GPTQ 2021 R/W Sub-Committee Meeting Minutes

July 12, 2021 Agenda Meeting

* 2021 Subcommittee Members:
* Troy Hill- (Co-Chair), DOT

Mickie McJunkin(Co-Chair), BM&K

Katrina Anderson, DOT

Russ Nelson, DOT

Wes Brock, THC

Jared Estes, Maser

Jody Braswell, Gresham Smith

Ron Pate, Accura Eng.

Claire Tronel, AECOM

Teresa Smith, Volkert

Take a minute to mention the passing of a dear friend and former State R/W Administrator, Terry McCollister. Also, the passing of the State R/W Property Manager, Hershel Thompson.

 RW PERSONNEL CHANGES

 A 3rd Assistant R/W Manager has been approved. There will be a Valuation

 Assistant/Acquisition Assistant/Support Assistant

TRAINING

* April 20, 2021 R/W Training was conducted
* Next R/W Training 2022
* RW 101 and 102 training for entry level agents is available free on-line

AWARDS

* R/W Award- Transportation Summit- November 16, 2021 (Troy Hill sent out notice on 6-1-2021)
* Nominations due July 30, 2021

OTHER TOPICS

* Transportation Summit-November 16, 2021
* Moving forward with submittal of all files being submitted electronically- (to be rolled out in Summer); Consultants will not do electronic files until DOT personnel rolls out electronic submittals (to get all bugs worked out)

 will have training to review program.

* Surplus Property agent – Discipline on DOT List (Dispose of surplus property) E 6,7,8
* Set Asides- Troy Hill states that we win 95% of cases. New packages have helped on set aside cases (providing property owners with sales information in appraisal reports)..
* Reorganizations in R/W Office -4 New positions approved on 5-7-21; More information to be announced at a later date
* DOT now has an adequate supply of R/W agents on the DOT list.
* Troy Hill has issued several guidelines.
1. CTC: Acquisition Team will hold meeting with Local Authority to inform them of upcoming project; provide them with plans & advise them of possible CTC parcels. CTC consultant will provide DOT formatted letter referencing GA Code 32-3-3.2.
2. Reminder Notice was sent that when we acquire remainder parcels, we should obtain both “R” deeds an QC Deed with owner’s legal description.
3. Office of R/W no longer has to clear obtaining “R” parcels with OES. Reviewer will check “Possible Uneconomic Remnant” on the Project Inspection Checklist. Once the parcel closes, a “Remainder Notice Form” is sent to OPD Project Manager who will forward to OES.
4. Lynora Goode should be copied on all 10-Day letters. Provide all owner/tenant contact information in 10-Day letter. Lynora will track the 10-Day letters. If an appeal is not received within 20 days of receipt of the 10 Day letter, Lynora will follow up. This will allow a more streamline process and better communication for the appeals process.
5. Negotiators can calculate the performance bond amount for CTC and TF items (20% of the amount per item). The options have been changed to reflect this.
* Committee Meetings: September 13, 2021, November 8, 2021