
BATS MEETING MINUTES

Brunswick Area Transportation Study Citizens Advisory Committee (CAC) Meeting

Hybrid Format (In-person/Via Teleconference)

Monday, September 12, 2022 – 4:00 p.m.

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

AGENDA

1. Welcome and Opening Remarks (Jim Gilligan)
2. Approval of Meeting Minutes – Action Item
 - a. Minutes from CAC meeting held on July 11, 2022.
3. BATS FY 2024 Unified Planning Work Program (UPWP) – Informational Item
4. Proposed Letter of Support for Transit System Endorsement – Informational Item
5. 5303 Transit Planning Grant Application – Action Item
6. BATS Administrative Updates
 - a. Reconnecting Communities Pilot Program
 - b. Safe Streets for All Grant Opportunity Update
 - c. GAMPO Special PL Funding Applications – Spring 2023
 - d. Special PL Funding Project (Sea Island Road at Dunbar Creek Bridge Corridor Study)
7. Agency Updates
 - a. Glynn County Airport Commission
 - b. Glynn County School Board
 - c. Glynn County
 - d. City of Brunswick
 - e. GDOT District 5
 - f. Jekyll Island Authority
 - g. Transit Agencies
 - h. Other Items
 - i. Public Comment
8. Adjourn

Brunswick Area Transportation Study
Citizens Advisory Committee Meeting Minutes

Monday, September 12, 2022 – 4:00 p.m.
Hybrid Format (In-person/Via Teleconference)

ATTENDEES

Committee Members

Dylan Lukitsch
Jamaal Brown
Neil Ligon
Myrna Scott Amos

Others

Vishanya Forbes, Transportation Planner, RS&H
Chris Cary, Staff, Glynn County
Richard Ingalls, Candidate for County Commissioner at Large Post 1
John Hunter, City of Brunswick
Justin Dammons, Transportation Planner, RS&H

1. Welcome and Opening Remarks

The meeting was called to order at approximately 4:00 pm by Mr. Chris Cary, BATS MPO Staff. Ms. Forbes explained that the Chair and Vice-Chair were not able to attend today. She introduced changes to the BATS committees that have occurred since the last meeting. These included the new Policy Committee Chair, Commissioner Walter Rafolski; the new PC Secretary as well as the new Technical Coordinating Committee Chair, Stefanie Leif; and the new Citizens Advisory Committee Vice-Chair Lance Sabbe.

2. Approval of Meeting Minutes – Action Item

Mr. Cary called for a motion to approve the minutes from the CAC meeting held on July 11, 2022. Ms. George made a motion to approve the meeting minutes as presented. Mr. Lukitsch seconded the motion. The motion was passed unanimously.

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

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

Ms. Forbes presented the next steps for the FY 2024 UPWP development, including presentation of the draft document in November to the CAC and TCC for recommendation to the PC, which is scheduled to release the document in December for a 30-day public comment period.

Ms. Forbes confirmed with the committee that they were able to retrieve the comment form document from the BATS MPO website.

4. Proposed Letter of Support for Transit System Endorsement – Information

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

Ms. Forbes directed the committee to a draft letter of support included in the current meeting package and asked if there were any comments or questions.

She added that the TCC had endorsed the letter as presented during their September meeting and recommended it be moved forward to the Policy Committee for action at their October PC meeting.

5. 5303 Transit Planning Grant Application – Action Item

Ms. Forbes reminded the committee that a presentation was made at their July meeting covering the 5303 grant application process. 5303 funds, along with PL funds, make up the annual formula funding for BATS.

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

She reviewed the expected timeline that staff is following to apply for the 5303 Transit Planning Grant, with funds being awarded in about July of 2023. She added that funding amount is determined by formula and that the total estimated to be received (about \$56,000) includes the State and in-kind local matches.

Ms. George made a motion to recommend that the BATS Policy Committee approve the FY 2024 5303 application resolution and authorize Policy committee Chair to fully execute the grant funding application. Mr. Brown seconded the motion. The motion was passed unanimously.

6. BATS Administrative Updates

a. Reconnecting Communities Pilot Program

Ms. Forbes stated that following the pilot program presentation during the CAC meeting in July, BATS staff made a similar presentation to the Policy Committee in August and was asked by a City of Brunswick Commissioner to organize a joint meeting with the County to discuss a potential application. In that meeting, the group agreed to table an application due to time constraints to put together a competitive application. BATS staff will keep the committees updated on what projects are ultimately selected in order to better prepare for the next application cycle.

b. Safe Streets for All Grant Opportunity Update

Ms. Forbes reminded the committee that BATS had previously decided to not participate in this application cycle. The grant opportunity is part of the Bipartisan Infrastructure Law (BIL) which established the new Safe Streets and Roads for All program to provide \$5-6 billion in grants over the next five years. In order to be eligible for this funding opportunity in the future, the BATS would need to develop a Safety Action Plan in place. She added that the first step to apply for this grant would then be for BATS to apply for funding to develop that Safety Action Plan, which itself requires matching funds.

c. GAMPO Special PL Funding Applications – Spring 2023

Ms. Forbes stated that no application was submitted for the GAMPO Special PL funding fall cycle. The next cycle deadline is March 2023. She reminded the committee that only planning work is eligible for this funding source, not PE, ROW, UTL or CST phases. She also stated that now would be the time to bring forward recommended projects in order to meet the March 2023 application deadline.

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

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

7. Agency Updates

Ms. Forbes summarized the updates received by agency representatives during the TCC earlier that day.

a. Glynn County Airport Commission

Ms. Forbes stated that Mr. Bessing had provided brief updates that the re-marking project at the airport is currently ongoing.

b. Glynn County School Board

Ms. Forbes stated that there were no school board updates presented at the TCC meeting held earlier that morning.

c. Glynn County

Ms. Forbes noted that the County project update log is updated on the BATS website and that County representatives had provided the additional updates:

- Cypress Mill – Began a month ago, working on sidewalks.
- Canal Spur – Received no bids.
- Dungeness – Board of Commissioners advised staff to work on appraisals, which staff is finalizing.
- Harry Driggers – South is functionally complete, and they are closing out grant permits on that. The other end is mired in wet shoulders.

- South Palm – One bid was received after three attempts, but it was very expensive, so staff is authorized to rescope and rebid.
- Spur 25 – Pipe has been installed and work is ongoing for retaining walls.

d. City of Brunswick

Ms. Forbes shared with the committee that Mr. Alberson stated that the City is finishing up the Magnolia Park project with the week so long as the weather holds out.

e. GDOT District 5

Ms. Forbes shared with the committee that Ms. Proctor had talked through the District's project update log, available on the BATS website. The only update discussed by the committee was regarding SR25 @ SR99 roundabout. One bid was received but was rejected. Ms. Proctor noted that she had requested why the bid was rejected but had not heard back an answer.

f. Jekyll Island Authority

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

g. Transit Agencies

Mr. Hunter stated that there is no update.

h. Other Items

No other items were raised.

i. Public Comment

Richard Ingalls, candidate for Glynn County Commissioner at Large Post 1, was present. As a former carpooler/vanpooler from the Atlanta region, he encouraged anyone in Glynn County to sign up on GACommuteOptions.com that supports those options. Through signing up on that website, commuters and families can search for carpool and vanpool partners to get to work and school. He added that it is a great deal, really works well and makes life a lot easier for everyone involved.

8. Adjourn

Mr. Cary reminded committee members that the next CAC meeting is on November 14, 2022. Ms. Forbes also requested members to let staff know if they are having any issues with the current meeting hour. The meeting was adjourned at approximately 5:05 pm.

BATS CAC Chairman

Date