
BATS MEETING MINUTES

Brunswick Area Transportation Study Citizens Advisory Committee (CAC) Meeting

Monday, March 14, 2022– 4:00 P.M.

Via Teleconference

AGENDA

1. Welcome and Opening Remarks (James Gilligan)
2. Approval of Meeting Minutes – Action Item
 - a. Minutes from CAC meeting held on January 10, 2022.
3. Final Draft BATS FY 2023 Unified Planning Work Program (UPWP) – Action Item
4. BATS FY 2021-2024 TIP Amendment – Action Item
5. Special PL Funding Project (MLK-Altama Bicycle Corridor Study) – Information
6. BATS Administrative Updates
 - a. GAMPO Special PL Funding Application
7. Agency Updates
 - a. Glynn County Airport Commission
 - b. Glynn County School Board
 - c. Glynn County
 - d. City of Brunswick
 - e. GDOT District 5
 - f. Jekyll Island Authority
 - g. Transit Agencies
 - h. Other Items
 - i. Public Comment
8. Adjourn

Brunswick Area Transportation Study
Citizens Advisory Committee Meeting Minutes

Monday March 14, 2021 – 4:00 P.M.

Via Teleconference

ATTENDEES

Committee Members

James Gilligan (Chairman)

Melinda Ennis-Roughton

Neil Ligon

Ed Farley

Roxanne George

Myrna Scott-Amos

Lance Sabbe

Jamaal Brown

Others

Vishanya Forbes, Transportation Planner, RS&H

Rachel Hatcher, Senior Planner, RS&H

Chris Cary, Glynn County

David Schmidt, Pond and Company

1. Welcome and Opening Remarks

The meeting was called to order at 4:00 PM by Mr. James Gilligan, Chairman of the BATS CAC.

2. Approval of Meeting Minutes – Action Item

a. Minutes from CAC meeting held on January 10, 2022

Mr. Gilligan asked for comments or corrections to the January 10th CAC meeting minutes presented. There were no comments or questions from the committee on this agenda item. Mr. Farley made a motion to pass the meeting minutes from January 10th. The motion was seconded by Ms. Ennis-Roughton. The motion passed unanimously.

3. Final Draft BATS FY 2023 Unified Planning Work Program (UPWP) – Action Item

Ms. Forbes presented this agenda item. She stated that BATS staff is presenting the FY 2023 UPWP to the CAC for review and action at today's meeting, and the Policy Committee will take action in April to approve the document. She mentioned that the UPWP was presented to the Technical Coordinating Committee earlier today. The draft document was released for a 30-day public comment period that closed on January 13, 2022. BATS staff did not receive any comments from the public but received comments from oversight agencies that have been incorporated in the final draft and in a comment log. She added that the UPWP was updated to include the new Planning Emphasis Areas (PEAs) and the updated funding that was provided to the BATS MPO.

Ms. Forbes reviewed the comment log and the comments received by the oversight agencies were concerning consistency in formatting of the document and updating the glossary. These changes have been included in the comment log and the draft UPWP has been updated. She said that BATS staff received the final FY 2023 funding amounts as well, and for this fiscal year, BATS will be receiving a total of \$137,626.56. This is \$110,101.25 Federal share (80%) and \$27,525.31 (20%) local match, which Ms. Forbes mentioned is what BATS staff does in-kind match for. This is about \$17,000.00 more than what BATS had in FY 2022. This extra funding has been distributed accordingly by task phase to reflect planning priorities in the first draft of the UPWP released.

Ms. Forbes stated that BATS has received additional Y410 funding (\$2,580.00) which will be used to perform a Complete Streets program. This has been added in addition to anticipated GAMPO application funds and ongoing funding for MLK-Altama Bicycle Corridor Study and 5303 transit funds.

Funding will be set aside for activities that fall under increasing safe and accessible transportation options (Y410) funds. The draft UPWP has been updated to include a chapter on Complete Streets in which this will be building on the presentation from the city of Brunswick's Complete Streets plans to update any policies or documents to utilize this additional funding for the upcoming fiscal year.

She mentioned that this funding comes from the 2021 Bipartisan Infrastructure Law (BIL) that was enacted, and that MPOs are required to use at least 2.5% of their PL funds, and each state is required to use 2.5% of its State Planning and Research funding on activities that increase safe and accessible options for multiple travel modes for people of all ages and abilities.

She stated that the next step is to present the updated draft UPWP for PC review and action and then send the final document to the FHWA for their approval and certification letter. The TCC recommended the PC take this action to adopt the final draft of the FY 2023 UPWP. Mr. Gilligan called for a motion. Mr. Ligon made a motion to recommend to the BATS Policy Committee adoption of the FY 2023 Unified Planning Work Program (UPWP). Mr. Farley seconded. The motion passed unanimously.

4. BATS FY 2021-2024 TIP Amendment – Action Item

Ms. Forbes shared that the BATS Staff received a request from the GDOT Office of Planning on February 18, 2022 to add a new project phase to the BATS FY 2021-2024 TIP. The amendment is for Project PI# 0008038: SR 99 from SR 520/US 82 to SR 32 (widening project). The funding source is Z231 funding and is for \$500,000.00. Staff has updated the document to include the project sheet detailing the length of the project and additional information which can be seen on page 37 of the document and posted on the MPO's website. This is additional funding and changes the total amount of funding in the program in the TIP and so this must be released for a 30-day comment period. The TCC recommended that the BATS Policy Committee approve the FY 2021-2024 TIP amendment per GDOT's request and release for a 30-day public comment period. Mr. Gilligan called for a motion. Ms. Ennis-Roughton made a motion to recommend that the BATS Policy Committee approve the FY 2021-

2024 TIP amendment per GDOT's request and release for a 30-day public comment period. Mr. Brown seconded. The motion passed unanimously.

5. Special PL Funding Project (MLK-ALTAMA Bicycle Corridor Study) – Information

Mr. Schmidt from Pond and Co. stated that they had a desktop GIS analysis report for the cultural and environmental resources areas, that was utilized to find any environmentally sensitive areas (including proximity to cultural resources, environmental liabilities, and protected species areas) for the MLK-Altama Bicycle Corridor. He added that there would be no adverse effects on the land uses, water resources, endangered species, other environmental liabilities, and cultural resources. He mentioned that there had been six archaeological surveys conducted within 100 feet of the proposed MLK-Altama Bicycle Corridor. He added that the next step in the process is conducting an actual traffic study but they have decided to wait until the pre-Spring Break traffic returns, so Pond staff looked at several key intersections as part of the RFQ to understand traffic counts to understand potential areas of potentially dangerous crossings. They identified seven locations. The current study has been ordered to do traffic counts but waiting for school traffic to return to get accurate counts.

Mr. Schmidt presented a schedule to show where Pond is currently at in the process. They are hoping to have the final study completed by June 2022 and are not anticipating schedule delays but will let the committee know if they do run into any. He stated that all should feel free to reach out if they have questions.

Mr. Gilligan asked if for this study if they are considering the City of Brunswick's proposed transit system and any locations for bus stops and how they would integrate into this project. Mr. Schmidt responded by saying that they are and that they are interested in any types of alternative transportation mode, but the idea behind the study is to identify best modes, and placement of the trail for the north section to the south near MLK and will incorporate bus traffic.

Mr. Ligon then asked how will the consultant team conduct the bicycle and pedestrian counts and if they are looking at current zoning along the corridor. Mr. Schmidt responded that the counts will be conducted by a third-party reviewer, and accrued a local consultant that will perform hand counts at

certain intersections during certain intervals throughout the day but mostly during peak times. Peak times include lunch traffic, school traffic from drop off and pick up times, to help identify where there is the most traffic and that will produce the most amount of data.

Mr. Schmidt stated that they have already began looking into cultural and environmental aspects, but with zoning being historic - diligence must be high on how to propose improvements. He mentioned that part of the GIS study shows many of the zoning locations and that much of the data was produced in that study. Mr. Ligon added that at the city level, the city is in the process of a zoning refresh. Mr. Schmidt mentioned he can provide his contact information to Mr. Ligon for any further potential follow up.

Ms. Scott-Amos asked if there has been any discussion or consideration about possibly not including certain areas that are in historic districts. She mentioned New Castle Street as an example. Mr. Schmidt replied that this is a larger concern due to the fact that there are many historic sites along this corridor. He said that on-street parking services more of the historic houses along the corridor and added he does not want to take this away nor prevent any access. The consultant team is currently compiling data with an additional report coming soon for where they propose to design the trail system. He added that this will be provided during the next update.

Ms. George asked if the consultant team has considered this to be on-street or if this will be a separated from the street, trail. Mr. Schmidt responded that there are conflicts with the areas especially with school pick up and drop off. He reminded committee members that the goal of the study is to provide expertise on where the best location would be to do a combination of either pedestrian or bike lanes. This will begin to get flushed out in the next few weeks when they begin the design work. Mr. Gilligan mentioned that the committee can be useful in reaching out to contacts to gather additional information for this study. Mr. Schmidt added that he will reach out to this committee for any additional information he may need.

6. BATS Administrative Updates

a. GAMPO Special PL Funding Application

Ms. Forbes presented this agenda item. The Special PL GAMPO project Sea Island Road at Dunbar Creek Bridge Corridor Study that the committee took action on in November 2022 has been submitted last week and BATS staff is waiting to hear on its status as successful or unsuccessful. This is for the Spring 2022 application cycle. Later this month BATS staff will attend the GAMPO meeting and provide the committee with relevant updates following that meeting.

7. BATS Agency Updates

a. Glynn County Airport Commission

Ms. Forbes stated that Mr. Vernon Bessing provided the update that the Airport Commission just put out for bid the runway updating project at the Brunswick Airport.

b. Glynn County School Board

Ms. Forbes stated that Mr. Marty Simmons was on the call, but that there were no Glynn County School Board updates.

c. Glynn County

Ms. Forbes stated that there were no additional discussions outside of the updated Glynn County project sheets and asked those on the call who may have questions to send them to herself or to the County.

d. City of Brunswick

Ms. Forbes stated that Mr. Alberson was present at the meeting and that they had a few kickoff projects start for the City of Brunswick. The bike trail at the Overlook Boardwalk Trail, located between Overlook Park and St. Simons Causeway began environmental and survey fieldwork. The City is conducting all preliminary tasks to get the project underway and mentioned to those at the TCC meeting to be on the lookout for survey activity if they are located within that area.

The last segment of the south end of the MLK Trail, the segment along 4th Avenue between MLK and Highway 17 Trail is out for bid and the project has been approved with anticipated construction starting in early May 2022.

e. GDOT District 5

Ms. Forbes stated that Ms. Proctor presented the GDOT District 5 project sheets for active construction and preconstruction projects. Ms. Forbes added that the preconstruction SR 25 from CR 415/Harry Driggers to SR 99 – phase II project is finalizing environmental certification and the let to shelf has been pushed from April to June 2022. For the active construction project, the widening and reconstruction on SR 25 from Yacht Rd. to Harry Driggers Blvd. and bridge over Thornhill Creek received an official award letter and is looking for notice to proceed soon on this project.

f. Jekyll Island Authority

Ms. Forbes stated that there was not a representative from Jekyll Island Authority on the TCC call earlier today.

g. Transit Agencies

Ms. Forbes stated that there was not a representative from Transit Agencies on the TCC call earlier today. She added that Mr. Dantzler from the CRC was on the call but there were no new updates to share.

h. Other Items

Mr. Gilligan asked about the Georgia Ports Authority's announcement of the expansion of the Brunswick Port to include the fourth berth and five acres for automobiles- if there is any discussion occurring on the impacts on the road system or rail system on moving these projects forward.

Ms. Forbes responded she hadn't heard anything from oversight partners and hadn't seen anything come through. Ms. Hatcher added that GDOT is in the process of updating the GDOT Statewide Freight and Logistics Plan, and GDOT is looking at global issues and opportunities for Georgia for freight including rail and highway and airport improvements, to find the projects that are quick response. She mentioned that GDOT created a separate freight division in the GDOT planning structure which has access to a new funding type known as a "Freight Lump Sum" and that there is now quick response freight funding. It is anticipated that the result of this update to the plan will come with immediate funding particularly for port cities.

Ms. Hatcher stated that their first presentation in September with a project update at the GAMPO meeting which will be incorporated in the new slide deck if there is any substantive information. If no update was provided, then BATS staff will ask for an update. She added that the folks leading the charge are very familiar with the City of Brunswick, and that BATS staff will continue to track along this project and coordinate with the CORE MPO as well to see how freight projects relate to each other. There are 18 months until completion of the freight plan.

Ms. Hatcher emphasized the importance of safety on the interstate when there is an increase of freight vehicles on the interstate and so she is looking forward to seeing the updates in safety and dependability in the freight update.

Mr. Gilligan asked if any other members had any questions. Mr. Ligon stated that he had missed the last meeting but he knew that BATS had funded the Bay Street Corridor project, but was wondering what the next step in the process will be for this project.

Ms. Hatcher responded that the MPO as an organization is structured to conduct planning studies only. Once this is delivered it is to the benefit of the local funding partners that can carry projects for construction. BATS staff can assist in identifying funding sources and helping the local government make connections, facilitate DOT and federal funding to come to the community. However, the study is handed off to partners, and that these projects go into different areas of emphasis. These projects are sent off and the role of the MPO is to then seek out the local funding source. She added that if projects are beautification, stand-alone bike/ped or safety, typically go through a process called TAP

with applications in April. She mentioned that BATS are expecting funds to come in the April timeframe. The minimum value is \$1,000,000 in improvements but these funds can pay for preliminary engineering, design and construction. These projects require 20% local match and that is why the local government must apply for it and identify the local sponsor. She stated that the next process is that those TAP funds for larger projects are sourced out to a district office. This is for quick response funds typically capped for \$750,000.00. These projects can move rather quickly, but if the district partners believe the funding is too much then it will go through the traditional highway improvement process. The TAP funded projects are on an annual basis.

Ms. Hatcher stated that because this project does not consider regional transportation improvements it was not considered the strongest candidate for RAISE grant funding. Ms. Forbes added that there is also FLAP funding, and Ms. Hatcher explained that it is executed not through the MPO processes but rather federal land holders.

Mr. Ligon thanked Ms. Hatcher and then asked if the dollars could be lumped together for the intersection improvement in the first form of funding since he can see Bay Street being a roundabout for the transportation improvement and also a streetscaping project.

Ms. Hatcher responded it is not unusual to see multiple funding sources, but it depends on the lead for the project, as safety projects typically jump out first. BATS has projects in the current TIP that have various funding sources. It is not unusual to see three or four funding sources. Essentially what is needed for the project is a project champion that can own the project and ask for support from other groups, such as the DOT or another local sponsor.

There were no additional questions or comments.

i. Public Comment

There were no members of the public on the call.

Mr. Gilligan reminded those on the call to send a note to Ms. Forbes mentioning if they cannot attend and Ms. Forbes reiterated that members can email their notes of absence. Mr. Gilligan stated that

we need to keep good attendance records and that BATS CAC is looking for additional committee members and asked those to contact Ms. Forbes if they know of anyone who would be interested. Applications are still available on the Glynn County website and can be sent to Ms. Forbes.

8. Adjourn

Mr. Gilligan stated that the next meeting will be May 9, 2022, and that all meeting materials will be on the county's website. Ms. Forbes added that the meeting link is also located on the agenda's meeting invite saying "Join Meeting" which should take the user straight to the meeting. Mr. Farley made a motion to adjourn the meeting. Mr. Sabbe seconded. The motion passed unanimously.

BATS CAC Chairman

Date