

# ***Unified Planning Work Program FY 2014***

***Adopted: May 7, 2013  
Amendment Adopted November 6, 2013***

**Prepared by the  
Gainesville-Hall Metropolitan Planning Organization**

**In cooperation with the  
Hall Area Transit  
Georgia Department of Transportation  
Federal Highway Administration  
Federal Transit Administration**



***GHMPO***

***Gainesville - Hall  
Metropolitan Planning Organization***

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**Flowery Branch - Gainesville - Hall County - Oakwood**

**A Resolution by the Gainesville-Hall Metropolitan Planning Organization  
Policy Committee Amending the FY 2014 Unified Planning Work Program**

WHEREAS, the Gainesville-Hall Metropolitan Planning Organization is the designated Metropolitan Planning Organization for transportation planning within the Gainesville Metropolitan Area Boundary which includes all of Hall County; and

WHEREAS, Moving Ahead for Progress in the 21st Century (MAP-21) requires the Metropolitan Planning Organization to develop and adopt a Unified Planning Work Program; and

WHEREAS, the Unified Planning Work Program is consistent with all plans, goals, and objectives of the Gainesville-Hall Metropolitan Planning Organization.

WHEREAS, it is necessary to amend the FY 2014 Unified Planning Work Program to add carryover funds from FY 2013 and reassign funding amounts to Task 4.1 Long Range Transportation Plan and Task 5.2 Transportation Studies.

NOW, THERE, BE IT RESOLVED that the Gainesville-Hall Metropolitan Planning Organization amend the FY 2014 Unified Planning Work Program.

  
~~LAMAR BURGESS~~  
Mayor ~~Bob Hammick~~, Chair  
GHMPO Policy Committee

11-6-13.

Dated


**A Resolution by the Gainesville-Hall Metropolitan Planning Organization  
Policy Committee Adopting the FY 2014 Unified Planning Work Program**

**WHEREAS**, the Gainesville-Hall Metropolitan Planning Organization is the designated Metropolitan Planning Organization for transportation planning within the Gainesville Metropolitan Area Boundary which includes all of Hall County; and

**WHEREAS**, Moving Ahead for Progress in the 21st Century (MAP-21) requires the Metropolitan Planning Organization to develop and adopt a Unified Planning Work Program; and

**WHEREAS**, the Unified Planning Work Program is consistent with all plans, goals, and objectives of the Gainesville-Hall Metropolitan Planning Organization.

**NOW, THERE, BE IT RESOLVED** that the Gainesville-Hall Metropolitan Planning Organization adopts the FY 2014 Unified Planning Work Program for the period from July 1, 2013 to June 30, 2014.

  
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Mayor Danny Dunagan, Chair  
GHMPO Policy Committee

5-7-2013  
\_\_\_\_\_  
Date

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## INTRODUCTION

The Unified Planning Work Program (UPWP) originated from the Federal-Aid Highway Act of 1973 and is prepared annually to describe the ongoing transportation planning process for a Metropolitan Planning Organization (MPO). Moving Ahead for Progress in the 21 Century Act (MAP-21) is the most recent law establishing federal surface transportation policy and funding reauthorizations.

As the designated MPO for the Gainesville-Hall Area, the Gainesville-Hall Metropolitan Planning Organization (GHMPO) is responsible under Section 134 of Title 23, United States Code, for carrying out a “continuing, cooperative and comprehensive” (3-C) transportation planning process. The process uses three committees (Policy Committee – the decision making body, Technical Coordinating Committee – the staff, and Citizens Advisory Committee – the public) to develop and carry out a comprehensive transportation planning process and to ensure that programs, improvements, and expenditures are consistent with regional goals, policies, and plans. Appendix A illustrates the organization and staff composition of GHMPO.

- The Policy Committee is the decision-making body and is represented by elected officials from the member jurisdictions and an official from the Georgia Department of Transportation (GDOT). The committee is responsible for taking into consideration the recommendations from the Citizens Advisory Committee (CAC) and the Technical Coordinating Committee (TCC) when adopting plans or setting policy.
- The Technical Coordinating Committee membership includes staff from the member jurisdictions, various federal, state, and local agencies and associations that have a technical knowledge of transportation or planning. The TCC evaluates transportation plans and projects based on whether or not they are technically warranted and financially feasible
- The Citizens Advisory Committee consists of volunteer members who are interested in transportation issues. They are appointed by their member jurisdictions. The CAC is responsible for ensuring that values and interests of the citizens in Hall County are taken into consideration in the transportation planning process.

## PARTICIPATING AGENCIES

The following agencies have roles in the development, implementation, approval of, and/or funding of this UPWP:

### U.S. DEPARTMENT OF TRANSPORTATION (USDOT)

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly approve the UPWP. These two federal agencies provide valuable input into the process leading to the development of this document.

FHWA develops regulations, policies, and guidelines to achieve safety, access, economic development, and other goals of FHWA programs, and provides federal financial resources, technical training, education, and assistance to state and local transportation agencies.

FTA provides financial assistance and oversees grants to state and local transit providers, primarily through its regional and metropolitan offices. FTA is responsible for ensuring that grantees follow federal mandates along with statutory and administrative requirements.

## **GEORGIA DEPARTMENT OF TRANSPORTATION**

The Georgia Department of Transportation (GDOT) serves as the liaison between the MPO, the state, and the United States Department of Transportation (USDOT). The MPO works cooperatively with GDOT on various transportation tasks, which include: Transportation Improvement Program (TIP), Long Range Transportation Plan (LRTP), and Travel Demand Modeling. GDOT is the recipient of federal planning funds and the MPOs are sub-recipients of these funds. Therefore, GDOT provides grant oversight of Federal Planning (PL) funds. GDOT also reviews and approves UPWP's and TIP's before requesting concurrency from FHWA and FTA.

## **SCOPE AND DURATION OF THE UPWP**

The Fiscal Year 2014 Unified Planning Work Program describes the organization's planning goals and activities, provides cost estimates for each activity, identifies funding sources, and outlines a work schedule for the period July 1, 2013 through June 30, 2014. The document is organized into six major sections entitled:

- Part I – Program Support and Administration
- Part II – Public Involvement
- Part III – Comprehensive Planning and Research
- Part IV – Long Range Transportation and System Planning
- Part V – Short Range Transportation and Project Planning
- Part VI – Transit

The six sections of the UPWP include information on the parties responsible for carrying out the various planning activities. These activities are mostly geared towards the preparation and development of the LRTP with at least a 20-year horizon and a TIP which defines funded projects over six years. Public involvement is an integral part throughout the planning process.

## **PLANNING PROCESS**

The GHMPO planning process is complex due to the study area's proximity to the Atlanta metropolitan area, as well as Hall County's most recent status for two air quality standards. As shown in Appendix-A, the County-wide study area includes the Gainesville urbanized area (UZA) as well as a small portion of the metropolitan Atlanta urbanized area along its southern edge (approximately 2.7 percent of the County land area).

Hall County is in the process of being designated as part of a 20 county, 8-hour ozone maintenance area, as well as part of the 22 county Particulate Matter 2.5 non-attainment area. A maintenance area classification requires conformity to transportation budgets for 20 years once the region is designated as attainment. The GHMPO actively coordinates with the Atlanta Regional Commission (ARC), which provides air quality modeling for the region, to ensure that there is not a lapse in meeting these requirements. Therefore, the area's transportation challenges must be met not only in the context of local constraints, such as funding, growth of congestion, but also within the constraints of regional air quality planning.

## **METROPOLITAN PLANNING FACTORS**

The transportation planning process must explicitly address eight planning factors identified by SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy For Users) and reaffirmed under MAP-21:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the surface transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

## **FUNDING**

The Gainesville-Hall Transportation Study (GHTS) receives funding from two federal reimbursement programs, GDOT and member jurisdictions of Hall County. The FTA is the source of Section 5303 program funds, which are primarily for transit planning. The federal transit 5303 funds represent 80% of funding and require a 20% local match. While GDOT provides 10% of the required match, Hall County provides the remaining 10% match. On the other hand, FHWA is the source of Planning (PL) funds, which are used for providing local information to the Department of Transportation to ensure a comprehensive, cooperative and continuing transportation planning process. Federal transportation PL funds represent 80% of funding and requires a 20% local match. Member jurisdictions of Hall County provide the 20% match through in-kind services, which include both salaries and direct costs, primarily associated with the functioning of the MPO.

The overall funding summary, along with the in-kind match summary, is shown in Appendix B. Since the in-kind match dollar amount cannot be applied specifically to each task listed in this document, the required 20% dollar amount is shown as a lump sum in the funding summary. However, the total dollar amount constituting the required 20% match for each work element is shown at the end of the task description for informational purposes. Lastly, it should be noted that the required 20% match dollar amount will be captured from the available in-kind match dollar amount, which is slightly higher as shown in Appendix B.

## **UPWP WORK ELEMENTS / TASK DESCRIPTIONS**

### **1.0 Program Support and Administration**

#### **Program Objective:**

To provide overall management of GHMPO's transportation planning program, and ensure compliance with applicable federal and state requirements. Support various transportation related committees and ensure communication among and between the committees. Manage the staff contributing to planning activities. Monitor consultant contracts performed as part of the MPO process.

### **1.1 Study Coordination and Operations**

#### **Program Objective:**

To coordinate and conduct the transportation planning activities of the MPO in compliance with all federal, state, and local laws, regulations and requirements.

#### **Previous Work:**

1. In FY 2013, the three GHTS committees met four times. One meeting of the CAC was canceled. Meeting minutes were prepared and later archived on the GHMPO website.
2. Quarterly reports, reimbursable forms, and an annual report were prepared and submitted to the GDOT Planning Office.
3. Attended Interagency Consultation Group meetings to discuss the two air quality standards for which Hall County has maintenance (8-hour ozone) or non-attainment status (PM 2.5).
4. Attended various project specific meetings with GDOT, ARC, and other local agencies.
5. Reminded contributing member jurisdictions on appointing/reappointing members to the CAC.
6. Moved Gainesville MPO offices from 440 Prior Street to 2875 Browns Bridge Road inside the new Hall County Government Center
7. Hired Senior Transportation Planner.
8. Advised Bartow County staff and officials of the GHMPO experience in forming an MPO and our interaction with ARC.
9. Upon request, presented information on the GHMPO structure and current projects to local jurisdictions.
10. Attended Spout Springs Road project public information open house.

#### **Activities:**

1. Provide opportunities for an open, inclusive process assuring continuing, comprehensive, and cooperative decision making with all jurisdictions in the GHMPO planning area.
2. Prepare proper study records for the development or progress and performance reports, certification, and reimbursement procedure.
3. Coordinate activities of the GHMPO committees, including arranging meetings and preparing meeting minutes.
4. Continue coordination surrounding the regional transportation planning activities.
5. Coordinate/participate with other resource agencies at both state and local level on various project specific and/or on-going activities.

#### **Products:**

1. GHTS committee meetings and minutes.
2. Quarterly FY 2014 Reports and an Annual FY 2014 Report.
3. Accounting narratives and invoices.



**Lead Agency:**  
GHMPO

**Funding:**

Source	Amount
FHWA (80%)	\$ 103,892.69
LOCAL (20%)*	\$ 25,973.17
<b>Total-PL</b>	<b>\$ 129,865.86</b>

\* Part of the overall 20% in-kind match

## 1.2 **Professional and Technical Education**

### **Program Objective:**

To develop staff knowledge of transportation planning through relevant workshops and conferences.

### **Previous Work:**

1. In relation to the MPO activities staff attended the following:
  - a. 2012 Georgia Association of Metropolitan Planning Organizations (GAMPO) Work Session in Atlanta, Georgia.
  - b. 2012 Association of Metropolitan Planning Organizations (AMPO) Annual Conference in Saratoga Springs, NY.
  - c. 2012 Annual GAMPO Conference in Augusta, Georgia.
  - d. 2012 Fall Georgia Planning Association (GPA) Conference in Columbus, Georgia.
  - e. ARC's State of Region Breakfast in Atlanta, Georgia.
  - f. GDOT Annual Forum in Oakwood, Georgia.
  - g. 2013 Title VI and Americans with Disabilities (ADA) Training Event in Atlanta, Georgia.
  - h. National Transit Database Class.
  - i. Maintained membership in the American Planning Association (APA).

### **Activities:**

1. Staff may attend transportation related conferences, seminars and courses including those offered by the National Highway Institute (NHI), US Environmental Protection Agency (EPA), Georgia Environmental Protection Division (EPD), FHWA, FTA, and GDOT.

### **Products:**

1. Ongoing staff improvement and education.

### **Lead Agency:**

GHMPO

### **Funding:**

Source	Amount
FHWA (80%)	\$ 8,000.00
LOCAL (20%)*	\$ 2,000.00
<b>Total-PL</b>	<b>\$ 10,000.00</b>

\* Part of the overall 20% in-kind match

### 1.3 **Office Equipment and Supplies**

#### **Program Objective:**

To maintain computer systems used by the MPO for relevant transportation planning activities. Acquire software and hardware as necessary to maintain the MPO's transportation planning process. Purchase Geographic Information System (GIS) software and application materials for system planning. Purchase necessary office equipment to operate the MPO.

#### **Previous Work:**

1. Office supplies were acquired.

#### **Activities:**

1. Maintain computer systems and other office equipment used by the MPO in line of relevant transportation planning activities.

#### **Products:**

1. Adequate technology and office equipment to operate the MPO.

#### **Lead Agency:**

GHMPO

#### **Funding:**

Source	Amount
FHWA (80%)	\$ 3,200.00
LOCAL (20%)*	\$ 800.00
<b>Total-PL</b>	<b>\$ 4,000.00</b>

\* Part of the overall 20% in-kind match

#### 1.4 **UPWP**

##### **Program Objective:**

To identify work tasks undertaken by the GHMPO to address metropolitan area transportation planning. Collect public and committee input on a proposed FY 2015 UPWP. Take into consideration MPO progress made on FY 2014 UPWP. Develop and draft final UPWP.

##### **Previous Work:**

1. Development of FY 2014 UPWP and annual budget.
2. Committees approved amendment to the FY 2013 funding summary to partially fund the local match for the City of Gainesville Transportation Study.
3. Submitted the GHMPO's FY 2012 Annual Performance Report to GDOT.
4. Program was reviewed and approved by committees.

##### **Activities:**

1. Identify priority transportation planning work tasks.
2. Prepare a descriptive narrative and cost estimate for each work task, coordinate input from other agencies, and prepare the FY 2015 UPWP.

##### **Products:**

1. FY 2015 UPWP.

##### **Lead Agency:**

GHMPO

##### **Funding:**

Source	Amount
FHWA (80%)	\$ 1,600.00
LOCAL (20%)*	\$ 400.00
<b>Total-PL</b>	<b>\$ 2,000.00</b>

\* Part of the overall 20% in-kind match

## 2.0 **Public Involvement**

### **Program Objective:**

To gain input from the general public in transportation planning; to comply with the federal and local public participation requirements; to provide opportunities for convenient public access to review and comment on the GHMPO planning and programming documents, and the data and processes leading to those documents.

### 2.1 **Community Outreach and Education**

#### **Program Objective:**

To identify and involve stakeholders and traditionally underserved groups in the transportation planning process.

#### **Previous Work:**

1. Maintained and updated GHMPO's website to provide opportunity for public comment and review on relevant MPO activities.
2. Oversaw three public meetings on the City of Gainesville Transportation Study (GST).
3. Advised on content of outreach campaign materials for the GST: website dedicated to the GST, surveys and press releases.
4. Updated Transportation Investment Act (TIA) webpage to reflect that the regional sales tax for transportation projects did not pass the voter referendum.
5. Updated the air quality section of the MPO website with the associated release of ARCs PLAN 2040 Conformity Determination Report Addendum.
6. Continued to add 2012-2017 TIP amendments and administrative modifications to MPO website.

#### **Activities:**

1. Review, revise and update GHMPO Participation Plan as needed.
2. Provide opportunity for public comment and review on various GHMPO and Hall Area Transit (HAT) documents and activities.
3. Establish and maintain a record-keeping system that documents official actions of transportation planning processes and related public review.
4. Advertise the availability of draft documents for public review and comment.
5. Research potential procedures to evaluate the effects of development and transportation investments on communities including environmental justice issues. This is an ongoing activity.
6. Provide adequate notice of GHMPO activities as outlined in the Public Participation Plan.
7. Maintain and update the GHMPO website.
8. Maintain and update database of community stakeholders for mail and electronic notification of transportation activities.

#### **Products:**

1. Ongoing community outreach and education.

#### **Lead Agency:**

GHMPO

#### **Funding:**

Source	Amount
FHWA (80%)	\$ 3,200.00
LOCAL (20%)*	\$ 800.00
<b>Total-PL</b>	<b>\$ 4,000.00</b>

\* Part of the overall 20% in-kind match

### **3.0 Comprehensive Planning and Research**

#### **Program Objective:**

Areas covered include appropriate database development and maintenance for transportation planning issues and activities leading to the Metropolitan Transportation Plan (MTP) and TIP.

#### **3.1 Data Collection and System Monitoring**

##### **Program Objective:**

As needed for transportation planning efforts, use technical data – such as Average Annual Daily Traffic (AADT) and GIS mapping to provide important tools in the development of the TIP, MTP and other MPO planning efforts.

##### **Previous Work:**

1. Integrated technical data and maps into all planning efforts to further most comprehensive information to the public and GHMPO committees.
2. Made changes to urban area boundary based on 2010 Census and produced maps showing “smoothed” boundary edges.
3. Had ARC amend its air quality model to match number of lanes in segments of road project in the 2040 MTP and 2012-2017 TIP.

##### **Activities:**

1. Develop and maintain databases on current population, employment, and land use in the MPO area.
2. Continue to use GIS as an analytical and data management tool in spatial work projects including MTP updates and demographic studies.
3. Track land use and growth patterns of the GHMPO planning area and incorporate into the MTP, and the Transportation Demand Management (TDM) as needed.
4. As requested, attend meetings with local and regional agencies for data sharing regarding the Atlanta non-attainment area and planning data needs.

##### **Products:**

1. Relevant technical data and maps.

##### **Lead Agency:**

GHMPO and GDOT

##### **Funding:**

Source	Amount
FHWA (80%)	\$ 2,400.00
LOCAL (20%)*	\$ 600.00
<b>Total-PL</b>	<b>\$ 3,000.00</b>

\* Part of the overall 20% in-kind match

#### **4.0 Long Range Transportation and System Planning**

##### **Program Objective:**

The Long Range Transportation Plan (LRTP) provides the basis for transportation investment of regionally significant projects and programs within the planning area. The LRTP addresses various modes of transportation as well as the safety and security of the region's transportation system. The long-range 2040 MTP is the latest version of the LRTP document.

#### **4.1 Long Range Transportation Plan**

##### **Program Objective:**

To develop and review inputs for the eventual creation and adoption of a long-range, multi-modal MTP for the GHMPO planning area. This is a continuing work element.

##### **Previous Work:**

1. Continued ongoing cooperation with ARC on air quality conformity issues and transportation demand modeling.
2. Coordinated with ARC in developing the joint conformity determination report addendum for the Atlanta region.
3. Closed out contract with consultant when all tasks and schedules were completed.

##### **Activities:**

1. Continue evaluating development trends in land use and their impacts on the existing and planned transportation network.
2. Coordinate with the comprehensive planning process within the GHMPO planning area to integrate both the land use and transportation plans.
3. Coordinate with ARC in developing plan update schedule and work surrounding air quality conformity.
4. Submit a draft Request for Proposal (RFP) for an update to the 2040 MTP.

##### **Products:**

1. Amended 2040 MTP.

##### **Lead Agency:**

GHMPO

##### **Funding:**

Source	Amount
FHWA (80%)	\$ 146,555.16
LOCAL (20%)*	\$ 36,638.79
<b>Total-PL</b>	<b>\$ 183,193.95</b>

\* Part of the overall 20% in-kind match

## 5.0 **Short Range Transportation and Project Planning**

### **Program Objective:**

To undertake transportation planning activities that will lead to the development/implementation of the transportation improvement program and other related transportation studies.

### 5.1 **Transportation Improvement Program**

#### **Program Objective:**

The development and adoption of a TIP with a four-year triennial element and two out-years for project programming. The TIP is a process for selecting and scheduling all federally funded and regionally significant projects in a manner consistent with the MTP. The TIP is updated and amended as required.

#### **Previous Work:**

1. Attended quarterly status project meetings at the GDOT District 1 office.
2. Selected intersection improvement project for Congestion Mitigation and Air Quality Improvement (CMAQ) call for projects funding.
3. Coordinated with GDOT and local jurisdictions on project status and dollar amounts.
4. Added committee approved amendments and administrative modifications to the 2012-2017 TIP while coordinating with ARC on the impact of conformity modeling.

#### **Activities:**

1. Coordinate with GDOT to track and update project list and dollar amounts.
2. Coordinate with ARC on projects included in the TIP as they progress while meeting air quality requirements.
3. Coordinate with GDOT and local jurisdictions and examine opportunities for transportation planning studies as needed.
4. Incorporate participation planning process in development of the TIP.

#### **Products:**

1. Amendments and administrative modifications to the 2012-2017 TIP.

#### **Lead Agency:**

GHMPO

#### **Funding:**

Source	Amount
FHWA (80%)	\$ 1,600.00
LOCAL (20%)*	\$ 400.00
<b>Total-PL</b>	<b>\$ 2,000.00</b>

\* Part of the overall 20% in-kind match



## 5.2 **Major Transportation Studies**

### **Program Objective:**

To integrate land use planning activities with transportation planning. To provide information and recommendations to member jurisdictions and other planning and design agencies.

### **Previous Work:**

1. Prepared a Request for Proposal (RFP) to conduct the City of Gainesville Transportation Study (GTS) to address congestion and connectivity issues within the city limits.
2. Formed a selection committee and held interviews to choose a consultant to conduct the GTS.
3. Managed consultant on GTS development and kept MPO committees apprised of the study's progress.

### **Activities:**

1. Examine opportunities to coordinate with appropriate jurisdictions on transportation planning needs.
2. Continue partnership with GDOT on other relevant studies in the planning area.
3. The MPO may periodically be asked to conduct special studies, prepare reports for participants, other agencies, or the public or to analyze data not otherwise covered in the UPWP. Under this element the MPO will fund and/or negotiate with outside consultants or prepare in-house transportation or traffic studies, which may be needed.
4. Prepared a draft RFP to conduct a partial update to the Bicycle and Pedestrian Plan.

### **Products:**

1. Gainesville Transportation Study implementation plan and document.
2. Appropriate transportation studies.
3. Update Bicycle and Pedestrian Plan.

### **Lead Agency:**

GHMPO

### **Funding:**

Source	Amount
FHWA (80%)	\$ 40,000.00
LOCAL (20%)	\$ 10,000.00
<b>Total-PL</b>	<b>\$ 50,000.00</b>

## 6.0 **Transit**

### **Program Objective:**

To plan for an effective, convenient and accessible public transportation system.

### 6.1 **Hall Area Transit Programs and Projects**

#### **Program Objective:**

To perform a public transit operation, administration, and conduct relevant transit studies. Research and analyze City of Gainesville and Hall County communities' transportation needs and provide recommendations on how to meet those needs.

#### **Previous Work:**

1. Developed the transit section in the draft 2014 Unified Planning Work Program (UPWP) and presented to the GHMPO committees.
2. Adopted the 2014 UPWP on May 7, 2013.
3. Attended the 2012 Association of Metropolitan Planning Organizations (AMPO) conference in Saratoga Springs, New York.
4. Managed the FY 2013 Section 5303 contract and successfully completed all tasks listed in the grant program.
5. Participated in the transit program update calls conducted by GDOT.
6. Prepared and submitted the FY 2014 Section 5303 contract to GDOT.

#### **Activities:**

1. Provide transit planning administration and assistance to HAT. (Activity Line Item code: 44.21.00)
2. Maintain/amend the transit sections of the 2040 MTP. (Activity Line Item code: 44.23.02)
3. Maintain/amend the transit sections of the 2012-2017 TIP. (Activity Line Item code: 44.25.00)
4. Continue coordination with HAT in developing the transit work element for the FY 2015 UPWP. (Activity Line Item code: 44.21.00)
5. Participate and present transit related information and activities before municipalities and/or appropriate committees. (Activity Line Item code: 44.21.00)

#### **Products:**

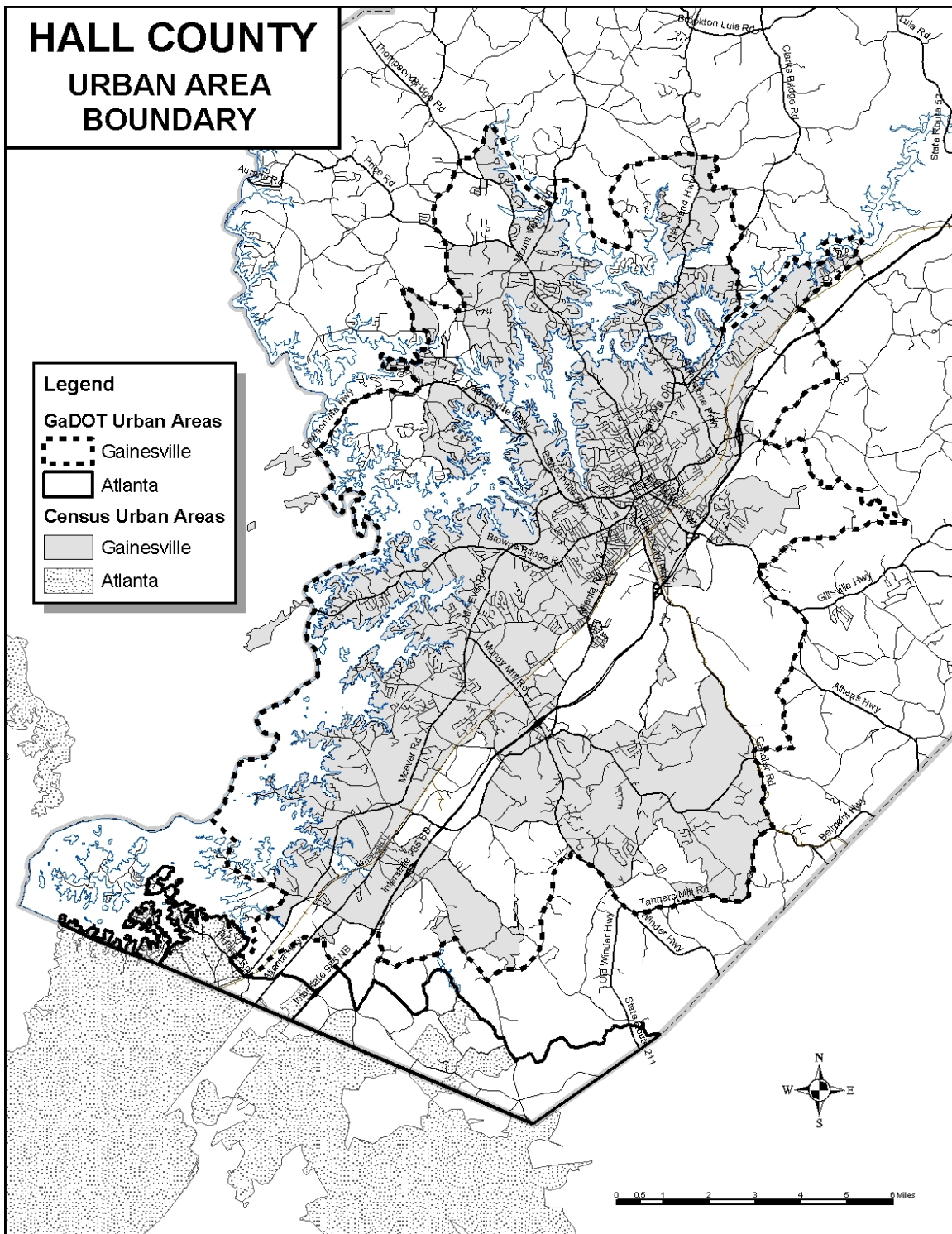
1. Performance of administrative tasks.
2. Transit sections of the FY 2015 UPWP and 2012-2017 TIP.

#### **Lead Agency:**

GHMPO / Hall Area Transit

#### **Funding:**

Source	Amount
FTA (80%)	\$ 83,374.70
GDOT (10%)	\$ 10,421.84
LOCAL (10%)	\$ 10,421.84
<b>Total-5303</b>	<b>\$ 104,218.37</b>



## APPENDIX B FUNDING SUMMARY

Work Elements	PL Funds (\$)			Section 5303 Funds (\$)				
	Budget Amount (100%)	FHWA (80%)	Local Match (20%)	Budget Amount (100%)	FTA (80%)	GDOT Match (10%)	Local Match (10%)	Total Budget Amount (\$)
1.0 Program Support and Administration								
1.1 Study Coordination and Operations	129,865.86	103,892.69		0.00	0.00	0.00	0.00	129,865.86
1.2 Professional and Technical Education	10,000.00	8,000.00		0.00	0.00	0.00	0.00	10,000.00
1.3 Office Equipment and Supplies	4,000.00	3,200.00		0.00	0.00	0.00	0.00	4,000.00
1.4 UPWP	2,000.00	1,600.00		0.00	0.00	0.00	0.00	2,000.00
Work Element 1.0 Total	145,865.86	116,692.69						145,865.86
2.0 Public Involvement								
2.1 Community Outreach and Education	4,000.00	3,200.00		0.00	0.00	0.00	0.00	4,000.00
Work Element 2.0 Total	4,000.00	3,200.00						4,000.00
3.0 Comprehensive Planning and Research								
3.1 Data Collection and System Monitoring	3,000.00	2,400.00		0.00	0.00	0.00	0.00	3,000.00
Work Element 3.0 Total	3,000.00	2,400.00						3,000.00
4.0 Long Range Transportation & System Planning								
4.1 Long Range Transportation Plan	183,193.95	146,555.16		0.00	0.00	0.00	0.00	183,193.95
Work Element 4.0 Total	183,193.95	146,555.16						183,193.95
5.0 Short Range Transportation & Project Planning								
5.1 Transportation Improvement Program	2,000.00	1,600.00		0.00	0.00	0.00	0.00	2,000.00
5.2 Major Transportation Studies	50,000.00	40,000.00	10,000.00	0.00	0.00	0.00	0.00	50,000.00
Work Element 5.0 Total	52,000.00	41,600.00	*0.00	0.00	0.00	0.00	0.00	52,000.00
6.0 Transit								
6.1 Hall Area Transit Programs & Projects	0.00	0.00	0.00	104,218.37	83,374.69	10,421.84	10,421.84	104,218.37
Work Element 6.0 Total	0.00	0.00	0.00	104,218.37	83,374.69	10,421.84	10,421.84	104,218.37
Total Work Elements (\$)	388,059.81	310,447.85	77,611.96	104,218.37	83,374.69	10,421.84	10,421.84	492,278.18

FY 2014 Local In-Kind Match - Salaries

Work Element	Hours	Cost
<b>1.1 Study Coordination and Operations</b>		
Ken Rearden, Public Works Director, Hall County	24	\$1,512.00
Connie Daniels, Secretary, Hall County	119	\$2,261.00
Judy Williams, Administrative Secretary, Hall County	80	\$1,480.00
Kevin McInturf, County Engineer, Hall County	28	\$1,400.00
Jody Woodall, Road Projects Manager, Hall County	65	\$2,275.00
Shirley Overstreet, Senior Accountant, Hall County	20	\$480.00
Dee Taylor, Traffic Engineer, City of Gainesville	40	\$1,200.00
Rusty Ligon, Planning Director, City of Gainesville	28	\$1,120.00
Bill Andrew, City Manager, City of Flowery Branch	30	\$1,740.00
Stan Brown, City Manager, City of Oakwood	30	\$2,490.00
<b>1.4 UPWP</b>		
Ken Rearden, Public Works Director, Hall County	8	\$504.00
Jody Woodall, Road Projects Manager, Hall County	8	\$280.00
Dee Taylor, Traffic Engineer, City of Gainesville	8	\$240.00
Bill Andrew, City Manager, City of Flowery Branch	8	\$464.00
Stan Brown, City Manager, City of Oakwood	8	\$664.00
<b>2.1 Community Outreach and Education</b>		
Jody Woodall, Road Projects Manager, Hall County	90	\$3,150.00
Paul Hemmott, Senior Programmer, Hall County	62	\$1,798.00
<b>3.1 Data Collection and System Monitoring</b>		
Mark Lane, GIS Manager, Hall County	90	\$4,050.00
Jim Budd, GIS Database Administrator, Hall County	80	\$2,400.00
<b>4.1 Long Range Transportation Plan</b>		
Ken Rearden, Public Works Director, Hall County	10	\$630.00
Jody Woodall, Road Projects Manager, Hall County	24	\$840.00
Dee Taylor, Traffic Engineer, City of Gainesville	18	\$540.00
Bill Andrew, City Manager, City of Flowery Branch	18	\$1,044.00
Stan Brown, City Manager, City of Oakwood	18	\$1,494.00
<b>5.1 Transportation Improvement Program</b>		
Ken Rearden, Public Works Director, Hall County	10	\$630.00
Jody Woodall, Road Projects Manager, Hall County	10	\$350.00
Dee Taylor, Traffic Engineer, City of Gainesville	10	\$300.00
Bill Andrew, City Manager, City of Flowery Branch	10	\$560.00
Stan Brown, City Manager, City of Oakwood	10	\$830.00
<b>Total</b>	<b>964</b>	<b>\$36,946.00</b>

FY 2014 Local In-Kind Match - Direct Costs

Work Element	Cost
<b>1.1 Study Coordination and Operations</b>	
Office Space (3 office rooms, common area, and utilities)	\$7,500.00
Telecommunications (3 land phone lines and 1 fax line)	\$300.00
<b>2.1 Community Outreach and Education</b>	
GHMPO Website (hosting and programming)	\$3,500.00
<b>3.1 Data Collection and System Monitoring</b>	
GIS Software (license and maintenance for 2 workstations)	\$4,000.00
<b>Total</b>	<b>\$15,300.00</b>

FY 2014 Local In-Kind Match Summary

Salaries:	\$36,946.00
Direct Costs:	\$15,300.00
<b>Total Local In-Kind Match:</b>	<b>\$52,246.00</b>

## **Appendix C      MAJOR WORK ACCOMPLISHMENTS IN FY 2013**

- Conducted a nationwide search and filled the Senior Transportation Planner position.
- Conducted the Gainesville Transportation Study by targeting congestion and lack of east-west connectivity issues.
- Coordinated with ARC in developing the joint conformity determination addendum report for the Atlanta region.
- Staff elected as President to serve the Georgia Association of MPOs for a two-year term.
- Staff received the Greater Hall Chamber of Commerce Silver Shovel Award for leading the public involvement process on the regional transportation planning process.

## Appendix D     ACRONYMS

<b>“3C”</b>	Continuing, Cooperative and Comprehensive Planning Process
<b>AADT</b>	Average Annual Daily Traffic
<b>ADA</b>	Americans With Disabilities Act
<b>AMPO</b>	Association of Metropolitan Planning Organizations
<b>APA</b>	American Planning Association
<b>APTA</b>	American Public Transportation Association
<b>ARC</b>	Atlanta Regional Commission
<b>CAC</b>	Citizens Advisory Committee
<b>CMAQ</b>	Congestion Mitigation and Air Quality Improvement
<b>DOT</b>	Department of Transportation
<b>EPA</b>	Environmental Protection Agency
<b>EPD</b>	Environmental Protection Division
<b>FHWA</b>	Federal Highway Administration
<b>FTA</b>	Federal Transit Administration
<b>FY</b>	Fiscal Year
<b>GAMPO</b>	Georgia Association of Metropolitan Planning Organizations
<b>GDOT</b>	Georgia Department of Transportation
<b>GHMPO</b>	Gainesville-Hall Metropolitan Planning Organization
<b>GHTS</b>	Gainesville-Hall Transportation Study
<b>GIS</b>	Geographic Information System
<b>GPA</b>	Georgia Planning Association
<b>GST</b>	Gainesville Transportation Study
<b>GTA</b>	Georgia Transit Association
<b>HAT</b>	Hall Area Transit
<b>LRTP</b>	Long Range Transportation Plan
<b>MAP-21</b>	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
<b>MPO</b>	Metropolitan Planning Organization
<b>MTP</b>	Metropolitan Transportation Plan
<b>NHI</b>	National Highway Institute
<b>PL</b>	Planning Funds
<b>RFP</b>	Request for Proposal
<b>SAFETEA-LU</b>	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy For Users
<b>SIP</b>	State Implementation Plan
<b>TAZ</b>	Traffic Analysis Zones
<b>TCC</b>	Technical Coordinating Committee
<b>TDM</b>	Transportation Demand Management
<b>TDP</b>	Transit Development Plan
<b>TIA</b>	Transportation Investment Act
<b>TIP</b>	Transportation Improvement Program
<b>TRB</b>	Transportation Research Board
<b>UPWP</b>	Unified Planning Work Program
<b>USDOT</b>	United States Department of Transportation
<b>UZA</b>	Urbanized Area