
BATS MEETING MINUTES

Brunswick Area Transportation Study Citizens Advisory Committee (CAC) Meeting

Monday, September 9, 2019 - 1:30 p.m.
Harold Pate Building
1725 Reynolds Street, 2nd Floor Conference Room
Brunswick, GA 31520

AGENDA

1. Welcome and Opening Remarks (Ben Slade)
2. Approval of Meeting Minutes - Action Item
 - a. Minutes from CAC meeting held on July 8, 2019
3. Draft FY 2020 Unified Planning Work Program (UPWP) Updates – Information
4. 2045 Metropolitan Transportation Plan (MTP) Update – Information
5. Lanier-Gloucester Study Update - Information
6. GAMPO Special PL Funding Applications – Information
7. BATS Administrative Updates
8. Agency Updates
 - a. Glynn County Airport Commission
 - b. Glynn County School Board
 - c. Glynn County
 - d. City of Brunswick
 - e. GDOT District 5
 - f. Transit Agencies
 - g. Other Items
9. Public Comment
10. Adjourn

Brunswick Area Transportation Study
Citizens Advisory Committee Meeting Minutes

Monday, September 9, 2019 – 5:30 p.m.
2nd Floor Conference Room
W. Harold Pate Building
1725 Reynolds Street, Brunswick, GA 31520

ATTENDEES

Committee Members

Ben Slade
Steve Holt
James Gilligan
Ed Farley
Melinda Ennis-Roughton

Others

Rachel Hatcher, Senior Planner, RS&H

1. Welcome and Introductions

The meeting was called to order at approximately 5:30 pm by CAC Chairman Ben Slade. Mr. Slade gave the welcome and asked everyone to introduce themselves. Discussion occurred regarding the overturned ship in the Port of Brunswick and the crew members that were currently trapped in the overturned vessel. Mr. Slade then continued to the next agenda item to approve the meeting minutes from the last CAC meeting held in July.

2. Approval of Meeting Minutes – Action Item

Mr. Slade addressed this agenda item. He asked if committee members had any questions or comments on the minutes from the meeting held on July 8, 2019. There were no comments or questions, he then called for a motion to approve the CAC meeting minutes. Mr. Steve Holt made a motion to approve the meeting minutes as presented. Mr. Ed Farley seconded the motion. The motion was passed unanimously.

3. Draft FY 2020 Unified Planning work Program (UPWP) Updates - Information

Mrs. Hatcher spoke on this agenda item. She provided the committee with a brief refresher of this discussion they had at the previous CAC meeting about the nature of the UPWP and the Comment log to aid with the development of the Draft FY 2021 document. She added that staff sent out UPWP comment logs for committee members to provide feedback on July 31, 2019.

Mrs. Hatcher encouraged the committee members to look at the comment log and the current UPWP document located on the MPO's website and provide feedback/input they might have. She added that in October staff will be closing the opportunity to have substantive comments in order to complete develop a draft document, however the committee will have another opportunity to review the document and provide feedback.

She then reminded the committee of the timelines for the development and adoption of the FY 2021 UPWP and explained the Federal 3C process of the UPWP being a continuous, cooperative and comprehensive document. The committee members engaged in discussion and requested additional explanation about how to use the comment log to submit their feedback.

4. 2045 Metropolitan Transportation Plan (MTP) Update – Information

Mrs. Hatcher presented on this agenda item. She stated that as a reminder, the MTP is the most important document that the MPO is responsible for. It is critical that the MPO understands the current and future needs, and work collaboratively to identify what the top priorities are through the year 2045.

She proceeded to share with the committee that the list members recommended for the BATS 2045 MTP Technical Sub-committee was approved by the Policy committee. She then reiterated the role of the MTP Technical Sub-committee to the CAC, stating that the technical sub-committee will participate in in-depth reviews of the MTP process and technical products prior to submittal to the BATS Committees for review and action.

She also shared with the committee that CDM Smith was present at the BATS Policy Committee meeting held on August 12th and provided updates on the approach for the MTP with SSI Sector Study. The team is working aggressively to get the existing conditions underway and participated in an in-depth staff discussion to identify responsible parties for data collection, policies and procedures, etc.

Mrs. Hatcher then shared some recently released information from the Georgia Ports Authority. She stated that it is important to note that 2045 MTP must look at existing issues and existing needs for all modes of transportation, including freight. The significant growth at the Port will be an area of emphasis in the MTP update in order to identify a balance of supporting this growing economic engine for the region, while remembering the other modes of transportation that are very important to the function and health of the community

5. Lanier Gloucester Study Update – Information

Mrs. Hatcher spoke briefly on this agenda item. She proceeded to tell the committee that Pond, and Company was selected for this study. The anticipated completion timeline is 4-6 months, which has been narrowed to December of the current year. Mrs. Hatcher added that the overarching project elements are:

- Traffic, safety, and multimodal accessibility assessment
- Two design alternatives w/multimodal and safety elements
- Cost estimates
- Planning level cost benefit assessment

Mrs. Hatcher stated that during the TCC meeting held earlier today, Mr. Alberson, from the City of Brunswick said there will be a stakeholders meeting, Wednesday of this week starting at 10 AM at the City Hall if anyone is interested in attending. He also added that the meeting will be an open house format and they will be discussing the project status, and soliciting feedback from participants. She told the committee that the representative also mentioned that they have invited residents of adjoining neighborhoods, school officials, public safety officials etc.

Mrs. Hatcher went on to say that the results of this study will be available in time to roll it into the long-range plan project recommendations. Additionally, if there is a successful scenario that the locals support, then that project could be added to the potential project list for the MTP.

6. GAMPO Special PL Funding Applications -Action Item

Mrs. Hatcher spoke on this agenda item. She stated that this was just an update on the Special PL funding application that the CAC took action on at their last meeting. Their action was to recommend to the Policy Committee that Bay Street Corridor project be moved forward for consideration by the GAMPO Special Funding Committee. The project will be moving forward in the GAMPO September meeting and the deadline is required to be submitted by close of business on September 9th.

Additionally, staff was awaiting the resolution of 20% local cash match from the City of Brunswick which has been completed. Staff will be attending the GAMPO meeting the last week in September and will share the results at the next CAC meeting.

7. BATS Administrative Updates

Mrs. Hatcher provide the committee with the administrative updates. She stated that the Public Participation Plan (PPP) and the Memorandum of Understanding (MOU) were the two pressing items that came out of the Certification review last -December. She went on to tell the committee that the MOU is undergoing final reviews and coordination with oversight agencies to ensure compliance.

She added that the last significant change to the PPP was conducted in 2015. Staff had a draft that was prepared to roll out, but they received a second review and audit by GDOT intermodal department. He stated that the audit was independent, and staff was not involved in the process, however, there were some findings and areas of opportunities now that BATS is receiving 5303 and 5307 funding.

She continued saying that, in addition to accommodating the transit side of the house, staff is bringing into the PP Title VI Policies and Procedures, Limited English Proficiency (LEP) and Performance Measures (PM).

She told the committee that staff also attended Mandatory GDOT Intermodal training August 27-28th in Forsyth, GA. Representatives from Glynn County and the City of Brunswick were also present at the training.

She then presented snapshots and graphics from the Statewide Transit Pan to the committee, along with facts sheets from the ongoing study. She presented an overview of the project schedule and anticipated timeline for the Draft and Final SWTRP. Committee member James Gilligan shared with the committee that he had been approached by the consulting team working on the update to participate in an interview about the transit planning and implementation process in Brunswick.

Mrs. Hatcher also shared information about the upcoming Georgia Transit Association (GTA) conference that will be held in Jekyll Island in December 2019 and event highlights. She presented a Map of the current transit operating counties in Georgia, highlighting that if the 159 counties, 124 counties have a transit service of some type and 34 counties do not have transit service.

a. Other Items

There were no other items discussed.

8. Agency Updates

Mrs. Hatcher told the committee that the Airport update reported that nothing substantive had change since their last report. However, there were discussions centered around the Kingsway Observation Area that Sea Island had underway. She stated that the Airport representative, Mr. Bessing stated during the TCC meeting that this project is a landscaping and irrigation project and would mostly likely be maintain by Coastal Greenery.

Mrs. Hatcher shared that the School Board representative spoke very briefly stating that they would be changing the date of the groundbreaking for the new ALTAMA school location, however a new date was not provided.

She added that there is a project list provided for County projects, and questions can be submitted via email.

She added that the City of Brunswick updates included:

- L Street project is underway, there were a few delays dealing with the Atlanta Gas Light, however, everything is back on track.
- The City is finishing up resurfacing projects, there are a couple of pipes that need to be installed at the south end of Lanier Blvd.
- There are a couple of active sidewalk projects in town, one accessing Glynn Middle School and another on MLK on the south end. He added that the Glynn Middle School project is currently underway and the MLK should start on the 1st of October.
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Mrs. Hatcher stated that there were no GDOT District 5 representatives present at the TCC meeting held earlier to provide updates.

She added that the Jekyll Island Authority also provided some updates. She stated that the Jekyll Island representative stated that:

- They are getting ready to start on the next phase of SPLOST paving, completing most of their residential streets on Jekyll.
- There will also be some restriping work to be done along Beachview and Riverview streets.

Mrs. Hatcher also shared with the committee that Transit representatives from the City of Brunswick were present at the TCC meeting and stated that they would have an update for the committee at the next scheduled meeting

9. Public Comment

There were no comments from the public.

10. Adjourn

Mr. Slade reminded everyone of the upcoming meeting scheduled on November 18, 2019 for the Citizen Advisory Committee and thanked everyone for their participation. The meeting was adjourned at approximately 6:45 pm.



BATS CAC Chairman

Date