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## **BATS MEETING MINUTES**

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### **Brunswick Area Transportation Study Technical Coordinating Committee (TCC) Meeting**

Monday September 13, 2021 – 1:30 p.m.

Via Teleconference  
Join Microsoft Teams Meeting

#### **AGENDA**

1. Welcome and Opening Remarks (Pamela Thompson)
2. Approval of Meeting Minutes – Action Item
  - a. Minutes from TCC meeting held on July 12, 2021.
3. 530 Transit Planning Grant Application – Action Item
4. BATS FY 2023 Unified Planning Work Program (UPWP) – Information
5. GAMPO Special PL Funding Applications
6. BATS Administrative Updates
7. 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
8. Adjourn

**Brunswick Area Transportation Study**  
**Technical Coordinating Committee Meeting Minutes**

Monday September 13, 2021 - 1:30 p.m.  
Via Teleconference

**ATTENDEES**

Committee Members

Vernon Bessing, Glynn County Airport Commission  
Katie Proctor, GDOT District 5  
Marty Simmons, Glynn County School District  
Paul Andrews, Glynn County Engineering  
Maurice Postal, Glynn County Community Development  
Ann-Marie Day, FHWA  
Pamela Thompson, Glynn County Community Development  
Ned Green, GDOT Planning  
Noel Jensen, Jekyll Island Authority  
David Dantzler, Coastal Regional Commission  
Cassius Edwards, GDOT  
Garrow Alberson, City of Brunswick  
Troy Pittman, GDOT District 5

Others

Vishanya Forbes, Transportation Planner, RS&H  
Rachel Hatcher, Senior Planner, RS&H  
Ian Newman, Transportation Planner, RS&H  
Christy Lovett  
John Hunter, City of Brunswick

## **1. Welcome and Opening Remarks (Pamela Thompson)**

The meeting was called to order at 1:30 PM by Ms. Pamela Thompson, Chairman of the BATS TCC. She welcomed and introduced committee members.

## **2. Approval of Meeting Minutes – Action Item**

### **a. Minutes from TCC meeting held on July 12, 2021.**

Ms. Thompson called for a motion to approve the minutes from the TCC meeting held on July 12, 2021. A motion was made by Mr. Alberson and was seconded by Mr. Jensen. The motion passed unanimously.

## **3. 530 Transit Planning Grant Application – Action Item**

Ms. Forbes spoke on this agenda item. She provided the committee with a brief refresher of the BATS 5303 funding application process and stated that the estimated FY 2023 5303 funding for BATS was included in the FY 2022 UPWP when the BATS TCC approved of the FY 2022 UPWP. She added that the application process opened on September 10, 2021, and she briefly reviewed the line items that are to be carried out in FY 2023.

Ms. Forbes shared the FTA scheduled timeline of the approval of the 5303-transit planning grant application. She explained that the application period is usually from September 10 through November 1, and the application will be submitted prior to the next TCC meeting which is on November 8, 2021.

Ms. Forbes then highlighted the FY 2022 UPWP funding table with estimated FTA 5303 amount for FY 2023. She mentioned that BATS staff is coordinating with the City of Brunswick as well as the CRC to get signatures and funding updates to put in the 5303 grant application packet prior to the upcoming deadline on November 1, 2021. Ms. Forbes added there is a meeting scheduled for later this week with the city to discuss different activities the city will need or support for the 2023 fiscal year.

There were no questions or comments.

Ms. Thompson called for a motion. Mr. Andrews made a motion to recommend that the BATS Policy Committee approve the FY 2023 5303 grant application resolution and authorize the Policy

Committee to fully execute the grant funding application. Mr. Alberson seconded the motion. The motion passed unanimously.

#### **4. BATS FY 2023 Unified Planning Work Program (UPWP) – Information**

Ms. Forbes presented this agenda item. She stated that the draft FY 2023 UPWP is under development. She reminded those on the call that BATS staff circulated a feedback log following the July 12<sup>th</sup> meeting for members to provide feedback regarding planning priorities for the draft FY 2023 UPWP. No feedback was received from the TCC as of August 30, 2021. She added that staff will be moving forward with comments received from the CAC and PC in finalizing the draft of that FY 2023 UPWP document.

Ms. Forbes highlighted the schedule of activities for the FY 2023 UPWP. She explained that prior to the next TCC meeting in November, the FY 2023 UPWP will be ready for review. A draft document will be circulated to oversight agencies for feedback prior to BATS staff releasing the draft UPWP for a 30-day public comment period.

There were no questions or comments on this agenda item.

#### **5. GAMPO Special PL Funding Applications**

Ms. Forbes spoke on this agenda item. She reminded committee members that the September 2021 submittal for a Special PL Funding application has passed, and the next round of funding will be in March 2022. She explained that funding is for planning purposes only and cannot be used for PE, ROW, UTL or CST phases of projects. Funding is 80% federal and 20% local split with no minimum or maximum award size.

Ms. Forbes mentioned that BATS staff have been in coordination with the MPO Director and are actively working on a proposal for the March 2022 submittal for a study that has been proposed by Glynn County for Sea Island Road in conjunction with the CR 583/Sea Island Road @ Dunbar Creek Bridge Replacement project. She stated that this information was presented to the Policy Committee at their last meeting and that as a reminder the project must be reflected in the UPWP, go through two cycles of MPO meetings prior to submittal and that proposed projects must support the BATS 2045 MTP.

Ms. Day asked which county Ms. Forbes was referring to, and Ms. Forbes responded it was Glynn County. Ms. Day asked for this information to be made present on the slides.

Ms. Forbes reminded the committee that it was shown in the 2045 MTP that was adopted in August 2020 that Sea Island Road to Demere Road has a Level of Service (LOS) D and with a 2045 “Do Nothing” scenario projection of LOS F. As of the last consensus with the MPO and oversight agencies it was recommended that BATS staff develop a GAMPO application to study additional needs for this project. BATS staff is currently working on this application packet that will be given to members of the TCC for a review during their next meeting.

Ms. Forbes shared a map of Sea Island Road @ Dunbar Creek with the project limits highlighted. She then showed the snippets of the BATS 2045 MTP outlining the data that indicated that the roadway was at the LOS D and that the future year it is projected to be at a LOS F. She reminded the committee members that BATS staff is putting this application together, with the project fee at an estimated \$120,000, and the deliverables that are expected from this study are:

- Alternatives for roadway widening and bridge widening that supports the current project #0014914
- Schematics showing widened roadway and bridge alignments with bicycle and pedestrian infrastructure (if warranted) and integration with signalized intersections
- Cost estimates for these recommendations
- Public and stakeholder engagement as well as presentations made to the BATS committees during different milestones of the project.

Ms. Hatcher stated that this is all in draft format and the project fee estimate is based on draft deliverables and scope of the project which is subject to change based on the committee members’ feedback as well as feedback from core entities represented in the initial coordination meeting. These stakeholders include a state representative, state transportation board member, key county and GDOT staff as well as the MPO director and MPO staff that identified key issues associated with a widening project not associated in the current bridge replacement project and the potential scenario for the closure of one of the key corridors on the island. Ms. Hatcher added that there is a need for a widened bridge and widened corridor. She highlighted that this project, if approved, would need to work closely with the recommendations of the ongoing Glynn County studies and that the public, stakeholders, and BATS MPO need to be in close coordination with GDOT District, GDOT Planning and FHWA partners to ensure that all moving parts of the MTP and ongoing collaborative efforts of the county and studies would all be brought forth into an actionable recommendation.

Ms. Forbes continued by showing the overview of the current GAMPO/Special PL Funding schedule updated to reflect the two cycles of MPO meetings that are needed to present the project. Following this meeting it will be presented to the Policy Committee and incorporated into the FY 2022 UPWP before sending the application packet to GAMPO.

Ms. Thompson reiterated that this proposed project was brought forward by Glynn County commissioners and BATS staff have identified that the local sponsor of this project will be the county. She asked if there was any action necessary on this item and Ms. Forbes confirmed that no action was necessary for this item.

## **6. BATS Administrative Updates**

### **a. FY 2021-2024 TIP Amendment/Modification**

Ms. Forbes stated that BATS staff received a request from the GDOT Office of Planning on September 10, 2021 to perform an amendment and administrative modification to the FY 2021-2024 TIP. She explained that the administrative modification for the Sea Island Rd at Dunbar Creek Bridge Replacement project, GDOT Planning proposed that the program year of 2021 be moved out to 2024 for ROW phase, and for Construction phase from FY 2024 to Long Term. The funding amount will remain the same. The SR 25 Spur East at Mackay River project, is proposed to move the ROW from 2021 to 2022 and the project ROW phase funds has increased from \$382,867 to \$390,524. The utilities program year will remain at 2024, but the funding amount was adjust from \$1,785,000 to \$2,247,108. She stated that the recommended action is to release the amendment to the Policy Committee for action so it can be released for a 30-day public comment period. She added that this amendment to the FY 2021-2024 TIP is on pages 25 and 32 of the document and once approved, BATS staff will publish on the MPOs website.

There were no questions or comments. Ms. Thompson asked for a motion to accept the recommendation and approve the amendment per GDOT's request. Mr. Simmons made a motion. Mr. Austin seconded the motion, and the motion passed unanimously.

### **b. GA FLAP Call for Projects Alert (FY 2023-2026)**

BATS staff received an update from FHWA from earlier last week about a call for applications for the FLAP grant which will be open from FY 2023 to FY 2026. The call for projects application period opens November 1, 2021 and runs through February 1, 2022. Ms. Forbes mentioned that an estimated total of \$11.3 million dollars will be available for programming in the state of Georgia.

Ms. Forbes reminded committee members that BATS staff did support in FY 2018 a FLAP application that was proposed for the Frederica Road/Christ Church Realignment project. The MPO wrote a letter supporting the application and she explained the purpose of the FLAP grant, what it is and could be used for, where projects can be located. She added that all materials sent to BATS staff were included as part of the meeting materials packet and are on the MPO website for reference and is on FHWA's website for more detailed information.

There were no questions or comments.

**c. GAMPO Fall Meeting**

Ms. Forbes spoke on this agenda item. She stated the next GAMPO Fall Meeting is scheduled for September 27, 2021. She added that BATS staff has received many questions on when the MPO will be returning to in-person committee meetings, which was addressed per a notice in the Georgia Open Meetings Act. BATS Staff is in coordination with peer MPOs regarding that statement and this will be further discussed at the upcoming Fall GAMPO meeting.

Ms. Thompson asked if the September 27, 2021 meeting will be virtual.

Ms. Forbes responded she believes it will be and hasn't seen anything indicating that it would not be virtual.

**d. Annual Title VI Questionnaire**

Ms. Forbes stated that the Annual Title VI Report for BATS has been successfully completed and submitted to GDOT. She mentioned that this is essentially all the work BATS has been doing over the past fiscal year to ensure that the disadvantaged members of the MPO planning area have been receiving materials when they are being published and that persons with Limited English Proficiency (LEP) have meaningful access to the programs, services and information that BATS provides. BATS staff have successfully filled out the Title VI questionnaire documenting all the activities BATS does in order to support Title VI in the MPO's planning efforts.

**e. GDOT Transit Subrecipient Workshop 2021**

Ms. Forbes stated that the two-day GDOT Transit Subrecipient Workshop 2021 was attended by BATS staff the week prior. She highlighted the Transit Development Plan Guidebook which is a step-by-step guide for transit agencies in the state on how to develop long-term transit plans. She mentioned that at this workshop, discussion included the Let's Ride Campaign & Let's Ride app that promotes greater awareness of rural transit services and helps people see where rural transit is available in the area to help people book and plan travel trips better. The workshop spotlighted new transit services that were started in this fiscal year, including in Valdosta, the City of Gainesville and the Southern GA Regional Commission.

There were no questions or comments.

## **7. Agency Updates**

### **a. Glynn County Airport Commission**

Mr. Bessing briefly spoke on this agenda item. Mr. Bessing stated that the compass calibration pad is finished at the airport, Seaboard Construction Co. is working on the asphalt taxiway at the airport, that the parking lot is complete and finished, and that Topsy McFly will be the café that will be operational at the airport.

There were no questions.

### **b. Glynn County School Board**

Mr. Simmons stated that the Altama Elementary School is now open, and there is a temporary location for the Golden Isles Elementary School and the traffic is moving with no problems.

### **c. Glynn County**

A project sheet was provided to committee members prior to the meeting. There were no questions or comments.

### **d. City of Brunswick**

Mr. Alberson provided City of Brunswick updates. He mentioned that the city is finishing phase one of Magnolia Park project and received bids for Phase II, and will be taking this to the city commission meeting in October to get this project approved to move on to Phase II. He added that there will be bids for a contract on the boardwalk trail between Overlook Park and the St Simons Causeway presented at this meeting as well.

Ms. Thompson asked if the special planning funds are out for the MLK-Altama bike study. Ms. Forbes responded yes, and Ms. Thompson replied that hopefully by the next TCC meeting this will be awarded.

### **e. GDOT District 5**

Ms. Proctor provided GDOT District 5 project updates. She highlighted the seven projects currently in the preconstruction phase. SR 25 Spur East @ Mackay River is still working towards PFPR. SR 25 FM CR 372/Yacht Rd. to CR 415/Harry Driggers was set to let in August but both bids were rejected and will readvertise for bid in September. SR 25 FM CR 415/Harry Driggers to SR 99 – Phase II is anticipated to let to shelf in December. CR 583/Sea Island RD @ Dunbar Creek on St. Simons Island is in concept development. Ms. Proctor mentioned that the SR 32 @ Little Buffalo Creek bridge project

is in concept development. SR 25 @ SR 99 has its next milestone as FFPR, and the bridge replacement at SR 25 at Darien River in Darien has its next milestone as environmental approval.

Ms. Proctor stated that resurfacing on the SR 32 project started in July and is showing an 18% rate in completion. The resurfacing on SR 25 Conn and on SR 25 have anticipated completion dates in Fall of 2021. Marking upgrades on SR 405/I-95 is 90% complete.

Ms. Thompson asked Ms. Proctor if she could coordinate Mr. Alberson to discuss downtown projects starting mid-October through December to make Ms. Proctor's contractor aware of. Ms. Proctor said that she could.

Mr. Pittman provided a correction to the SR 25 FM CR 372/Yacht RD to CR 415/Harry Driggers project has a new let date, which is now in November, and so if the project gets awarded, activity won't be seen until around January.

There were no additional questions or comments.

#### **f. Jekyll Island Authority**

Mr. Jensen provided the update for the Jekyll Island Authority. He stated that they are finishing up about 700k bike path revitalization and taking some of the asphalt bike paths and milling them and placing concrete wider bike paths in their place. He mentioned that he's also working with the GDOT office of Programming in delivering an atlas to try and get a design financed to take the bike path from 17<sup>th</sup> and 520 to the tollbooth/guest information welcome center. He mentioned that they're trying to get this design so that hen funds are available they can go with the design. Ms. Thompson thanked Mr. Jensen and asked for any questions. Hearing none she moved to transit agencies.

#### **g. Transit Agencies**

There were no CRC updates presented at this meeting. Mr. Hunter stated he's working right now on designing public outreach information and getting alerting the public on transit planning updates. That should occur in late September and into October, and afterwards, will be presenting to the city commission by the end of the year with a plan of how the transit system will work. Ms. Thompson asked if Mr. Hunter can send BATS staff the date of their presentation to city council so that the other committee members can attend as well.

#### **h. Other Items**

Ms. Forbes spoke briefly on this agenda item. She mentioned that action was taken to keep the threshold at 50,000 for the MSA alert that we put together a letter to submit on behalf of BATS and did this in April or May.

Ms. Thompson asked if BATS staff have heard on the 2020 Census release for new MSA area data.

Ms. Forbes replied and said no, and by May 2022 the numbers should be available.

Ms. Day mentioned she could forward the schedule on this.

**i. Public Comment**

There were no public comments presented at this meeting.

**8. Adjourn**

Ms. Thompson asked for a motion to adjourn and reminded committee members the next TCC meeting will be held on November 8, 2021. Mr. Simmons made the motion to adjourn. Mr. Jensen seconded the motion, and it was passed unanimously. Ms. Thompson thanked everyone for their time and attention.

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BATS TCC, Chairman

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Date