
BATS MEETING MINUTES

Brunswick Area Transportation Study Technical Coordinating (TCC) Meeting

Monday March 8, 2021 – 1:30 p.m.

Via Teleconference
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AGENDA

1. Welcome and Opening Remarks (Pamela Thompson)
2. Approval of Meeting Minutes- Action Item
 - a. Minutes from TCC meeting held on January 11, 2021
3. Final Draft BATS FY 2021-2024 Transportation Improvement Program (TIP) – Action Item
4. Final Draft BATS FY 2022 Unified Planning Work Program (UPWP) – Action Item
5. Public Participation Plan Update – Action Item
6. Bylaws Update – Action Item
7. BATS Administrative Updates
 - a. Citizens Advisory Committee (CAC) Membership Drive - 2021
 - b. Metropolitan/Micropolitan Statistical Area (MSA) Standard
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
 - i. Public Comment
9. Adjourn

Next Technical Coordinating Committee Meeting: Monday, May 10, 2021

Brunswick Area Transportation Study
Technical Coordinating Committee Meeting Minutes

Monday March 8, 2021 - 1:30 p.m.
Via Teleconference

ATTENDEES

Committee Members

Pamela Thompson, Director, Glynn County Community Development (Chairperson)
Maurice Postal, Glynn County Community Development (Proxy for Pamela Thompson)
Bob Nyers, Glynn County Geographic Information Systems Department
Garrow Alberson, Glynn County
Noel Jensen, Jekyll Island Authority
Dave Austin, Glynn County
Cassius Edwards, GDOT Engineer
Paul Andrews, Glynn County Engineering
Troy Pittman, GDOT Engineer
Stefanie Lief, Glynn County Planning Manager
Marty Simmons, Glynn County School Board
Katie Proctor, GDOT District 5
Radney Simpson, GDOT
Ned Green, GDOT Planning
John Duncan, Golden Isles Airport
Ansley Grantham, GDOT Intermodal

Others

Vishanya Forbes, Transportation Planner, RS&H
Rachel Hatcher, Senior Planner, RS&H
Vivian Delgadillo Canizares, GDOT Planning
Ann-Marie Day, FHWA
Tom McQueen, GDOT Freight

1. Welcome and Opening Remarks

The meeting was called to order at approximately 1:30 p.m. by Mr. Maurice Postal, proxy for the Chairman of the BATS Technical Coordinating Committee. Mr. Postal gave a brief welcome.

Mrs. Hatcher explained that there are new TCC members, including Mr. Green and Mr. Caiafa as GDOT representatives, and Ms. Proctor as the new GDOT District 5 representative. Mr. Green and Mr. Caiafa will be replacing Mrs. Canizares and Mr. Thomas. She stated that Mr. McQueen has moved into a new freight planning position at GDOT and Mr. Simpson will be his replacement on the TCC.

Mr. McQueen stated that Mr. Green is the voting member on the TCC.

2. Approval of Minutes – Action Item

- a. Minutes from TCC meeting held on January 11, 2021.

Ms. Forbes addressed this agenda item. She stated that meeting minutes from the January 11, 2021 TCC meeting that were sent out prior to the meeting and asked if there were any questions or comments. There were no questions or comments on the meeting minutes.

Mr. Alberson then called for a motion to approve the minutes from the TCC meetings held on January 11, 2021. A motion to approve the meeting minutes as presented was made by Mr. Simmons and seconded by Mr. Nyers. The motion was passed unanimously.

3. Final Draft BATS FY 2021-2024 Transportation Improvement Program (TIP) – Action Item

Ms. Forbes spoke on this agenda item. She reminded the committee that the current TIP expires on June 30, 2021. She highlighted the TIP schedule and stated that the final draft of the FY 2021 -2024 TIP was sent to committee members prior to the meeting and is available on the MPO website for reference. She stated that the public comment period closed on January 13, 2021, and there were no comments received from the public, but comments were received from oversight agencies that were included in the final draft. Updated project cost detail tables, project cost summary tables, expected highway STIP funds tables were incorporated into the final draft.

She stated that next steps include presenting to the CAC at their March 8, 2021 meeting, and the Policy Committee adopting the TIP at their April 2021 meeting.

There were no questions or comments.

Mr. Austin made a motion to recommend to the BATS Policy Committee adoption of the BATS FY 2021-2024 Transportation Improvement Program (TIP). The motion was seconded by Mr. Jensen and passed unanimously.

4. Final Draft BATS Draft FY 2022 Unified Planning Work Program (UPWP) – Action Item

Ms. Forbes spoke on this agenda item. She gave a brief refresher of the FY 2022 UPWP schedule. She stated that comments were received during the public comment period that ended on January 13, 2021, and those comments were incorporated into the final draft and a comment log. She reviewed the comments received from oversight agencies and added that all comments were addressed in the final draft of the UPWP and are available to view on the BATS website.

There were no questions or comments received.

Ms. Forbes stated next steps, which include presenting the updated UPWP for CAC review and action at their March 8, 2021 meeting, and the Policy Committee adopting the FY 2022 UPWP at their April 2021 meeting. FHWA approves the adopted FY 2022 UPWP and issues a certification letter.

Mr. Garrow called for a motion to recommend to the BATS Policy Committee adoption of the FY 2022 Unified Planning Work Program (UPWP). Mr. Postal made a motion and was seconded by Mr. Nyers. The motion passed unanimously.

5. Public Participation Plan Update – Action Item

Ms. Forbes spoke on this agenda item. She reminded the committee that this agenda item was presented to the TCC at their November 2020 meeting. A chapter was added to the PPP to include guidance for public participation during emergencies. She stated that BATS staff asked committee members for feedback regarding the new chapter to the PPP, and changes were made to include guidance for returning to in-person meetings following emergencies.

There were no questions or comments on this agenda item.

Mr. Alberson called for a motion to recommend to the BATS Policy Committee approval to release the Public Participation Plan Amendment for a 45-day public comment period. Mr. Jensen made a motion and was seconded by Mr. Duncan. The motion was passed unanimously.

6. BATS Bylaws Update – Action Item

Ms. Forbes presented on this agenda item. She stated that the BATS TCC bylaws were updated to include guidance for meetings, voting, and participation during emergencies. She added that the bylaws presented under this agenda item are only the TCC bylaws, since the TCC adopts them and not the Policy Committee.

There were no questions or comments.

Mr. Alberson called for a motion to adopt the BATS Technical Coordinating Committee amended bylaws and that the TCC Chairperson signs the amendment. Mr. Simmons made a motion and was seconded by Mr. Dantzler. The motion passed unanimously.

7. BATS Administrative Updates

a. Citizens Advisory Committee (CAC) Membership Drive - 2021

Ms. Forbes provided the committee with the administrative updates. She stated that previously, membership drives were held in the past to boost CAC membership numbers. She added that due to various reasons, the current membership for the CAC has dwindled. BATS staff is currently hosting a CAC membership drive to help replace inactive seats and fill open slots.

She reminded the committee of the CAC bylaws for membership requirements, which include no more than 18 committee members and no fewer than five members, with 13 regular members and five at-large (three from Glynn County and two from Brunswick) She highlighted how input gets from the TCC and CAC to the Policy Committee, as well as the schedule for the CAC membership drive, and the demographic fact sheets for Brunswick and Glynn County. BATS staff will be sending out a reminder notice to all active members along with a new application for those who wish to reapply, with staff receiving four new member applications thus far.

Ms. Forbes stated next steps for the CAC membership drive, including:

- Sending application to past/current BATS CAC members
- Advertising CAC membership drive on all existing County and City socials, etc
- Email application to PC & TCC members for distribution
- Mail applications out to members listed on the stakeholders database to circulate information to minority group liaisons and leaders.

She added that staff is encouraging committee members to invite individuals who have expressed an interest in transportation planning to submit an application.

Mr. Alberson asked how many members are currently on the CAC. Ms. Forbes responded that there are ten members, but only five are active.

Mr. Nyers asked what the minimum is for CAC membership. Ms. Forbes stated that there is no minimum, and that five members is what the at-large membership for the CAC requires.

b. Metropolitan/Micropolitan Statistical Area (MSA) Standard

Ms. Forbes addressed this agenda item. She stated that on January 19, 2021, the Office of Management and Budget (OMB) posted in the federal register a notice and a request for comment on recommendations from the MSA Standards Review Committee. The recommendations include changing the minimum urban area population to qualify as a metropolitan statistical area from 50,000 to 100,000. She added that is the threshold that classifies BATS as an MPO, and BATS would be declassified as an MPO if this recommendation is approved. She stated that BATS would lose all local MPO funding, and the state would dictate what transportation projects happen at the local level.

She stated that at the previous Policy Committee meeting, discussion was held regarding this agenda item and a letter was submitted to the MSA Standards Review Committee to oppose the recommendations made to raise the population thresholds for MSAs. She added that the City of

Brunswick and the Jekyll Island Authority also took action to submit letters opposing this change. BATS staff has participated in additional meetings with peer MPOs and agencies regarding this recommendation.

Mrs. Hatcher gave a brief update and stated that according to the head of a Texas MPO, there have been at least 75 letters in response to this recommendation. Additional information was released from the MSA committee which stated that there would be no changes to MPO funding but MPOs throughout the country have stated that is incorrect. She noted that several transit agencies have provided comments against this proposed recommendation, in part due to the fact that 5307 urban transit funds are delineated by this threshold. She stated that BATS staff will keep committee members updated to any future changes.

There were no questions or comments.

8. Agency Updates

a. Glynn County Airport Commission

Mr. Duncan presented updates from the Glynn County Airport Commission. He stated that the parking lot project at the Golden Isles Airport should be finished by the end of the month. He added that the triannual emergency exercise will be going on later this month.

There were no questions or comments for Mr. Duncan.

b. Update on Glynn County School Board Projects

Mr. Simmons provided updates from the School Board. He stated that the Altama Elementary replacement is ongoing and have not too negatively impacted by railroad crossings closures. He added that there have been some problems reaching some students who live in the outskirts of the county, but those issues are being worked through.

There were no comments or question regarding school board updates.

c. Glynn County

Mr. Austin presented brief updates on Glynn County transportation projects. He stated that progress was made on the Canal-Spur to Glynco project, bids open this week on the sidewalk widening project on Federica, the ditch piping project on Sea Island Rd is complete. He provided additional updates on projects throughout the county.

d. Update on City Projects

Mr. Alberson spoke briefly on City of Brunswick projects. He stated that the Magnolia Park project is progressing well, statements of qualifications on the Boardwalk projects have been received and are being evaluated, and a small landscape improvement project at the intersection of Highway 17 and Fourth Ave. should be done in a few weeks.

e. Update on GDOT Projects

Ms. Proctor provided updates on GDOT projects that were on the project sheet provided to committee members prior to the meeting.

Ms. Lovett stated that there are stimulus funds available for the 5326 project in Glynn County and will be let in December.

f. Jekyll Island Authority

Mr. Jensen provided updates on the Jekyll Island authority. He stated that the SPLOST funded projects will be complete by the end of the week. He added that the airport is back open and is currently waiting for new LED lighting.

g. Transit Agencies

There were no transit agency updates presented at this meeting.

9. Public Comment

There were no public comments presented at this meeting.

10. Adjourn

The meeting was adjourned unanimously.

Ms. Forbes thanked everyone for their participation and the meeting was adjourned at approximately 2:15 PM.



BATS TCC Chairman

Date