
BATS MEETING MINUTES

Brunswick Area Transportation Study Technical Coordinating Committee (TCC) Meeting

Hybrid Format (In-person/Via Teleconference)

Monday, September 12, 2022 – 1:30 p.m.

Harold Pate Building, 1725 Reynolds Street, 2nd Floor Conference Room
Brunswick, GA 31520

AGENDA

1. Welcome and Opening Remarks (Stefanie Leif)
2. Approval of Meeting Minutes – Action Item
 - a. Minutes from TCC meeting held on July 11, 2022
3. BATS FY 2024 Unified Planning Work Program (UPWP) Updates – Information
4. Proposed Letter of Support for Transit System Endorsement – Action Item
5. 5303 Transit Planning Grant Application – Action Item
6. BATS Administrative Updates
 - a. Reconnecting Communities Pilot Program
 - b. Safe Streets for All Grant Opportunity Update
 - c. GAMPO Special PL Funding Application s- Spring 2023
 - d. Special PL Funding Project (Sea Island Road at Dunbar Creek Bridge Corridor Study)
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 12, 2022 – 1:30 p.m.
Hybrid Format (In-person/Via Teleconference)

ATTENDEES

Committee Members

Bob Nyers, Glynn County Geographic Information Systems Department
John Duncan, Operation Coordinator, Brunswick Golden Isles Airport
Jason Hartman, Field Engineer Division Manager, Glynn County
Garrow Alberson, Brunswick City Engineer
Paul Andrews, Glynn County Engineer
Vernon Bessing, Manager, Glynn County Airport Commission
Stefanie Lief, Planning and Zoning, Glynn County (Chair)
Dave Austin, Director of Glynn County Public Works Department
Katie Proctor, GDOT District 5
John Hunter, City of Brunswick
Noel Jensen, Jekyll Island Authority
Joseph Longo, FHWA

Others

Vishanya Forbes, Transportation Planner, RS&H
Justin Dammons, Transportation Planner, RS&H

1. Welcome and Opening Remarks

The meeting was called to order at 1:30 pm by Stefanie Leif, Chair of the BATS TCC. She welcomed everyone and turned the meeting over to Ms. Vishanya Forbes to introduce changes to the BATS committees that occurred since the last meeting. Ms. Forbes stated that these include the new Policy Committee (PC) Chair, Commissioner Walter Rafolski; the new PC Secretary and new Technical Coordinating Committee (TCC) Chair, Stefanie Leif; and the new Citizens Advisory Committee Vice-Chair Lance Sabbe.

Ms. Leif introduced herself as the Manager of Planning and Zoning and the Interim Community Development Director. She then continued to the next agenda item to approve the meeting minutes from the TCC meeting held in July.

2. Approval of Meeting Minutes – Action Item

Ms. Leif called for a motion to approve the minutes from the TCC meeting held on July 11, 2022. Mr. Alberson made a motion to approve the meeting minutes as presented. Mr. Nyers seconded the motion. The motion was passed unanimously.

3. BATS FY 2024 Unified Planning Work Program (UPWP) – Information

Ms. Forbes addressed this agenda item. She gave a refresher of the update that BATS staff presented at the July TCC meeting regarding the UPWP, its purpose, the status of the FY 2022 UPWP, and the state of the current FY 2023 UPWP. She added that staff circulated a UPWP comment log to all BATS committees to collect feedback from committee members. The comment form allowed for committee members to document input by phase and subtasks regarding areas staff should focus on for the upcoming fiscal year. She noted that no feedback had yet been received and that the deadline to submit feedback was extended to September 23, 2022. BATS staff will bring a draft document before the committee at the end of the calendar year for review and action.

Ms. Forbes presented the next steps for the development of the FY 2024 UPWP, including presentation of the draft document in November to the TCC and CAC for recommendation to the PC. Upon approval from the PC at their December meeting, the draft UPW will be released for a 30-day public comment period.

Mr. Andrews asked if the UPWP comment log was emailed to the members. Ms. Forbes replied that they were available on the BATS website on the BATS Committee Materials page.

4. Proposed Letter of Support for Transit System Endorsement – Action Item

Ms. Forbes reminded the committee about a request in May 2022 by the City of Brunswick for a letter of support from the CAC for transit system implementation. The request was presented for discussion at the Policy Committee meeting on August 8, 2022, and the PC agreed to advance the letter of support to their October meeting for further review and consideration. Ms. Forbes directed the committee to a draft letter of support included in the current meeting package.

Ms. Leif sought clarification on the process for endorsing the letter of support. Ms. Forbes replied that the PC, as the decision-making body for BATS, needs to endorse the letter of support coming from one of its advisory committees, in this case the CAC.

Mr. Andrews asked about the contents of the letter. Ms. Forbes replied that the letter covered a brief history of the transit planning activities done throughout the MPO in recent years and the positions of the City of Brunswick and Glynn County.

Ms. Leif stated aloud the motion suggested by staff. Alberson motioned to recommend that the BATS Policy Committee approve the finalized letter of support for transit endorsement for a public transit system as presented by the Citizens Advisory Committee. Mr. Nyers seconded the motion. The motion was passed unanimously.

5. 5303 Transit Planning Grant Application – Action Item

Ms. Forbes reminded the committee that a presentation was made at their July meeting covering the 5303 grant application process. 5303 funds, along with PL funds, make up the annual formula funding for BATS. She reiterated that the TCC has in fact already acted on this funding, as the 5303 funding is programmed for two fiscal years and was approved when action was taken approving the last UPWP.

Ms. Forbes stated that the typical timeline to submit applications for the 5303 grant had been advanced from November to October and that action would be needed at this meeting to recommend the Policy Committee support the application.

Ms. Forbes clarified that the funding amount is determined by formula and thus was still in keeping with the previous action.

Ms. Leif called for a motion. Andrews motioned to recommend that the BATS Policy Committee approve the FY 2024 5303 application resolution and authorize Policy committee Chair to fully execute the grant funding application. XXX seconded the motion. The motion was passed unanimously.

6. BATS Administrative Updates

a. Reconnecting Communities Pilot Program

Ms. Forbes stated that following the presentation about this pilot program at the TCC meeting in July, BATS staff made a similar presentation to the PC in August and afterwards was asked by the City of Brunswick Commissioner to organize a joint meeting with the County to discuss a potential

application. In that meeting, the group agreed to table an application due to time constraints to put together a competitive application. Staff will notify the committees when the next application cycle is advertised. Committee discussion included the challenge of fitting a project to this grant opportunity.

b. Safe Streets for All Grant Opportunity Update

Ms. Forbes reminded the committee that BATS had previously decided to not develop an application for this funding cycle. The grant opportunity is part of the Bipartisan Infrastructure Law (BIL) which established the new Safe Streets and Roads for All program to provide \$5-6 billion in grants over the next five years. In order to be eligible for this funding opportunity in the future, the BATS would need to develop a Safety Action Plan in place. She explained to the committee what the process would look like for developing an application and Action Plan.

c. GAMPO Special PL Funding Applications – Spring 2023

Ms. Forbes stated that no application was submitted for the GAMPO Special PL funding fall cycle. The next cycle deadline is March 2023. She reminded committee members that now is the time to bring forward projects for consideration so that staff can ensure that the following requirements are met: the proposed project is reflected in the BATS UPWP, it has been presented at two rounds of MPO meetings prior to submittal and the project supports the BATS 2045 MTP. She added that the freight study identified as an unfunded need in the FY 2023 UPWP is a potential study eligible for a Special PL funding application.

d. Special PL Funding Project (Sea Island Road at Dunbar Creek Bridge Corridor Study)

Ms. Forbes updated the committee on the Sea Island Road at Dunbar Creek Bridge Corridor Study, which BATS had been awarded Special PL Funding for in Spring 2022 by GAMPO. Three submittals were received in response to the BATS RFP, and the evaluation team has finalized their decision. Michael Baker International was the consulting firm selected to carry out this study, and this information will be presented at the September Finance Committee meeting and at the October Board of Commissioners meeting.

7. Agency Updates

a. Glynn County Airport Commission

Mr. Bessing stated remarking at the airport is currently ongoing. There were no additional updates provided.

b. Glynn County School Board

There were no school board updates presented at this meeting. Ms. Forbes noted that staff is seeking a replacement member to attend or to provide a written update.

c. Glynn County

Ms. Forbes noted that the County project update log was provided by the County but not received in time to be included in the meeting package. Mr. Hartman and Mr. Austin provided a verbal update on County projects.

- No bids were received for the Canal-Spur to Glynco project, so the County is going to go out again for bids.
- The County is working on appraisals to determine whether to move forward with acquiring property needed for the extension of Dungeness to Southport.
- The TE Grant funded portion of Harry Driggers is functionally complete.
- The Old Cypress Mill project has just begun, with sidewalk and bike lane installs progressing.
- Staff has been authorized to rescope and rebid the project on South Palm after the only bid received was came in too expensive.
- Everything is progressing well on the Spur 25/Altama Conn project.
- The County hopes to have the Pennick Rd project substantially complete within the week so long as the weather holds out.

There were no additional questions regarding Glynn County projects.

d. City of Brunswick

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

- The City is finishing up the Magnolia Park project with the week so long as the weather holds out.
- A local asphalt resurfacing project is set to begin with the same contractor.

There were no additional comments on City of Brunswick project updates.

e. GDOT District 5

Ms. Proctor reviewed the GDOT District project update log, which is available on the BATS MPO website.

- The PCRF for SR 25 bridge replacement was submitted to Office of Procurement and Contracts (OPC) earlier in September and is still awaiting approval.
- Final Field Plan Review for the widening of SR 25 (phase II) is anticipated in November.

- Concept approval of the bridge replacement at Dunbar Creek is anticipated in November.
- Environmental is ongoing and concept is in progress for the Little Buffalo Creek project.
- Darien River bridge replacement continues in revised concept.
- Resurfacing projects for SR 25 Conn from SR 27 to SR 25 should begin that night and are 88% complete from E of SR 303 to S of Sidney Lanier Bridge.
- GDOT is still awaiting a start date on the widening and reconstruction of SR 25 from Yacht Rd to Harry Driggers Blvd.
- One bid was received for the SR 25 at SR 99 roundabout and was rejected. Ms. Proctor noted that she had requested why the bid was rejected but had not heard back an answer.

f. Jekyll Island Authority

Mr. Jensen stated that they are finishing up their last few bike path rehabs now that the summer is over. They are also continuing design discussions with Federal and GDOT partners regarding a bike path connection leaving the island.

There were no additional comments.

g. Transit Agencies

Mr. Hunter stated that there is no transit update.

h. Other Items

No other items were raised.

i. Public Comment

There were no public comments.

8. Adjourn

Ms. Leif reminded everyone that the next TCC meeting is scheduled for November 14, 2022 and reminded members to complete their in-kind sheets and thanked everyone for attending. The meeting was adjourned at approximately 1:30 pm.

BATS TCC Chair

Date