
BATS MEETING MINUTES

Brunswick Area Transportation Study Technical Coordinating Committee (TCC) Meeting

Monday, January 13, 2020 - 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 November 18, 2019
3. Public Participation Plan (PPP) – Action Item
4. Memorandum of Understanding (MOU) – Action Item
5. 2045 Metropolitan Transportation Plan (MTP) Update
6. Lanier-Gloucester Improvements Study Update – Information
7. BATS Administrative Updates
 - a) Draft FY 2021 Unified Planning Work Program (UPWP)
 - b) 5303 Draft Transit Technical Memo
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. Jekyll Island Authority
 - g. Transit Agencies
 - h. Other Items
9. Public Comment
10. Adjourn

Brunswick Area Transportation Study
Technical Coordinating Committee Meeting Minutes

Monday, January 13, 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
Garrow Alberson, Brunswick City Engineer
Maurice Postal, Glynn County Community Development (Proxy for Pamela Thompson)
Paul Andrews, Glynn County Engineer
Vernon Bessing, Manager, Glynn County Airport Commission
Byron Cowart, GDOT Planning Representative
David Dantzler, Coastal Regional Commission

Others

Tanet Meyer, City of Brunswick
Julie Martin, Brunswick City Commission
Russell Oliver, Coastal Regional Commission
Rachel Hatcher, Senior Planner, RS&H

Teleconference Participants

Vishanya Forbes, Transportation Planner, RS&H
Vivian Delgadillo, GDOT Planning Representative
Shawn Thomas, GDOT Planning Representative

1. Welcome and Introductions

The meeting was called to order at approximately 1:30 pm by Mr. Ben Pierce, Vice-Chairman of the BATS Technical Coordinating Committee. Mr. Pierce gave the welcome and asked everyone to introduce themselves.

2. Approval of Minutes – Action Item

Mr. Pierce addressed this agenda item. He asked committee members to take a few minutes to review the meeting minutes and provide any comments or questions they had. He also stated that the minutes were emailed out prior to the meeting. There were no questions or comments. Mr. Pierce then called for a motion to approve the minutes from the TCC meeting held on November 18, 2019. Mr. Andrews made a motion to approve the meeting minutes as presented. Mr. Alberson seconded the motion. The motion was passed unanimously.

3. Public Participation Plan (PPP) – Action Item

Mrs. Hatcher spoke on this agenda item. She reminded the committee of the BATS 2015 PPP update that began = last fall, following recommendations from the BATS certification review and audit. She also mentioned that per recommendations received, staff conducted - a thorough review of the PPP and identified areas of deficiency and updated the approaches taken towards certain outreach activities. The areas - where - the most focused changes occurred are Title VI Compliance and Policy, Limited English Proficiency, and Public Participation Policy. Mrs. Hatcher reiterated that since the committee is in a performance-based planning environment, actions must be taken to make sure that the legislative requirements are incorporated into the updated PPP.

She mentioned that a copy of the draft PPP was circulated to all committee members on December 9th for review and comments, and that no comments were received. She presented the committee with the action to recommend that the Policy Committee release the draft PPP for a 45-day public comment period, which is a legislative requirement. Mrs. Hatcher elaborated and said that the opportunity to provide additional feedback will end at the close of the comment period. All comments received will be incorporated into the final version, which will then be presented to the TCC for final recommendation and action.

Mr. Pierce called for a motion for the TCC to recommend to the Policy Committee release of the BATS Public Participation Plan for a 45-day public comment period. Mr. Bessing made a motion. The motion was seconded by Mr. Andrews. The motion was passed unanimously.

4. Memorandum of Understanding (MOU) – Action Item

Mrs. Hatcher spoke on this agenda item. She reminded the committee that another recommendation from the certification review was to update the MOU., She told the committee that this document forms the MPO and is signed by the City of Brunswick, the Glynn County Board of Commissioners, and GDOT. She stated that the last time it was updated was in 1995, and there have been several cycles of legislative updates since then. She mentioned that the document has been reviewed and

updated, using recently updated MOUs of peer MPOs throughout the state as references. She then told the committee that the document was submitted to GDOT, FHWA, and the Glynn County Attorney for review, and comments received have been incorporated into the final document.

Mrs. Hatcher stated that the final draft of the MOU is ready for endorsement and signatures, and that staff is asking for recommendation from the TCC to the Policy Committee to endorse the updated BATS MOU. She explained that the MOU is not signed by the chair of the Policy Committee but by the local governments, and that if not signed, it doesn't negate the existing MOU.

Mr. Pierce then called for a motion to forward the updated BATS MOU to the Policy Committee to be endorsed for consideration by the local governing authorities. Mr. Andrews made a motion. Mr. Alberson seconded the motion. The motion was passed unanimously.

5. 2045 Metropolitan Transportation Plan (MTP) Update

Mrs. Hatcher spoke on this agenda item. She reminded the committee that at the Joint Policy Committee/Technical Coordinating Committee meeting held on December 9th, the TCC adopted the model results which included the '2015 Base Year' and '2045 Do Nothing' scenarios. She stated that once this was adopted, GDOT sent travel demand model files to staff members, which have been transmitted to consultant team working in the 2045 MTP update for use in generating additional scenario testing for St. Simons Island.

Mrs. Hatcher mentioned that there were two public workshops held in December: one on St. Simon's Island and the second in Downtown Brunswick. She stated that both were well attended, and there was a lot of interest in transit. She reminded the committee about the importance of using the correct terminology in explaining parts of the MTP to residents, as well as the concurrent but separate Citizen Survey 2020 currently being conducted by the Glynn County Board of Commissioners. She mentioned that there were future workshops and public outreach opportunities planned for additional citizen input and information.

6. Lanier-Gloucester Improvements Study Update – Information

Mrs. Hatcher spoke briefly on this agenda item stating that staff is anticipating that the results of this study will be available soon. She then differed to Mr. Alberson for additional updates. Mr. Alberson explained the status of this agenda item. He stated that Pond & Company is putting final touches on the report and will be present at the Policy Committee in February to present the findings. He also stated that Pond & Company will be sending information to GDOT's Design Office to keep them abreast of this report. Ms. Martin asked for clarification regarding when the report would be presented, and Mr. Alberson stated that in the interest of time since the Policy Committee meeting was in February, before the TCC meeting in March. There were no additional questions or comments on this agenda item.

7. BATS Administrative Updates

a. Draft FY 2021 Unified Planning Work Program (UPWP)

Mrs. Hatcher provided the committee with the administrative updates. She stated that the 30-day public comment period for the draft FY 2021 UPWP closed on January 6, 2020. She stated that there were comments received from GDOT and FHWA that staff will incorporate into a revised draft that will be presented at the March TCC meeting for review and recommendation to the Policy Committee. She then reminded the committee of the importance of having a quorum at future TCC meetings.

Mr. Pierce asked for clarification on the comments received from the oversight agencies. Mrs. Hatcher responded that none of the comments recommended modifying the scope of services or budget and were largely editorial or asking for more detail regarding activities. She then reiterated the timeline and next steps for adopting the FY 2021 UPWP.

b. 5303 Draft Transit Technical Memo

Mrs. Hatcher presented on this agenda item. She mentioned that this memo was completed and was presented in workshop format to the City of Brunswick at a council meeting in November. She stated that soon staff will be asking for the TCC to accept the document and to provide feedback and comments. She explained the purpose of the technical memo, which includes updating population & employment demographics, determining if recommended routing from previous studies is valid and providing additional information to move towards implementation readiness. Mrs. Hatcher asked for committee members to read the technical memo and to follow up with any questions or comments.

8. Agency Updates

a. Update on Airport Projects

Mr. Bessing provided an update on the airport projects. He mentioned that there was a closure on a runway:

- Runway 422: 10-day closure for crack sealing, sealcoating, and marking beginning Jan 6.

He also mentioned that there is a parking expansion project at the Brunswick Airport currently underway, and due to new flights routes in May, there will have to be TSA security improvements.

Ms. Martin asked if all the runways were closed at the same time, and Mr. Bessing explained that Runway 422 was the primary runway and that while it will be closed for ten days, the smaller runway 1364 is still open. Ms. Martin followed up by asking if the closure will create issues, and Mr. Bessing stated that it will not, as some flights have been rerouted to Brunswick Airport.

b. Update on School Board Projects

Mr. Marty Simmons provided an update on School Board projects. He stated that there were no updates at this time, however they are exploring options to reduce bus stop car violations. He elaborated by saying that over a seven-day period, three buses in three different areas recorded 72 violations. He added that the Altama School project was going well, with an anticipated open date in 2021.

c. Update on County Projects

Mr. Pierce provided updates on the County projects. He referenced the County Project Update sheet provided to committee members as a part of their meeting packet. He then proceeded to highlight the ongoing projects. He stated that there were three bids for the East Beach/Demere roundabouts, as well as ROW acquisition for the Spur 25/Altama Connector, in addition to receiving several responses to an RFQ bid for the Frederica Rd. realignment. He then opened the floor up for questions.

Ms. Martin asked where the alignment on Frederica Rd. was, and Mr. Pierce responded stating that the alignment was by Christ Church.

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. He stated that:

- L Street project was moving along, with anticipated completion of Phase 1 in April.
- They are accepting bids for the Magnolia Park project – Rebuilding Roadways for the neighborhood north of Brunswick High School, construction should begin late February/early March.
- The MLK St. Trail Project from French St. going south should begin in late January.

There were no additional comments / questions on City project updates.

e. Update on GDOT Projects

Mr. Cowart provided updates on GDOT District 5 projects. He added that there was a project update sheet provided to committee members as a part of their meeting packet. He highlighted two projects, including the -Mackay River Bridge and Dunbar Creek projects. He stated that the Mackay River Bridge project was waiting on NTP for preliminary design. Mr. Cowart also mentioned that they were developing the project schedule and timeline for the Dunbar Creek Bridge.

There were no questions/comments on GDOT project updates.

Ms. Martin asked if the Board of Education and the City of Brunswick are talking regarding the upcoming changes to Brighton Square.

Mr. _Alberson responded stating that they have been in communication.

f. Jekyll Island Authority

There were no Jekyll Island Authority representatives present at the meeting.

g. Transit Agencies

There were no transit updates presented at this meeting.

h. Other Items

9. Public Comment

No comment from the public.

10. Adjourn

Mr. Pierce reminded everyone of the next regularly scheduled Technical Coordinating Committee on March 9th. He thanked everyone for their participation and the meeting was adjourned at approximately 3:00 pm.

Pamela Thompson

BATS TCC Chairman

Date