**DARTS Policy Committee Minutes**

Thursday, September 16, 2021, at 10:00 AM

Virtual Meeting via Zoom

**CALL TO ORDER**

Policy Chair Mayor Bo Dorough called the meeting to order at 10:00 AM.

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| **PRESENT** Bo DoroughBilly MathisBilly BreedenRozanne BraswellMichael McCoyVan MasonBob Alexander | (Policy Chair) Mayor, City of Albany(Policy Vice Chair) Chairperson, Lee County CommissionMayor, City of LeesburgDirector of Planning & Engineering, Lee CountyDougherty County AdministratorDistrict 4 Engineer, GDOTCity Manager, City of Leesburg |
| **ABSENT**Christopher CohilasSteven CarterJannine Miller | Chairperson, Dougherty County CommissionInterim City Manager, City of AlbanyStaff Representative, GDOT Office of Planning |
| **OTHERS PRESENT**Tanner Anderson Shawnasi BarronShaun CooksonKen StockDavid ThompsonPaul ForgeyBruce CappsLequrica GaskinsTom Caiafa | Planner II, City of AlbanyTransit Planner, DARTS MPOS.W. Georgia Regional Airport ManagerAssistant City Manager, City of AlbanyIntermodal, GDOTDirector of Planning & Development Services, City of AlbanyChairperson, Citizens’ Transportation CommitteeDowntown Manager, City of AlbanyBranch Chief, GDOT |

**APPROVAL OF MINUTES (June 17, 2021)**

Mayor Dorough noted error in the spelling of Forrester and in the county being discussed. Mr. Anderson stated he would make those corrections.

Motion to approve minutes as presented made by Bob Alexander. Seconded and approved unanimously.

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| **TOPIC I** | **Vice-Chair Election** |  |

City of Leesburg Mayor Billy Breeden was nominated as Vice Chairman for 2022 by Mayor Dorough. Seconded and nominated unanimously.

Motion that nominations be closed under one said name made by Bob Alexander. Seconded and closed unanimously.

Mayor Breeden was elected unanimously and unopposed as Vice-Chair of Policy Committee for 2022.

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| **TOPIC II** | **Transportation Update** | **Tanner Anderson** |

**MPO 101 – Unified Planning Work Program 2023:**

Federal and local shares will be communicated to MPO in late October or early November. The Call for Activities/Projects will go out mid to late November. Committees should receive a draft following January meeting. Adoption of the FY23 UPWP is scheduled for February.

**Freight Profile Update:**

Project went out for bid on September 9 to pre-qualified GDOT Consultants/Firms. Qualifications and proposals will be accepted until October 11.

**Bike-Ped Plan Update:**

Project went out for bid on September 10 to pre-qualified GDOT Consultants/Firms. Qualifications and proposals will be accepted until October 11.

**Participation Plan Update:**

Plan amended September 2020 and requires updating to comply with Transits Title VI document. Updates must include MPO’s partnership with Albany Transit System, as well as the public outreach efforts to limited-English proficiency communities through English and Spanish ads through different media. Draft will be sent out after conferring with Transit Planner Shawnasi Barron over the next few days.

**PI# 00008384 – Downtown Signal Upgrade Project:**

Project Framework agreement has been drawn up by GDOT Project Manager Robert Lester. City of Albany must agree to GDOT’s MOA before project can proceed. Agreement states they will be paid $17,000 for the preliminary engineering of the project.

**Transportation Alternatives Program (TAP Grant):**

Public Outreach Meeting was held by Downtown Manager Lequrica Gaskins and WOOD Consulting in early August. Concept Team plans to meet in October. History Resource Survey Report will take place this Fall.

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| **TOPIC III** | **Transit Update** | **Shawnasi Barron** |

**Albany Transportation Center Update:**

City entered into a contractual agreement with LRA for the transportation center. LRA was given notice to proceed on September 7. Currently preparing for construction to begin. Project has 14-month duration. Groundbreaking ceremony scheduled for the first week of October. TIP Admin Mod is needed due to update.

***Albany Transportation Center FY21-24 TIP Admin Mod:***

Mr. Anderson stated Albany Transit Center is requesting an update of numbers in FY21-24 TIP Admin Mod in order to continue with project. *(Action needed)*

Motion to approve the increased numbers as reflected in the administrative modification made by Billy Mathis. Seconded and approved unanimously.

**Title VI Document:**

Informed by FTA that since partnership with MPO was sited in Title VI, MPO’s PPP must state the same. *(Action needed)*

Motion to approve a modified PPP directed towards the limited-English proficiency community, to site the partnership between Albany Transit and DARTS MPO and to adopt the Title VI made by Bob Alexander. Seconded and approved unanimously.

**PTASP Safety Performance Targets:**

TDP was adopted June 2021 which listed safety targets. Same Safety Performance Targets must be adopted by both Albany Transit and DARTS MPO. *(Action needed)*

Motion to adopt the PTASP Safety Performance Targets made by Bob Alexander. Seconded and approved unanimously.

**PTASP FY21-24 Admin Mod:**

Mr. Anderson stated that due to the adoption of the Safety Performance Targets an additional Admin Mod is needed to site them in the 5-year plan. *(Action needed)*

Motion to incorporate aforementioned Safety Performance Targets into 5-year plan by Michael McCoy. Seconded and approved unanimously.

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| **TOPIC IV** | **Engineering Reports** |  |

City of Albany - Ken Breedlove:

Traffic signal projects in design phase. Broad and Broadway is delayed due to underground utility conflict. Broad and Turner Field is advancing. Traffic calming sites across the city. Three of which are in process at Phillips, Harvest and Lippitt and four are out for bid. Sidewalks being placed on Magnolia and E Broad. Central Business District Wayfinding Sign Project is progressing. There will be discussions with GDOT about sign placement on GDOT right of way. City right of way signs should not cause problems if placed according to standard sign installation.

Mayor Dorough raised concerns about wheelchair accessibility on sidewalks. Mr. Breedlove stated that sidewalks would not be blocked. There will also be additional improvements to crosswalks, wheelchair ramps, pedestrian facilities and push buttons.

City of Leesburg – Bob Alexander:

Downtown Tap Project is in concept phase and is a dual partnership with the county. Working on Safety LMIG Project along Robert B Lee to put in thermoplastic and signs, and on Starksville Road. Peach Street resurfacing from Robert B Lee to State Route 32 under LMIG project. Put out bids for sidewalks along US 19, State Route 32 and Firetower Road. Firetower Road is a partnership with Lee County.

Lee County – Rozanne Braswell:

Working on Pheasant Drive extension. Board of Commissioners awarded bid on March 9 to Zane Grace Construction. Georgia Power is relocating utility poles; awaiting AT&T and Mediacom to move lines to new pole. Notice to proceed will be given to Zane Grace Construction after completion. LMIG SAP and Road Striping Projects taking place on New York Road, Stock Dairy Road and Graves Springs Road. Commission awarded bid to Peak Pavement on September 14. Resurfacing and repair of Bronwood Road is taking place and was awarded on August 21 to Oxford Construction. Pinewood Road culvert was awarded to Zane Grace Construction on July 27 with notice to proceed on August 25. Work will begin October 2021.

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| **TOPIC V** | **Airport Report** | **Shaun Cookson** |

General Aviation Terminal and Corporate Hanger are different phases of the same project. In May 2021, LRA Construction was winner of bid. In August, received FAA grants. On September 9, notice to proceed was given to LRA to begin construction. First stages of process to begin at the end of month, which include groundbreaking. Groundbreaking ceremony is planned around the same time.

Mayor Dorough suggested drawings be shown at next meeting in order to explain the difference between the general aviation terminal and the corporate hanger, as well as to show the past/current conditions and future expectations.

**ADJOURNMENT**

Motion to adjourn by Bob Alexander. Seconded and approved unanimously. Meeting adjourned at 10:23 AM.

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| Submitted by: | Jessica Savage |
| Approved by: | Tanner Anderson |