

FY 2017

The Brunswick Area Transportation Study's Unified Planning Work Program



July 1, 2016 through June 30, 2017

Prepared by:

The Brunswick Area Transportation Study

In Cooperation with:

The Georgia Department of Transportation
(GDOT)

The Federal Highway Administration (FHWA)

And

The Federal Transit Authority (FTA)

The format of this document as well as the particular work tasks and subtasks was determined through a cooperative effort between FHWA, GDOT and the Georgia MPOs. In 2001/2002, a series of four separate meetings were held in Atlanta over the course of several months at the request of FHWA staff. The object of these four meetings, which included attendees from FHWA, GDOT and the Georgia MPOs was to standardize the format and work tasks of all of the Georgia UPWPs in order to facilitate a more efficient review process by FHWA. The Brunswick Area Transportation Study MPO, by convention, continues to follow this FHWA and GDOT approved format.

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The opinions, findings, and conclusions in this publication are those of the author(s) and not necessarily those of the Department of Transportation, State of Georgia, or the Federal Highway Administration.

Prepared in cooperation with the Department of Transportation and the Federal Highway Administration.

The BATS MPO prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex (including gender identity and expression), marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program.

Resolution
of the
Brunswick Area Transportation Study
Policy Committee

Approval of the Fiscal Year 2017
Unified Planning Work Program

WHEREAS, the *Fixing America's Surface Transportation (FAST) Act* regarding metropolitan transportation planning and thereby established expanded guidelines for the development, content, and processing of a cooperatively developed annual Unified Planning Work Program in urbanized areas; and

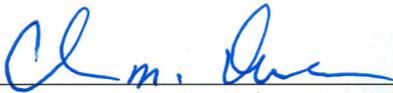
WHEREAS, the regulations listed mandate a comprehensive, continuing, and cooperative transportation planning process is to be carried out in the Brunswick Area; and

WHEREAS, the regulations listed stipulate that no transportation planning activities can be funded by federal sources until they have been included in the Unified Planning Work Program; and

WHEREAS, the various state and local agencies concerned with transportation planning for the Brunswick Area have cooperatively developed an appropriate Unified Planning Work Program within the specified annual framework,

NOW, THEREFORE BE IT RESOLVED that the Brunswick Area Transportation Study Transportation Policy Committee hereby finds that the requirements of the regulations regarding urban transportation planning have been satisfied and authorizes the Chair to execute a joint certification of this fact with the appropriate federal and state transportation agencies.

RESOLUTION APPROVED:



Mr. Alan Ours, Chairman
BATS Policy Committee



Date

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I. INTRODUCTION

A. PURPOSE OF THE UPWP

The Unified Planning Work Program (UPWP) is a Metropolitan Planning Organization's (MPO) work program that describes what planning work activities the MPO will perform during the grant period. It is the management plan for the metropolitan planning program. UPWPs are Statements of Work that:

- Document eligible planning work activities a MPO proposes to undertake with Federal Highway Administration (FHWA) and Federal Transit Authority (FTA) planning funds;
- Detail the estimated cost (Federal and matching funds) to perform these activities;
- Identify who will perform the work;
- Include proposed funding by work activity, and an overall budget summary that identify the category of Federal funds and the source of matching funds.

The Fiscal Year 2017 (FY17) UPWP for the Brunswick Area Transportation Study (BATS) describes the transportation planning activities proposed to be conducted from July 1, 2016 through June 30, 2017 funded by Federal Highway Administration (FHWA) Planning (PL) funds. Work is performed in accordance with the Memorandum of Understanding dated December 10, 2005 between the BATS MPO and the Georgia Department of Transportation (GDOT). Since 1962, federal law has mandated that metropolitan transportation plans and programs be developed through a continuing, cooperative and comprehensive (3-C) planning process.

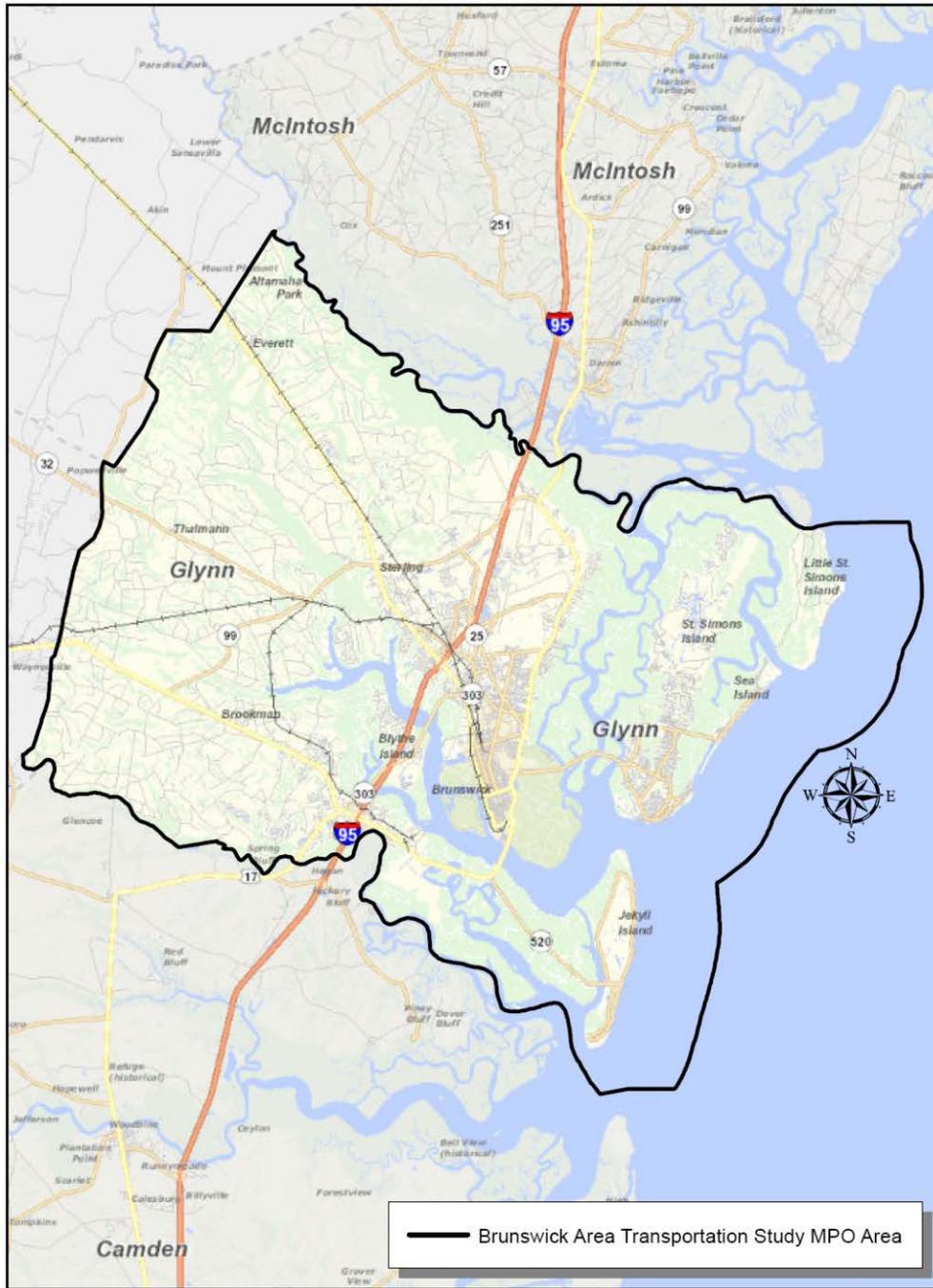
B. OVERVIEW OF THE MPO PLANNING PROCESSES

BATS, the designated MPO for the City of Brunswick and Glynn County, was established in 1992 under the provisions of a surface transportation act passed in 1991. The BATS MPO area is shown in the map on the next page. MPOs are designated to carry out the metropolitan transportation planning process in urbanized areas with populations over 50,000, as determined by the U.S. Census. Since Glynn County has a population of less than 200,000, the area is not considered a Transportation Management Area (TMA), for purposes of federal transportation regulations.

The Policy Committee

MPOs are required to have a decision making "policy body." BATS is under the general policy guidance of the Transportation Policy Committee. The Transportation Policy Committee or Policy Committee (PC) is the decision-making body for the MPO, comprised of elected officials, managers from the County and City, appointees from planning commissions, and representatives from GDOT. Decisions made by the Policy Committee are informed by technical input provided by professional transportation staff, and local input provided by concerned citizens. Significant tasks of the Committee include: Setting priorities for

maintenance, improvement, and expansion of the overall, multi-modal network; adoption of various plans and programs; and, coordination with the FHWA and GDOT, in order to efficiently and



effectively carry out transportation planning responsibilities.

The current PC membership roster is as follows:

POLICY COMMITTEE ORGANIZATIONS, MEMBERS AND TITLES

Organization	Name	Title
BATS Citizen Advisory Committee	Unknown/Vacant	Chairperson
Brunswick/Golden Isles Chamber of Commerce	M.H. "Woody" Woodside	President
City of Brunswick	Cornell Harvey	Mayor
	James Drumm	City Manager
Glynn County	Alan Ours	County Administrator
	Mike Browning	Glynn County Commissioner District 1
	Robert Burr	Executive Director, Airport Commission
	Terra Winslett (Proxy for Robert Burr)	Airport Property Manager/ Administrative Assistant, Airport Commission
Georgia Dept of Transportation	Russell McMurry	Commissioner GDOT
	Krystal Harris (Proxy for Mr. McMurry)	Branch Chief
	Tom McQueen (Proxy)	Assistant Administrator
	Stan Reecy (Proxy for Tom McQueen)	Planner Associate
Georgia Ports Authority	Randy Weitman (Proxy for Director of Port Planning)	Manager of Engineering Services
FHWA GA Division	Rodney Berry	Division Administrator
	Olivia Lewis (proxy for Rodney Berry)	Transportation Planner
Jekyll Island Authority	C. Jones Hooks	Executive Director

FWHA is a non-voting member of both committees

Beyond this there is no required structure. However, in the interest of carrying out the 3-C planning process with maximum inclusivity and effectiveness, the BATS MPO also includes:

- BATS MPO Technical Coordinating Committee (TCC)
- BATS MPO Citizens Advisory Committee (CAC)

Each BATS MPO advisory committee is comprised of representatives at the local and sometimes state level who possess expertise in a particular aspect of transportation relevant to the BATS MPO. Each advisory committee has a voting representative on the BATS MPO Board.

The Technical Coordinating Committee

The Technical Coordinating Committee is the group that conducts the detailed studies relating to the transportation system in Glynn County. Recommendations for changes to the plan from members of the Policy Committee or from members of the public are first made to this group. The Committee will authorize planning studies as they deem appropriate should any detailed analysis or comprehensive planning work be necessary for the Committee to use to make a recommendation. If it appears that a change would be appropriate to the transportation system, then a recommendation will be forwarded to the Policy Committee for their consideration. The current PC membership roster is as follows:

TECHNICAL COORDINATING COMMITTEE ORGANIZATIONS, MEMBERS AND TITLES

Organization	Name	Title
Brunswick/Glynn County Development Authority	Mel Baxter	Interim Director
	Sherri Pruitt	
Brunswick Golden Isles Convention and Visitors Bureau	Unknown/Vacant	Executive Director
City of Brunswick	Garrow Alberson	City Engineer
	Kathy Mills	Director of Community Development
	Vacant	Director, Public Works
City of Brunswick Police Department	Chief Kevin Jones	Police Chief
Coastal Regional Commission of Georgia	Allen Burns	Executive Director
	David Dantzler (Proxy)	Mobility Manager
Glynn County	Paul Andrews	Division Manager, County Engineer
	Dave Austin	Director of Public Works
	John Catron	Director, IT Department
	Joshua Cothren	McKinnon-St. Simons Island Airport Operations Coordinator (Airport Commission)
	David DeLoach	Engineering Division Manager
	David Hainley	Director of Community Development
	Gary Nevill	Mainland Planning Commission

	Desiree Watson	Island Planning Commission
Glynn County	Steve Usher	Director, Emergency Management (Glynn-Brunswick 911 Center)
	Unknown/Vacant	Planning & Zoning Manager
	Unknown/Vacant	Brunswick Airport Manager
Glynn County Police Department	Chief Matt Doering	Chief
	Sgt. Eric Naugle (Proxy)	Sergeant
	Lt. Kenny Ellis (Proxy)	Lieutenant
FHWA GA Division	Olivia Lewis	Transportation Planner
Georgia Dept of Transportation	Unknown/Vacant	Area Engineer
	Derek Edenfield	District Planning & Programming Engineer
Georgia Ports Authority	Randy Weitman	Manager of Engineering Services
Jekyll Island Authority	Noel Jensen	Senior Director of Facilities and Public Services
FWHA is a non-voting member of both committees		

The Citizens Advisory Committee

The purpose of the Citizens Advisory Committee is to provide an organizational structure in which the wishes of the citizens of Glynn County may be known to the decision makers in an orderly straightforward manner. This group will serve as a sounding board and as an indicator of community interests. It will provide a balance to the technical input provided by the Technical Coordinating Committee.

The CAC is currently under-represented. One of this year’s work elements for BATS staff is to work toward increasing the number of citizen participants and increasing awareness of the activities of the BATS throughout the year. The current PC membership roster is as follows:

Citizens Advisory Committee Members

Organization	Name	Title
Glynn County School system	Al Boudreau	Facilities Director
	Alice Ritchhart	
	Beverly Davis	
Glynn County	Bill Brunson	Commissioner, Board of Commissioners
	Charles Cansler	
City of Brunswick	Gail Mobley	
	Jeff Bennett	
Southeast Georgia Health System	Jeff Preston	Vice President for Business Affairs
	Jim Bruce	
	Jim Jacobs	
	Jim Wainwright	
Southeast Georgia Health System	John Anderson	
City of Brunswick	Julie Martin	Commissioner/Mayor Pro-Tem
	Kasim Ortiz	
	Lee Owen	
	Monica Smith	
	Naomi Atkinson	City Clerk
	Steve Oldaker	
	Michael Carmichael	

C. PARTICIPATION IN THE BATS MPO PROCESS

BATS recognize the need to involve citizens from every walk of life in the transportation planning process. BATS actively seek to involve the public in all transportation planning efforts. To promote public participation and compliance with the FAST Act, the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990, BATS maintains an outreach program to encourage participation from all citizens of the BATS area the City of Brunswick and Glynn County paying special attention to the inclusion of traditionally underrepresented populations.

Development of the UPWP is carried out by the BATS MPO staff. The review and adoption of this document follows the guidelines detailed in the BATS MPO Public Participation Plan. For specific details, please refer to the PPP, adopted and updated on October 22, 2015, and available through the BATS website (<http://www.glynncounty.org/documentcenter/view/52601>).

To conform to the approved FHWA/GDOT UPWP format, the program has been organized into four major elements and then subdivided into specific tasks under each major element. The four major program categories are as follows:

1. PROGRAM ADMINISTRATION
2. PUBLIC INVOLVEMENT
3. DATA COLLECTION
4. SYSTEM PLANNING

This UPWP will guide transportation planning activities in a performance based approach toward implementing the adopted goals and objectives, and annual planning priorities of BATS MPO. These annual planning priorities are based upon the previously established goals and objectives, which are contained in the BATS 2040 Metropolitan Transportation Plan (MTP).

The goals and objectives identified for the BATS 2040 MTP are consistent with the FAST ACT federal planning factors found in the MTP's Introduction Chapter (Chapter 1), and provide the framework for the development of the plan. By identifying these goals and objectives, BATS is providing a platform to establish standards that will help meet the mobility needs of people and goods throughout the planning area and region. Following are the goals and objectives for the BATS MPO:

D. ADOPTED GOALS

- Goal 1. *Support **Economic Vitality, Development and Competitiveness**.* This goal will be implemented by efficiently utilizing limited public resources and improving access to national freight networks.
- Goal 2. *Increase the **Safety and Security** of the Transportation Network.* This goal will be implemented by encouraging design features that enable all users a convenient way to reach their destination while minimizing conflict points among modes, promote pedestrian and bicycle safety through public awareness; and by supporting projects that aid in the event of a natural disaster
- Goal 3. Enhance **Accessibility, Mobility, and Connectivity** for all Transportation Modes. This goal will be implemented by utilizing the Complete Streets design policies and by exploring opportunities for public transportation
- Goal 4. ***Protect the Environment, Promote Energy Conservation, and Improve Quality of Life.*** This goal will be implemented by emphasizing enhancements to transportation facilities that preserve and complement natural environmental features within the area, and by coordinating transportation and land use decisions.

Goal 5. *Provide **Efficient** System Operation.* This goal will be implemented by minimizing congestion, and by promoting coordination among modes.

Goal 6. *Manage and **Preserve** the Transportation System to ensure Long-Term Sustainability.* This goal will be implemented by allocating resources to maintain existing facilities in a state of good repair.

E. FY 2017 PLANNING ACTIVITIES AND THEIR RELATIONSHIP TO THE ADOPTED GOALS

The following is a list of the FY 2017 UPWP activities and how they relate to the goals established in the BATS MTP 2040.

- Maintenance of the BATS 2040 MTP. *This is a priority due to the federal requirement to maintain ongoing consistency between the TIP and the MTP. Numerous TIP amendments occur throughout the year necessitating corresponding modifications to the MTP in the form of amendments and addenda so that the documents match.*

Goals addressed: 1, 2, 4, 5 and 6.

- Maintenance of the current TIP and development of the 2018-2021 TIP. *This is necessitated by the need to keep the TIP consistent with ongoing project implementation activities by GDOT and other project sponsors, and to follow the GDOT convention of developing a new TIP and STIP each year.*

Goals addressed: 1, 2, 4, 5 and 6.

- FAST ACT Implementation. *FAST Act compliance and implementation is a federal requirement for MPOs. BATS MPO is working to implement FAST Act in light of completed and impending rulemakings.*

Goals addressed: 1, 2, 3, 4, 5, and 6.

- Use professional services to update the functional classification system to enhance local network systems and to continue to develop a traffic modeling network. *This task will provide the MPO with the capability to develop planning studies to meet the identified needs in the TIP or in response to locally identified transportation problems.*

Goals addressed: 1, 2, 3, 4, 5, and 6.

- Identification of traffic corridor and the development of thoroughfare plans. *This task will work to review, refine and re-evaluate components of the adopted BATS 2040 MTP and work toward implementing the recommendations of the MTP.*

Goals addressed: 1, 2, 3, 4, 5, and 6

- Maintain population, density, land use, and other informational maps. *This is an ongoing task provides time and funding to mapping and data gathering efforts which support local and regional transportation planning projects.*

Goals addressed: 1, 2, 3, 4, 5, and 6

The UPWP lists proposed funding sources for each project as well as the agencies that participate in these projects. The Glynn County Planning and Zoning Division staff serves as lead staff to BATS MPO and receives federal funding for both highway and transit planning. The Georgia Department of Transportation (GDOT) is an active participant in the transportation planning process, and also receives federal funding for planning

The overall planning program is designed to comply with the requirements of the U.S. Department of Transportation *Fixing America's Surface Transportation Act* (FAST Act), which was signed into law on December 4, 2015. FAST is the first Federal law in over ten years to provide long-term (five year) funding certainty for surface transportation. The FAST Act emphasizes the local transportation planning process and outlines requirements for specific performance measures and targets.

F. DISCUSSION OF FAST ACT PLANNING FACTORS

The Metropolitan Planning program, under the FAST Act, receives funding for the integration of transportation planning processes in the MPOs into a unified metropolitan transportation planning process, culminating in the preparation of a multimodal transportation plan for the MPO. The FAST Act identifies and describes Federal Planning Factors issued by Congress to emphasize planning factors from a national perspective.

This Metropolitan Planning Program continues the transportation planning process for the BATS area with emphasis on the maintenance of the transportation plan for the year 2040, thus maintaining a 20-year horizon for the plan and programs. Additional emphasis will also be placed on solving current transportation issues such as continuing growth in the City of Brunswick and Glynn County and problems as projects are implemented. All endeavors undertaken by BATS will address all applicable planning factors identified in the FAST Act. These factors are:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system;
10. Reduce or mitigate storm water impacts of surface transportation; and
11. Enhance travel and tourism.

Table 4 on page xiii shows all of the tasks in the program sections and shows which of the eleven planning factors contribute to the implementation of the task.

METROPOLITAN PLANNING FACTORS TO BE CONSIDERED IN THE BATS FY 2017 UPWP

	WORK ELEMENT	METROPOLITAN PLANNING FACTOR										
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>
1.0	PROGRAM SUPPORT AND ADMINISTRATION											
1.1	Program Coordination	X	X	X	X	X	X	X	X	X	X	X
1.2	Operations and Administration	X	X	X	X	X	X	X	X	X	X	X
1.3	Employee Training and Development	X	X	X	X	X	X	X	X	X	X	X
1.4	Equipment and Supplies	X	X	X	X	X	X	X	X	X	X	X
1.6	Unified Planning Work Program	X	X	X	X	X	X	X	X	X	X	X
2.0	PUBLIC INVOLVEMENT											
2.1	Community Outreach/Education	X	X	X	X	X	X	X	X	X	--	--
2.2	Environmental Justice/Title VI	X	--	--	X	X	X	--	--	X	--	--
2.3	Participation Plan	X	X	X	X	X	X	X	X	X	--	--
3.0	DATA COLLECTION											
3.1	Socio-Economic Data	--	--	X	X	X	--	--	--	X	--	--
3.2	Land Use Monitoring	X	X	X	X	X	X	--	X	X	X	X
3.4	Transportation Surveys, Models, and Analysis	X	X	X	X	X	X	--	X	X	--	X
3.5	System Monitoring	X	X	X	X	X	X	--	X	X	X	X
4.0	SYSTEM PLANNING											
4.1	Congestion Management	X	X	X	--	X	X	X	X	X	--	X
4.3	Intermodal Planning	X	X	X	X	X	X	--	X	X	--	X
4.5	Bike/Pedestrian	X	X	X	X	X	X	--	X	X	X	X
4.7	GIS Development and Applications	X	X	X	X	X	X	X	X	X	--	--
4.8	Highway Planning	X	X	X	X	--	--	X	X	X	X	X
4.10	Freight Planning	X	--	--	X	X	X	X	X	X	--	--
4.11	Long Range Plan	X	X	X	X	X	X	X	X	X	X	X
4.12	Transportation Improvement Program	X	X	X	X	X	X	X	X	X	--	X
4.13	Special Studies	X	X	X	X	X	X	X	X	X	--	--

G. PLANNING EMPHASIS AREAS

On April 23, 2014, the FHWA and the FTA jointly issued the FY 2015-2016 Planning Emphasis Areas (PEAs), which include transition to performance based planning and programming as per the FAST Act, cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning, and access to essential services in which the transportation planning process identifies transportation connectivity gaps and solutions to address those gaps.

Transition to Performance Based Planning and Programming

The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes. The following list provides information regarding how BATS will be addressing this area of emphasis:

- 1.1 Program Coordination – directs and coordinates the efforts of the BATS in conformance with all federal, state and local requirements, including those associated the FAST ACT.
- 1.2 Operations and Administration -- provides necessary support to all planning activities, including those implementing FAST Act.
- 1.3 Training and Professional Development -- BATS staff will actively seek out training opportunities in performance based planning and best practices.
- 1.6 Unified Planning Work Program -- defines the necessary programmatic structure and organization of activities and assigns funding to support FAST Act implementation.
- 2.1 Community Outreach/Education -- provides information to the public and works to open up a dialog with the community about existing, needed and beneficial transportation projects.
- 2.2 Environmental Justice/Title VI – provides staff the resources to ensure that groups that have been traditionally underserved by the transportation community can be identified and included in the decision-making processes of BATS.
- 2.3 Public Participation Plan -- The MPO strives to include public opinion on all projects and thus includes all of the planning factors (FAST ACT) in the planning process.
- 3.1 Socio-economic Data -- This element provides resources to maintain current data and to forecast socio-economic data for use in developing and maintaining BATS transportation models.
- 3.2 Land Use Monitoring – this element provides land use data for travel demand modeling and other transportation planning activities including.

- 3.4 Transportation Models and Analysis -- this element is to assist transportation modeling and analysis in the development of the Traffic Analysis Zones.
- 3.5 System Monitoring -- Allows BATS to maintain up-to-date information files that measure existing transportation system performance, estimate future travel demand determine the impact of transportation proposals and significant traffic generators, and maintain the validity of the BATS Metropolitan Transportation Plan.
- 3.6 Census Coordination -- provide time and funds for these and other activities undertaken in coordination of the 2010 Census, to include the County line. This task helps to maintain information regarding the baseline transportation systems, employment, education, population, congestion and travel mode which is necessary for performance based planning.
- 4.1 Congestion Management Process Update -- will collect and analyze traffic data that will inform the development of performance targets. Process will evaluate congestion mitigation strategies' success in meeting performance targets.
- 4.3 Intermodal Planning – monitor needs and issues of the intermodal transportation network.
- 4.5 Bike/Pedestrian Facility Planning -- continue to develop an inventory of existing and planned sidewalks and paths. Coordinate work with GIS in collecting location data for mapping. Share information with nonprofits that are working or planning bike and pedestrian facilities. Encourage local, non-profit, and state planning organizations to allow the BATS MPO the opportunity to review and assist with the development of pathways.
- 4.7 GIS Development and Applications – this element allows BATS to keep an accurate development map that shows all proposed projects. This map is continually updated as a source to show development trends in Glynn County.
- 4.8 Highway Planning – this element allows the BATS staff to review, refine and re-evaluate components of the adopted MTP and to work toward implementing recommendations of the plan.
- 4.10 Freight Planning -- BATS staff will continue to monitor emerging needs for improvement of freight movement within Intermodal network.
- 4.11 Long Range Plan -- New candidate projects considered for inclusion will be evaluated against identified performance measures. Illustrative projects were evaluated at the time of plan development.
- 4.12 Transportation Improvement Program -- Performance measurements will be evaluated for each transportation project and program included in the TIP during annual updates as necessary.

- 4.13 Strategic Planning Studies -- Includes targeted planning tasks for FAST Act rules compliance and performance based planning implementation.

Regional Models of Planning Cooperation

Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. Cooperation could occur through the metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means.

- 1.1 Program Coordination -- BATS actively coordinate with GDOT, FHWA, the Coastal Regional Commission of Georgia (CRC), the Glynn County Airport Commission (GCAC), the Georgia Ports Authority (GPA), the Golden Isles Chamber of Commerce (GICC), and all local governments and modal providers in the execution of the 3-c transportation planning process.
- 1.2 Operations and Administration -- provides necessary support to all planning activities, including interagency coordination
- 1.6 Unified Planning Work Program -- defines the necessary programmatic structure and organization of activities and assigns funding to support interagency coordination
- 2.1 Community Outreach / Education -- BATS staff will continue to inform, educate and solicit input to the 3-c transportation planning process through methods identified in the Public Participation Plan (PPP) and by maintaining communications with local governments, interest and advocacy groups, media contacts and interested citizens.
- 3.1 Socio-Economic Data – BATS staff will continue to work with GDOT and other state and local resource agencies in order to gain the most current and complete picture of the MPO and its trends.
- 3.5 System Monitoring -- BATS staff will continue to work with GDOT and other state and local resource agencies in order to gain the most current and complete picture of the region, the MPO and related trends.
- 4.5 Bike/Pedestrian Facility Planning – BATS will continue to develop an inventory of existing and planned bike and pedestrian facilities as well as work on incorporating regional and statewide plan into local plans.
- 4.7 GIS Development and Application – this element will enable staff to continue to work with GDOT and other state and local resource agencies in order to gain the most current and complete picture of the trends in the MPO and the region.

- 4.8 Highway Planning -- BATS staff works with GDOT, FHWA, the Glynn County Airport Commission (GCAC), the Georgia Ports Authority (GPA), the Jekyll Island Authority and other regional stakeholders to identify and plan for future highway needs.
- 4.10 Freight Planning -- Freight and economic development stakeholders participate in the BATS by serving on the Policy Committee and on the Technical Coordinating Committee. The MPO will continue to work with these stakeholders and work to identify and monitor emerging needs for improvement of freight movement within Intermodal network
- 4.11 Long Range Plan -- Ongoing maintenance of the long range plan will require close coordination with MPO members, GDOT, FHWA and interest groups.
- 4.13 Strategic Planning Studies -- Scoping discussions and funding agreements for special studies will require close coordination with GDOT, Glynn County, The City of Brunswick and other regional stakeholders.

Ladders of Opportunity

Access to Essential Services - as part of the transportation planning process, identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.

- 1.2 Operations and Administration -- provides necessary support to all planning activities, including those implementing Ladders of Opportunity
- 1.3 Training and Professional Development -- MPO staff will actively seek out training opportunities in approaches to building ladders of opportunity
- 1.6 Unified Planning Work Program -- defines the necessary programmatic structure and organization of activities and assigns funding to support ladders of opportunity
- 2.2 Environmental Justice/Title VI -- MPO staff will work on the implementation and monitoring of the Public Participation Plan, including addressing any Title VI complaints or issues.
- 3.1 Socio-Economic Data -- MPO staff will gather and use this information to identify potential transportation disadvantaged populations, essential services so that gaps in accessing these services can be identified.

- 3.4 Transportation Surveys, Models and Analysis -- This information allows BATS staff to produce a clear picture of the current transportation network so that gaps between disadvantaged populations and essential services can be identified.
- 3.5 System Monitoring -- BATS works to maintain up-to-date information files that measure existing transportation system performance, estimate future travel demand determine the impact of transportation proposals and significant traffic generators, and maintain the validity of the BATS Long Range Transportation Plan.
- 4.3 Intermodal Planning -- this effort involves information gathering and analysis of Intermodal connections and components of the transportation network. This helps to identify gaps in the transportation network and helps to identify where different modes of transportation interact.
- 4.5 Bike/Pedestrian Facility Planning -- BATS will continue to develop an inventory of existing and planned sidewalks and paths, coordinating work with GIS in collecting location data for mapping. This is done to gain the most current and complete picture of the region, the MPO and related trends.
- 4.7 GIS Development and Applications -- BATS staff will continue working with the Glynn County GIS department to identify layers that would be useful and to information that should be gathered in order to provide for a more complete transportation network evaluation.
- 4.11 Long Range Plan -- work in this area will go towards maintaining an up to date Metropolitan Transportation Plan which identifies transportation projects for short, mid, and long terms. Any projects identified to address gaps in transportation would need to be added to this plan in order to be funded.
- 4.12 Transportation Improvement Program -- Funds BATS priority projects and programs.

H. LINKAGES BETWEEN THE PLANNING EMPHASIS AREAS AND THE BATS MPO UPWP FY 2017 WORK ELEMENTS

The following table serves as a visualization tool which shows how the proposed transportation planning tasks relate to the Planning Emphasis Areas (PEAs) and underscores the strong alignment between BATS MPO planning activities and federal transportation planning priorities:

PLANNING AREAS OF INFLUENCE TO BE CONSIDERED IN THE BATS FY 2017 UPWP

TASK #	TASK DESCRIPTION	PLANNING EMPHASIS AREAS		
		FAST ACT Implementation / Transition to Performance Based Planning and Programming	Regional Models of Cooperation	Ladders of Opportunity
1.0	PROGRAM SUPPORT AND ADMINISTRATION			
1.1	Program Coordination	<u>X</u>	<u>X</u>	
1.2	Operations and Administration	<u>X</u>	<u>X</u>	<u>X</u>
1.3	Employee Training and Development	<u>X</u>	--	<u>X</u>
1.4	Equipment and Supplies	--	--	--
1.6	Unified Planning Work Program	<u>X</u>	<u>X</u>	<u>X</u>
2.0	PUBLIC INVOLVEMENT			
2.1	Community Outreach/Education	<u>X</u>	<u>X</u>	--
2.2	Environmental Justice/Title VI	<u>X</u>	--	<u>X</u>
2.3	Participation Plan	<u>X</u>	--	
3.0	DATA COLLECTION			
3.1	Socio-Economic Data	<u>X</u>	<u>X</u>	<u>X</u>
3.2	Land Use Monitoring	<u>X</u>	--	
3.4	Transportation Surveys, Models, and Analysis	<u>X</u>	--	<u>X</u>
3.5	System Monitoring	<u>X</u>	<u>X</u>	<u>X</u>
4.0	SYSTEM PLANNING			
4.1	Congestion Management	<u>X</u>	--	
4.3	Intermodal Planning	<u>X</u>	--	<u>X</u>
4.5	Bike/Pedestrian	<u>X</u>	<u>X</u>	<u>X</u>
4.7	GIS Development and Applications	<u>X</u>	<u>X</u>	<u>X</u>
4.8	Highway Planning	<u>X</u>	<u>X</u>	
4.10	Freight Planning	<u>X</u>	<u>X</u>	--
4.11	Long Range Plan	<u>X</u>	<u>X</u>	<u>X</u>
4.12	Transportation Improvement Program	<u>X</u>	<u>X</u>	<u>X</u>
4.13	Special Studies	<u>X</u>	<u>X</u>	--

Task 1: PROGRAM ADMINISTRATION

SUB-ELEMENT 1.1 PROGRAM COORDINATION

This sub-element addresses planning factors 1-11

Objective

The Metropolitan Planning Organization (MPO), which is staffed by Glynn County, is responsible for the direction and coordination of Brunswick Area Transportation Study in conformance with all federal, state, and local requirements. Program coordination involves all of the previously stated planning factors because it includes all the planning activities in the work program.

Previous Work

This is a continuing activity. In FY2016, BATS MPO staff:

1. Wrote and filed quarterly reports with the Georgia Department of Transportation (GDOT);
2. Coordinated activities between the City of Brunswick, Glynn County, GDOT, GPA and other regional stakeholders.
3. Coordinated time spent on BATS projects within Glynn County departments;
4. Prepared and submitted reimbursement requests that were submitted to GDOT;
5. Maintained the MPO website, advertised meetings, sent regular emails to stakeholders regarding upcoming meetings and data;
6. Maintained contact with stakeholders throughout the planning year;
7. Coordinated the presenting of updates for the MTP and the Bike/Multipurpose Trail projects in order to keep BATS members up to date on the progress these plans.

Project Description

1. Perform requested special studies and services related to the BATS program, as resources allow. Funds may be used from this element to employ an intern to assist with special studies;
2. Staff will inform and educate the public through the news media concerning the BATS planning process and its products. This element also allows for participating in and providing information for planning activities in the region conducted by others.
3. Staff will maintain proper records as required under reimbursement program contracts, and preparation of budgets, financial records, reimbursement requests and an annual performance report.
4. Coordination of Study activities, requests for information, etc.
5. Provide the necessary consultation, analysis and staff support to conduct the federally mandated metropolitan transportation planning process, and to coordinate the

transportation planning process and products with the efforts of other MPOs, the City of Brunswick, Georgia Department of Transportation, Georgia Ports Authority, Coastal Regional Commission and other stakeholders.

Product

Quarterly reports, reimbursement requests, annual reports, meeting minutes, staff reports, study files and records, emails, and all educational materials.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Target Start and End Dates

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$12,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$3,000.00	Local 5303 (10%)	\$0
PL Subtotal	\$15,000.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$15,000.00

SUB-ELEMENT 1.2 OPERATIONS AND ADMINISTRATION OF THE BRUNSWICK AREA TRANSPORTATION STUDY (BATS)

This sub-element addresses planning factors 1-11

Objective

Establish a setting for effective decision-making by managing the BATS MPO work program, maintain study records, document meetings and undertake general administrative activities.

Previous Work

This is an ongoing task performed by BATS staff which involved providing staff support for and hosting all BATS meetings. This involved the preparation and distribution of meeting minutes and agenda packets, reservation of meeting rooms.

Project Description

Provide staff support and host all MPO meetings and provide the necessary administrative support to ensure their efficient functioning. Time and funds are included in this element to insure that activities associated with the planning process are carried out in an efficient and cost-effective manner. Resources area also provided to guide the overall transportation planning process.

Products

Specific products from this work element include, but are not limited to:

1. BATS MPO committee meeting minutes, agendas, presentations, staff reports and any other information required for the meetings;
2. Minutes for other committees as resources permit;
3. Handouts and mail-outs;
4. Correspondence as required;
5. Support for special committees as resources permit;
6. Record keeping, agendas, staff reports, meeting scheduling, etc.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Target Start and End Dates

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$8,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$2,000.00	Local 5303 (10%)	\$0
PL Subtotal	\$10,000.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$10,000.00

SUB-ELEMENT 1.3 TRAINING/EMPLOYEE EDUCATION

This sub-element addresses planning factors 1-11

Objective

This element allows staff to attend classes and conferences throughout the year, remaining current on the latest transportation planning theory as well as gain skills that will help the MPO function more efficiently. Through this professional training staff can better serve the needs of the MPO and the community.

Continuing education also helps staff address all eleven planning factors during the years work. Registration and other course expenses are covered by this element. Prior approval from Georgia Department of Transportation will be obtained for any class/conference that MPO staff wishes to attend.

Previous Work

Staff education is an ongoing BATS planning activity. During FY16, MPO personnel participated in web-based educational opportunities to gain skills to enhance the MPO function; and attended educational opportunities provided by FHWA and GDOT. Staff participated in a portion of the “Location Advantage” online course provided by ESRI.

Project Description

In FY 2017, BATS MPO staff will seek out and participate in educational opportunities through transportation organizations such as the Transportation Research Board (TRB), the Institute of Transportation Engineers (ITE), the Association of Metropolitan Planning Organizations (AMPO), the Georgia Association of Metropolitan Planning Associations (GAMPO), the American Planning Association (APA), the local American Society of Civil Engineers (ASCE) Chapter, the Georgia Planning Association (GPA) as well as other eligible meetings and events customarily attended by other Georgia and United States MPOs. Staff will also look for and host online training that could help BATS members and staff.

Conferences such as:

- the Georgia Chapter of APA conference in Augusta, GA in September 2016;
- The TRB's:
 - *Considerations for Airport Capacity Projects* webinar on July 7, 2016;
 - *Unmanned Aircraft Systems at Airports* webinar on July 13, 2016;
 - *Geotechnical Frontiers 2017 Conference* in Orlando on March 12-15, 2017;
- ITE's: *Introduction to Integrated Corridor Management* online on July 12, 2016;

As well as other conferences, webinars and work sessions that have yet to be scheduled and or posted.

This is a continuing annual activity which includes both staff time and travel expenses to participate in the aforementioned activities. Upon deciding that MPO personnel should attend a class or conference, staff shall submit a written request to GDOT describing the class/conference and providing an estimate of anticipated associated expenditures (travel, lodging, meals). GDOT will then review the request and respond in writing.

Products

Travel documentation and trip reports, training materials, etc.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$1,500.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$375.00	Local 5303 (10%)	\$0
PL Subtotal	\$1,875.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$1,875.00

SUB-ELEMENT 1.4 EQUIPMENT AND SUPPLIES

This sub-element addresses planning factors 1-11

Objective

To purchase and maintain specialized computer hardware, software and other office supplies to support the transportation planning functions of the MPO.

Previous work

BATS staff provided meeting agenda packets and physical copies of proposed plans to MPO members and citizens; placed ads in the Brunswick News in order to fulfill the requirements outlined in the PPP for public review periods; and renewed the ARC GIS license updates and purchased extensions to support transportation planning.

Project Description

This element includes computer subscription services, digital data needs, ad space in local publications and miscellaneous office supply expenses. BATS MPO staff will contact GDOT before any major computer or software purchases. The equipment and supplies allow planning staff to support the economic vitality of the metropolitan area by keeping productivity high and allowing staff to become more efficient. Computer programs allow staff to create visual display of transportation problems and opportunities.

It allows staff to store and calculate a large amount of information about the roads, bike trails, recreation trails and other infrastructure. With the ability to analyze all forms of transportation, staff can work to increase the accessibility and mobility of people and for freight. The programs and equipment also allow staff to identify areas in which projects can protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.

Upon deciding that a new item is needed, planning staff shall submit a written request to GDOT describing the desired equipment and explaining why it is needed. GDOT will then review the request and respond in writing.

Products

Maintenance of computer software and hardware for transportation planning activities, technical manuals and purchase records.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$4,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$1,000.00	Local 5303 (10%)	\$0
PL Subtotal	\$5,000.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$5,000.00

SUB-ELEMENT 1.6 UNIFIED PLANNING WORK PROGRAM (UPWP)

This sub-element addresses planning factors 1-11

Objective

To effectively address all MPO core functions by preparing the Unified Planning Work Program FY 2018.

Previous Work

This is an annual activity. The FY2016 was updated per GDOT and FHWA request. The FY2017 was prepared in FY2016.

Project Description

The UPWP document includes short descriptions of task elements, work products, responsible participants, and an identification of funding sources. The proposed UPWP undergoes review by the relevant committees that comprise the transportation planning process, resulting in its adoption by the BATS Policy Committee. The result is a contract between Glynn County and GDOT for the accomplishment of those transportation work elements included in the adopted UPWP for the upcoming fiscal year.

Product

FY 2018 Unified Planning Work Program

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
			X	X	X	X	X	X	X	X	

Cost Estimates/Funding Source

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$2,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$500.00	Local 5303 (10%)	\$0
PL Subtotal	\$2,500.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$2,500.00

Task 2: PUBLIC INVOLVEMENT

SUB-ELEMENT 2.1 COMMUNITY OUTREACH AND EDUCATION

This sub-element addresses planning factors 1-9

Objective

To involve the public in all of the MPO core functions continue to facilitate the two-way exchange of information between BATS MPO and the general public on transportation matters as outlined in the adopted BATS MPO Public Participation Plan (PPP). Maintain the BATS MPO website. Make available transportation planning data and information for the general public; provide data and analysis on request to local government agencies; meet with community groups and individuals on request; prepare newsletters, flyers and newspaper inserts for free distribution and web posting.

Previous Work

This is an ongoing annual activity. In FY 2016, BATS MPO staff hosted or participated in public outreach meetings for the MTP, the TIP, and the PPP in addition to staffing the BATS committee meetings. BATS MPO staff developed an internal policy document, separate from the PPP outlining ways in which MPO staff can increase the MPOs visibility and interaction with the public. The MPO website is continually updated to provide the most current planning documents and meeting materials.

Project Description

Provide the interface between the metropolitan transportation planning process and the local community as stated in the BATS PPP. Conduct any periodic assessments of the BATS MPO Public Participation Process as prescribed by the PPP. Provide transportation-related data and analyses at the request of local government agencies, developers and the general public. Meet with community groups and individuals as well as the media to provide information on the current BATS MPO planning program, identified transportation deficiencies and specific project details and to discuss community issues and concerns related to transportation. Participate in public information meetings on transportation projects.

Continue to maintain and update the MPO website with the latest planning documents and meeting materials. Develop informational and educational materials, such as brochures, newsletters, flyers, and media kits, etc. as needed. Promote and work to enhance public understanding of the MPO and its purpose.

Product

Up to date BATS MPO Website. Public informational and educational documents and other materials. Project files, documents and presentation materials.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$8,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$2,000.00	Local 5303 (10%)	\$0
PL Subtotal	\$10,000.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$10,000.00

SUB-ELEMENT 2.2 ENVIRONMENTAL JUSTICE/TITLE VI

This sub-element addresses planning factors 1-11

Objective

Environmental Justice is an integral aspect of all interactions between the BATS MPO and the public. In the interest of involving the public in all of the MPO core functions this task will include work efforts which help ensure the full and fair participation by all potentially affected communities in the transportation decision-making process and prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

This task involves supporting the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency; increasing the accessibility and mobility of people and for freight; Protecting and enhancing the environment, promoting energy conservation, improving the quality of life, and promoting consistency between transportation improvements and State and local planned growth and economic development patterns. Environmental justice projects also work to enhance integration and connectivity of the transportation system, across and between modes, for people and freight

Previous Work

This is an on-going BATS Unified Planning Work Program activity. Specific efforts have included posting notices on the BATS website, and at public facilities as well as making physical copies of planning documents available for public review at City and County administration buildings, and public libraries.

Project Description

BATS MPO staff will identify and involve traditionally underserved communities in the BATS MPO Metropolitan Planning Area (MPA) in the transportation planning process as identified in the PPP, through the use of analytical techniques and public involvement. This includes using Geographic Information Systems (GIS) mapping to locate these populations within the urbanized area. Identify potential transportation barriers and gaps to essential services. Assess the benefits and burdens of existing and planned transportation system investments on these identified target populations. MPO staff will continue to evaluate the MTP, the TIP and other programs and plans for EJ compliance, and continue to pursue partnerships with service and non-profit groups that could assist the MPO to engage minority ad low income persons.

Product

Meeting agendas and minutes, GIS analysis. Periodic updates to the Title VI process and other documents required by Title VI.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$4,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$1,000.00	Local 5303 (10%)	\$0
PL Subtotal	\$5,000.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$5,000.00

SUB-ELEMENT 2.3 PUBLIC PARTICIPATION PLAN

This sub-element addresses planning factors 1-11

Objective

To keep the BATS MPO PPP up to date with regards to state and federal regulations as well as committee member information.

Previous Work

This is an on-going element in the BATS Unified Planning Work Program. The PPP was updated in FY 2016.

Project Description

The updated BATS MPO PPP was adopted on August 10, 2015 and updated on October 22, 2015 to reflect requested GDOT and FTA changes. Will continue to maintain and update a Transportation Stakeholders listing as specified in the updated PPP.

Product

Any necessary changes to the PPP document, resolutions and public notices.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$3,500.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$875.00	Local 5303 (10%)	\$0
PL Subtotal	\$4,375.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$4,375.00

Task 3: DATA COLLECTION

SUB-ELEMENT 3.1 SOCIO-ECONOMIC DATA

This sub-element addresses planning factors 3, 4, 5, and 9

Objective

To maintain current data and to forecast socio-economic data for use in developing and maintaining BATS transportation models. One of the primary inputs into the planning process is the projection of future demand for transportation service. The maintenance of socio-economic data is critical to the transportation modeling process.

Previous Work

The maintenance of land use and socio-economic data is an ongoing BATS activity. It is accomplished through the continual updating of TAZ estimates for the BATS study area as information becomes available. Community Development and GIS staff maintain data on the base-year (2010), and projected year (2040) socio-economic data. RS&H, who were contracted in 2014 to perform the MTP update ensured this data was updated and accurate for the BATS 2040 MTP.

Project Description

Collect and develop data as it becomes available, including housing starts, employment trends, and school locations. Maintain the TAZ and data files, enabling the MPO to have timely and accurate data for transportation studies. The data derived from these files can facilitate analyses for a multitude of transportation and transit-related studies. Additional support for the U.S. Census Bureau as it gathers information is also essential and will be funded by this element. The socio-economic database will be used as input into the transportation management information systems including the GIS and modeling efforts. Due to limited staff, consultant services may be utilized to carry out work in this element.

Product

Base year and horizon year socio-economic data in a format appropriate to support the development of BATS transportation studies.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	X	X	X	X	X	X	X	X	X	X	

COST ESTIMATES/FUNDING SOURCE

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$500.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$125.00	Local 5303 (10%)	\$0
PL Subtotal	\$625.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$625.00

SUB-ELEMENT 3.2 LAND USE MONITORING

This sub-element addresses planning factors 1-6 and 8-10

Objective

To address MPO core functions related to evaluating alternatives, the MTP and the TIP by coordinating the land use planning activities of the MPC with the comprehensive transportation planning activities of the MPO. This sub-element is intended to provide the Glynn County with feedback on the transportation impacts of development proposals, and ensure that the land use decisions of the Glynn County Board of Commissioners are fully integrated into the MPO's transportation plans and programs by analyzing the travel demand impacts of major development proposals in order to document transportation needs, identify appropriate mitigation, facilitate developer participation in the costs of improvements and maintain the functional integrity of the surface transportation network.

Previous Work

This is an ongoing activity for the BATS MPO staff. Coordinated meetings to examine existing map data for use in the development of the MTP and TAZs. Throughout the year, BATS MPO staff reviews development proposals for Glynn County. In FY 2016 the BATS MPO staff assisted with review of site plans in conjunction with the development review process coordinated by the Glynn County Community Development Department.

Project Description

Conduct analysis of land uses near transportation facilities and systems. Provide Glynn County with feedback on the transportation and land use impacts of development proposals. Evaluate the land use decisions of the Glynn County Board of Commissioners to against the MPO's transportation plans and programs by analyzing the travel demand impacts of major development proposals in order to document transportation needs, identify appropriate mitigation. Facilitate developer participation in the costs of improvements and maintain the functional integrity of the surface transportation network.

Product

A current, and regularly updated land use map. An up to date future land use map. Traffic studies, review comments based on the number of development plans taking place in the region.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimates/Funding Source

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$2,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$500.00	Local 5303 (10%)	\$0
PL Subtotal	\$2,500.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$2,500.00

SUB-ELEMENT 3.4 TRANSPORTATION MODELS AND ANALYSIS

This sub-element addresses planning factors 1-6, 8, 9 and 11

Objective

To assist transportation modeling and analysis in the development of the Traffic Analysis Zones.

Previous Work

Maintained socio-economic data to account for changes in population trends. Models were run by consultants to show traffic trends that were used for the development of the BATS 2040 MTP.

Project Description

Transportation model information will be updated as information becomes available. Models will be used and analysis performed as needed during the development of transportation plans.

Products

Maintenance of the Traffic Analysis Zone map, and creation/update of Traffic Modeling Map as needed.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	X	X	X	X	X	X	X	X	X	X	

Cost Estimates/Funding Source

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$1,500.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$375.00	Local 5303 (10%)	\$0
PL Subtotal	\$1,875.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$1,875.00

SUB-ELEMENT 3.5 SYSTEM MONITORING

This sub-element addresses planning factors 1-6 and 8-11

Objective

To maintain up-to-date information files that measure existing transportation system performance, estimate future travel demand determine the impact of transportation proposals and significant traffic generators, and maintain the validity of the BATS Long Range Transportation Plan.

Previous Work

Continued maintenance of spatially referenced GIS road network data. Incorporation of Average Daily Traffic data into the GIS road data. This information was used in the development of the BATS 2040 MTP, the Bike/Multipurpose Trail Plan that is scheduled for completion in FY2016 and other local road construction projects.

Project Description

Glynn County’s GIS staff incorporates Average Daily Traffic data into the GIS road data for the Glynn County, BATS MPO, and consultants to use during the evaluation of developments and transportation planning. Spatially referenced data will be readily available to assist in the development of the TIP, Glynn County Comprehensive Plan, modeling, local planning decisions and development review.

Products

Transportation reference data for use in transportation planning. Average Daily Traffic Counts for the road network in Glynn County.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	X	X	X	X	X	X	X	X	X	X	

Cost Estimates/Funding Source

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$1,500.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$375.00	Local 5303 (10%)	\$0
PL Subtotal	\$1,875.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$1,875.00

Task 4: SYSTEM PLANNING

SUB-ELEMENT 4.1 CONGESTION MANAGEMENT

This sub-element addresses planning factors 1-3, 5-9 and 11

Objective

To monitor the transportation network and identify roadways, intersections and other network issues that need to be addressed.

Previous Work

Congested intersections have been identified and evaluated for improvements. Small scale intersection improvements have been made to several intersections in the county in order to address the issues.

Project Description

The BATS committee members, citizens, GDOT, and FHWA staff suggest effective programs and tools to be used by the MPO for data collection and management, performance monitoring, traffic demand reduction, and traffic operation improvements. There are several intersections in the MPO that are constrained due to recent growth trends. These intersections should be studied to determine improvements that would reduce congestion and improve traffic movement.

Product

Recommendations for ongoing studies suggesting improvements to manage congestion. A list of congested areas in the transportation network that should be evaluated for improvements.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	X	X	X	X	X	X	X	X	X	X	

Cost Estimates/Funding Source

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$3,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$750.00	Local 5303 (10%)	\$0
PL Subtotal	\$3,750.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$3,750.00

SUB-ELEMENT 4.3 INTERMODAL (PORT, AIR, RAIL)

This sub-element addresses planning factors 1-6, 8, 9, and 11

Objectives

To provide information gathering and analysis of Intermodal connections and components of the transportation network.

Previous Work

BATS MPO staff participated in the self-evaluation of the MPOs intermodal planning activities.

Project Description

Within this sub-element the MPO staff maintains and monitors the needs and issues of the intermodal transportation network.

Product

A list of identified needs and issues of the intermodal transportation network. Potential intermodal projects for the MPO to develop.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	X	X	X	X	X	X	X	X	X	X	

Cost Estimate/Proposed Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$500.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$125.00	Local 5303 (10%)	\$0
PL Subtotal	\$625.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$625.00

SUB-ELEMENT 4.5 BIKE/PEDESTRIAN FACILITY PLANNING

This sub-element addresses planning factors 1-3, 5-9 and 11

Objectives

This activity helps to address MPO core functions related to evaluating alternatives, the MTP and the TIP by obtaining information on current levels of observed bicycle and pedestrian demand for use in short range and long range planning activities, such as needs analysis, prioritization, and performance measurement.

This work element may include associated involvement in the Georgia DOT Statewide Bicycle Plan, the Coastal Georgia Greenway plan, and/or other bike/pedestrian facility planning efforts. This work element may also involve the development of facility plans by consultant.

Previous Work

Worked with local developments during the planning process to identify bike and pedestrian routes to coordinate with the development of public facilities. Implemented transportation enhancement (TE) grant projects, such as the Kings Way Sidewalk project, to enhance and expand pedestrian facilities. Hired a consultant to perform a Bike/Multipurpose Trail Study.

Project Description

This sub-element involves the development of an inventory of existing and planned sidewalks and paths. The coordination of work between consultants and Glynn County's GIS department in collecting location data for mapping. Share information with nonprofits that are working or planning bike and pedestrian facilities. Encourage local, non-profit, and state planning organizations to allow the BATS MPO the opportunity to review and assist with the development of pathways. Continue to expand pedestrian facilities with TE grants.

Product

Maintenance and continued development of an inventory of existing and proposed bike and pedestrian facilities. Continuance of committee work for construction and maintenance of pathways to be included in the MTP update.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	X	X	X	X	X	X	X	X	X	X	

Cost Estimate/Proposed Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$3,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$750.00	Local 5303 (10%)	\$0
PL Subtotal	\$3,750.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$3,750.00

SUB-ELEMENT 4.7 GEOGRAPHIC INFORMATION SYSTEMS (GIS) DEVELOPMENT AND APPLICATION

This sub-element addresses planning factors 1- 11

Objective

To provide time and funds for mapping activities that would further the planning factors or the planning emphasis areas discussed in the introduction of this document.

Previous Work

This is an ongoing task. The BATS MPO staff coordinates with Glynn County’s GIS department to keep an accurate development map that shows all proposed commercial and residential projects. This map is continually updated and is used to show development trends in the County.

Project Description

The BATS MPO staff coordinates with Glynn County’s GIS department to keep an accurate development map that shows all proposed commercial and residential projects. This map is continually updated and is used to show development trends in the County.

Products

GIS data concerning commercial and residential development within Glynn County. Maps showing development trends within Glynn County.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
x	x	X	X	x	x	x	X	X	X	X	X

Cost Estimates/Funding Source

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$3,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$750.00	Local 5303 (10%)	\$0
PL Subtotal	\$3,750.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$3,750.00

SUB-ELEMENT 4.8 HIGHWAY PLANNING

This sub-element addresses planning factors 1-4, and 7-11

Objectives

To review, refine and re-evaluate components of the adopted MTP and to work toward implementing recommendations of the plan.

Previous Work

1. Committees and staff reviewed future highway projects to coordinate planning activities, engineering, and environment studies. Requested direct input from local planning agencies, local city and state engineering agencies to ensure coordination between the agencies to facilitate better planning and phasing in of construction projects;
2. Responded to information requests from GDOT and citizens regarding a number of concept and design phase projects and attended concept meetings and Public Information Meetings;

Project Description

This sub-element involves the identification of potential enhancement projects. Provides local planning support to GDOT and other design staff developing transportation projects, as requested. This includes information requests for concept reports, etc., and attendance at design meetings and the monitoring of emerging needs for potential projects.

Product

A list of potential enhancement projects that could work toward enhancing transportation and reducing congestion. Transportation projects, as requested.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimate/Proposed Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$3,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$750.00	Local 5303 (10%)	\$0
PL Subtotal	\$3,750.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$3,750.00

SUB-ELEMENT 4.10 FREIGHT PLANNING

This sub-element addresses planning factors 1, and 4-9

Objectives

The efficient movement of freight within and through a region is critically important to industry, retail, agriculture, international trade, and terminal operators. Metropolitan areas (especially ports) with their air cargo airports, intermodal freight yards, large trucking terminals, and shipyards are especially affected by freight movement issues.

Previous Work

Worked closely with the Glynn Economic Development Authority, Port of Brunswick, and Brunswick Golden Isles and St. Simon McKinnon Airports to ensure the coordination between land use activities and transportation.

Project Description

Continue to monitor emerging needs for improvement of freight movement within Intermodal network. A continuation to integrate freight development into long-range plans that address urban goods movement, local congestion, environmental impacts, and safety and security concerns. The updated MTP will have a component dedicated to Freight Planning.

Products

A list of needs for the improvement of freight movement within the intermodal network.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

Cost Estimate/Proposed Funding Sources

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$500.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$125.00	Local 5303 (10%)	\$0
PL Subtotal	\$5,000.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$625.00

SUB-ELEMENT 4.11 LONG RANGE PLAN

This sub-element addresses planning factors 1- 11

Objective

This task addresses the MPO core function of preparing and maintaining the MTP. Maintain and revise the BATS MPO 2040 as needed. Continue to work on supporting plans and studies.

The BATS MPO conducts long-range transportation planning for the City of Brunswick and Glynn County and coordinates these efforts with other jurisdictions and agencies. A major component of any metropolitan area is its regional transportation system, which has a basic purpose of providing the means to accommodate local area travel demand. At the same time, this system must provide for logical development within the region, satisfy requirements for the safe and efficient movement of people and goods, and be accomplished with the most cost effective use of available resources.

Long-range strategies must emphasize the transportation system's effects within the area's physical, demographic, social, and economic environment. Most of the BATS work is aimed at providing analyses and maintenance of the MPO's adopted MTP, and addressing the condition and future needs of arterials and major streets through Corridor Planning.

Previous Work

In FY 2015, the BATS MPO contracted with a consultant to develop the 2040 MTP. In FY 2016, the BATS 2040 MTP was adopted.

Project Description

Federal planning regulations require that MPO Metropolitan Transportation Plans be updated at least every five years, and that a twenty year planning horizon be maintained. Assist in evaluating alternate transportation projects proposed by the transportation committees, local officials and citizens, or GDOT officials.

Undertake work necessary to refine and incorporate the recommendations of special traffic studies into the 2040 MTP.

Prepare periodic updates to the 2040 MTP project listings, financial plan and project cost estimates to assure the continued validity of the financial forecast and financial constraint analysis.

Products

Amended 2040 MTP addressing the new FAST ACT legislation requirements. Prioritized project listings, cost estimates and financial plan, traffic assignment loaded networks, plots and listings. Project cost estimates and specifications.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities
GDOT	Requests to change project priorities

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

COST ESTIMATES/FUNDING SOURCE

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$4,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$1,000.00	Local 5303 (10%)	\$0
PL Subtotal	\$5,000.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$5,000.00

SUB-ELEMENT 4.12 TRANSPORTATION IMPROVEMENT PROGRAM

This sub-element addresses planning factors 1-9 and 11

Objective

This task addresses the MPO core function of preparing and maintaining the TIP by developing the annual Transportation Improvement Program (TIP) update including the projects which are prioritized by the BATS MPO in the 2040 MTP for short term implementation.

Previous Work

The current FY 2015-2018 TIP was adopted in the August 2014 and modified and amended throughout FY 2016 as needed. This is an ongoing annual activity.

Project Description

MPO staff will develop the TIP and its annual element by programming those projects which were prioritized by the MPO for implementation in the BATS 2040 MTP. Maintain the TIP throughout the year, modify the program and update it as necessary to incorporate priority projects, to reflect changes in project cost, scope and schedule. Continue to update and refine project databases, and pursue improved methods of disseminating project information to constituents and the public.

GDOT will assist in the preparation of the annual update of the TIP.

Other local agencies will assist in identifying projects and in developing information to support expenditures programmed in the TIP.

Product

Multiple copies of the published TIP, presentation materials and illustrations. TIP amendments as needed.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities
GDOT	Oversight and Review
FHWA	Oversight and Review

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
						X	X	X	X	X	X

COST ESTIMATES/FUNDING SOURCE

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$5,000.00	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$1,250.00	Local 5303 (10%)	\$0
PL Subtotal	\$6,250.00	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$6,250.00

SUB-ELEMENT 4.13 SPECIAL TRANSPORTATION STUDIES

This sub-element addresses planning factors 1-9

Objective

To provide the MPO with the capability to develop planning studies to meet identified needs in the TIP or in response to locally identified transportation problems. The MPO will also respond to requests from other agencies or the general public and address planning needs not otherwise covered in the UPWP.

Previous Work

The development of the St. Simons Island Traffic Study, a draft of which was presented in October of 2015.

Project Description

Use professional services to develop planning studies to meet identified needs in the TIP or in response to locally identified transportation problems.

Product

Studies on intersections, corridors, or locally identified transportation problems as needed.

Transportation Planning Related Activities of Other Agencies	
Organization	Activities
Consultants	Identified special transportation studies

Schedule of Activities

2016						2017					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

COST ESTIMATES/FUNDING SOURCE

FUNDING SOURCE	AMOUNT	FUNDING SOURCE	AMOUNT
FHWA PL (80%)	\$20,784.56	FTA Sect. 5303 (80%)	\$0
		GDOT 5303 (10%)	\$0
LOCAL PL (20%)	\$5,196.14	Local 5303 (10%)	\$0
PL Subtotal	\$25,980.70	Sect 5303 Subtotal	\$0
Total funds (available for local costs)			\$25,980.70

Task 5: SUMMARY BUDGET TABLE

Table 5.1 SUMMARY BUDGET TABLE

Work Element Number & Title	FHWA PL	GDOT Match	Local Match	Total PL
1. Administration				
1.1 Program Coordination	\$12,000.00	\$0.00	\$3,000.00	\$15,000.00
1.2 Operations/Administration	\$8,000.00	\$0.00	\$2,000.00	\$10,000.00
1.3 Staff Education	\$1,500.00	\$0.00	\$375.00	\$1,875.00
1.4 Equipment and Supplies	\$4,000.00	\$0.00	\$1,000.00	\$5,000.00
1.6 UPWP	\$2,000.00	\$0.00	\$500.00	\$2,500.00
2. Public Involvement				
2.1 Community Outreach	\$8,000.00	\$0.00	\$2,000.00	\$10,000.00
2.2 Environmental Justice	\$4,000.00	\$0.00	\$1,000.00	\$5,000.00
2.3 Participation Plan	\$3,500.00	\$0.00	\$875.00	\$4,375.00
3. Data Collection				
3.1 Socioeconomic Data	\$500.00	\$0.00	\$125.00	\$625.00
3.2 Land Use Monitoring	\$2,000.00	\$0.00	\$500.00	\$2,500.00
3.4 Trans. Models, and Analysis	\$1,500.00	\$0.00	\$375.00	\$1,875.00
3.5 System Monitoring	\$1,500.00	\$0.00	\$375.00	\$1,875.00
4. System Planning				
4.1 Congestion Management	\$3,000.00	\$0.00	\$750.00	\$3,750.00
4.3 Intermodal (port, air, rail)	\$500.00	\$0.00	\$125.00	\$625.00
4.5 Pedestrian/Bike Plan	\$3,000.00	\$0.00	\$750.00	\$3,750.00
4.7 GIS Dev. & Applications	\$3,000.00	\$0.00	\$750.00	\$3,750.00
4.8 Highway Planning	\$3,000.00	\$0.00	\$750.00	\$3,750.00
4.10 Freight Planning	\$500.00	\$0.00	\$125.00	\$625.00
4.11 Long Range Planning	\$4,000.00	\$0.00	\$1,000.00	\$5,000.00
4.12 Trans. Improvement Plan	\$5,000.00	\$0.00	\$1,250.00	\$6,250.00
4.13 Special Trans. Studies	\$20,784.56	\$0.00	\$5,196.14	\$25,980.70
Subtotals	\$91,284.56	\$0.00	\$22,821.14	\$114,105.70
Fund Totals	\$114,105.70			

Appendix:

UPWP FY17 TIMELINE

MPO CERTIFICATION OF METROPOLITAN PLANNING PROCESS

BRUNSWICK AREA TRANSPORTATION STUDY ORGANIZATIONAL MANUAL AND BY-LAWS



FY2017 Timeline

2016

July

- FY16 Final Report and Invoice written and submitted to GDOT
- Close out FL FY16 Grant
- Submit annual performance report to GDOT
- Write BATS Title VI Compliance Document

August



- Amend TIP (if needed)
- Update BATS 2040 MTP (if needed)
- Host BATS Joint Committee Meeting
- Update / Amend UPWP17 (if needed)

September

- Draft minutes from previous meeting and prepare for the October BATS meeting

October



- Amend TIP (if needed)
- Update BATS 2040 MTP (if needed)
- Host BATS Joint Committee Meeting
- Update / Amend UPWP17 (if needed)
- BATS Quarter 1 Quarterly Report and Invoice due



This icon denotes a BATS meeting

November

- Begin work on the UPWP FY18
- Draft minutes from previous meeting and prepare for the October BATS meeting

December



- Amend TIP (if needed)
- Update BATS 2040 MTP (if needed)
- Update / Amend UPWP17 (if needed)
- Host BATS Joint Committee Meeting
- Prepare Draft UPWP18 for FHWA and GDOT review

January

- BATS Quarter 2 Quarterly Report and Invoice due
- Draft minutes from previous meeting and prepare for the October BATS meeting

February



- Amend TIP (if needed)
- Update BATS 2040 MTP (if needed)
- Update / Amend UPWP17 (if needed)
- Draft UPWP FY18
- Begin Developing the TIP (for the next 4 fiscal years)

March

- Draft minutes from previous meeting and prepare for the October BATS meeting
- GDOT Distributes draft TIPs to FHWA

April



- Adopt Final UPWP FY18
- Adopt Draft TIP (for the next 4 fiscal years)
- Amend Current TIP as needed
- Host BATS Joint Committee Meeting

May

- Draft minutes from previous meeting and prepare for the October BATS meeting
- BATS Quarter 3 Quarterly Report and Invoice due

June

- Amend TIP (if needed)
- Update BATS 2040 MTP (if needed)
- Update / Amend UPWP17 (if needed)
- Adopt TIP
- Submit Final TIP to FHWA and GDOT



2017

Keith Golden, P.E., Commissioner



GEORGIA DEPARTMENT OF TRANSPORTATION

One Georgia Center, 600 West Peachtree Street, NW
Atlanta, Georgia 30308
Telephone: (404) 631-1000

July 2, 2014

David Hainley, Director
Glynn County Community Development
1725 Reynolds Street
Suite 200
Brunswick, Georgia 31520

Dear Mr. Hainley:

Subject: Certification of Metropolitan Planning Process

Enclosed is a signed copy of the joint self-certification statement required by §450.334(a) of the Metropolitan Planning Regulations. The statement certifies to the FHWA and FTA that the MPO's planning process is meeting all applicable federal requirements.

The Department has reviewed the statements and concurs in self-certifying the planning process. We will forward a copy of the Certification Statement to the FHWA and FTA.

If you have any questions, please feel free to call Mr. Matthew Fowler, Assistant Planning Administrator, at 404-631-1777.

Sincerely,

A handwritten signature in blue ink that reads "Matthew Fowler".

for Cynthia L. VanDyke
State Transportation Planning Administrator

CLV:MF

Enclosure

CERTIFICATION OF THE BRUNSWICK AREA TRANSPORTATION STUDY

Be it known to all, the below signees do hereby endorse and certify the Metropolitan Planning Process for the Brunswick Area Transportation Study (BATS), and further certify that the Metropolitan Planning Process is being conducted in accordance with all applicable requirements of:

I. 23 U.S.C. 134, 49 U.S.C. 5305, and this subpart

- Agreements are in place to address responsibilities of each MPO for its share of the overall Metropolitan Planning Area (MPA), where multiple Metropolitan Planning Organizations share geographic portions of a Transportation Management Area (TMA).
- All major modes of transportation are members of the MPO
- Any changes to the MPA boundaries were reflected in the Policy Board representation.
- Agreements or memorandums are signed and in place for identification of planning responsibilities among the MPO, GDOT, public transit operator(s), air quality agency(ies), or other agencies involved in the planning process.
- Roles and responsibilities are defined for the development of the Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and other related planning documents.

UPWP

- The UPWP documents in detail the activities to be performed with Title 23 and the Federal Transit Act.
- The UPWP activities are developed, selected and prioritized with input from the State and public transit agency(ies).
- The UPWP provides funding for the professional development of MPO staff.
- The final UPWP is submitted in a timely manner to GDOT with authorization occurring by before the MPO's fiscal year begins.
- Amendments to the UPWP are developed and processed in accordance with procedures outlined in the MPO's Participation Plan.
- Planning activities and status reports are submitted quarterly by the MPO to GDOT.

LRTP

- The LRTP incorporates a minimum 20-year planning horizon.
- The LRTP identifies both long-range and short-range strategies and actions leading to the development of an intermodal transportation system.
- The LRTP is fiscally constrained.
- The development of the LRTP and the TIP are coordinated with other providers of transportation (e.g. regional airports, maritime port operators)
- All of the Moving Ahead for Progress in the 21st Century Act (MAP-21) planning factors were considered in the planning process.

- The LRTP includes a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities in consultation with federal, state and tribal land management and regulatory agencies.
- The Congestion Management Process (CMP) was developed as part of the LRTP in TMA's.
- The MPO approves the LRTP in a timely manner without entering into a planning lapse.
- Amendments to the LRTP/STIP/TIP follow the approved Amendment Process.
- The MPO approves LRTP amendments in accordance with procedures outlined in the MPO's Participation Plan.
- The transit authority's planning process is coordinated with the MPO's planning process.
- In non-attainment and maintenance areas the MPO, as well as FHWA and FTA, must make a conformity determination on any updated or amended LRTP in accordance with 40 CFR Part 93.

TIP

- The TIP is updated at least every 4 years, on a schedule compatible with STIP development.
- Each project included in the TIP is consistent with the LRTP.
- The MPO, GDOT and the transit operator collaborate on the development of the TIP.
- The TIP contains all projects to be funded under Title 23 U.S.C. and Title 49 U.S.C. Chapter 53.
- The TIP is financially constrained by year and revenue estimates reflect reasonable assumptions.
- The MPO TIP is included in the STIP by reference, without modification.
- Amendments to the LRTP/STIP/TIP follow the approved Amendment Process.
- In non-attainment and maintenance areas, the MPO as well as the FHWA and FTA must make a conformity determination on any updated or amended TIP in accordance with 40 CFR Part 93.

Participation Plan

- A 45-day comment period was provided before the Participation Plan process was adopted/revised.
- Transportation plans, programs and projects provide timely information about transportation issues and processes to citizens and others who may be affected.
- Opportunities are provided for participation for local, State, and federal environmental resource and permit agencies where appropriate.
- The public involvement process demonstrates explicit consideration and responsiveness to public input received during the planning and program development process.
- The transportation planning process identifies and addresses the needs of those traditionally underserved, including low-income and minority households.
- The disposition of comments and changes in the final LRTP and /or TIP are documented and reported when significant comments are submitted.
- Additional time is provided if the "final" document is significantly different from the draft originally made for public review.

- The MPO undertakes a periodic review of the public involvement process to determine if the process is efficient and provides full an open access for all.

CMP (applies to TMAs)

- In TMA's, the planning process includes the development of a CMP that provides for effective management of new and existing transportation facilities through the use of travel demand reduction and operational management strategies, thus meeting the requirements of 23 CFR Part 500.
- The CMP is fully integrated into the overall metropolitan planning process.
- The CMP has established performance measures.
- The MPO has a process for periodically evaluating the effectiveness of the CMP.
- The CMP is updated on a periodic basis to reevaluate network strategies and projects.
- The CMP work activities are included in the UPWP.

List of Obligated Projects

- The MPO provides a listing for all projects for which funds are obligated each year, including bicycle and pedestrian facilities.
- The annual listing is made available to the public via the TIP or the LRTP.

II. In non-attainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93

- The MPO's UPWP incorporates all of the metropolitan transportation-related air quality planning activities addressing air quality goals, including those not funded by FHWA/FTA.
- Agreements exist to outline the process for cooperative planning within full nonattainment/maintenance areas that are not designated by the MPO planning area.
- The MPO coordinates the development of the LRTP with SIP development and the development of Transportation Control Measures (TCM) if applicable.
- The LRTP includes design concept and scope descriptions of all existing and proposed transportation facilities in sufficient detail, regardless of funding source, to permit conformity determinations.
- The MPO's TIP includes all proposed federally and non-federally funded regionally significant transportation projects, including intermodal facilities.
- If applicable, the MPO ensures priority programming and expeditious implementation of TCMs from the STIP.

III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21

- The MPO has adopted goals, policies, approaches and measurements to address Title VI and related requirements.
- The public involvement process is consistent with Title VI of the Civil Rights Act of 1964 and the Title VI assurance execution by the State.
- The MPO has processes, procedures, guidelines, and/or policies that address Title VI, ADA, and DBE.
- The MPO has a documented policy on how Title VI complaints will be handled.
- The MPO has a demographic profile of the metropolitan planning area that includes identification of the locations of protected populations.

- As appropriate, the planning process identifies/considers/addresses the needs of protected/traditionally underserved populations (low-income/minority as defined by the U.S. Census Bureau).

IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment of business opportunity

- The MPO adheres to all requirements prohibiting discrimination against a person under, a project, program, or activity receiving financial assistance under because of race, color, creed, national origin, sex, or age.

V. Section 1101(b) of MAP-21 (Pub. L. 112-141) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects

- The GDOT establishes overall goals for the percentage of work to be performed by DBE's based on the projections of the number and types of federal-aid highway contracts to be awarded and the number and types of DBE's likely to be available to compete for the contracts.

VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts

- The MPO as required by Title VII of the Civil Rights Act of 1964, does not discriminate on employment opportunities based on race, color, religion, sex, or national origin;

VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38

- The MPO as required by 49 U.S.C. 5332 prohibits discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibits discrimination in employment or business opportunity, otherwise known as Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d, and U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21 at 21.7.

VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance

- The MPO has identified strategies and services to meet the needs of older persons' needs for transportation planning and programming.

IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender

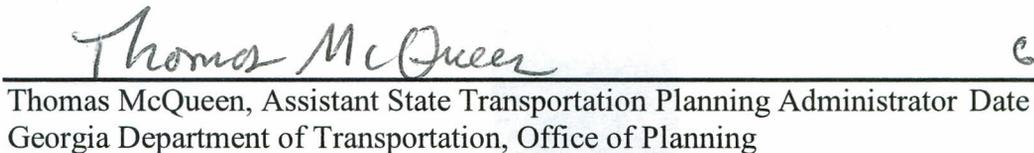
- The MPO adheres to the Act on Equality between women and men and prohibits both direct and indirect discrimination based on gender.
- The MPO adheres to the Equal Pay Act of 1963 (EPA), which protects men and women who perform substantially equal work in the same establishment from sex-based wage discrimination;

X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

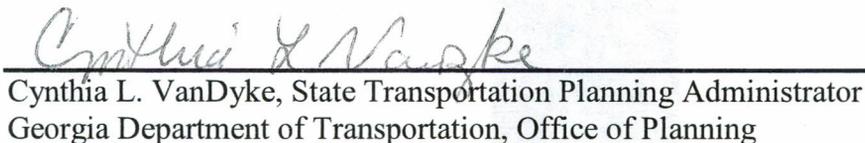
- The MPO adheres to Title I and Title V of the Americans with Disabilities Act of 1990 (ADA), which prohibits employment discrimination against qualified individuals with disabilities in the private sector, and in state and local governments


David Hainley, Director
Community Development

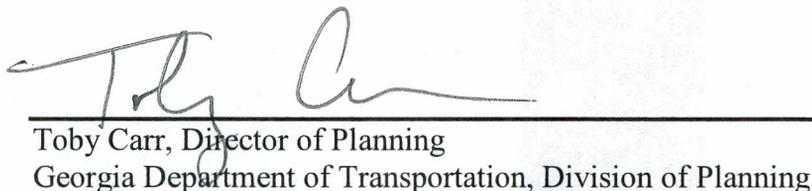
6/17/14
Date


Thomas McQueen, Assistant State Transportation Planning Administrator
Georgia Department of Transportation, Office of Planning

6-23-14
Date


Cynthia L. VanDyke, State Transportation Planning Administrator
Georgia Department of Transportation, Office of Planning

6-23-14
Date


Toby Carr, Director of Planning
Georgia Department of Transportation, Division of Planning

6-26-14
Date

BRUNSWICK AREA TRANSPORTATION STUDY ORGANIZATIONAL MANUAL & BY-LAWS

INTRODUCTION

This report is intended to serve as a guide and operations manual for those who participate directly in the Brunswick Area Transportation Study (BATS). It is designed to be a reference source by which members can become familiar with organizational rules and procedures.

The Brunswick Area Transportation Study operates under the guidelines of a “continuous, cooperative, and comprehensive process” as outlined in Section 8 of the Urban Mass Transportation Act of 1964, which requires that each urbanized area, as a condition of receiving Federal capital and/or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area.

The Study is to be continuous to the extent that it will continually be refined. The *comprehensive* aspect of the Study is concerned with all modes of transportation. The Study is *cooperative* in that it involves joint participation by the local community, the Georgia Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration.

BATS operates under a Memorandum of Understanding which details the responsibilities of the participating agencies.

ORGANIZATION & MANAGEMENT

The Brunswick Area Transportation Study operates under a three-committee structure: a Policy Committee (PC) responsible for overall direction of the planning effort, a Technical Coordinating Committee (TCC) made up of individuals possessing the technical expertise in analyzing the planning effort, and a Citizens Advisory Committee (CAC) designed to provide citizens input into the planning effort.

The Policy Committee is responsible for the establishment of policy and overall guidance of the Study. In carrying out its responsibilities, it receives recommendations and makes the decisions that actually set transportation priorities. The City of Brunswick, Glynn County, the Georgia Department of Transportation and the Federal Highway Administration are among those that have representatives on the Committee.

The Technical Coordinating Committee is the group that conducts the detailed studies relating to the transportation system in Glynn County. Recommendations for changes

to the plan from members of the Policy Committee or from members of the public are first made to this group. The Committee will authorize planning studies as they deem appropriate should any detailed analysis or comprehensive planning work be necessary for the Committee to use to make a recommendation. If it appears that a change would be appropriate to the transportation system, then a recommendation will be forwarded to the Policy Committee for their consideration.

The purpose of the Citizens Advisory Committee is to provide an organizational structure in which the wishes of the citizens of Glynn County may be known to the decision makers in an orderly straightforward manner. This group will serve as a sounding board and as an indicator of community interests. It will provide a balance to the technical input provided by the Technical Coordinating Committee.

It is the goal of the Brunswick Area Transportation Study to have active participation in evaluating alternative transportation improvements in relation to other public values. Their evaluation can provide practical guidance to those who are empowered to make final decisions. Citizen participation will be an integral part of the total planning effort in the development of community-supported plans and will not simply be a means of clearing the way for project implementation.

Staff services for the Brunswick Area Transportation Study are provided by the Glynn County Department of Community Development with assistance by the Georgia Department of Transportation. The local staff workload is the responsibility of the Project Director. The Project Director is the Director of the Glynn County Community Development Department. The workload is developed, supervised and reviewed by the Project Director in conformance with the study process. The local staff includes professionals trained and experienced in transportation planning who have as their primary charge the technical work necessary to keep the study up-to-date.

