
BATS MEETING MINUTES

Brunswick Area Transportation Study Policy Committee (PC) Meeting

Monday, October 3, 2022 – 1:30 p.m.

Via Teleconference

AGENDA

1. Welcome and Opening Remarks (Walter Rafolski)
2. Approval of Meeting Minutes – Action Item
 - a. Minutes from PC meeting held on August 8, 2022.
3. Proposed Letter of Support for Transit System Endorsement – Action Item
4. 5303 Transit Planning Grant Application – Action Item
5. BATS FY 2024 Unified Planning Work Program (UPWP) – Information
6. BATS Administrative Updates
 - a. GAMPO Fall 2022 Meeting
 - b. GAMPO Special PL Funding Applications – Spring 2023
 - c. Reconnecting Communities Pilot Program
 - d. Safe Streets for All Grant Opportunity Update
 - e. 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
Policy Committee Meeting Minutes

Monday, October 3, 2022 – 1:30 p.m.

Hybrid Format (In Person/Via Teleconference)
Harold Pate Building, 1725 Reynolds Street, Second Floor
Brunswick, GA 31520

ATTENDEES

Committee Members

Walter Rafolski, Glynn County Board of Commissioners
Julie Martin, City of Brunswick Board of Commissioners
Pamela Thompson, Glynn County Community Development
Robert Burr, Glynn County Airport Commission
James Gilligan, BATS CAC Chair
C. Jones Hooks, Jekyll Island Authority
Thomas Caiafa, GDOT Office of Planning (Proxy for Radney Simpson)
Regina McDuffie, City Manager, City of Brunswick

Others

Rachel Hatcher, Transportation Planner, RS&H
Vishanya Forbes, Transportation Planner, RS&H
Garrow Alberson, City of Brunswick
Katie Proctor, GDOT District 5
Terra Winslett, Glynn County Airport Commission
Joseph Longo, FHWA
Jeremiah Bergquist, City of Brunswick
Melissa Phillips, Pond & Co.

1. Welcome and Opening Remarks

The meeting was called to order at approximately 1:30 p.m. by Commissioner Walter Rafolski, chairman of the BATS Policy Committee. Mr. Rafolski gave a brief welcome and introduction.

Ms. Forbes explained to the committee that there have been several changes made to all three BATS committees. Mr. Rafolski is the new Policy Committee chairperson; Ms. Leif will be taking over the role previously held by Pamela Thompson as the new secretary for the Policy Committee and TCC Chairperson. The Citizens Advisory Committee held an election and Mr. Lance Sabbe is the new vice chairman of the CAC.

2. Approval of Meeting Minutes – Action Item

a. Minutes from TCC meeting held on June 13, 2022

Mr. Rafolski spoke on this agenda item. He called for a motion to approve the minutes from the PC meeting held on August 8, 2022. Mr. Hooks made a motion to approve the minutes with this change incorporated, Ms. Martin second the motion. The motion passed unanimously.

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

Ms. Forbes spoke on this agenda item. She gave a brief refresher regarding the City of Brunswick's request for a letter of transit system endorsement from the Citizens Advisory Committee. This letter was presented by the CAC chairman to the Policy Committee at the last PC meeting in August. This was moved forward to the TCC who took action and recommended approval. The final draft was included with the meeting materials for this meeting. A motion was made by Ms. Martin and seconded by Mr. Hooks. The motion passed unanimously.

4. 5303 Transit Planning Grant Application – Action Item

Ms. Forbes stated that the deadline for the 5303-transit planning grant application has changed from November to October per GDOT. The CAC and TCC both unanimously recommended that the PC take action to have the PC chairman sign the resolution and include it in the grant application package.

Mr. Rafolski asked if this is a local match, city, or county match.

Ms. Forbes responded that it is a local match, but it is covered in kind. Timesheets that committee members sign at the end of each meeting is used for the local match.

A motion to approve the FY 2024 5303 transit planning grant application and to authorize the PC chairman to fully execute the application was made by Ms. Martin and seconded by Ms. Winslett. The motion passed unanimously.

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

Ms. Forbes spoke on this agenda item. She stated that BATS staff is currently working on the FY 2024 UPWP, and comment logs were provided to committee members at the last PC meeting. She added that staff is going to move forward with the comments received from the TCC and CAC. The draft UPWP will be presented to the TCC and CAC at their November meetings so they can recommend a release for a 30-day public comment period. She reminded committee members of the UPWP update cycle and where BATS is currently in the development schedule.

There were no questions or comments.

6. BATS Administrative Updates

a. GAMPO Fall 2022 Meeting

Ms. Forbes presented the BATS Administrative Updates.

She stated that BATS staff attended the GAMPO Fall meeting and did not submit a grant application for this cycle. Some highlights from this meeting came from FHWA and FTA. BATS staff also presented on the MLK-Altama Bicycle Corridor Study that wrapped up in June, and the Sea Island Road study that will be underway in a few months. Additional highlights from the meeting include:

- Overview from Performance-based Management and Research
- PL Funding Formula Update
- EV Plan Update/Regional Electrification Plan
- Carbon Reduction Strategy Update
- GAMPO Application review cycles
- PL Funds Status Report
- Review of PL Fund Applications
- Update on previously funded PL Projects

b. GAMPO Special PL Funding Applications – Spring 2023

Ms. Forbes reminded the committee of the upcoming GAMPO Special PL Funding applications deadline in March 2023. She stated that the funding is for planning only, and requires a 20% local match, with no minimum or maximum award size. She added that previously the committee discussed submitting an application for the freight plan that is currently in the unfunded section of the BATS UPWP. This could be coupled with the 2050 MTP that has an anticipated start date of next year. She explained the timeline and requirements of submitting an application to GAMPO, and since BATS has already brought the proposed freight plan through several meeting

cycles previously, there wouldn't need to be additional MPO committee meetings held prior to submittal. She reviewed the timeline for submitting an application for the Spring 2023 cycle.

Ms. Martin asked about the freight plan.

Ms. Forbes stated that it would be an independent freight plan for Glynn County with a potential cost of \$180,000. The freight plan would include a deep dive analysis on the Port of Brunswick, including any changes that occurred over the last four years. She explained the funding portion of the proposed freight plan and how the funding could come completely from either the County or the City of Brunswick, or it would be a 20% split between both entities.

Mr. Rafolski asked if it would be mainly about ports.

Ms. Hatcher explained that one of the main responsibilities of an MPO is identifying different types of transportation within the MPO planning area. She stated that four years ago, there was a strong emphasis placed on MPOs to complete standalone freight studies and BATS does not have a separate freight study completed. She added that this would be a great time for the MPO to develop a freight study as GDOT is reevaluating the statewide freight plan, and BATS and Glynn County would be able to benefit from potential projects at the state level. Peer MPOs to the north and south of Glynn County, including MPOs throughout the state already have freight studies completed.

Ms. Martin asked if there would be possible funding opportunities or applications that could be applied to, to upgrade or make improvements to freight activity.

Ms. Hatcher responded that yes, there are new freight funding streams that have been released at the state and federal level and having a freight study with a prioritized list of projects would become eligible for those supplemental additional funding sources.

Mr. Fallon asked why the MPO hasn't previously done this.

Ms. Hatcher stated that there was a significant focus on getting BATS back into compliance on the basic infrastructure of the MPO which has been successfully completed within the last four years. The MPO did go through a certification audit around three years ago and was found to be in compliance as well as setting standards at the state level for MPOs of this size. She added that now that has been completed, the next steps are identifying important studies that are not the minimum requirements for MPOs to maintain and look at developing them to maintain a very successful 3-C planning process. A standalone freight study was identified in the certification audit as well as in the previous long-range plan.

Mr. Hooks stated that this is very timely for the MPO to move in this direction, especially due to everything happening in the state, including the new car manufacturing facility outside of Savannah.

Mr. Rafolski asked if this is an agenda action item.

Ms. Forbes responded that there is still time for coordination with the new county manager, and given the update presented at the GAMPO fall meeting, it would not need to be brought through two rounds of MPO meetings since it has been in the unfunded section of the UPWP for the past years. Since all committee members have previously seen it, it would just be brought forward in an application format, if the committee decides to move forward before March 20223 and submit requests for funding.

She stated that BATS staff will review it, and present to the TCC and again to the PC in December, and there is still January and February for the committee to make a final decision before the application is due in March. She added that they would be able to see the exact amount and how much the funding would be, and where the match and split would be between the County and the City.

Committee consensus agreed that developing a freight plan is very important for all parts of the MPO region, especially due to the Hyundai plant being built and the impact of rail and the port in Downtown Brunswick.

c. Reconnecting Communities Pilot Program

Ms. Forbes reminded the committee of the Reconnecting Communities pilot program and that it was discussed at the previous PC meeting. She stated that BATS staff met with representatives from the City of Brunswick and Glynn County and agreement was made to differ to October 2023 application cycle. She added that BATS staff will be working towards a putting an application together for the next cycle in 2023. She gave a brief reminder of the funding available and program details for this funding opportunity.

d. Safe Streets for All Grant Opportunity Update

Ms. Forbes gave a refresher on this agenda item. She stated that the Brunswick City Manager wanted to keep this as a reoccurring agenda item even though BATS did not put in an application this funding cycle due to the timing of the submittal date and the local match requirement. BATS does not currently have a Safety Action Plan in place and is thus ineligible to apply for Implementation Grants.

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

Ms. Forbes stated that there were three submittals received for this funding project.

Ms. Leif added that this was presented at the Finance Committee meeting in September and was recommended for approval and will be on the Board of Commissioners agenda for approval at their October 6, 2022 meeting.

Ms. Forbes stated that Michael Baker International was the consulting firm selected by the evaluation committee for this project.

7. Agency Updates

a. Glynn County Airport Commission

Ms. Winslett stated that both projects at Golden Island Airport and St. Simons Airport are ongoing.

b. Glynn County School Board

Ms. Forbes stated that there is no representative from the Glynn County School Board present.

c. Glynn County

Ms. Forbes stated that Glynn County included their project updates in the committee meeting materials. Committee members may reach out to her or Mr. Austin with questions.

d. City of Brunswick

Mr. Alberson provided updates on City of Brunswick projects.

- Magnolia Park project is ongoing, and the paving is complete with minor work still needing to be completed.
- The local resurfacing project will begin when the contractor who is doing the resurfacing of Gloucester St. has completed that project.

e. GDOT District 5

Ms. Proctor provided status updates on preconstruction projects for GDOT District 5.

- SR 25 Spur East @ Mackay River bridge replacement continues toward PFPR. The PFPR is anticipated in October 2022.
- The widening of SR 25 CR 415 from Harry Driggers to SR 99 (Phase II) is awaiting SFFPR in November.
- The CR 583/ Sea Island Road @ Dunbar Creek on St. Simons Island bridge replacement continues in concept development and approval is anticipated in November 2022.
- SR 32 @ Little Buffalo Creek bridge replacement remains in early concept.

- SR 25 @ Darien River bridge replacement is still in pre-let, schedule development with PIOH in early 4th quarter.

Ms. Proctor provided status updates on active projects for GDOT District 5.

- The resurfacing of Gloucester from SR 27 to SR 25 began on 9/12, anticipated to be completed 11/30, with the paving being done as early as this week.
- Resurfacing on SR 25 extending S of Sidney Lanier Bridge is 88% complete.
- Bridge rehab on SR 27 over Yellow Bluff and Burnett Creek is at 23% complete with an anticipated completion date by the end of the year.
- Widening of SR 25 is waiting for a start date.
- SR 25 @ SR 99 roundabout was let and had one bid. That bid was rejected and the project is awaiting re-let.

f. Jekyll Island Authority

Mr. Hooks stated that on September 14th the limited scope concept report was approved by DOT, this is a state and federal project for the Jekyll Island Causeway bike paths. This is 4.5 miles from the Jekyll Welcome Center to US 17. There is no date for when the final approval and construction will take place.

g. Transit Agencies

Ms. Forbes stated that there were no representatives present from Transit Agencies. She added that per the updated presented at the last TCC meeting, they were awaiting the letter of endorsement prior to finalizing any funding for the implementation based on the previous study completed.

Ms. McDuffie added that they would like to propose small meetings with Glynn County to update the County on the work completed by the consultant team.

Mr. Rafolski asked if this should be held in a work session.

Ms. McDuffie stated that it would be fine, with a presentation by the consultant team and then any questions following afterwards. next PC meeting on October 3, 2022. The motion passed unanimously.

h. Other Items

Discussion continued regarding the Sea Island Road at Dunbar Creek Bridge Corridor Study Special PL Funding Project.

i. Public Comment

No public comments were provided at this meeting.

8. Adjourn

Mr. Rafolski reminded everyone of the upcoming meeting scheduled on December 12, 2022 and called for a motion to adjourn. A motion was made to adjourn the meeting. That motion was seconded. The motion passed unanimously. The meeting adjourned at approximately 2:10 pm.

BATS PC Chair

Date