
BATS MEETING MINUTES

Brunswick Area Transportation Study Policy Committee (PC) Meeting

Monday October 18, 2021 – 1:30 p.m.

Via Teleconference
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AGENDA

1. Welcome and Opening Remarks (Mayor Cornell Harvey)
2. Approval of Meeting Minutes – Action Item
 - a. Minutes from PC meeting held on August 9, 2021.
3. 5303 Transit Planning Grant Application – Action Item
4. FY 2021-2024 TIP Amendment/Modifications – Action Item
5. BATS FY 2023 Unified Planning Work Program (UPWP) – Information
6. GAMPO Special PL Funding Application – Information
7. BATS Administrative Updates
 - a. GAMPO Fall Meeting
 - b. GAMPO Special PL Funding
 - c. Equity in Transportation Planning Process
 - d. GA FLAP Call for Projects Alert (FY 2023-2026)
 - e. GDOT Transit Subrecipient Workshop 2021
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

Brunswick Area Transportation Study
Policy Committee Meeting Minutes

Monday October 18, 2021 - 1:30 p.m.
Via Teleconference

ATTENDEES

Committee Members

Cornell Harvey, Mayor, City of Brunswick (BATS PC Chairman)
Walter Rafolski, Glynn County Board of Commissioners
Pamela Thompson Glynn County Community Development
C. Jones Hooks, Jekyll Island Authority
Julie Martin, City of Brunswick
Robert Burr, Glynn County Airport Commission
Jim Gilligan, BATS CAC Chairman
Cassius Edwards, GDOT
Radney Simpson, GDOT
Ned Green, GDOT Planning
Tom Caiafa, GDOT Planning
John Hunter, Planning & Zoning, City of Brunswick

Others

Rachel Hatcher, Senior Planner, RS&H
Vishanya Forbes, Transportation Planner, RS&H
Ian Newman, Transportation Planner, RS&H
Ann-Marie Day, FHWA
Katie Proctor, GDOT District 5
Terra Winslett, Glynn County Airport
Garrow Alberson, City of Brunswick
Erin Granados, Forward Brunswick
Melissa Phillips, Glynn County Engineering

1. Welcome and Opening Remarks.

The meeting was called to order at approximately 1:30 P.M. by Mayor Cornell Harvey, Chairman of the BATS Policy Committee. Mayor Harvey gave a brief welcome. Ms. Forbes performed a roll call.

2. Approval of Meeting Minutes – Action Item

a. Minutes from PC meeting held on August 9, 2021

Chairman Harvey called for a motion to approve the meeting minutes from the Policy Committee meeting held on August 9, 2021. A motion was made by Ms. Martin with a second made by Mr. Rafolski. The motion unanimously passed.

3. 5303 Transit Planning Grant Application – Action Item

Ms. Forbes presented this agenda item. Ms. Forbes stated there were updates pertaining to the 5303 Transit Planning Grant Application ahead of the November 1st deadline. She mentioned that this is being brought one cycle of meetings in advance, since the Policy Committee does not meet until December. This agenda item was presented to the TCC and CAC and both committees moved to recommend action from the PC. She added that the current UPWP includes the estimated funding for FY 2023. This is being brought as a refresher before the application is put together for the November 1, 2021, deadline.

The application process opened on the 10th of September, and BATS staff will submit the application prior to the application deadline by the 1st of November, hear back from GDOT on funding allocations in March of next year and these funds will come on board for the next FY which starts on July 1, 2022.

She then showed the estimated funds for FTA 5303 Planning per FY 2022 UPWP. The total is a little over \$56,000 which will be pulled for FY 2023.

Chairman Harvey stated that both the TCC and CAC unanimously recommended the Policy Committee approve the FY 2023 5303 application resolution. Chairman Rafolski made a motion to approve the FY 2023 5303 application resolution and authorize the Policy Committee Chair to fully execute the grant funding application. Ms. Martin seconded. The motion passed unanimously.

4. FY 2021-2024 TIP Amendment/Modifications – Action Item

Ms. Forbes presented this agenda item. She stated that on September 10, 2021 BATS staff received a request from the GDOT Office of Planning requesting changes to the FY 2021-2024 TIP document. There is one amendment and one administrative modification. The new proposal for PI 0014914 CR 583/Sea Island Road @ Dunbar Creek on St. Simon's Island was to move the programming year for Right of Way (ROW) from 2021 to 2024, and for Construction (CST) phase program year to be pushed out from 2024 to Long Term. This is the administrative modification that has been completed and posted on the MPO website.

Ms. Forbes stated that the administrative amendment for the SR 25 Spur East @ Mackay River 3 Miles E of Brunswick bridge replacement project was to push the Right of Way (ROW) from 2021 to 2022, and the cost for Utility (UTL) increased from \$1,785,000 to \$2,247,108. The funding amount for ROW also changed from \$382,867 to \$390,524. The amendment have also been published on the website, but approval from the Policy Committee is needed to release this for a 30-day public comment period as there has been a significant change in the funding amount for the Mackay River project.

Chairman Rafolski made a motion to approve the FY 2021-2024 TIP amendment per GDOT's request and release for a 30-day public comment period. Ms. Martin seconded.

Mr. Burr asked for clarification that these are both DOT projects, and Chairman Harvey confirmed that they are.

There were no additional questions or comments.

The motion was then passed unanimously.

5. BATS FY 2023 Unified Planning Work Program (UPWP) – Information

Ms. Forbes presented this agenda item. She reminded committee members that the draft FY 2023 UPWP is currently under development. It is being worked on to be sent to oversight agencies for review. She stated that BATS staff circulated a form following the PC meeting held on July 12, 2021, to allow committee members to provide input regarding planning priorities for the draft FY 2023 UPWP. Ms. Forbes mentioned that the feedback received from the CAC has been incorporated into the draft document.

She added that BATS staff received an update at the GAMPO 2021 Fall meeting and that staff is working on incorporating the MTP schedules and strategies into the draft UPWP. She explained the UPWP schedule of activities, including the current phase of developing the draft document, and that at the next TCC meeting, the draft UPWP will be presented to the TCC for review.

She asked for any questions or comments on this agenda item. Chairman Harvey asked if this is for information only and Ms. Forbes confirmed.

6. GAMPO Special PL Funding Application

Ms. Forbes presented this agenda item. She reminded those on the call that the next round of GAMPO Special PL funding applications are due in the spring (March 2022). This funding cannot be used for PE, ROW, or CST but for the planning level for these projects. The funding is an 80/20 split with the federal government providing 80% of the funds and there will need to be a local sponsor for the 20%, with no minimum or maximum award in the funding size.

A project has been proposed by the county for Sea Island Road in conjunction with the project in the TIP #0014914: CR 583/Sea Island Road @ Dunbar Creek Bridge Replacement. An application for submittal is actively being worked on and BATS staff is in active coordination with the MPO director. This project will be included in the UPWP and passed through two cycles of MPO meetings prior to submittal in March. The proposed project must also be in coordination with the BATS MTP.

Ms. Forbes shared background concerning this project. In the MTP adopted last year, and St Simons Island Sector Study, Sea Island Rd from Frederica Rd to Demere Rd was identified as having a Level of Service (LOS) D with a 2045 projection of LOS F.

A meeting was held in August 2021 with staff, state, and local officials to discuss the current programmed project in the TIP, which is the bridge replacement schedule, as well as road closures, considerations, and draft plan. Recommendations included additional studies and to put a GAMPO Special PL corridor study application together to evaluate alternatives and scoping for a roadway and bridge widening project that could support the currently programmed bridge replacement project.

Ms. Forbes presented the map with the updated segments and limits of the project. She showed a table from the 2045 MTP that showed the Sea Island Road between Demere Road and Frederica Road with a Volume to Capacity (V/C) ratio with a 0.77 score and a level of service D – according to 2015

“Base-Year” Network data. She briefly highlighted the 2045 “Do-Nothing” Network scenario table which showed the corridor having a V/C ratio of 1.01 and LOS F.

Ms. Martin asked if this project dealt solely with the bridge or if there was forethought given to this portion of Sea Island Rd as well as the rest of Sea Island Rd, for a bike path trail. She stated that if the bridge work is not taking this into consideration for others, such as bikers and pedestrians, then it would be a shortcoming.

Ms. Forbes responded that part of the GAMPO application being put together is including alignments for bicycle and pedestrian infrastructure; the current project is only for the bridge replacement.

Mr. Rafolski asked that when speaking with GDOT if there was a possibility of widening Sea Island Rd. from Frederica to Demere. He added that GDOT had informed him that BATS must first complete the study. Mr. Rafolski told those on the call that he had asked Mr. Cap Fendig if they could leave the bridge at four lanes. Mr. Rafolski reiterated that he had essentially asked Mr. Fendig if it is feasible to build a new bridge and then repair the other for bike/ped traffic.

Ms. Hatcher stated that the project PI #0014914 is exclusively for bridge replacement of the current structure. She added that the recommendations of this study would be working in tandem with this bridge replacement project.

Chairman Harvey asked how long it would take for it to be approved, and Ms. Hatcher replied that it would be an 18-month process. She mentioned that the decision is typically made on the last Monday of March 2022. Contracting with DOT typically takes approximately two months to complete, and then the solicitation process can begin once there is confirmation with intent to award. The RFP package could then be released once notice of intent is awarded. After this it is about a two-month procurement process and then a 9-month minimum timeline for a corridor study.

Mr. Burr asked if this study includes the intersections.

Ms. Hatcher responded that there are ongoing corridor studies considering improvements to these intersections, and this study would work collaboratively with the ongoing work being done on these intersections to make sure recommendations for this corridor will work collaboratively with those projects and function properly.

Mr. Rafolski stated that work is ongoing on the Gateway and Frederica and study results should be received in November.

Ms. Thompson mentioned that the members of the PC will get the first report of the Frederica/Sea Island Rd. intersection during the PC work session on October 19th and the results from the St. Simon's Island Gateway Traffic Study at their November work session. She added that "by the time the GAMPO Special PL Funding Application is submitted, there should already be recommendations for these two intersections".

Ms. Forbes stated that the project fee is estimated to be \$120,000 with a local contribution of approximately \$24,000 and there will be presentations given to Glynn County and the BATS PC through milestones of the project. She showed the GAMPO/Special PL Funding Timeline and highlighted that in October it will be presented to the PC. The RFP has an anticipated publishing date of June.

7. BATS Administrative Updates

a. GAMPO Fall Meeting

Ms. Forbes stated that BATS staff attended the Fall GAMPO meeting on September 28, 2021. Highlights from this meeting included the Georgia Freight and Logistics Plan Update, which had its last revision in 2017 to maintain the federal FAST Act compliance and that GDOT is looking to complete additional updates. At the meeting a list of projects currently supporting the major freight and logistics movement in the area was presented. Growth occurred at the Georgia Ports including the Port of Brunswick with had over 30+% growth as well as expansions in West Central Georgia.

A statewide air cargo study was presented at the meeting, including a review of air cargo activity and forecasting for future activities and identifying the facilities that need to develop cost estimates for any updates or expansion. Status reports for the active GAMPO contracts underway include a freight and bike ped study for the DARTS MPO, the BATS Bay Street Corridor Study and the BATS MLK-Altama Bike Study with bids opened as of 9/28.

Ms. Forbes asked Ms. Thompson if there are any updates concerning the selection.

Ms. Thompson responded that POND submitted a bid which has been evaluated and will go to the City of Brunswick's Finance Committee next week and to the Board of Commissioners to award the contract at the first meeting in November.

HAMPO received four proposals for their EG Miles Pkwy Corridor Study with an anticipated contract by November 1, 2021. CORE has two projects with notices to proceed in March 2021.

Ms. Hatcher stated that the importance of presenting this information is that committee members are aware of what their peer MPOs are working on, and that BATS is on track/in-line with its peers. She mentioned that throughout the state and the nation there are many corridor, bike/ped and freight studies occurring.

Ms. Forbes highlighted proposals presented, including street corridor projects, freight transportation plans, and urban flooding dynamic modeling tools for CORE and Interchange Feasibility studies and MPOs currently working on their MTP. She showed the amount in Federal funding and the amount of local match per project proposal presented at the meeting.

Ms. Forbes stated that the next GAMPO meeting will be in March 2022 which will be the meeting where we present the application previously discussed during this meeting.

b. GAMPO Special PL Funding

Ms. Forbes presented this agenda item. She stated that the MPO has included a freight plan in the unfunded section of the UPWP for the past three fiscal years. Ms. Forbes mentioned that BATS staff participated in the 2021 Brunswick MPO Freight Program Assessment Work Session hosted by FHWA on October 6, 2021. BATS staff discussed the unfunded section of the UPWP including the freight plan. She asked for feedback in putting this freight study forward for a GAMPO Special PL Funding application, though it requires a 20% local sponsor match. She presented on how this will be in the FY 2023 UPWP and that this is the time to discuss interest in moving the project forward.

Ms. Thompson mentioned that because the port is so important to both the County and the City of Brunswick that this would be a good example of BATS asking both localities to split the 20% match so that each community would only need to pay 10% for the study if there is interest.

Chairman Harvey asked if the Port Authority could be asked to help pay for this project.

Ms. Thompson responded that because of the Port's importance to both Glynn County and the City of Brunswick, the local funding should be split evenly between the two jurisdictions.

Ms. Hatcher answered Mr. Harvey's question, stating that the Ports Authority could be a funding partner but would require coordination with local partners and the Georgia Ports Authority to see if they would be interested in providing a portion of the local match.

c. Equity in Transportation Planning

Ms. Forbes spoke on this agenda item. She stated that BATS staff wanted to address this because of recent updates from FHWA. BATS staff will be working to identify potential equity deficiencies in our planning process and incorporate equity in transportation planning processes in BATS planning documents moving forward. She mentioned that equity analyses are most effective if incorporated in both the planning process as well as during the development of any transportation projects recommended during the design and cost estimation stages. She added that without incorporating equity in the process, BATS may be required to do a re-analysis moving forward.

Ms. Forbes highlighted that in the past, BATS staff has primarily looked at Environmental Justice (EJ) in planning documents for equity analysis but it is more than just EJ moving forward. Equity will need to encompass all neighborhoods and people who are affected by the processes of these projects. Once the 2020 census data becomes available, BATS staff will be using the data in a more equitable lens.

Chairman Harvey stated that he would like to see what the equity analysis entails.

Ms. Hatcher responded that this is a major area of emphasis at the national level as well as the state level and all MPOs are being asked to perform an equity analysis if one has not been completed already. She added that the BATS 2045 MTP did include an analysis about how the public were invited to participate in the planning process and that once projects were recommended, they were screened against the Title VI and EJ population demographics data to see if BATS is disproportionately impacting either negatively or positively protected populations. This is where staff traditionally looks at EJ analysis as the equity analysis but there are other analyses to consider when looking into equity analyses. This includes disparate impacts in which policies may have a negative impact on protected populations due to silence on the subject. In addition, looking for areas in which there is obstruction

or a barrier to see if there is potential shortchanging of a project that would be beneficial to a protected group.

Chairman Harvey asked if BATS is getting these protected classes involved or is BATS just saying that those populations could be hampered in the process.

Ms. Hatcher responded that BATS would be doing both – ensuring everyone has a voice to provide feedback in terms of outreach. The first analysis would be determining where concentrations of these populations are located so that information is getting dispersed to those that may have Limited English Proficiency as well as those with mobility limitations. Ms. Hatcher reiterated that all groups will be invited to be a part of the planning process to provide any feedback.

There were no additional questions or comments.

d. GA FLAP Call for Projects Alert (FY 2023-2026)

Ms. Forbes stated that the FHWA released this update in September 2021. The Federal Highway Administration – Eastern Federal Lands Highway Division (EFLHD) will be conducting another Call for Projects for the Federal Lands Access Program (FLAP) in Georgia for Federal Fiscal Years 2023 to 2026. The call for applications is starting November 1 through February 1, 2022. There will be an estimated total of \$11.3 million dollars available for programming in the state of Georgia. Ms. Forbes reminded the committee that for the Frederica Road at Christ Church Realignment project, BATS supported a FLAP funding application in FY 2018. She mentioned that the purpose of the FLAP is to provide safe and adequate transportation access to and through Federal Lands for visitors, recreationists, and resource users. The FLAP supplements state and local resources for public roads, transit systems, and other transportation facilities, with an emphasis on high-use recreation sites and economic generators. Any roadway or program within those areas, then BATS can use this funding for projects such as this, and these projects can be located on, adjacent to, or provides access to these areas. She added that staff would be happy to support any interested person that wishes to put an application together.

Ms. Martin asked if Port-owned property is considered Federal land.

Ms. Forbes responded that she believes it is not, but that she will find out and follow up with Ms. Martin following the meeting.

e. GDOT Transit Subrecipient Workshop 2021

Ms. Forbes stated that BATS staff attended this GDOT 2-day workshop held September 8-9, 2021 and highlights of this workshop include the Transit Development Plan (TDP) Guidebook, a guidebook for the next five years of transit, the Let's Ride Campaign and Let's Ride app, which is an app promoting greater awareness of rural transit services. There was also a spotlight on new transit services that started in FY 2021, which included Valdosta, City of Gainesville, and Southern GA Rural Commission.

8. Agency Updates

Chairman Harvey stated that he hoped everyone had the opportunity to look over the meeting package sent over the website, and to read through the updates provided by Ms. Forbes, Ms. Hatcher and Ms. Thompson.

a. Glynn County Airport Commission

Mr. Burr gave the update for the Glynn County Airport Commission. Mr. Burr stated that for the Brunswick Golden Isles Airport, the parking lot is finished. The calibration pad's concrete portion is finished and asphalt work has started, with an anticipated completion date within the next 30 days. For the St. Simons Island Airport, the FAA approved mitigation plans for meeting design projects.

Mr. Burr mentioned that he is a member of the Georgia Legislative Study committee and they have had four hearings on airport infrastructure for Georgia. Two hearings have been held and the last one was hosted on St. Simons on September 28, 2021. The committee is now moving into solutions on comparing to competing states. They have the attention of the Georgia State Legislature and that investments in airport infrastructure will hopefully lead to further funding in the next legislative session.

b. Glynn County School Board

Ms. Forbes stated that there was no representative of the School Board on the call and that BATS staff did not receive a written update beforehand.

c. Glynn County

Ms. Forbes stated that there is a project sheet of Glynn County updates. She mentioned it was late to be added to the website but that it is included in members' packet on the website as of this morning. She asked that if anyone had any questions, she would send them to the appropriate persons to get answered.

Chairman Harvey asked about a Frederica Road detour and an update regarding the Glynn County Transportation Project 6, GA FLAP GLYNN FRED (Frederica Road) which has the scope of realigning Frederica Road and Stevens Intersection Improvement.

Mr. Rafolski answered that they are adding an apron on the edge about 18 inches. The county did this on King's Way but are now doing this on Frederica Rd. Chairman Rafolski added that we are studying the Sea Island & Frederica Rd intersection and this area desperately needs a roundabout. He pointed to King's Way as an example of roundabout efficiency.

d. City of Brunswick

Mr. Alberson gave the update for the City of Brunswick. Mr. Alberson said that they are finishing up construction on the Magnolia Park project and looking at a completion of Phase 1 in early November. The City of Brunswick has approved construction of Phase 2 and will move into this phase's eight-month construction timeline. This will put the end of this construction at mid-Summer of 2022.

Mr. Alberson added that the city has recently approved the contract for design of the boardwalk trail from Overlook Park to St. Simons Causeway. DRMP will be the consultant. They will be kicking off front-end tasks including surveying, conceptual design, and environmental assessments.

e. GDOT District 5

Ms. Proctor provided the GDOT District 5 updates. Ms. Proctor reviewed the projects on GDOT's preconstruction list. She stated that the next milestone for the bridge replacement at Mackay River

is PFPR, but scoping is being reevaluated, with concerns regarding various proposed items and will have more information on them as they become finalized. The SR 25 from CR 372/Yacht RD to CR 415/Harry Driggers project is expecting to relet in November. SR 25 from CR 415/Harry Driggers to SR 99 – Phase II is anticipating a February let to shelf. The bridge replacement projects at CR 583/Sea Island RD on St. Simons Island and SR 32 @ Little Buffalo Creek 3 Miles W. of SR 27 are still in concept development. Ms. Proctor continued, mentioning that SR 25 @ SR 99 roundabout corrected FFPR plans are anticipated next month, and that SR 25 @ Darien River in Darien has gone to innovative delivery and that ROW funds are going into 2023.

The resurfacing on SR 25 Conn(Gloucester) from SR 27 to SR 25 is on schedule to start resurfacing in two weeks. Resurfacing on SR 25 from N. of SR 303 extending S. of Sidney Lanier Bridge is showing 54% completion. The resurfacing on SR 32 from Brantley Co line extending W. of SR 27 is at 86% complete. The marking upgrades SR 405/I-95 from N. of Dover Bluff Overpass extending S of US25/US341/SR27 are wrapping up at 90% and the bridge rehab on SR 27/US341 over Yellow Bluff and Burnett Creek let in August and notice to proceed was issued last month.

Ms. Martin asked for the anticipated completion time for the resurfacing of Gloucester and if this would be done in sections.

Ms. Proctor said she would check and get back to Ms. Martin.

Mr. Burr asked if he could receive a map that shows the locations of these projects.

Ms. Forbes responded that the MPO staff would work on this and get this back to Mr. Burr.

Ms. Hatcher mentioned that there is a current interactive map on the MPO website that shows projects in the TIP. A large majority of these projects would be included with the exception of the maintenance projects, but these can be added and coded for maintenance. Ms. Hatcher added that BATS staff will work with Ms. Proctor to add these maintenance projects and delineate to highlight different phases.

f. Jekyll Island Authority

Mr. Hooks provided a brief update on this agenda item. He stated that they have been able to rejuvenate, meaning new surfaces and widening over 3 miles of bike paths, and are emphasizing bike

paths on Jekyll Island. They will continue doing this and hopefully will soon get GDOT to complete the pathway along the causeway to connect with Brunswick and St. Simons.

g. Transit Agencies

Mr. Hunter gave the update for transit agencies. He stated that the transit study for the city has moved forward, and that the City of Brunswick has time for public feedback on potential transit options including FR and alternative methods like micro transit. There have been stakeholder interviews and a community survey on the City of Brunswick's website with an introductory video He mentioned that they've received a couple hundred responses and some good feedback from community stakeholders over the last few weeks. He asked BATS staff to let him know if they do not hear from WRA in the next few days.

Chairman Harvey asked BATS staff to get in contact with the Board of Elections since they've moved their polling places and to see how it affected people getting out to polling locations through transit.

Ms. Forbes mentioned she will do so.

Ms. Martin mentioned that she was wondering what link is going out to the MPAs and what the response has been. Mr. Hunter mentioned that we've gotten a few hundred responses and each MPA was contacted to be part of the interview process.

Ms. Forbes mentioned that she did not believe we have the CRC on the line.

h. Other Items

Chairman Harvey asked if there were any members of the public on, and Ms. Forbes responded that two members of the public were on the call. He asked if there were any public comments and hearing none, he reminded those on the call that the next PC meeting will be December 13, 2021.

i. Public Comment

There was no comment from the public on this meeting.

5. Adjourn

Chairman Harvey asked if there were any last items to be mentioned before adjournment. Hearing none, he adjourned the meeting.

BATS PC Chairman

Date