

FY 2019

Unified Planning Work Program



In accordance with Title VI of the Civil Rights Act of 1964 and other nondiscrimination laws, public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, familial, or income status.

Prepared by the Gainesville-Hall
Metropolitan Planning Organization
In cooperation with
Hall Area Transit
Georgia Department of Transportation
Federal Highway Administration
Federal Transit Administration
Hall County Government



Adopted: May 8, 2018



Gainesville - Hall Metropolitan Planning Organization

A Resolution by the Gainesville-Hall Metropolitan Planning Organization Policy Committee Adopting the FY 2019 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 a portion of Jackson County following the 2010 Census; and

WHEREAS, Fixing America's Surface Transportation (FAST) Act 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 2018 Unified Planning Work Program for the period from July 1, 2018 to June 30, 2019.

A motion was made by PC member Benny Bagwell and seconded by PC member Mike Miller and approved this the 8th of May, 2018.

Lamar Scroggs, Chair
GHMPO Policy Committee

Subscribed and sworn to me this the 8th of
May, 2018.



Notary Public

My commission expires May 22, 2020

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INTRODUCTION

A. Purpose of the Unified Planning Work Program

The Fiscal Year 2019 Unified Planning Work Program (UPWP) 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, 2018 through June 30, 2019. The document is organized into five major sections as follows:

1. Administration
2. Public Involvement
3. Data Collection
4. System Planning
5. Proposed Funding Source By Task

The five 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 Long-Range Transportation Plan (LRTP) with at least a 20-year horizon and a Transportation Improvement Program (TIP) which defines funded projects over four years. Public participation is an integral part throughout the planning process.

B. FAST Act Planning Factors

The transportation planning process must explicitly address the eleven planning factors identified by the Fixing America's Surface Transportation Act (FAST Act), 23 CFR 450 Subpart C, 23 CFR 420 Subpart A, and 49 CFR Subtitle A, listed below:

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;
8. Emphasize the preservation of the existing transportation system;
9. Improve transportation system resiliency and reliability;
10. Reduce (or mitigate) the storm water impacts of the surface transportation; and
11. Enhance travel and tourism.

The overall planning program is designed to comply with the requirements of FAST Act which was signed into law on December 4, 2015. It encourages MPOs to address the planning factors listed above when solving current and future transportation issues.

C. Planning Emphasis Areas (PEAs)

On April 23, 2014, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly issued the Planning Emphasis Areas (PEAs), which include transition to performance based planning and programming as per FAST Act, 23 CFR 450 Subpart C, 23 CFR 420 Subpart A, and 49 CFR Subtitle A, cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning, and access to essential services in which the transportation planning process identifies transportation connectivity gaps and solutions to address those gaps.

The FAST Act federal transportation regulations and guidelines outline planning emphasis areas as (1) FAST Act Implementation, (2) Regional Models of Cooperation, and (3) Ladders of Opportunity. MPOs are required to include these emphasis areas in the FY 2019 UPWP. The GHMPO transportation planning process will include the following planning emphasis areas addressed in the UPWP work elements as listed below:

- FAST Act Implementation – Transition to performance-based planning and programming. Performance-based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed towards the achievement of transportation system performance outcomes. GHMPO will address this planning emphasis area by coordinating and collaborating with GDOT, FHWA, and FTA on establishment of performance measures, and then collect and compile the necessary data to measure such performance. In addition, GHMPO will address this planning emphasis area through the implementation of the following UPWP work elements:
 - *4.4 Long-Range Plan* – Continue to manage the implementation of the transportation projects in the 2040 RTP update.
 - *4.5 Transportation Improvement Program* – Amend the TIP, as necessary.
- Regional Models of Cooperation - Ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agency, local government, and MPO boundaries to improve the effectiveness of transportation decision making. A coordinated approach supports common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability and commerce across boundaries. GHMPO will address this planning emphasis area by coordinating and collaborating with the Atlanta Regional Commission through interagency consultation and development of performance measures for the region. GHMPO will further work with neighboring local governments on projects that cross jurisdictional boundaries. In addition, GHMPO will address this planning emphasis area through the implementation of the following UPWP work elements:
 - *1.1 Operations and Administration* – Provide opportunities for an open and inclusive process assuring continuing, comprehensive, and cooperative decision making with all jurisdictions in the GHMPO planning area. Coordinate/participate with other resource agencies at both state and local level on various project specific and/or on-going activities. Work with the Georgia Association of Metropolitan Planning Organizations (GAMPO) and other state and national organizations on the role of MPOs in statewide and metropolitan transportation planning. Support statewide GAMPO activities through participation in meetings and events.
 - *4.1 Intermodal Planning* – Pursue Hall County Trails Initiative with the citizen initiated trails group. Work with Hall Area Transit on transit expansion or improvement initiatives.

- Ladders of Opportunity – Access to essential services. GHMPO, along with Hall Area Transit, will identify transportation connectivity gaps in accessing essential services such as employment, healthcare, schools/education and recreation. In addition, GHMPO will address this planning emphasis area through the implementation of the following UPWP work elements:
 - *1.1 Operations and Administration* – Provide opportunities for an open and inclusive process assuring continuing, comprehensive, and cooperative decision making with all jurisdictions in the GHMPO planning area.
 - *2.1 Community Outreach/Education* – Research potential procedures to evaluate the effects of development and transportation investments on communities including environmental justice issues. Continue to explore ways to make the GHMPO transportation planning process more transparent and inclusionary.
 - *4.1 Intermodal Planning* – Pursue Hall County Trails Initiative with the citizen initiated trails group. Work with Hall Area Transit on transit expansion or improvement initiatives.

D. Gainesville-Hall Metropolitan Planning Organization (GHMPO) Planning Process

The 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). FAST Act, 23 CFR 450 Subpart C, 23 CFR 420 Subpart A, and 49 CFR Subtitle A, 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 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 (PC) – the decision making body, Technical Coordinating Committee (TCC) – the staff, and Citizens Advisory Committee (CAC) – 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.

- 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 and the Technical Coordinating Committee 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 and a portion of Jackson County are taken into consideration in the transportation planning process.

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

U.S. Department of Transportation

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, Long Range Transportation Plan, and Travel Demand Modeling. GDOT is the direct 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 UPWPs and TIPs before requesting concurrency from FHWA and FTA.

E. GHMPO's Planning Priorities in FY 2019

The GHMPO will work towards the following 12 planning priorities in FY 2019:

1. Amend the Regional Transportation Plan through agency, stakeholder, and public coordination, as necessary (see Task #4, Sub-Element 4.3).
2. Amend the Transportation Improvement Program, as necessary (See Task #4, Sub-Element 4.4).
3. Undertake an update of the Gainesville-Hall Regional Transportation Plan to be completed by June 2020 (See Task #4, Sub-Element 4.3 and the GHMPO Business Plan).
4. Conduct an update of the Jackson County Master Transportation Plan (See Task #4, Sub-Element 4.5).
5. Complete the four PL-funded studies undertaken in 2018: (1) Dawsonville Highway-McEver Road Connectivity Study, (2) Gainesville Trail Connectivity Study, (3) South Hall Trail Study, and (4) Oakwood Citywide Traffic Improvement Study (See Task #4, Sub-Element 4.5).
6. Provide a more integrated multimodal and intermodal transportation system that increases travel options by prioritizing transit, pedestrian, and bicycle travel throughout the region (See Task #4, Sub-Elements 4.1, 4.3, 4.4, 4.5, and Task #5, Sub-Element 5.2).
7. Maintain and improve transportation system safety and security for motorists, transit riders, pedestrians, and bicyclists (See Task #4, Sub-Elements 4.1, 4.3, 4.4, 4.5, and Task #5, Sub-Element 5.2).
8. Take steps to continually monitor and maintain the transportation system (See Task #1, Sub-Element 1.1 and Task #4, Sub-Elements 4.3, 4.4, and 4.5).

9. Develop a transportation system that conserves energy, maintains the attainment of air quality standards, protects the natural environment and minimizes adverse impacts (See Task #1, Sub-Elements 1.1 and 1.2, Task #3, Sub-Element 3.1, and Task #4 Sub-Element 4.3).
10. Provide a transportation system that provides for the movement of people and goods safely and efficiently and advances the region's economic competitiveness (See Task #4, Sub Elements 4.3 and 4.4).
11. Develop a transportation system that is efficient by integrating transportation planning with land use decisions and other comprehensive planning tools (See Task #3, Sub-Element 3.1 and Task #4, Sub-Elements 4.3 and 4.4).
12. Support the Safety Performance Management Targets approved by the Georgia Department of Transportation regarding fatalities, rate of fatalities, serious injuries, rate of serious injuries, and the number of non-motorized fatalities and serious injuries. (See Appendix A)

TASK # 1: ADMINISTRATION

Sub-Element 1.1: Operations and Administration

Objective

- Coordinate and conduct the transportation planning activities of the GHMPO in compliance with all federal, state, and local laws, regulations and requirements.
- 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.

Previous Work

- In FY 2018, the three GHMPO committees had four regular meetings. Meeting minutes were prepared and later archived on the GHMPO website.
- Quarterly reports, reimbursable forms, and an annual report were prepared and submitted to the GDOT Planning Office.
- Attended Interagency Consultation Group meetings.
- Coordinated and worked with local governments and agencies regarding rulemaking on MPO planning area reform and performance measures development.
- Represented GHMPO on Atlanta Regional Commission's Transportation Coordinating Committee.
- Attended various project specific meetings with GDOT, ARC, and other local agencies.
- Appointed new members to the Citizens Advisory Committee.
- Upon request, presented information on the GHMPO structure and current projects to local jurisdictions.
- GHMPO was an active member of the Association of Metropolitan Planning Organizations (AMPO).

Project Description

- Provide opportunities for an open and inclusive process assuring continuing, comprehensive, and cooperative decision making with all jurisdictions in the GHMPO planning area.
- Prepare proper study records for the development of progress and performance reports, certification, and reimbursement procedure.
- Coordinate activities of the GHMPO committees, including arranging meetings and preparing meeting minutes.
- Continue coordination surrounding the regional transportation planning activities.
- Coordinate/participate with other resource agencies at both state and local level on various project specific and/or on-going activities.
- Work with the Georgia Association of Metropolitan Planning Organizations (GAMPO) and other state and national organizations on the role of MPOs in statewide and metropolitan transportation planning. Support statewide GAMPO activities through participation in meetings and events.
- Staff will continue to inform the MPO committees of legislative and regulatory actions impacting transportation planning and funding.
- The GHMPO will continue to provide staff that will be the local expert in transportation areas, assisting planning partners in transportation project development, building consensus and value in alternatives analysis, shared planning products, and providing a forum for regional decision making.
- Work with GAMPO, FHWA, and GDOT regarding the current and upcoming statewide Safety Performance Management Targets.
- Task # 1.1 will address GHMPO planning priority numbers 3 through 9.

Product

- GHMPO committee meeting agendas and minutes
- Quarterly FY 2019 Reports and an Annual Performance Report FY 2019
- Accounting narratives and invoices

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Operations and administration

TARGET START AND END DATES	7/1/2018 - 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$105,322.20
LOCAL IN-KIND MATCH (20%)	\$26,330.55
TOTAL	\$131,652.75

TASK # 1: ADMINISTRATION

Sub-Element 1.2: Training/Employee Education

Objective

Develop staff knowledge of transportation planning through relevant workshops and conferences.

Previous Work

In relation to the MPO activities, staff attended the following:

- 2018 American Planning Association National Conference in New Orleans, Louisiana – attended by Sam Baker and Joseph Boyd
- GAMPO annual meeting in Atlanta, Georgia - attended by Sam Baker, Srikanth Yamala, and Joseph Boyd
- Title VI trainings in Macon and Forest Park by Sam Baker and Joseph Boyd respectively.

Project Description

- Staff plans to attend the 2018 Association of Metropolitan Planning Organizations Annual Conference in San Antonio, Texas.
- Staff plans to attend the 2019 American Planning Association National Conference in San Francisco, California.
- Staff plans to attend the fall and spring conferences of the Georgia Planning Association (locations not yet announced).
- Staff may attend other transportation related conferences, seminars and courses including those offered by the Georgia Transit Association (GTA), National Highway Institute (NHI), Transportation Research Board (TRB), U.S. Environmental Protection Agency (EPA), Georgia Environmental Protection Division (EPD), FHWA, FTA, and GDOT.
- Task # 1.2 will address GHMPO planning priority numbers 7 through 9.
- Staff will attend classes and training related to Performance Based Planning and Programming as they occur.

Product

- Ongoing staff improvement and education

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Training and employee education

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$18,000.00
LOCAL IN-KIND MATCH (20%)	\$4,500.00
TOTAL	\$22,500.00

TASK # 1: ADMINISTRATION

Sub-Element 1.3: Equipment and Supplies

Objective

- 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

- Office supplies (envelopes, folders, appointment books, pens, name badges, and calendar) were acquired.

Project Description

- Maintain computer systems and other office equipment used by the MPO in line with relevant transportation planning activities.
- Task # 1.3 will address GHMPO planning priority numbers 3 through 9.

Product

- Adequate technology and office equipment to operate the MPO.

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Equipment and supplies

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
TOTAL	\$2,500.00

TASK # 1: ADMINISTRATION

Sub-Element 1.4: UPWP

Objective

- Identify work tasks undertaken by the GHMPO to address metropolitan area transportation planning.
- Collect public and committee input on a proposed FY 2019 UPWP.
- Take into consideration MPO progress made on FY 2018 UPWP.
- Develop and draft final UPWP.

Previous Work

- Developed FY 2019 UPWP and annual budget.
- Submitted GHMPO's FY 2018 Annual Performance Report to GDOT.
- Program was reviewed and approved by the three committees.
- Legal advertisement was published in the *Gainesville Times* seeking public comment on draft FY 2019 UPWP, per the Participation Plan.
- Draft UPWP was posted on the GHMPO website for public review.
- Amended FY 2018 UPWP twice upon approval of five PL-funded studies.

Project Description

- Identify transportation planning work tasks and sub-elements, prepare descriptive narrative and cost estimate for each sub-element, and coordinate input for the FY 2020 UPWP.
- Amend FY 2019 UPWP, as needed.
- Consider Planning Emphasis Areas (PEAs) under each work task.
- Incorporate and support the adopted Statewide Safety Performance and Management Targets (See Appendix A).
- Task # 1.4 will address GHMPO planning priority numbers 1 through 6.

Product

- Adopted FY 2020 UPWP by May 2019

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	UPWP

TARGET START AND END DATES	12/1/2018 – 5/31/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$10,000.00
LOCAL IN-KIND MATCH (20%)	\$2,500.00
TOTAL	\$12,500.00

TASK # 2: PUBLIC INVOLVEMENT

Sub-Element 2.1: Community Outreach/Education

Objective

- Gain input from the general public on transportation planning.
- Comply with the federal and local public participation requirements.
- 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.
- Identify and involve stakeholders and traditionally underserved groups in the transportation planning process.

Previous Work

- Published legal advertisements in the Times seeking public input on all MPO document updates and amendments (UPWP, TIP, RTP, Participation Plan, Title VI/EJ document, etc.).
- Delivered presentations to various stakeholder groups, such as Greater Hall Chamber of Commerce Issues Committee and Vision 2030 Transportation Committee on transportation issues.
- Updated and maintained a website on MPO activities.
- Updated and expanded mail and e-mail contact lists of citizens and stakeholders.
- Interviewed with the Gainesville Times and AccessWDUN on current local transportation topics for news dissemination.

Project Description

- Provide opportunity for public comment and review on various GHMPO and Hall Area Transit (HAT) documents and activities.
- Establish and maintain a record-keeping system that documents official actions of transportation planning processes and related public review.
- Advertise the availability of draft documents for public review and comment.
- Research potential procedures to evaluate the effects of development and transportation investments on communities including environmental justice issues. This is an ongoing activity.
- Provide adequate notice of GHMPO activities as outlined in the Participation Plan.
- Maintain and update the GHMPO website.
- Maintain and update database of community stakeholders for mail and electronic notification of transportation activities.
- Review and update the Participation Plan as appropriate. Annually report on the status of the Participation Plan, Title VI compliance, Environmental Justice outreach, and Limited English Proficiency analysis. Staff will annually attend training events for ADA, Title VI, EJ, and LEP, as available.
- Continue to engage the Citizens Advisory Committee through innovative and new public involvement techniques to increase participation and public outreach.
- Continue to develop visualization tools and techniques to better communicate the transportation planning process, MPO plans, and programs for the public and local officials.
- The GHMPO will continue to carry out the strategies and policies identified in the Participation Plan for all documents and plans, as appropriate, including the 2040 RTP update.
- Continue to explore ways to make the GHMPO transportation planning process more transparent and inclusionary.

- Maintain and update information on the GHMPO website regarding Performance Based Planning and Program and in regards to the statewide targets for Safety Performance Management Targets (Appendix A).
- Task # 2.1 will address GHMPO planning priority numbers 1 through 6.

Product

- Ongoing community outreach and education
- Updated GHMPO website
- Updated mailing list
- Updated e-mail list

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Community outreach & education

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$10,000.00
LOCAL IN-KIND MATCH (20%)	\$2,500.00
TOTAL	\$12,500.00

TASK # 3: DATA COLLECTION

Sub-Element 3.1: Socioeconomic Data, Models, and Analysis

Objective

- Collect and prepare socioeconomic data for the development of long-range transportation plan and transportation studies.
- Gather information on existing and future land use patterns for the development of long-range transportation plan and transportation studies.
- Collect and analyze data for the development and update of transportation plan and studies.
- Areas covered include appropriate database development and maintenance for transportation planning issues and activities leading to the Regional Transportation Plan (RTP) and TIP.
- 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, RTP, and other MPO planning efforts.

Previous Work

- Collected 2016 crash data and updated crash profiles of Hall County and Jackson County.
- Established safety performance targets, consistent with the state targets, as required per the FAST Act's Performance Based Planning & Programming.

Project Description

- Monitor socioeconomic data, and update, as necessary.
- Receive input on land use from the Hall County comprehensive plan update process.
- Track land use and growth patterns of the GHMPO planning area and incorporate into the RTP, the regional travel demand model, and the Transportation Demand Management (TDM), as needed.
- Continue to use GIS as an analytical and data management tool in spatial work projects including RTP updates and demographic studies.
- As requested, attend meetings with local and regional agencies for data sharing regarding the Atlanta non-attainment area and planning data needs.
- Collect 2017 crash data, and update crash reports for Hall County and Jackson County.
- Continue to monitor, support, and assist as needed with the Statewide Safety Performance Management Targets.
- Task # 3.1 will address GHMPO planning priority numbers 1 through 6.

Product

- Updated existing and future land use maps of Hall County by June 2019
- 2018 Hall County and Jackson County Crash Profiles by June 2019

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Data review and update

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$6,000.00
LOCAL IN-KIND MATCH (20%)	\$1,500.00
TOTAL	\$7,500.00

TASK # 4: SYSTEM PLANNING

Sub-Element 4.1: Intermodal Planning

Objective

- Plan for intermodal modes of transportation.

Previous Work

- Undertook Gainesville Trail Study and South Hall Trail Study.

Project Description

- Complete Gainesville Trail Study.
- Complete South Hall Trail Study.
- Work with Hall Area Transit on transit expansion or improvement initiatives.
- Met with a vanpool service provider to explore potential vanpool service to and from Gainesville.
- Task # 4.1 will address GHMPO planning priority numbers 4, 7, and 8.

Product

- Gainesville Trail Study report and maps by December 2018
- South Hall Trail Study report and maps by December 2018
- Assistance to local governments on trails grant applications
- Gainesville Connection and Hall Area Transit service expansion/enhancement

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES
GHMPO	Intermodal planning

TARGET START AND END DATES

7/1/2018 – 6/30/2019

LEAD AGENCY

GHMPO

FUNDING SOURCE

AMOUNT

FHWA (80%)	\$6,000.00
LOCAL IN-KIND MATCH (20%)	\$1,500.00
TOTAL	\$7,500.00

TASK # 4: SYSTEM PLANNING

Sub-Element 4.2: GIS & Model Development and Applications

Objective

- Develop and update travel demand and air quality models for long-range of transportation plan.
- Apply GIS to develop maps for transportation plans and studies.

Previous Work

- Updated Hall County and Jackson County crash profiles, mapped crashes, and identified high crash locations.

Project Description

- Review and provide the outputs of the travel demand models, as necessary.
- Create GIS maps, as necessary, for analysis.
- Task # 4.2 will address GHMPO planning priority numbers 7 through 11.

Product

- Travel demand model outputs and GIS maps by June 2019

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GDOT	Travel demand model development
GHMPO	Travel demand model & GIS applications

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GDOT
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$6,000.00
LOCAL IN-KIND MATCH (20%)	\$1,500.00
TOTAL	\$7,500.00

TASK # 4: SYSTEM PLANNING

Sub-Element 4.3: Long-Range Plan

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 RTP is the latest version of the LRTP document.
- Develop and update a long-range, multi-modal LRTP for the GHMPO planning area. This is a continuing work element.

Previous Work

- Implemented the transportation projects in the 2018-2021 Transportation Improvement Program from the 2040 RTP update.
- Amended the RTP, per request from GDOT, to add projects for funding and implementation.

Project Description

- Continue to manage the implementation of the transportation projects in the 2040 RTP update.
- Undertake an update of the Regional Transportation Plan to be completed by June 2020.
 - Incorporate and support the adopted Statewide Safety Performance and Management Targets (See Appendix A).
 - Focus on maintaining and improving the transportation network for the safety and security of all users, including motorists, freight vehicles, transit riders, pedestrians, and bicyclists.
- Task # 4.3 will address GHMPO planning priority numbers 1,3, 6, 7, 8, 9, 10, and 11.

Product

- Gainesville-Hall Regional Transportation Plan: 2015 Update project implementation (ongoing)
- GHMPO RTP update by June 2020

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Long-range planning

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$36,000.00
LOCAL IN-KIND MATCH (20%)	\$9,000.00
TOTAL	\$45,000.00

TASK # 4: SYSTEM PLANNING

Sub-Element 4.4: Transportation Improvement Program

Objective

- Undertake transportation planning activities that will lead to the development/implementation of a transportation improvement program and other related transportation studies.
- The development and adoption of a TIP with a five-year element 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 RTP. The TIP is updated at least every five years and amended as required.

Previous Work

- Attended quarterly pre-construction project meetings at the GDOT District 1 Office.
- Coordinated with GDOT and local jurisdictions on project status and dollar amounts.
- Created the 2018-2021 TIP document with the input of GDOT, the public, and the three GHMPO committees.

Project Description

- Amend the TIP, as necessary.
- Incorporate and support the adopted Statewide Safety Performance and Management Targets (See Appendix A).
- Task # 4.4 will address GHMPO planning priority numbers 2, 6, 7, 8, 10, and 11.

Product

- 2018-2021 TIP amendments by June 2019

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Transportation Improvement Program

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$6,000.00
LOCAL IN-KIND MATCH (20%)	\$1,500.00
TOTAL	\$7,500.00

TASK # 4: SYSTEM PLANNING

Sub-Element 4.5: Special Transportation Studies

Objective

- Integrate land use planning activities with transportation planning.
- Provide information and recommendations to member jurisdictions and other planning and design agencies.

Previous Work

- The City of Gainesville completed the second phase of Green Street corridor study identifying what exists underneath the street.
- GHMPO completed a regional freight study identifying specific freight projects for the region.

Project Description

- Complete the Gainesville Dawsonville Highway-McEver Road Connectivity Study.
- Complete the Gainesville Trail Connectivity Plan.
- Complete the Oakwood Citywide Traffic Improvement Study.
- Complete the South Hall Trail Connectivity Study.
- Continue work on the Jackson County Transportation Master Plan Update.
- Task # 4.6 will address GHMPO planning priority numbers 3, 4, and 5.

Product

- Dawsonville Highway-McEver Road Connectivity Study by December 2018
- Gainesville Trail Connectivity Plan by December 2018
- Oakwood Citywide Traffic Improvement Study by December 2018
- South Hall Trail Connectivity Study by December 2018
- Jackson County Transportation Master Plan Update by December 2019

TRANSPORTATION RELATED PLANNING ACTIVITY	
ORGANIZATION	ACTIVITY
GHMPO	Dawsonville Highway-McEver Road Connectivity Study
GHMPO	Gainesville Trail Connectivity Plan
GHMPO	Oakwood Citywide Traffic Improvement Study
GHMPO	South Hall Trail Connectivity Study
GHMPO	Jackson County Transportation Master Plan Update

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$10,000.00
LOCAL IN-KIND MATCH (20%)	\$2,500.00
TOTAL	\$12,500.00

TASK # 5: TRANSIT PLANNING

Sub-Element 5.1: Program Support & Administration (FTA ALI Code 44.21.00)

Objective

- Administer and operate the MPO transit planning process by properly coordinating MPO functions with the Georgia Department of Transportation, the Federal Transit Administration, and all involved stakeholders, including accounting for all MPO transit planning-related activities during fiscal year 2019.

Previous Work

- Developed the transit section in the 2018 UPWP and presented to the GHMPO committees.
- Adopted the 2018 UPWP on May 2, 2017.
- Attended the 2017 AMPO conference in Savannah, Georgia by Sam Baker and Joseph Boyd.
- Managed the FY 2018 Section 5303 contract and successfully completed all tasks listed in the grant program.
- Participated in the transit program update calls conducted by GDOT.
- Prepared and submitted the FY 2019 Section 5303 contract to GDOT.
- GHMPO retained its membership of the Georgia Transit Association.
- GHMPO retained its membership of the Association of Metropolitan Planning Organizations.

Project Description

- Develop a Transit Asset Management Plan, in cooperation with the GDOT Intermodal Office, for Hall Area Transit by October 1, 2018
- Provide transit planning administration and assistance to HAT.
- Continue coordination with HAT in developing the transit work element for the FY 2019 UPWP.
- Participate and present transit related information and activities before municipalities and/or appropriate committees.
- Task # 5.1 will address GHMPO planning priority numbers 2, 5, 6, and 7.

Product

- Transit Asset Management Plan for Hall Area Transit by October 2018
- FY 2020 Section 5303 grant application by November 2018
- 2018-2021 TIP amendments, as necessary, by June 2019
- Transit section of FY 2020 UPWP by June 2019
- Accounting report at the end of each fiscal quarter

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Program Support & Administration

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FTA	\$34,023.00
STATE 5303 MATCH	\$4,252.87
LOCAL CASH MATCH	\$4,252.88
TOTAL	\$42,528.75

TASK # 5: TRANSIT PLANNING

Sub-Element 5.2: Long Range Transportation Planning (Project Level) (FTA ALI Code 44.23.02)

Objective

- Develop and keep current the transit portion of the Gainesville-Hall Regional Transportation Plan.
- Address the eight FAST Act Planning Factors and Planning Emphasis Areas through this plan.

Previous Work

- Managed the implementation of the projects in the 2018-2021 Transportation Improvement Program to implement the transit recommendations of the Gainesville-Hall Regional Transportation Plan (RTP).
- Prepared a five-year Transit Development Plan included recommendations for:
 - Fixed route expansion in years 1 through 5
 - Fixed route improvements in years 1 through 5
 - Capital procurement (fare boxes, security systems, passenger apps, etc.) in years 1 through 5
 - Express bus service to Atlanta
 - Paratransit bus service route improvements in years 1 through 5
 - Paratransit vehicle procurement (fare boxes, security systems, passenger apps, etc.)

Project Description

- Amend the transit sections of the RTP, as necessary.
- Undertake an update of the Regional Transportation Plan.
- Task # 5.2 will address GHMPO planning priority numbers 1 and 6.

Product

- RTP update by June 2020

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES
GHMPO	Long Range Transportation Planning (Project Level)

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FTA	\$34,023.00
STATE 5303 MATCH	\$4,252.87
LOCAL CASH MATCH	\$4,252.88
TOTAL	\$42,528.75

TASK # 5: TRANSIT PLANNING

Sub-Element 5.3: Transportation Improvement Program (FTA ALI Code 44.25.00)

Objective

- Update and amend Transportation Improvement Program (TIP), as necessary, to keep it up-to-date.

Previous Work

- Created the 2018-2021 TIP which incorporated Hall Area Transit projects.

Project Description

- Amend the 2018-2021 TIP, as necessary.
- Task # 5.3 will address GHMPO planning priority number 2.

Product

- Transit section of the 2018-2021 TIP by June 2019

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Transportation Improvement Program

TARGET START AND END DATES	7/1/2018 – 6/30/2019	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FTA	\$5,000.00
STATE 5303 MATCH	\$625.00
LOCAL CASH MATCH	\$625.00
TOTAL	\$6,250.00

GHMPO Business Plan

Objective

- Provide GHMPO planning partners information on current and future unfunded projects and required planning activities.

Anticipated Products

Product	Cost Estimate	Date of Completion
Regional Transportation Plan: 2020 Update	\$250,000	FY 2020
Economic Impact of Local Transportation Programs/Projects Study	\$50,000	FY 2021
North Hall Parkway Study	\$200,000	FY 2019
Gainesville Transportation Plan Update	\$150,000	FY 2023

GHMPO Five Year Funding Plan					
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
FHWA Allocation	\$215,322.20	\$217,475.42	\$219,650.18	\$221,846.68	\$224,065.14
FHWA PL Apply	\$0.00	\$250,000.00	\$50,000.00	\$200,000.00	\$150,000.00
FTA Allocation	\$73,046.00	\$73,776.46	\$74,514.22	\$75,259.37	\$76,011.96
State Match	\$9,130.75	\$9,222.06	\$9,314.28	\$9,407.42	\$9,501.50
Local Match	\$9,130.75	\$9,222.06	\$9,314.28	\$9,407.42	\$9,501.50
Total Revenue	\$306,629.70	\$559,696.00	\$362,792.96	\$515,920.89	\$469,080.10
Contracts	\$0.00	\$250,000.00	\$50,000.00	\$200,000.00	\$150,000.00
Staff/Direct	\$306,629.70	\$309,696.00	\$312,792.96	\$315,920.89	\$319,080.10
Total Expenditures	\$306,629.70	\$559,696.00	\$362,792.96	\$515,920.89	\$469,080.10

1% annual growth in allocation

Staff/Direct includes: salaries, fringe, indirect and other direct charges

FHWA PL Apply are prior year funds GHMPO must apply for

PROPOSED FUNDING SOURCE BY TASK

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FHWA	FHWA-SPR	FEDERAL TOTAL	STATE PL MATCH	STATE SPR MATCH	STATE TOTAL	LOCAL MATCH	TOTAL
PL	1.1	Operations & Administration	105,322.20	0	105,322.20	0	0	0	26,330.55	131,652.75
PL	1.2	Training/Employee Education	18,000.00	0	18,000.00	0	0	0	4,500.00	22,500.00
PL	1.3	Equipment & Supplies	2,000.00	0	2,000.00	0	0	0	500.00	2,500.00
PL	1.4	UPWP	10,000.00	0	10,000.00	0	0	0	2,500.00	12,500.00
PL	2.1	Community Outreach/Education	10,000.00	0	10,000.00	0	0	0	2,500.00	12,500.00
PL	3.1	Socio-Economic Data	6,000.00	0	6,000.00	0	0	0	1,500.00	7,500.00
PL	4.1	Intermodal Planning	6,000.00	0	6,000.00	0	0	0	1,500.00	7,500.00
PL	4.2	GIS, Model Development & Apps.	6,000.00	0	6,000.00	0	0	0	1,500.00	7,500.00
PL	4.3	Long Range Plan	36,000.00	0	36,000.00	0	0	0	9,000.00	45,000.00
PL	4.4	TIP	6,000.00	0	6,000.00	0	0	0	1,500.00	7,500.00
PL	4.5	Special Transportation Studies	10,000.00	0	10,000.00	0	0	0	2,500.00	12,500.00
PL	1.1 - 4.5	Total	215,322.20	0	215,322.20	0	0	0	53,830.55	269,152.75

PROPOSED FUNDING SOURCE BY TASK

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FTA – 5303	FEDERAL TOTAL	STATE 5303 MATCH	STATE TOTAL	LOCAL MATCH	TOTAL
5303	5.1	Program Support & Administration	34,023.00	34,023.00	4,252.87	4,252.87	4,252.88	42,528.75
5303	5.2	Long Range Planning	34,023.00	34,023.00	4,252.87	4,252.87	4,252.88	42,528.75
5303	5.3	TIP	5,000.00	5,000.00	625.00	625.00	625.00	6,250.00
5303	5.1 - 5.3	Total	73,046.00	73,046.00	9,130.75	9,130.75	9,130.75	91,307.50

FY 2019 Draft Total Budget

GHMPO's total budget for FY 2019 is **\$360,460.25** from all the sources:

		PL Funds (\$)			Section 5303 Funds (\$)			Total Budget Amount (\$)
Work Elements		Budget Amount (100%)	FHWA (80%)	Local Match (20%)	Budget Amount (100%)	FTA (80%)	GDOT Match (10%)	
1.0 Administration								
1.1 Operations and Administration		131,652.75	105,322.20	26,330.55	0.00	0.00	0.00	131,652.75
1.2 Training/Employee Education		22,500.00	18,000.00	4,500.00	0.00	0.00	0.00	22,500.00
1.3 Equipment and Supplies		2,500.00	2,000.00	500.00	0.00	0.00	0.00	2,500.00
1.4 UPWP		12,500.00	10,000.00	2,500.00	0.00	0.00	0.00	12,500.00
Work Element 1.0 Total		169,152.75	135,322.20	33,830.55	0.00	0.00	0.00	169,152.75
2.0 Public Involvement								
2.1 Community Outreach/Education		12,500.00	10,000.00	2,500.00	0.00	0.00	0.00	12,500.00
Work Element 2.0 Total		12,500.00	10,000.00	2,500.00	0.00	0.00	0.00	12,500.00
3.0 Data Collection								
3.1 Socioeconomic Data		7,500.00	6,000.00	1,500.00	0.00	0.00	0.00	7,500.00
Work Element 3.0 Total		7,500.00	6,000.00	1,500.00	0.00	0.00	0.00	7,500.00
4.0 System Planning								
4.1 Intermodal Planning		7,500.00	6,000.00	1,500.00	0.00	0.00	0.00	7,500.00
4.2 GIS, Model Development & Applications		7,500.00	6,000.00	1,500.00	0.00	0.00	0.00	7,500.00
4.3 Long-Range Plan		45,000.00	36,000.00	9,000.00	0.00	0.00	0.00	45,000.00
4.4 Transportation Improvement Program		7,500.00	6,000.00	1,500.00	0.00	0.00	0.00	7,500.00
4.5 Special Transportation Studies		12,500.00	10,000.00	2,500.00	0.00	0.00	0.00	12,500.00
Work Element 4.0 Total		80,000.00	64,000.00	16,000.00	0.00	0.00	0.00	80,000.00
5.0 Transit Planning								
5.1 Program Support & Administration		0.00	0.00	0.00	42,528.75	34,023.00	4,252.88	42,528.75
5.2 Long Range Transportation Planning		0.00	0.00	0.00	42,528.75	34,023.00	4,252.88	42,528.75
5.3 Transportation Improvement Program		0.00	0.00	0.00	6,250.00	5,000.00	625.00	6,250.00
Work Element 5.0 Total		0.00	0.00	0.00	91,307.50	73,046.00	9,130.75	91,307.50
Total Work Elements (\$)		269,152.75	215,322.20	53,830.55	91,307.50	73,046.00	9,130.75	360,460.25

METROPOLITAN PLANNING FACTORS TO BE CONSIDERED IN THE 2019 UPWP

Work Element	Work Sub-Element	METROPOLITAN PLANNING FACTORS							
		1	2	3	4	5	6	7	8
1.0 Program Support & Administration	1.1: Operations & Administration	X	X	X	X	X	X	X	X
	1.2: Employee Training & Development	X	X	X	X	X	X	X	X
	1.3: Equipment & Supplies	X						X	
	1.4: Unified Planning Work Program	X	X	X	X	X	X	X	X
2.0 Public Involvement	2.1: Community Outreach/Education	X	X	X	X	X	X	X	X
3.0 Data Collection	3.1: Socio-Economic Data	X						X	
4.0 System Planning	4.1: Intermodal Planning		X	X	X		X	X	
	4.2: Air Quality Planning	X	X	X	X	X	X	X	X
	4.3: GIS, Model Development & Applications							X	
	4.4: Long Range Plan	X	X	X	X	X	X	X	X
	4.5: Transportation Improvement Program	X	X	X	X	X	X	X	X
	4.6: Special Transportation Studies							X	X
5.0: Transit Planning	5.1: Program Support & Administration	X	X	X	X	X	X	X	X
	5.2: Long Range Transportation Planning (Project Level)	X			X			X	
	5.3: Transportation Improvement Program	X			X			X	

FY 2019 GHMPO UNIFIED PLANNING WORK PROGRAM SCHEDULE

Work Element	Work Sub-Element	2018						2019					
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1.0 Administration	1.1: Operations and Administration	X	X	X	X	X	X	X	X	X	X	X	X
	1.2: Training/Employee Education	X	X	X	X	X	X	X	X	X	X	X	X
	1.3: Equipment and Supplies	X	X	X	X	X	X	X	X	X	X	X	X
	1.4: Unified Planning Work Program				X	X		X	X	X	X	X	
2.0 Public Involvement	2.1: Community Outreach/Education	X	X	X	X	X	X	X	X	X	X	X	X
3.0 Data Collection	3.1: Socio-Economic Data, Models, and Analysis	X	X	X	X	X	X	X	X	X	X	X	X
4.0 System Planning	4.1: Intermodal Planning	X	X	X	X	X	X	X	X	X	X	X	X
	4.2: GIS & Model Development and Applications	X	X	X	X	X	X	X	X	X	X	X	X
	4.3: Long Range Plan	X			X			X			X		
	4.4: Transportation Improvement Program	X			X			X			X		
	4.5: Special Transportation Studies	X	X	X	X	X	X						
5.0: Transit Planning	5.1: Program Support and Administration	X	X	X	X	X	X	X	X	X	X	X	X
	5.2: Long Range Transportation Planning (Project Level)	X			X			X			X		
	5.3: Transportation Improvement Program	X			X			X			X		

9/19/2017

Appendix A: Safety Performance Management Targets Resolution



Gainesville - Hall Metropolitan Planning Organization

A Resolution by the Gainesville-Hall Metropolitan Planning Organization Policy Committee Setting Safety Performance Management Targets

WHEREAS, federal regulations require that the Long Range Transportation Plans and the Transportation Improvement Programs include Safety Performance Management Targets for urbanized areas; and

WHEREAS, the Gainesville-Hall Metropolitan Planning Organization (GHMPO), in coordination with the Federal Highway Administration, Federal Transit Administration, and the Georgia Department of Transportation (GDOT), has reviewed the requirement to adopt Safety Performance Management Targets for use in the transportation process; and

WHEREAS, the Technical Coordinating Committee (TCC) and the Citizens Advisory Committee (CAC) at their meetings on January 16, 2018 and January 25, 2018 respectively recommended that GHMPO support the Safety Performance Management Targets approved by the GDOT as follows:

- Number of Fatalities: Maintain the 5-year rolling average for traffic fatalities under the projected 1,593.3 (2014 – 2018) 5-year average by December 2018.
- Rate of Fatalities Per 100 Million Vehicle Miles Traveled (VMT): Maintain the 5-year rolling average for the rate of traffic fatalities per 100 million VMT under the projected 1.32 (2014 – 2018) 5-year average by December 2018.
- Number of Serious Injuries: Maintain the 5-year rolling average for serious injuries under the projected 19,642.8 (2014 – 2018) 5-year average by December 2018.
- Rate of Serious Injuries per 100 Million VMT: Maintain the 5-year rolling average for the rate of serious injuries per 100 million VMT under the projected 16.318 (2014 – 2018) 5-year average by December 2018.
- Number of Non-Motorized Fatalities and Serious Injuries: Maintain the 5-year rolling average for non-motorized fatalities and serious injuries under the projected 1,027.2 (2014 – 2018) 5-year average by December 2018.

NOW, THEREFORE, BE IT RESOLVED that the GHMPO Policy Committee (PC) concurs with the recommendations of the TCC and CAC that GHMPO agree to support the Safety Performance Management Targets as approved by GDOT.

2875 Browns Bridge Road
Gainesville, Georgia 30504

(770) 297-2625
www.ghmpo.org

Appendix A: Safety Performance Management Targets Resolution



Gainesville - Hall Metropolitan Planning Organization

A motion was made by PC member Danny Dunagan and seconded by PC member Benny Bagwell and approved this the 13th of February, 2018.

Lamar Scroggs
Mayor Lamar Scroggs, Chair
Policy Committee

Subscribed and sworn to me this the 13th of February, 2018.

Morgan Ewing
Notary Public

My commission expires 5/22/2020



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