

---

# **BATS MEETING MINUTES**

---

## **Brunswick Area Transportation Study Technical Coordinating Committee (TCC) Meeting**

### **Hybrid Format (In-person/Via Teleconference)**

Monday, November 14, 2022 – 1:30 p.m.

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

### **AGENDA**

1. Welcome and Opening Remarks (Stefanie Leif)
2. Approval of Meeting Minutes – Action Item
  - a. Minutes from TCC meeting held on September 12, 2022.
3. BATS FY 2024 Unified Planning Work Program (UPWP) – Action Item
4. BATS 2023 Meeting Calendar Schedule – Action Item
5. GAMPO Special PL Funding Application -Information
6. BATS Administrative Updates
  - a. Special PL Funding Project (Sea Island Road at Dunbar Creek Bridge Corridor Study)
  - b. 5303 Grant 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**  
**Technical Coordinating Committee Meeting Minutes**

Monday, November 14, 2022 – 1:30 p.m.  
Hybrid Format (In-person/Via Teleconference)

**ATTENDEES**

Committee Members

Bob Nyers, Glynn County Geographic Information Systems Department  
John Duncan, Operation Coordinator, Brunswick Golden Isles Airport  
Jason Hartman, Field Engineer Division Manager, Glynn County  
Paul Andrews, Glynn County Engineer  
Vernon Bessing, Manager, Glynn County Airport Commission  
Stefanie Leif, Planning and Zoning, Glynn County (Chair)  
Dave Austin, Director of Glynn County Public Works Department  
Katie Proctor, GDOT District 5  
John Hunter, City of Brunswick  
Noel Jensen, Jekyll Island Authority  
Joseph Longo, FHWA  
Cassius Edwards, GDOT District 5  
Robert Caudill, GDOT Planning  
Marlowe Hinson, Transportation Director of Glynn County Schools

Others

Brian Langford, GDOT  
Vishanya Forbes, Transportation Planner, RS&H  
Justin Dammons, Transportation Planner, RS&H

### **1. Welcome and Opening Remarks**

The meeting was called to order at 1:50 pm by Stefanie Leif, Chairman of the BATS TCC. She welcomed everyone and apologized for the late start due to a fire alarm in the Pate Building.

### **2. Approval of Meeting Minutes – Action Item**

Ms. Leif called for a motion to approve the minutes from the TCC meeting held on September 12, 2022. Mr. Nyers made a motion to approve the meeting minutes as presented. Mr. Austin seconded the motion. The motion was passed unanimously.

### **3. BATS FY 2024 Unified Planning Work Program (UPWP) – Action Item**

Ms. Forbes presented on this agenda item. She gave a brief refresher of the FY 2024 UPWP development process. She stated that BATS staff circulated a UPWP comment log to all BATS committees to gather feedback from committee members prior to the development of the draft document. She explained where the MPO is currently in the development schedule and reviewed the FY 2024 UPWP Priorities, budget table, and anticipated FTA funding by Federal, , State, and local contributions.

Ms. Forbes also reviewed the next steps for the completion of the FY 2024 UPWP, including review and action by required by the TCC, the Policy Committee, the 30-day public comment period and agency review and finalization and adoption of the UPWP after comments by oversight agencies, the public and committee members are documented and incorporated.

Ms. Leif called for a motion to to recommend to the BATS Policy Committee approval of the draft FY 2024 UPWP and release for a 30-day public comment period. Mr. Andrews made a motion. The motion was seconded by Mr. Nyers. The motion passed unanimously.

### **4. BATS 2023 Meeting Calendar Schedule – Action Item**

Ms. Forbes spoke on this agenda item. She reminded the committee that every year a draft meeting schedule for the upcoming calendar year is developed. She shared with the committee that there were no conflict dates for the proposed TCC and CAC, however, the PC has a conflict with Columbus Day in October 2023. . She added that for 2023, meetings will remain hybrid until further notice per the most recently updated BATS Committee Bylaws.

Ms. Leif asked if the TCC will be voting on the proposed October PC meeting date.

Ms. Forbes stated the action is only for the TCC is on their meeting dates, and the Policy Committee will take action on the PC meeting dates at their December 2022 meeting.

Mr. Hartman made a motion to recommend that the Policy Committee approve the 2023 BATS Committee Calendar with all TCC meeting dates as presented. Mr. Bessing seconded the motion. The motion was passed unanimously.

## **5. GAMPO Special PL Funding Application - Information**

Ms. Forbes spoke on this agenda item. She reminded the committee that at previous TCC meetings, there were discussions regarding submitting an application for GAMPO Special PL funds. She added that BATS staff is in coordination with the MPO director to develop a draft application for submittal to GAMPO in March 2023. Two applications will be developed for the upcoming 2050 MTP and for an MPO Freight Study, respectively. Project screenings have been done on both proposed projects. She also shared with the committee that total costs for the 2050 MT would be \$250,000, with a \$50,000 local match, and \$218,000 for the Freight Study with a \$43,600 local match. She stated that once the draft applications have been finalized, they will be sent to committee members for feedback and review, with further action to be taken at the January 2023 TCC meeting.

Ms. Leif asked what action would be taken place at the January meeting.

Ms. Forbes responded that the TCC would take action at the January meeting to recommend to the Policy Committee to submit the application at the March 2023 GAMPO Meeting.

There were no additional questions or comments.

## **6. BATS Administrative Updates**

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

Ms. Forbes stated that the Board of Commissioners took action to move forward with Michael Baker International as the consultant firm to complete the Sea Island Road at Dunbar Creek Bridge Corridor Study Special PL funding project. She added that the contract has been signed and BATS staff is awaiting additional information regarding the kickoff meeting for the project.

Ms. Leif added that she would be attending an introductory meeting with the consultant team that week.

### **b. 5303 Transit Planning Grant Application**

Ms. Forbes gave an update on this agenda item. She stated that the Policy Committee took action to approve the FY 2024 5303 application resolution and fully execute the grant application at their October PC meeting.

## **7. Agency Updates**

### **a. Glynn County Airport Commission**

Mr. Bessing provided updates on behalf of the Glynn County airport Commission. He stated that they are currently finishing up the paving on the airfield runway.

### **b. Glynn County School Board**

Mr. Hinson stated that they are currently transporting between 9,500 and 12,500 students daily at around twenty school locations. They are using 100 buses daily, covering two routes with daily mileage over 200 miles.

### **c. Glynn County**

Mr. Hartman and Mr. Austin stated that the project list was provided to the committee before the meeting and would follow up any questions committee members have about specific projects.

There were no additional questions regarding Glynn County projects.

### **d. City of Brunswick**

There was no representative from the City of Brunswick at the meeting.

### **e. GDOT District 5**

Ms. Proctor reviewed the GDOT District project update log, which is available on the BATS MPO website.

- Next milestone for SR25 Bridge Replacement is PFPR, preliminary layout was submitted September 28<sup>th</sup>. PCRF was submitted earlier in September and sent to OPC in October.
- Next milestone for SR25 widening is supplemental FFPR, and that request is anticipated in November.
- PFPR of the bridge replacement at Dunbar Creek is anticipated in September 2023.
- Concept development is ongoing for the Little Buffalo Creek project, with concept team meeting expected in July 2023.
- Darien River bridge replacement continues in revised concept, PIOH is anticipated in the fourth quarter.
- Resurfacing project for SR 25 Conn from SR 27 to SR 25 is 54% complete and anticipated to wrap up this month.
- Other active construction projects are ongoing.
- Currently awaiting the roundabout at SR25 and SR99 to be re-let, with an anticipated date in April 2023.

**f. Jekyll Island Authority**

There was no representative present from Jekyll Island Authority.

**g. Transit Agencies**

Ms. Forbes stated that a transit grant application was submitted in October for capital and operations funds for FY 2024.

**h. Other Items**

Ms. Forbes added that at the January 2023 TCC meeting, the election of officers will take place to determine who the Chairman and Vice-Chairman of the TCC will be for the 2023 calendar year. She reminded committee members to think about potential candidates for the open positions since the committee bylaws require annual voting.

**i. Public Comment**

There were no public comments.

**8. Adjourn**

Ms. Leif reminded everyone that the next TCC meeting is scheduled for January 9, 2023 and thanked everyone for attending. The meeting was adjourned at approximately 2:30 pm.

---

BATS TCC Chair

---

Date