
BATS MEETING MINUTES

Brunswick Area Transportation Study Technical Coordinating Committee (TCC) Meeting

Monday, September 9, 2019 - 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 July 8, 2019
3. Draft FY 2020 Unified Planning Work Program (UPWP) Updates – Information
4. 2045 Metropolitan Transportation Plan (MTP) Update – Information
5. Lanier-Gloucester Study Update - Information
6. GAMPO Special PL Funding Applications – Information
7. BATS Administrative Updates
8. Agency Updates
 - a. Glynn County Airport Commission
 - b. Glynn County School Board
 - c. Glynn County
 - d. City of Brunswick
 - e. GDOT District 5
 - f. Transit Agencies
 - g. Other Items
9. Public Comment
10. Adjourn

Brunswick Area Transportation Study
Technical Coordinating Committee Meeting Minutes

Monday, September 9, 1:30 p.m.
2nd Floor Conference Room
W. Harold Pate Building
1725 Reynolds Street, Brunswick, GA 31520

ATTENDEES

Committee Members

Marty Simmons, Glynn County School Board of Education Bus System Representative
Bob Nyers, Glynn County Geographic Information Systems Department
Benjamin Pierce, Roads and Drainage Manager, Glynn County Public Works Department (Vice-Chair)
Garrow Alberson, Brunswick City Engineer
Dave Austin, Director of Glynn County Public Works Department
Maurice Postal, Glynn County Community Development (Proxy for Pamela Thompson)
Paul Andrews, Glynn County Engineer
Vernon Bessing, Manager, Glynn County Airport Commission
Vivian Canizares, GDOT Planning Representative
Noel Jensen, Jekyll Island Authority

Others

Rachel Hatcher, Senior Planner, RS&H
Bren Diass, City of Brunswick
Beau Lewis, GDOT Planning Representative
Leigh Newton, Glynn County Airport Commission

Teleconference Participants

Ann-Marie Day, FHWA Representative
Vishanya Forbes, Transportation Planner, RS&H

1. Welcome and Introductions

The meeting was called to order at approximately 1:30 pm by Mr. Ben Peirce, Vice-chairman of the BATS Technical Coordinating Committee. Mr. Peirce gave the welcome and asked everyone to introduce themselves. He then continued to the next agenda item to approve the meeting minutes from the TCC meeting held in July.

2. Approval of Minutes – Action Item

Mr. Peirce addressed this agenda item. He asked if committee members had any comments or questions regarding the July 8th minutes that we were emailed out prior to the meeting. There were no questions or comments. Mr. Peirce then called for a motion to approve the minutes from the TCC meeting held on July 8, 2019. Mr. Dave Austin made a motion to approve the meeting minutes as presented. Mr. Paul Andrews seconded the motion. The motion was passed unanimously.

3. Draft FY 2021 Unified Planning Work Program (UPWP) – Information

Mrs. Hatcher spoke on this agenda item. She started with a refresher of the robust update that staff presented at the last TCC meeting on the UPWP, its purpose, the status of the previous fiscal year UPWP, and the state of the current fiscal year UPWP. She went on to say that staff submitted to all BATS Committees a UPWP comment log for committee members to provide feedback. The comment form allowed for committee members to document input by phase/subtasks regarding areas staff should focus on for the upcoming fiscal year. She added that staff has received a couple of comments, however, nothing extremely substantive to date. Staff will continue to seek feedback over the next couple of months and will be bringing a draft document before the committee at the end of the calendar year for review and action.

Mrs. Hatcher encouraged the committee members to look at the comment log and the current UPWP document located on the MPO's website and provide feedback/input they might have. She added that in October staff will be closing the opportunity to have substantive comments in order to develop a draft document, however the committee will have another opportunity to review the document and provide feedback during the comment period in December/January.

Mr. Nyers asked if the UPWP comment log was available on the BATS website. Mrs. Hatcher replied stating that the forms were available on the MPO's website.

She then presented the timelines for the development and adoption of the FY 2021 UPWP to the committee and explained the Federal 3C process of the UPWP being a continuous, cooperative and comprehensive document. She told the committee that it is important to note that what is approved by the committees is what staff does throughout the fiscal year. There is always the opportunity for amendment if there is something significant that needs to shift, but keep in mind that the UPWP will also be presented to the public for review.

4. 2045 Metropolitan Transportation Plan (MTP) Update – Information

Mrs. Hatcher spoke on this agenda item. She started stating that the MTP document is the most important document that the MPO is responsible for. If there is a transportation project that the committee think is important, and it is not on the MTP project list, it is not eligible for Federal funding. It is critical that the MPO understands the current and future needs, and work collaboratively to identify what the top priorities are within the fiscal constraints of the year 2045.

Mrs. Hatcher went on saying that at each meeting there will be an update provided on the progress of the 2045 MTP. The plan is required to be adopted prior to August 2020. She proceeded to share with the committee that the list of names recommended for the BATS 2045 MTP Technical Sub-committee was approved by the Policy committee. She then reiterated the role of the MTP Technical Sub-committee to the TCC.

She congratulated the members listed on the Technical Sub-committee list stating that they will be meeting primarily at project milestones where staff has completed their side of the work and has something to show the committee either in draft format or an approach for additional discussion. Mrs. Hatcher then shared a few possible examples with the committee.

She also shared with the committee that CDM Smith was present at the BATS Policy Committee meeting held on August 12th and provided updates on the approach for the MTP with SSI Sector Study. The team is working aggressively to get the existing conditions underway currently identifying responsible parties for data collection, policies and procedures etc. The consultant team will be present at more of the upcoming BATS meetings as they present on the milestones of the project.

Mrs. Hatcher stated that staff provided the Policy Committee with some updated information on the Georgia Ports. She stated that it is important to note that this plan must look at existing issues and existing needs for transportation, as well as future projections for growth at the Port.

There were no questions or comments on this agenda item.

5. Lanier Gloucester Improvement Study Update - Information

Mrs. Hatcher spoke briefly on this agenda item reiterating to the committee that Pond and Company was the selected firm for this study. The anticipated completion timeline is 4-6 months, which has been narrowed to December of the current year. Mrs. Hatcher added that the overarching project elements are:

- Traffic, safety, and multimodal accessibility assessment
- Two design alternatives w/multimodal and safety elements
- Cost estimates
- Planning level cost benefit assessment

Mrs. Hatcher differed to Mr. Alberson for additional update on the Lanier Gloucester Study. Mr. Alberson added that aside from all that was said there will be a stakeholders meeting, Wednesday of

this week starting at 10am at the City Hall if anyone is interested in attending. He added that the meeting will be an open house format and they will be discussing the project, where they are in the process, etc. They have invited adjacent neighborhoods, school officials, public safety officials etc.

Mrs. Hatcher added that, for the benefit of the oversight agencies, staff is really excited that they will have the results of this study in fantastic timing to roll it into the long-range plan project recommendations. If there is a successful scenario that the locals support, then that project could be added to the potential project list for the MTP.

Mrs. Canizares asked if staff had an idea if the GDOT district office is aware of this meeting as it would be great if they can participate in that open house.

Mr. Alberson replied stating that they have been notified but he has not received any confirmation if they will be attending. He also added that Pond has also been in touch with representatives from the Jesup Office.

6. GAMPO Special PL Funding Application

Mrs. Hatcher spoke on this agenda item. She stated that this was just an update to close the loop on the Special PL funding application that the TCC took action on at their last meeting to recommend to the Policy Committee that Bay Street Corridor project be moved forward for consideration by the GAMPO Special Funding Committee. The project will be moving forward in the GAMPO September meeting and the deadline is required to be submitted by close of business on September 9th.

Staff was awaiting the resolution of 20% local cash match from the City of Brunswick which has been completed. She added that the application has been packaged for submittal by COB today. Staff will be attending the GAMPO meeting the last week in September and will share the results at the next TCC meeting.

7. BATS Administrative Updates

Mrs. Hatcher provide the committee with the administrative updates. She stated that the Public Participation Plan (PPP) and the Memorandum of Understanding (MOU) were the two pressing items that came out of the certification review last November-December timeframe. She went on to tell the committee that the MOU is undergoing final reviews, against peer agencies MOU's and coordinating with oversight agencies to ensure compliance. She added that as for the PPP the last significant change was conducted in 2015. Staff had a draft that was prepared to roll out, but they received a second review and audit by GDOT intermodal department. He stated that the audit was independent, and staff was not involved in the process, however, there were some findings and areas of opportunities now that BATS is receiving 5303 and 5307 funding.

She told the committee that staff also attended Mandatory GDOT Intermodal training August 27-28th in Forsyth, GA. She then provided the committee with highlights from the training which included:

- The ongoing Statewide Transit Plan (SWTRP), which is the first for the state, the plan focuses on Improving access and Mobility with a planning horizon of 2050.

Mr. Pierce asked what the reason is for just starting a statewide transit plan?

Mrs. Hatcher replied stating that in the past and currently there is a robust chapter in the Statewide Transportation Plan, however it was identified as a need to have a standalone report. She added that as a state she believes there is more talk about transit now, more investment is being made in transit, with the development of the ATL and discussions about how we are shifting from individual responsibilities of transit operations to regionalism.

She went on to present snapshots and graphics from the Statewide Transit Plan to the committee, along with facts sheets from the ongoing study. She also presented an overview of the project schedule and anticipated timeline for the Draft and Final SWTRP.

Mrs. Hatcher went on to speak about the upcoming Georgia Transit Association (GTA) conference that will be held in Jekyll Island in December 2019 and event highlights. She presented a Map of the current transit operating counties in Georgia, highlighting that if the 159 counties, 124 counties have a transit service of some type and 34 counties do not have transit service.

Committee members engaged in further discussions about transit types and counties currently operating transit services.

8. Agency Updates

a. Update on Airport Projects

Mr. Vernon Bessing provided an update on the airport projects. He shared with the committee that not much has changed since his last update.

Mr. Peirce asked who is responsible for the landscaping and irrigation project that is taking place.

Mr. Bessing replied stating that Sea Island is responsible for what they are calling the Kings Way Observation Area. The project is expected to start this week on the landscaping and irrigation.

Mr. Pierce further asked if Sea Island will be responsible for maintaining the area. Mr. Bessing replied stating that Coastal Greenery is most likely going to maintain it, as they are currently doing so now with the Frederica area.

Mr. Peirce asked if this project was contracted through Sea Island or through the Airport. Mr. Bessing replied stating that the project was contracted through the Airport.

b. Update on School Board Projects

Mr. Marty Simmons provided an update on school board projects. He stated that the groundbreaking ceremony for the Altama School will be changed. He added that everything else was going very well, and other than that there were no new development or updates to be provided at this time.

c. Update on County Projects

Mr. Pierce provided updates on the County projects and referenced the County Project Update Log provided to committee members as a part of their meeting packet. He then proceeded to highlight the ongoing projects. There are various roadway projects, sidewalks, bridge and culvert projects, intersection improvements, and dirt road paving. He added that most of the projects listed are SPLOST 2016 program projects, and a few that are capital improvement funded.

He shared with the committee that the East Beach Causeway /Ocean Blvd. Roundabout started construction today.

Mr. Simmons stated that they received the notification for intersection closures, however there were no signs or barriers put up.

Mr. Peirce responded stating that “today is the first day on the job, so he would imagine that they would get it done soon.”

Mr. Simmons added that school bus drivers reported that they didn’t see anything happening out there today.

Mr. Peirce further stated they typically don’t close the roadways until after 9-10 am.

Mr. Peirce then asked if there were any additional questions/comments regarding the County projects list. Mrs. Canizares, GDOT representative stated that her question was mostly tied to the 2045 MTP. She stated that based on communication with Ms. Forbes about local projects within the MPO that will increase capacity, she had additional inquires. She then stated that based on the list of local projects she received from Ms. Forbes she had questions about a specific widening project. From the modelling point of view this project would increase some capacity, and so she wanted to know if the project had an anticipated date for the construction phase.

Mr. Peirce replied stating that they are not certain what the typical section of the project is going to be but know it will be approximately a 4-5 lane. He added that the exact limits are undecided at this time and in terms of beginning construction he guestimates it will be around the year 2020.

Mr. Andrews added that as far as lanes go for this project, they’ve got it pretty pinned down from 4-5 lanes.

Committee members engaged in additional discussion about the project and impact on the model.

Mrs. Canizares further asked about the dirt road paving projects listed. She stated that she wasn’t sure if the model will identify, but it is worth asking if they anticipated construction before 2021 calendar year.

Mr. Peirce responded stating that yes, he believes it will. He further added that there would be no capacity increase to paving a dirt road therefore it is his understanding that the model would not be impacted by these improvements.

Mrs. Canizares responded stating that it would be worth asking if this roadway's capacity has already been accounted for.

Mr. Peirce added that for some of the other intersections e.g., Spur 25 Altama Connector, Kingsway and Frederica, etc., the County hasn't exactly nailed down what the limits of the construction will be. They are approximately 90% complete with the designs and so a construction date is not anticipated at this time. As for the roundabout at both ends of East Beach Causeway, the County is still uncertain if there is going to be a roundabout at Kingsway and Frederica.

Mr. Peirce then proceed to go through the active County project sheet providing Mrs. Canizares with all the additional information he had about the respective projects that would increase capacity within the MPO area.

Mr. Pierce then asked if the Model accounts for Pedestrian/Sidewalk projects. Mrs. Canizares replied stating that the model does not account for those type of projects.

There were no additional questions/ discussions on the County projects.

d. Update on City Projects

Mr. Alberson provided an update on City of Brunswick projects.

- L Street project is underway, there were a few delays dealing with the Atlanta Gas Light, however, everything is back on track.
- The City is finishing up resurfacing projects, there are a couple of pipes that need to be installed at the south end of Lanier Blvd.
- There are a couple of active sidewalk projects in town, one accessing Glynn Middle School and another on MLK on the south end. He added that the Glynn Middle School project is currently underway and the MLK should start on the 1st of October.

Mr. Simmons asked about the limits of the Glynn Middle School Project. Mr. Alberson replied stating that the project limits are from Prince to 4th Avenue.

There were no additional comments / questions on City project updates

e. Update on GDOT Projects

Mr. Cowart was not present to provide updates on GDOT District 5 projects.

f. Transit Agencies

Mrs. Hatcher added that as a 5307 recipient, there is now the legislative requirement of having the transit agencies represented on the BATS Committee. Mrs. Diass, from the City of Brunswick added that they are moving forward with their transit planning and will be sure to provide some updates at the next meeting.

g. Jekyll Island Authority

Mr. Jensen provided updates for the Jekyll Island Authority. He told the Committee that they are getting ready to start on the next phase of SPLOST paving. They are completing most of their residential streets on Jekyll. He added that there will also be some stripping work to be done along Beachview and Riverview Streets.

Committee members engaged in additional discussions about the stripping projects on Jekyll Island.

h. Other Items

Mrs. Ann-Marie Day, Federal Highway representative asked if Mrs. Hatcher could go back to the MTP update section of the meeting presentation. She added that she wanted to ensure that staff is emphasizing the importance of performance-based planning as this is a new process for the State as well as the MPOs. She stated that she wanted to ensure that at each meeting it is emphasized that the 2045 MTP is a performance-based plan. Additionally, if the BATS MPO decides to keep its existing goals to develop those measures, ensure that they are carefully evaluating and making sure that the goals are measurable before deciding that they want to keep the goals that are listed in the existing plan. She added that the more information that can be provided to the committees early in the process about what a performance-based plan is and should look, like the better the result will be.

9. Public Comment

No comment from the public.

10. Adjourn

Mr. Peirce reminded everyone of the upcoming meeting scheduled on November 18, 2019 for the Technical Coordinating Committee. He thanked everyone for their participation and the meeting was adjourned at approximately 3:00 pm.



BATS TCC Chairman

November 19 2019

Date