

BATS MEETING MINUTES

Brunswick Area Transportation Study Technical Coordinating Committee (TCC) Meeting

Monday, May 14, 2018 - 1:30 p.m.
Harold Pate Building
1725 Reynolds Street, 2nd Floor Conference Room
Brunswick, GA 31520

AGENDA

1. Welcome and Opening Remarks (Pamela Thompson)
2. Approval of Meeting Minutes- Action Item
 - a. Minutes from TCC meeting held on March 12, 2018
3. Citizens Advisory Committee Membership Update
4. BATS Training and Coordination Updates
 - a. GAMPO Spring Meeting
 - b. Transportation Performance Measures (PM2)
 - c. Mackay River Bridge Concept Team Meeting
5. FY 2018 – 2021 TIP Adoption (Action Item)
6. FY 2019 UPWP Administrative Modification
7. Special PL Funding Projects
8. Agency Updates
 - a. Update on Airport Projects
 - b. Update on County Projects
 - c. Update on City Projects
 - d. Update on GDOT Projects
 - e. Other Items
9. Public Comment
10. Adjourn

Next Technical Coordinating Committee Meeting: Monday, July 9, 2018

1. Welcome and Opening Remarks

The meeting was called to order at approximately 1:32 pm by Mr. Benjamin Pierce. Mr. Pierce gave the welcome and asked everyone ensure they signed in and to introduce themselves. He then continued to the next agenda item to approve the meeting minutes from the last TCC meeting held in March.

2. Approval of Meeting Minutes

a. Meeting Minutes from TCC meeting held on March 12, 2018

Mr. Pierce asked the committee if everyone reviewed the meeting minutes from the meeting and if anyone had questions, comments or changes pertaining to them. There were no comments from committee members regarding minutes from the previous meeting. Mr. Pierce then asked for a motion to approve the meeting minutes from meeting held on March 12, 2018. Mr. Bob Nyers made the motion to approve the BATS TCC minutes from meeting held on March 12, 2018. Mr. Dave Austin seconded the motion. The motion passed unanimously. Mr. Pierce then turned the meeting over to Mrs. Hatcher to continue with the next agenda item.

3. Citizens Advisory Committee Membership Update

Mrs. Hatcher started by reiterating that, as mentioned in previous meetings, staff has been actively seeking members for the BATS Citizens Advisory Committee due to the committee being inactive for the better part of three years. She continued by sharing with the committee the actions staff has taken towards this effort. First, staff published a call for application in the newspaper, emailed courtesy copies to all Policy and Technical Coordinating Committee members for distribution to individuals who might have expressed interest in being involved in the transportation process, emailed applications to past CAC members, as well as sent copies via mail to all stakeholders listed in the BATS' stakeholders database which has historically circulated information to leaders / liaisons of minority groups within various communities. She added that staff also developed flyers and emailed to all committee members and arranged for copies to be posted in the various County and City department offices. She further shared several links with the committee of where the CAC membership application could be found. These included:

- The BATS MPO website
- The Glynn County Community Development webpage
- Glynn County Homepage

Mrs. Hatcher added that hard copies of the CAC application are also available in the Community Development Office.

She highlighted that, to date, staff has only received two (2) applications and a total of 18 maximum members is needed. She added that there is very limited interest seen at this time and if membership falls below 75% of the total, the committee will remain inactive. However, staff does not wish to continue along that path and with the application deadline approaching on May 31, 2018 she is encouraging all members to help get the word around.

Mr. Bob Nyers asked about CAC membership in other MPOs.

Mrs. Hatcher replied by saying it varies, some MPOs have very active CACs, while others struggle with membership. She added that it is really just based on the communities. Some community members are overly engaged and some are not.

the committee that the structure for the group purchase has not being well defined as yet and GAMPO is discussing potentially hiring a consultant to analyze the needs of the various MPOs and the costs of the data, and if there is any cost savings with a group purchase. She added that it has not yet being presented or funded to date, as it is still a discussion, but the committee will be kept up to date. Mrs. Hatcher further stated that if and when a package does come together, it will be presented to GAMPO for special funding. The MPO will have to determine whether or not they would want to participate in whatever the purchase entails.

The next topic was PL funding application. Mrs. Hatcher stated that all applications submitted for PL fund were approved. These included the:

- Hinesville Area MPO, 2045 MTP update: \$200,000
- Gainesville Hall MPO, Jackson County Transportation Plan: \$175,000
- Valdosta MPO Connectivity Study: \$ 250,000
- Dougherty Area MPO, Leesburg Bypass and School Connectivity: \$120, 000

She added that there were a lot of good proposals put in and they were funded, however, there were others while working through the process that had to be revised as they did not adhere to the state's guidelines. When BATS submits for PL funding, staff needs to ensure that these guidelines are followed to avoid pulling or restructuring projects.

b) Transportation Performance Measures (PM2)

Mrs. Hatcher briefly highlighted the roles and responsibilities of performance management framework to the committee. She stated that the USDOT is responsible for establishing what the National Performance Measures and Final Rules are going to be. She added that this does not mean what the metrics will be, but rather what they are trying to accomplish.

DOTs, MPOs, and Providers of Public Transportation work together to establish the performance targets. In addition, GDOT and MPOs will include performance targets in their plans, link investment priorities to performance targets, and report on progress; for example, following implementation of a project and making investments in the network using these targets, is it safer or performing better.

Mr. Andrews asked Mrs. Hatcher who the providers of public transportation were. Mrs. Hatcher replied this refers to transit agencies throughout the state, including MARTA, Athens Transit, and Liberty Transit for example. She went on to add that if there was a transit system present in Glynn County that would be another layer where they would be required to look at Transit Asset Management Plans.

Mrs. Hatcher continued with an outline of the upcoming target dates for the Transportation Performance Measures (PM2). She told the committee that PM 2 and PM 3 are due to be established by GDOT by May 20, 2018. She told the committee that GDOT will establish 2-year and 4-year targets where applicable and MPOs may establish 4-year targets within 180 days after the state establish theirs. This is primarily because some MPOs may choose to set their own targets in which they would have 180 days to do so. The baseline performance report is due on October 1, 2018 and full performance period progress report is due October 1, 2022. Mrs. Hatcher added that this is all happening in the background, however what the TCC will see is a statewide initiative that staff is very excited about. It makes things much easier, quicker and more seamless for GAMPO to adopt a resolution collectively. The local MPOs at this point will only need to agree, giving the individuals who are representing them at GAMPO the authority to sign on to that resolution.

7. Special PL Funding Projects

Mrs. Hatcher explained to the committee that GAMPO, at the end of each fiscal year, automatically transfers all funding received from FHWA and GDOT to administer planning process that are not spend by each MPO into a special account. This account is used to serve MPOs in need of special funding for projects that not listed in their TIP. However, MPOs are required to submit a project proposal and GAMPO members will vote to determine if the project will receive funding. Mrs. Hatcher added that Federal Highway and GDOT also plays a role as reviewing partners in the process and can also veto applications. She further stated that FHWA and GDOT will veto on the basis of merit and whether or not these projects are supporting the federal regulations and required planning products for an MPO. Projects that are totally outside of, or in conflict with, local planning goals, transportation plans, and/or are happening concurrently with a plan that is doing / is supposed to be doing the same thing is not likely to move forward. Mrs. Hatcher provided the committee with an overview of the special PL funding process to ensure all members were informed.

1. Local government authorizes the submittal of the applications.
2. The TCC reviews applications, provides feedback, and makes a recommendation to the Policy Committee to approve or reject the submittal of proposed projects.
3. Applications approved by the Policy Committee will be packaged and submitted to GDOT and FHWA for screening.

Mrs. Hatcher stated that staff is being proactive by ensuring all drafts received are forwarded to GDOT and FHWA for an initial screening.

4. Projects that meet Federal and State guidelines will advance to GAMPO for consideration at the September 17th meeting held at GDOT headquarters in Atlanta.

She continued by stating that once projects are funded, staff starts working through the GDOT grant process, which includes contracting and beginning the procurement process.

Mr. Dave Austin asked Mrs. Hatcher if BATS currently has any projects in that process.

Mrs. Hatcher replied that BATS does have projects and staff has received five draft projects thus far. She continued by going through the list of the five draft application submittals that were received. She gave the committee a brief description of each project including, title, sponsor, date range, proposed project limits, and cost. She added that committee members should keep in mind that the projects displayed are in draft format and are subject to changes.

Mr. Dave Austin asked if the projects received from the city are ready for approval. Mrs. Hatcher replied, no, that all projects are still in the review process.

Mr. Austin further asked who is reviewing the projects and if Mrs. Hatcher is a part of the process. Mrs. Hatcher responded that she is assisting with the process by providing comments and feedback to the applicants, while coordinating with GDOT and FHWA to ensure any comments received from them are incorporated. She added that it was a collaborative effort.

Mr. Austin asked if TCC committee will get a chance to vote at the next meeting. Mrs. Hatcher replied yes, the TCC will vote at on projects at next meeting.

Mr. Austin asked if this will all be done in ample time to meet the GAMPO deadline.

c. Update on City Projects

Mr. Alberson provided an update on City of Brunswick projects. He stated that there were a couple projects under design. These included:

- The L Street project: looking to be completed by next month and going out for bid hopefully later this summer.
- Magnolia Park: rebuild roadways and utility improvements. Construction to start later this year.
- Final approval on the trail portion on US 17
- Several other trail projects in different stages of permitting and approvals.

Mr. Andrews asked Mr. Alberson if they were planning to go further than Gloucester Rd. with the trail project on US 17. Mr. Alberson responded that the City would like to go further but they have not figured out just how to approach that as yet.

d. Update on GDOT Projects

Mr. Cowart provided an update on the GDOT projects. The GDOT project updates included:

- Mackay River Bridge: Concept meeting has been held and have been distributed for comments
- US 17 widening: ROW acquisition and final design ongoing, about 40% completed.
- SR 25/US 17 @ SR 99 Roundabout: Concept report routed for approval, hoping to have an approved schedule by next month.
- SR 32/ SR 99 widening from SR 99 - I-95: preliminary design ongoing.
- SR 32 @ Little Buffalo Creek: Bridge Replacement: currently working on project schedules

He added that on the active construction side, project 1 is nearly completed at approximately 95%. Railroad signing and markings upgrades are anticipated a Fall 2018 completion date. Bridge rehabilitation at various locations are expected to be completed by Fall of 2019.

Mr. Cowart asked if there were any questions regarding the GDOT project updates. There were no additional questions or comments. He then turned the meeting over to the Vice-Chairman.

9. Adjourn

Mr. Pierce reminded everyone of the upcoming TCC meeting scheduled for July 9, 2018. He thanked everyone for their participation and the meeting was adjourned at approximately 2:20 pm.

Pamela Thompson

BATS TCC Chairman

7.9.18

Date