
BATS MEETING MINUTES

Brunswick Area Transportation Study Technical Coordinating Committee (TCC) Meeting

Monday July 13, 2020 - 1:30 p.m.
Via Teleconference

AGENDA

1. Welcome and Opening Remarks (Pamela Thompson)
2. Approval of Meeting Minutes- Action Item
 - a. Minutes from TCC meeting held on May 28, 2020
3. BATS FY 2018-2021 Transportation Improvement Program (TIP) Amendment – Action Item
4. 2045 Metropolitan Transportation Plan (MTP) Update – Information
5. BATS Administrative Updates
 - a. Unified Planning Work Program (UPWP) Updates
 - b. GAMPO Special PL Funding Applications
 - c. 5303 Transit Planning Grant Application
6. Agency Updates
 - a. Glynn County Airport Commission
 - b. Glynn County School Board
 - c. Glynn County
 - d. City of Brunswick
 - e. GDOT District 5
 - f. Jekyll Island Authority
 - g. Transit Agencies
 - h. Other Items
7. Public Comment
8. Adjourn

Next Technical Coordinating Committee Meeting: Monday, September 14, 2020

Brunswick Area Transportation Study
Technical Coordinating Committee Meeting Minutes

Monday July 13, 2020 – 1:30 p.m.

Via Teleconference

ATTENDEES

Committee Members

Pamela Thompson, Glynn County Community Development
Marty Simmons, Glynn County School Board of Education
Bob Nyers, Glynn County Geographic Information Systems Department
Vernon Bessing, Manager, Glynn County Airport Commission
Byron Cowart, GDOT Planning Representative
Noel Jensen, Jekyll Island Authority
Dave Austin,
Cassius Edwards,
Ben Pierce,
Noel Jensen, Jekyll Island Authority

Others

Vishanya Forbes, Transportation Planner, RS&H
Rachel Hatcher, Senior Planner, RS&H
Ely Yokley-Zarka, Glynn County
Michael Plagens, CDM Smith
Jennifer Humphreys, CDM Smith
Ann-Marie Day, FHWA
Sean Thomas, GDOT

1. Welcome and Introductions

The meeting was called to order at approximately 1:30 pm by Mr. Ben Pierce. Mr. Pierce gave the welcome and did a brief roll call.

2. Approval of Minutes – Action Item

a. Minutes from TCC meeting held on May 28, 2020

Mr. Pierce addressed this agenda item. He stated that minutes from the TCC meeting held on May 28, 2020 were distributed to the committee members prior to the meeting. There were no questions or comments from committee members. Mr. Pierce then called for a motion to approve the minutes from the TCC meeting held on May 28, 2020. Ms. Thompson made a motion to approve the meeting minutes as presented. Mr. Jensen seconded the motion. The motion was passed unanimously.

3. BATS FY 2018 -2021 Transportation Improvement Program (TIP) Amendment – Action Item

Mrs. Hatcher spoke on this agenda item. She provided the committee with a brief update on the FY 2018-2021 TIP. She stated that BATS staff received a request from GDOT's Planning Office on June 11, 2020 to carry out an amendment that would bring in funding for a new project. She stated that the new project was in the preliminary engineering phase and was an Intelligent Technology Systems (ITS) project. She provided additional details regarding the new ITS project and added that the project extends from the Florida state line to the South Carolina state line, but only 16.68 miles of the project is within the BATS MPO region. She highlighted the importance of installing broadband along interstate highways. She stated that the amendment and changes to the 2018-21 TIP are located on the BATS website.

Mr. Nyers asked if there were any questions or comments regarding this agenda item.

There were no questions or comments.

Ms. Thompson made a motion to recommend that the BATS Policy Committee approve the FY 2018 -2021 TIP Amendment per GDOT's request and release for a 30-day public comment period. Mr. Simmons seconded the motion. The motion was passed unanimously.

4. 2045 Metropolitan Transportation Plan (MTP) Update

Mrs. Hatcher spoke briefly on this agenda item. She stated the existing status of the 2045 MTP Update. She explained the previous actions taken moving towards adoption of the 2045 MTP. The BATS draft 2045 MTP report with the St. Simons Island Sector Study is currently out for a 30-day public comment period. This comment period opened on July 1, 2020 and runs through July 30, 2020. She added that the document is on the BATS website and hard copies are available at four locations throughout Glynn County:

- Glynn County Community Development Department
- Marshes of Glynn Libraries – Brunswick Branch
- Marshes of Glynn Libraries – St. Simons Island Branch
- City of Brunswick City Hall

Mrs. Hatcher stated that there will be a public workshop held via a virtual meeting platform from July 13, 2020, through July 31, 2020. She explained how the virtual meeting platform works and encouraged committee members share and participate in the public workshop.

Ms. Thompson provided additional details of the virtual meeting platform and encouraged committee members to participate. She stated that this was advertised through the Chamber of Commerce and the EDA.

Mrs. Hatcher highlighted the purpose of having a virtual meeting platform during the COVID-19 Pandemic. She stated next steps for the MTP Adoption process, with the meetings held on August 10, 2020 to adopt the BATS 2045 MTP. She stated the importance of having a quorum at these meetings.

Mr. Pierce asked for clarification about the meeting dates and times.

Mrs. Hatcher explained that the TCC and PC have meetings on August 10, 2020 for adoption of the MTP.

Mr. Pierce asked about the timeline of the St. Simons Island Sector Study.

Mrs. Hatcher stated that sector study is in a draft format that has been published for a review and encouraged committee members to review and provide feedback on that segment of the MTP.

There were no additional questions or comments.

5. BATS Administrative Updates

a. Unified Planning Work Program (UPWP)

Mrs. Hatcher provided the committee with the administrative updates. She briefly explained the BATS MPO FY 2020 Updates:

- Fiscal year ended on June 30, 2020
- BATS Staff is in the process of finalizing Quarter 4 and closeout documentation for FY 2020 UPWP for submittal to GDOT for review
- Staff will provide MPO with final annual report of all FY 2020 activities once the process has been completed.

Mrs. Hatcher briefly emphasized FY 2020 Highlights:

- Successful development and administration of special PL projects:
 - Lanier Gloucester Intersection Improvements – Completed
 - 2045 MTP with St. Simons Island Sector Study – Underway
 - Bay Street Corridor Improvements Study – Awarded
- Public Participation Plan (PPP) successfully updated (last updated in 2015)
- Memorandum of Understanding (MOU) successfully updated (last updated in 1995)
- Maintenance of consistent coordination and collaboration with FHWA and GDOT (Planning and Intermodal Offices) partners during development of all planning documents
- BATS carried out a 3-C (Comprehensive, Cooperative, and Continuous) planning process with the development of the annual work program (UPWP)

Mrs. Hatcher stated that the fiscal year started on July 1, 2020. She explained planning priorities for FY 2021, including supporting public review and adoption of the MTP, monitoring, and completing all special PL funding projects awarded in the previous fiscal year, and supporting the 2020 US Census count and all related activities within the MPO area. She stated that the US Census count could potentially impact the MPO boundary. Other planning priorities include maintenance of administrative documents and standard operating procedures for the BATS MPO, and updating the Transportation Improvement Program (TIP), because the current TIP is from 2018 – 2021.

Mrs. Hatcher added that the Bay Street Corridor Study will be underway and active in the current fiscal year. Another planning priority is the implementation of the state's performance targets and facilitating and making available the annual update of the system's performance report. She stated that BATS staff is encouraging committee members to start thinking about planning priorities for FY 2022, and that staff will circulate a form to share what current emphasis areas are and for committee members to provide input.

There no questions or comments.

b. GAMPO Special PL Funding Application

Mrs. Hatcher spoke on this agenda item. She briefly explained the GAMPO Special PL funding cycle and that the BATS proposed MLK – Altama Bike Route Study was not submitted in the last two rounds. She stated that for a project to be submitted in September 2020, it has to have a concept scope and fee, be presented to the MPO where it can be approved for a resolution, and that the local government has a resolution committing to paying for 20% of the study. She added that the study must be a planning study only, with no construction drawings. She opened the floor for further questions and discussions.

There were no questions or comments.

c. 5303 Transit Planning Grant Application (FY 2022)

Mrs. Hatcher presented this agenda item. She refreshed the committee on the 5303 funding formula and process, stating that the budget is for two years of funding. She stated that there is a funding cycle approaching for FY 2022 and BATS staff is preparing that application when the period opens. She added that the application period opens in September 2020 and closes in November 2020.

Ms. Day congratulated the BATS staff for thoroughly providing the committees with information and keeping committee members updated with BATS activities throughout the past year. She stated that for BATS MPO being a smaller MPO, they have provided the BATS committees with detailed information that usually larger MPOs do.

6. Agency Updates

a. Glynn County Airport Commission

Mr. Bessing provided updates on Airport projects. He stated that there are up to two flights a day at the airport, and with social distancing protocols in place are allowed up to 30 passengers. He added that the parking lot expansion is starting soon, with applications due for the County on Thursday, July 16, 2020.

b. Update on School Board Projects

There were no school board project updates presented at this meeting.

c. Glynn County

Mr. Austin provided updates on Glynn County projects. He stated that the project on Demere and East Beach was stalled for the previous two weeks due to the Fourth of July but should be finishing up in the next six to eight weeks. He added that design work should be moving forward for the roundabout at Federica and Kingsway. There was a project update sheet provided as part of the meeting packet.

There were no questions/ discussions on the County projects.

d. Update on City Projects

Ms. Thompson spoke on this agenda item. She reminded the committee that BATS MPO received GAMPO funds for the Bay St. Corridor Plan that was awarded to Kimley Horn and will be meeting with them next week to start that project.

e. Update on GDOT Projects

Mr. Cowart provided brief updates on GDOT District 5 projects that were listed on the GDOT Project Sheets. He stated that for the Mackay River bridge replacement, they are anticipating the NTP for preliminary design this summer and for the US 17 projects wrapping up final design and right of way

acquisition. He added that for the Dunbar Creek project on St. Simons Island, the NTP for concept and preliminary design to be completed during the late summer to early fall period. He highlighted projects that are in the active phase, including the bridge rehabilitation on Sidney Lanier, the bridge preservation on US 25 in Glynn and Wayne Counties, resurfacing on SR 25 Connector.

There were no questions/comments on GDOT project updates.

f. Jekyll Island Authority

Mr. Jensen provided brief updates on Jekyll Island projects. He thanked GDOT for the funds to completely restripe Beachview and Riverview and the other major thoroughfares on Jekyll Island before the summer began. He stated that the fuel farm at the airport sold over 1,200 gallons the previous month. He added that there are some SPLOST funds remaining and they have three or four projects to choose from for those funds.

g. Transit Agencies

There were no transit agency updates presented at this meeting.

7. Public Comment

Mr. Bessing asked for clarification regarding the in-kind forms.

Mrs. Hatcher stated that the forms will be mailed out to committee members for them to fill out and return.

8. Adjourn

Mr. Pierce reminded everyone of the next regularly scheduled Technical Coordinating Committee on September 14, 2020. He thanked everyone for their participation and the meeting was adjourned at approximately 2:10 p.m.

BATS TCC Chairman

Date