestrian existing conditions and proposed improvements for the transportation element of the Glynn County Comprehensive Plan update.

Project Description

- Maintain an up-to-date inventory of existing and planned bicycle and pedestrian facilities.
- Share information with nonprofits that are either planning for or working on implementation of bike and pedestrian facilities.
- Support local, non-profit, and state planning organizations through the review of and assistance with the development of pathways.
- Continue to expand bicycle and pedestrian facilities with Transportation Alternatives Program (TAP) grants.
- Support implementation of recently adopted City of Brunswick's Complete Streets policy.

Product

- A current and complete inventory of existing and proposed bike and pedestrian facilities.
- Continued support for the planning and implementation of a connected multimodal network.
- Continued coordination with Coastal Georgia Greenway on the implementation of trail projects.

- Review of proposed development plans to ensure adequate bicycle and pedestrian connectivity and access.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019.

Lead Agency: BATS

Supporting: Glynn County; City of Brunswick

Funding Source:

4.5 Bike/Pedestrian Facility Planning				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$2,711.39	\$0.00	\$677.85	\$3,389.24

SUB-ELEMENT 4.7 GEOGRAPHIC INFORMATION SYSTEMS (GIS) DEVELOPMENT AND APPLICATION

Objective

To support GIS activities in the facilitation of an effective transportation planning process, including data collection, analysis, and mapping.

Previous Work

- Coordinated with Glynn County’s GIS department to keep an accurate development map that shows all proposed commercial and residential projects.
- Continually updated map which is used to show development trends in the County.
- Overlaid new and proposed developments with BATS transportation projects to determine impacts on the system.

Project Description

- The BATS MPO staff coordinates with Glynn County’s GIS department to ensure necessary data for transportation planning is up-to-date and accurate.
- Review transportation related GIS department products for accuracy.

Products

- Maps and underlying transportation data within Glynn County.
- Ongoing coordination with Glynn County GIS Department staff.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Supporting: Glynn County

Funding Source:

4.7 GIS Development and Application				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$1,702.72	\$0.00	\$425.68	\$2,128.40

SUB-ELEMENT 4.8 HIGHWAY PLANNING

Objectives

To review, refine and re-evaluate highway/roadway recommendations and improvements and support implementation of the recommendations.

Previous Work

- Developed information and maps for input into the transportation element of the Comprehensive Plan Update.
- Responded to information requests from GDOT and citizens regarding a number of concept and design phase projects

Project Description

- Provide local planning support to GDOT and other design staff developing transportation projects, as requested
- Fulfill information requests for concept reports
- Attend design meetings and monitor emerging needs for potential projects

Product

- Dissemination of project concept reports and supporting documentation, as requested.
- Review transportation elements of proposed developments for consistency with adopted goals of the MTP.
- If applicable, provide written comments to Glynn County Planning and Zoning regarding proposed developments that may result in degradation of the MPO transportation network.

Transportation Planning Related Activities of Other Agencies: None

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

4.8 Highway Planning				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$2,211.39	\$0.00	\$552.85	\$2,764.24

SUB-ELEMENT 4.10 FREIGHT PLANNING

Objectives

The BATS area is home to GPA facilities, including one of the busiest auto ports in the country. BATS will work in coordination with GPA and GDOT to ensure efficient freight mobility within and through the region.

Previous Work

- Incorporated freight mobility and access into the transportation element of the Glynn County Comprehensive Plan update.
- Coordinated with GPA and GDOT on the Bay Street corridor to maintain the balance between freight mobility and accessibility and multimodal accessibility to public spaces adjacent to downtown.

Project Description

- Continue to monitor emerging needs for improvement of freight movement within intermodal network.
- Continued coordination with private logistics and freight transport providers.
- Continued coordination with GPA, CSX railroad, and private port terminal operators.

Products

- Minutes and supporting documentation for coordination meetings.
- Documentation of needs identified for the improvement of freight movement within the intermodal network.

Transportation Planning Related Activities of Other Agencies: GDOT; GPA Coordination

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

4.10 Freight Planning				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$1,711.39	\$0.00	\$427.85	\$2,139.24

SUB-ELEMENT 4.11 LONG RANGE PLANNING

Objective

Maintain and update the MTP and ensure the adopted plan meets all federal and state requirements.

Previous Work

- Maintained and implemented the 2040 MTP
- Reviewed the MTP to ensure consistency with proposed TIP amendments

Project Description

Federal planning regulations require that MPO Metropolitan Transportation Plans be updated at least every five years, and that a twenty year planning horizon be maintained.

- Amend, update and implement the 2040 MTP
- Assist in evaluating alternate transportation projects proposed by the transportation committees, local official, citizens, or GDOT officials in accordance with the requirements in the Public Participation Plan
- Prepare periodic updates to the 2040 MTP project listings, financial plan and project cost estimates to ensure the continued validity of the financial forecast and constrain analysis
- Coordinate with GDOT in preparation for the 2045 MTP Update

Products

- Amended 2040 MTP as needed
- Incorporate the FAST Act planning factors, goals and objectives, including improvement to the transportation system resiliency and reliability; reduction/mitigation of stormwater impacts; and enhancing travel and tourism

Transportation Planning Related Activities of Other Agencies: GDOT Coordination

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

4.11 Long Range Planning				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$3,500.00	\$0.00	\$875.00	\$4,375.00

SUB-ELEMENT 4.12 TRANSPORTATION IMPROVEMENT PROGRAM**Objective**

Prepare and maintain the TIP in cooperation with state and local planning partners.

Previous Work

- Coordinated with local planning partners and GDOT in maintaining and implementing the TIP and determined no updates were required.

Project Description

- Work with GDOT and local planning partners to develop the 2018-2021 TIP update
- Maintain the TIP throughout the year through processing updates, amendments and modifications needed to meet adopted policies and requirements

Product

- FY 2018-2021 and FY 2019-2022 TIP
- TIP presentation materials and illustrations for MPO committees.
- TIP amendments as needed.

Transportation Planning Related Activities of Other Agencies: GDOT Planning

Target Start and End Dates: July 1, 2018 – June 30, 2019

Lead Agency: BATS

Funding Source:

4.12 Transportation Improvement Program				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$3,500.00	\$0.00	\$875.00	\$4,375.00

SUB-ELEMENT 4.13 SPECIAL TRANSPORTATION STUDIES

Objective

To provide the MPO with the capability to develop planning studies to meet identified needs in the TIP or in response to locally identified transportation initiatives. The MPO will also respond to requests from other agencies or the general public and address planning needs not otherwise covered in the UPWP.

Previous Work

- No special studies were undertaken

Project Description

No special studies are anticipated.

Product

N/A

Funding Source:

4.13 Special Studies				
Agency	Federal \$	State \$	Local \$	Total \$
FHWA	\$0.00	\$0.00	\$0.00	\$0.00

SUMMARY BUDGET TABLE

2018-2019	PL Funds				5303 Funds			
Work Element Number & Title	FHWA PL	GDOT Match	Local Match	Total PL	FTA 5303	GDOT Match	Local Match	Total 5303
1. Administration								
1.1 Program Coordination	\$11,000.00	\$0.00	\$2,750.00	\$13,750.00	\$0.00	\$0.00	\$0.00	\$0.00
1.2 Operations/Administration	\$18,000.00	\$0.00	\$4,500.00	\$22,500.00	\$0.00	\$0.00	\$0.00	\$0.00
1.3 Staff Education	\$2,500.00	\$0.00	\$625.00	\$3,125.00	\$0.00	\$0.00	\$0.00	\$0.00
1.4 Equipment and Supplies	\$4,000.74	\$0.00	\$1,000.19	\$5,000.93	\$0.00	\$0.00	\$0.00	\$0.00
1.5 Contracts/Grants	\$6,500.00	\$0.00	\$1,625.00	\$8,125.00	\$0.00	\$0.00	\$0.00	\$0.00
1.6 UPWP	\$6,435.12	\$0.00	\$1,608.78	\$8,043.90	\$0.00	\$0.00	\$0.00	\$0.00
2. Public Involvement								
2.1 Community Outreach	\$8,000.00	\$0.00	\$2,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00
2.2 Environmental Justice	\$4,000.00	\$0.00	\$1,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3 Participation Plan	\$3,500.00	\$0.00	\$875.00	\$4,375.00	\$0.00	\$0.00	\$0.00	\$0.00
3. Data Collection								
3.1 Socioeconomic Data	\$1,500.00	\$0.00	\$375.00	\$1,875.00	\$0.00	\$0.00	\$0.00	\$0.00
3.2 Land Use Monitoring	\$2,000.00	\$0.00	\$500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
3.4 Trans. Models, and Analysis	\$2,000.00	\$0.00	\$500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
3.5 System Monitoring	\$1,500.00	\$0.00	\$375.00	\$1,875.00	\$0.00	\$0.00	\$0.00	\$0.00
4. System Planning								
4.2 Transit/Paratransit	\$0.00	\$0.00	\$0.00	\$0.00	\$41,786.00	\$5,223.25	\$5,223.25	\$52,232.50
4.3 Intermodal (port, air, rail)	\$1,280.00	\$0.00	\$320.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00
4.5 Pedestrian/Bike Plan	\$4,500.00	\$0.00	\$1,125.00	\$5,625.00	\$0.00	\$0.00	\$0.00	\$0.00
4.7 GIS Dev. & Applications	\$3,000.00	\$0.00	\$750.00	\$3,750.00	\$0.00	\$0.00	\$0.00	\$0.00
4.8 Highway Planning	\$3,000.00	\$0.00	\$750.00	\$3,750.00	\$0.00	\$0.00	\$0.00	\$0.00
4.10 Freight Planning	\$2,500.00	\$0.00	\$625.00	\$3,125.00	\$0.00	\$0.00	\$0.00	\$0.00
4.11 Long Range Planning	\$4,000.00	\$0.00	\$1,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
4.12 Trans. Improvement Plan	\$5,000.00	\$0.00	\$1,250.00	\$6,250.00	\$0.00	\$0.00	\$0.00	\$0.00
4.13 Special Trans. Studies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotals	\$94,215.86	\$0.00	\$23,553.97	\$117,769.83	\$41,786.00	\$5,223.25	\$5,223.25	\$52,232.50
Fund Totals			\$117,769.83			\$52,232.50		

FY 2020 FTA 5303 Estimated				
Source	Federal Match	GDOT Match	Local Match	Total Estimated
FTA 5303 Planning	\$41,786.00	\$5,223.25	\$5,223.25	\$52,232.50

Appendix:

MPO CERTIFICATION OF METROPOLITAN PLANNING PROCESS

BRUNSWICK AREA TRANSPORTATION STUDY ORGANIZATIONAL MANUAL AND BY-LAWS

PLANNING WORK SCHEDULE

MPO CERTIFICATION OF METROPOLITAN PLANNING PROCESS

BRUNSWICK AREA TRANSPORTATION STUDY ORGANIZATIONAL MANUAL, BY-LAWS AND COMMITTEES

INTRODUCTION

This report is intended to serve as a guide and operations manual for those who participate directly in the Brunswick Area Transportation Study (BATS). It is designed to be a reference source by which members can become familiar with organizational rules and procedures.

The Brunswick Area Transportation Study operates under the guidelines of a “continuous, cooperative, and comprehensive process” as outlined in Section 8 of the Urban Mass Transportation Act of 1964, which requires that each urbanized area, as a condition of receiving Federal capital and/or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area.

The Study is to be continuous to the extent that it will continually be refined. The *comprehensive* aspect of the Study is concerned with all modes of transportation. The Study is *cooperative* in that it involves joint participation by the local community, the Georgia Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration.

BATS operates under a Memorandum of Understanding which details the responsibilities of the participating agencies.

ORGANIZATION AND MANAGEMENT

The Brunswick Area Transportation Study operates under a three-committee structure: a Policy Committee (PC) responsible for overall direction of the planning effort, a Technical Coordinating Committee (TCC) made up of individuals possessing the technical expertise in analyzing the planning effort, and a Citizens Advisory Committee (CAC) designed to provide citizens input into the planning effort.

The Policy Committee is responsible for the establishment of policy and overall guidance of the Study. In carrying out its responsibilities, it receives recommendations and makes the decisions that actually set transportation priorities. The City of Brunswick, Glynn County, the Georgia Department of Transportation and the Federal Highway Administration are among those that have representatives on the Committee.

The Technical Coordinating Committee is the group that conducts the detailed studies relating to the transportation system in Glynn County. Recommendations for changes

to the plan from members of the Policy Committee or from members of the public are first made to this group. The Committee will authorize planning studies as they deem appropriate should any detailed analysis or comprehensive planning work be necessary for the Committee to use to make a recommendation. If it appears that a change would be appropriate to the transportation system, then a recommendation will be forwarded to the Policy Committee for their consideration.

The purpose of the Citizens Advisory Committee is to provide an organizational structure in which the wishes of the citizens of Glynn County may be known to the decision makers in an orderly straightforward manner. This group will serve as a sounding board and as an indicator of community interests. It will provide a balance to the technical input provided by the Technical Coordinating Committee.

It is the goal of the Brunswick Area Transportation Study to have active participation in evaluating alternative transportation improvements in relation to other public values. Their evaluation can provide practical guidance to those who are empowered to make final decisions. Citizen participation will be an integral part of the total planning effort in the development of community-supported plans and will not simply be a means of clearing the way for project implementation.

Staff services for the Brunswick Area Transportation Study are provided by the Glynn County Department of Community Development with assistance by the Georgia Department of Transportation. The local staff workload is the responsibility of the Project Director. The Project Director is the Director of the Glynn County Community Development Department. The workload is developed, supervised and reviewed by the Project Director in conformance with the study process. The local staff includes professionals trained and experienced in transportation planning who have as their primary charge the technical work necessary to keep the study up-to-date.

MPO Committees

Policy Committee (PC)

The following positions are represented on the Policy Committee:

- Chairperson, BATS Citizens Advisory Committee (Vacant)
- Chairperson, Glynn County Board of Commissioners (Mike Browning)
- Mayor, City of Brunswick (Cornell Harvey)
- City Manager, City of Brunswick (James Drumm)
- Commissioner, Georgia Department of Transportation (Russell McMurry)
- County Administrator, Glynn County (Alan Ours)
- Director, Brunswick/Golden Isles Chamber of Commerce (Woody Woodside)
- Director, Glynn County Airport Commission (Robert Burr)
- Director, Jekyll Island Authority (C. Jones Hooks)
- Director, Port Planning, Georgia Ports Authority (Randy Weitman)
- Division Administrator, Federal Highway Administration (ex-officio) (Rodney Berry)

Technical Coordinating Committee (TCC)

The following positions are represented on the Technical Coordinating Committee:

- Chairperson, Glynn County Mainland Planning Commission (Gary Nevill)
- Chairperson, Glynn County Islands Planning Commission (Desiree Watson)
- City Engineer, City of Brunswick (Garrow Alberson)
- Chief, Glynn County Police Department (Matt Doering)
- Chief, City of Brunswick Police Department (Kevin Jones)
- County Engineer, Glynn County Engineering Division (Paul Andrews)
- Director, City of Brunswick Community Development Department (Kathy Mills)
- Director, City of Brunswick Public Works Department (Vacant)
- Director, Glynn County Emergency Management Director (Steve Usher)
- Director, Glynn County Community Development Department (Pamela Thompson)
- Director, Glynn County Public Works Department (Dave Austin)
- Traffic Safety Engineer, Glynn County Public Works Department (David DeLoach)
- Director, Glynn County Geographic Information Systems Department (Bob Nyers)
- Planning & Zoning Manager, Glynn County Community Development Department (Vacant)
- Director of Services and Development, Jekyll Island Authority (Noel Jensen)
- Executive Director, Brunswick/Glynn County Development Authority (Mel Baxter)
- Executive Director, Brunswick & Golden Isles Visitors Bureau (Vacant)
- Manager, Glynn County Airport Commission (Joshua Cothren)

- Managing Director, Georgia Ports Authority-Brunswick Terminal (Randy Weitman)
- Representative, Georgia DOT Office of Planning (Claudia Thompson)
- Representative, Georgia DOT-Jesup Office (Troy Pittman)
- Representative, Georgia Division FHWA (Olivia Lewis)

Citizens Advisory Committee (CAC)

The CAC is comprised of concerned and interested citizens, as well as representatives from local government and community agencies. The following agencies are represented:

- Glynn County School System (Al Boudreau, Alice Ritchhart)
- Glynn County (Bill Brunson, Charles Cansler)
- City of Brunswick (Gail Mobley, Jeff Bennett, Julie Martin, Kasim Ortiz, Lee Owen, Monica Smith, Naomi, Atkinson, Steve Oldaker, Michael Carmichael)
- Southeast Georgia Health System (Jeff Preston, Jim Bruce, Jim Jacobs, Jim Wainwright, John Anderson)

PLANNING WORK SCHEDULE

WORK ELEMENT	2018						2019					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1 Program Support and Administration												
1.1 Program Coordination												
1.2 Operations and Administration												
1.3 Training/Employee Education												
1.4 Equipment and Supplies												
1.5 Contracts and Grants												
1.6 Unified Planning Work Program												
2 Public Involvement												
2.1 Community Outreach and Education												
2.2 Environmental Justice/Title VI												
2.3 Public Participation Plan												
3 Data Collection												
3.1 Socio-Economic Data												
3.2 Land Use Monitoring												
3.4 Transportation Models and Analysis												
3.5 System Monitoring												
4 Systems Planning												
4.2 Transit/Paratransit Planning												
4.3 Intermodal (Port, Air, Rail)												
4.5 Bike/Pedestrian Facility Planning												
4.7 GIS Development and Applications												
4.8 Highway Planning												
4.1 Freight Planning												
4.11 Long Range Plan												
4.12 Transportation Improvement Program												
4.13 Special Transportation Studies												

While the majority of the MPO tasks are ongoing, the darker color represents areas of anticipated increase in activity for example MPO meetings, quarterly reporting, and annual updates of mandated programs.