



**GHMPO**

# *Gainesville - Hall Metropolitan Planning Organization*

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Braselton - Flowery Branch - Gainesville - Oakwood - Hall County - Jackson County

## CITIZENS ADVISORY COMMITTEE

Thursday, November 5, 2015

4:00 PM

Hall County Government Center, 2<sup>nd</sup> Floor Training Room

### AGENDA

1. Welcome – Berlinda Lipscomb, Chair
2. Approval of July 30, 2015 Meeting Minutes
3. Public Comments
4. Recommend Approval of the Resolution Amending the FY 2016 Unified Planning Work Program  
– Sam Baker, GHMPO
5. Recommend Approval of the Resolution Amending the FY 2016-2019 Transportation Improvement Program  
– Sam Baker, GHMPO
6. Recommend Approval of an Update to the Title VI Program and Environmental Justice Analysis  
– Sam Baker, GHMPO
7. Citizens Advisory Committee Bylaws  
– Wayne Stradley, CAC
8. Jurisdiction and Agency Reports
  - City of Flowery Branch
  - City of Gainesville
  - City of Oakwood
  - Town of Braselton
  - Georgia Department of Transportation
  - Georgia Mountains Regional Commission
  - Hall Area Transit
  - Hall County
  - Jackson County

9. Upcoming Meeting Date: February 25, 2016

10. Other

11. Adjourn



**GHMPO**

# *Gainesville - Hall Metropolitan Planning Organization*

Braselton - Flowery Branch - Gainesville - Oakwood - Hall County - Jackson County

## **CITIZENS ADVISORY COMMITTEE**

Hall County Government Center, 2<sup>nd</sup> Floor Conference Room  
Minutes of July 30, 2015 Meeting

### **Voting Members Present:**

Mayor James Nix, Hall County  
Charles Alvarez, Hall County  
Trey Bell, Hall County  
Renee Gerrell, Hall County  
Bill Hall, Hall County  
Brent Hoffman, Hall County  
Wayne Stradley, Hall County  
Ron Petrie, City of Flowery Branch  
Mary Jardine, City of Gainesville  
Berlinda Lipscomb, City of Gainesville  
Connie Propes, City of Gainesville  
Emory Turner, City of Gainesville  
Charles Mensinger, City of Oakwood  
Tony Millwood, City of Oakwood

### **Voting Members Absent:**

Rob Strickland, Hall County  
Jamie Hitzges, Jackson County  
Ike Swofford, City of Flowery Branch  
Diane O'Kelley, City of Gainesville  
Terry Turner, Town of Braselton

### **Others Present:**

Sam Baker, GHMPO  
Zhan Shi, GHMPO

David Fee, GHMPO  
Connie Daniels, Hall County

### **1. Welcome**

Mayor Nix called the meeting to order and welcomed everyone.

### **2. Approval of April 30, 2015 Meeting Minutes**

**MOTION:** *Mr. Stradley made a motion to approve the minutes of the April 30, 2015, meeting with a second from Ms. Lipscomb, and the motion passed by a unanimous vote.*

### **3. Public Comments**

Mr. Stradley introduced written public comments he had received that the turn-off lane into Harbour Point Parkway from SR 53/Dawsonville Highway is too short and the eastbound lane has eroded creating a dangerous situation. Mr. Baker stated that the MPO staff would forward these concerns to GDOT.

**4. Recommend Approval of the Resolution Amending the FY 2016-2019 Transportation Improvement Program (TIP)**

Mr. Baker stated they had received a request from GDOT asking them to amend the TIP to modify the amount of right-of-way funds and schedule for the addition of a center turn lane on SR 347/Lanier Islands Parkway, from McEver Road to Lake Lanier Islands. This amendment would change the total right-of-way costs from \$5 million to \$10 million and move the right-of-way acquisition to FY 2016. This has been coordinated with Atlanta Regional Commission and went through a public comment period. This amendment does not change the local contributions.

***MOTION:*** Ms. Gerrell made a motion to recommend approval of the resolution amending the FY 2016-2019 TIP with a second from Ms. Jardine, and the motion passed (Ms. Propes opposed).

**5. Update to the Title VI Program and Environmental Justice Analysis**

Due to the inclusion of part of western Jackson County into the GHMPO, Ms. Shi explained she had updated the census data and maps for Title VI Program and Environment Justice Analysis to meet federal guidelines. This document will be forwarded to the FTA, FHWA and GDOT for their comments. The document will be brought back to the CAC for a recommendation to approve.

**6. Jurisdiction and Agency Reports**

Mr. Fee shared the status of transportation projects being completed by the jurisdictions of the City of Flowery Branch, the City of Gainesville, the City of Oakwood, the Town of Braselton, GDOT, GRMC, HAT, Hall County, and Jackson County.

**7. Election of Chairperson and Vice Chairperson**

***MOTION:*** Ms. Propes made a motion to nominate Wayne Stradley for Vice Chairman. The motion received a second from Mr. Hoffman and passed by a unanimous vote.

***MOTION:*** Mr. Hoffman made a motion to nominate Berlinda Lipscomb for Chairman. The motion received a second from Ms. Gerrell and passed by a unanimous vote.

**8. Upcoming Meeting Date**

Mr. Baker explained the GHMPO staff has a conflict with the next CAC meeting date of October 29, 2015; therefore, after discussing different dates, the next CAC meeting is scheduled for November 5, 2015.

**9. Other**

There will be a Highland to Islands Trail Summit on August 11<sup>th</sup> at 3:00 p.m. at the Elachee Nature Center.

Mr. Stradley expressed concern about the lack of communication between Hall County government and the city governments within Hall County. He made a motion stating: "GHMPO Citizen's Advisory Committee recommends communication be improved between Hall County government and local governments located in Hall County. Transportation projects affecting Hall County and local municipalities be coordinated and respected by each government, especially dollar amounts and property rights. Clarification, coordination and approval or non-approval be respected by individual cities and Hall County governments such as:

- 1) Determining the need, if any, for a project within their jurisdiction,
- 2) Prioritizing projects,
- 3) Project cost, especially as they affect local municipalities and their residents,
- 4) Determining where project monies will come from and how much each government entity will be responsible for."

***MOTION:*** Mr. Turner made a motion to approve the statement regarding communication between the County and local governments as stated, and the motion received a second from Ms. Lipscomb and passed (Mr. Mensinger opposed).

#### 10. Adjourn

***MOTION:*** Ms. Lipscomb made a motion to adjourn the meeting at 4:50 p.m. with a second from Ms. Gerrell, and the motion passed by a unanimous vote.

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James Nix, Chairman

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Connie Daniels, Secretary





**FY 2016**

# 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



Proposed adoption: November 10, 2015





**A Resolution by the Gainesville-Hall Metropolitan Planning Organization  
Policy Committee Amending the FY 2016 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; 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 2016 Unified Planning Work Program to add carryover funds from FY 2015.

**NOW, THERE, BE IT RESOLVED** that the Gainesville-Hall Metropolitan Planning Organization amends the FY 2016 Unified Planning Work Program.

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Mayor Mike Miller  
GHMPO Policy Committee

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Date

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# INTRODUCTION

## A. Purpose of the Unified Planning Work Program

The Fiscal Year 2016 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, 2015 through June 30, 2016. 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. MAP-21 Planning Factors

The transportation planning process must explicitly address the eight planning factors identified by SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy For Users) and reaffirmed under Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) 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; and
8. Emphasize the preservation of the existing transportation system.

The overall planning program is designed to comply with the requirements of MAP-21 which was signed into law on July 6, 2012. It encourages MPOs to address the planning factors listed above when solving current and future transportation issues.

### **C. 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). 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 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.

## Planning Emphasis Areas (PEAs)

On April 23, 2014, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly issued the FY 2015-2016 Planning Emphasis Areas (PEAs), which include transition to performance based planning and programming as per MAP-21, 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.

### **D. GHMPO's Planning Priorities in FY 2016**

The GHMPO will work towards the following in FY 2016:

- Complete the 2015 update of the Regional Transportation Plan through agency, stakeholder, and public coordination and adopt by August 2015.
- Update the Transportation Improvement Program by August 2015.
- Conduct a corridor study on Green Street.
- Provide a more integrated multimodal and intermodal transportation system that increases travel options by prioritizing transit, pedestrian, and bicycle travel throughout the region.
- Maintain and improve transportation system safety and security for motorists, transit riders, pedestrians, and bicyclists.
- Take steps to continually monitor and maintain the transportation system.
- Develop a transportation system that conserves energy, promotes the attainment of air quality standards, protects the natural environment and minimizes adverse impacts.
- Provide a transportation system that provides for the movement of people and goods safely and efficiently and advances the region's economic competitiveness.
- Develop a transportation system that is efficient by integrating transportation planning with land use decisions and other comprehensive planning tools.

## **TASK # 1: ADMINISTRATION**

### **Sub-Element 1.1: Program Coordination**

#### **OBJECTIVE**

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

#### **PREVIOUS WORK**

- In FY 2015, the three GHMPO committees had four regular meetings. In addition, the Technical Coordinating Committee and the Policy Committee each had one and two additional special meetings respectively. 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 to discuss the two air quality standards for which Hall County has maintenance (8-hour ozone) or non-attainment status (PM<sub>2.5</sub>).
- 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.
- Held Bicycle and Pedestrian Advisory Committee meetings to implement the Bicycle and Pedestrian Plan.
- Upon request, presented information on the GHMPO structure and current projects to local jurisdictions.
- Underwent state certification review, led by GDOT with FHWA in attendance, for adherence to federal rules and requirements.

#### **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.

#### **PRODUCT**

- GHMPO committee meetings and minutes
- Quarterly FY 2016 Reports and an Annual Performance Report FY 2016
- Accounting narratives and invoices

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Transportation planning program coordination

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$59,338.01
LOCAL IN-KIND MATCH (20%)	\$14,834.50
<b>TOTAL</b>	<b>\$74,172.51</b>

DRAFT

## **TASK # 1: ADMINISTRATION**

### **Sub-Element 1.2: Operations and Administration**

#### **OBJECTIVE**

- 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 2015, the three GHMPO committees had four regular meetings. In addition, the Technical Coordinating Committee and the Policy Committee each had one and two additional special meetings respectively. Meeting minutes were prepared and later archived on the GHMPO website.
- Quarterly reports, reimbursable forms, and an annual performance report were prepared and submitted to the GDOT Planning Office.
- 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<sub>2.5</sub>).
- Represented GHMPO on ARC's Transportation Coordinating Committee.
- Attended various project specific meetings with GDOT, ARC, and other local agencies.
- Appointed new members to the Citizens Advisory Committee.
- Held Bicycle and Pedestrian Advisory Committee meetings to implement the Bicycle and Pedestrian Plan.
- Upon request, presented information on the GHMPO structure and current projects to local jurisdictions.
- Underwent state certification review, led by GDOT with FHWA in attendance, for adherence to federal rules and requirements.

#### **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.

#### **PRODUCT**

- GHMPO committee meetings and minutes
- Quarterly FY 2016 Reports and an Annual Performance Report FY 2016
- Accounting narratives and invoices



<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Operations and administration

<b>TARGET START AND END DATES</b>	<b>LEAD AGENCY</b>
7/1/2015 - 6/30/2016	GHMPO

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$59,338.01
LOCAL IN-KIND MATCH (20%)	\$14,834.50
<b>TOTAL</b>	<b>\$74,172.51</b>

DRAFT

## **TASK # 1: ADMINISTRATION**

### **Sub-Element 1.3: 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:

- 2014 Association of Metropolitan Planning Organizations Annual Conference in Atlanta, GA attended by Sam Baker and David Fee
- 2014 Georgia Planning Association Fall Conference in Athens, GA attended by Sam Baker
- 2014 Annual Georgia Transit Association Conference in Athens, GA attended by Sam Baker
- 2015 American Planning Association National Conference in Seattle, WA attended by Sam Baker
- Annual Transportation Forum in Oakwood, GA attended by Sam Baker and David Fee
- Transportation conformity workshop in Macon, GA attended by Sam Baker
- Performance based planning webinar attended by Sam Baker
- Title VI and Americans with Disabilities (ADA) training session attended by Sam Baker and David Fee
- 2014 North American Travel Monitoring Exposition and Conference in Chicago, IL attended by Srikanth Yamala
- Environmental justice training in Atlanta, GA attended by Sam Baker

#### **PROJECT DESCRIPTION**

- Staff plans to attend the 2015 AMPO Annual Conference in Las Vegas, Nevada and the 2016 American Planning Association National Conference in Phoenix, Arizona.
- Staff may attend other transportation related conferences, seminars and courses including those offered by the National Highway Institute (NHI), Transportation Research Board (TRB), US Environmental Protection Agency (EPA), Georgia Environmental Protection Division (EPD), FHWA, FTA, and GDOT.

#### **PRODUCT**

- Ongoing staff improvement and education

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Training and employee education

<b>TARGET START AND END DATES</b>	<b>7/1/2015 – 6/30/2016</b>	<b>LEAD AGENCY</b>	<b>GHMPO</b>
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$10,000.00
LOCAL IN-KIND MATCH (20%)	\$2,500.00
<b>TOTAL</b>	<b>\$12,500.00</b>

**TASK # 1: ADMINISTRATION****Sub-Element 1.4: 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 book, and calendar) were acquired.
- Purchased a Lenovo laptop computer (\$1,172.07) and a Logitech mouse (\$14.99).

**PROJECT DESCRIPTION**

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

**PRODUCT**

- Adequate technology and office equipment to operate the MPO.

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Equipment and supplies

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$5,000.00
LOCAL IN-KIND MATCH (20%)	\$1,250.00
<b>TOTAL</b>	<b>\$6,250.00</b>

**TASK # 1: ADMINISTRATION****Sub-Element 1.5: Contracts/Grants****OBJECTIVE**

- Issue and administer contracts for transportation plans and studies.
- Apply for transportation grants.

**PREVIOUS WORK**

- Entered into a contract with Pond & Company to update the GHMPO Regional Transportation Plan (RTP).
- Administered Pond's update of the RTP, per the contract.
- Assisted local governments to apply and receive grants from the Georgia Transportation Infrastructure Bank.

**PROJECT DESCRIPTION**

- Administer contract to complete the update of the Regional Transportation Plan by August 2015. Assist the City of Gainesville with its contract for the Green Street Corridor Study. Assist local governments apply for Georgia Transportation Infrastructure Bank grants and loans.

**PRODUCT**

- Green Street Corridor Study contract. Georgia Transportation Infrastructure Bank grant and loan applications from local governments.

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Contracts & grants

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

## **TASK # 1: ADMINISTRATION**

### **Sub-Element 1.6: UPWP**

#### **OBJECTIVE**

- Identify work tasks undertaken by the GHMPO to address metropolitan area transportation planning.
- Collect public and committee input on a proposed FY 2017 UPWP.
- Take into consideration MPO progress made on FY 2016 UPWP.
- Develop and draft final UPWP.

#### **PREVIOUS WORK**

- Developed FY 2016 UPWP and annual budget.
- Submitted GHMPO's FY 2015 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 2016 UPWP, per the Participation Plan.
- Draft UPWP was posted on the GHMPO website for public review.

#### **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 2017 UPWP.
- Consider Planning Emphasis Areas (PEAs) under each work task.

#### **PRODUCT**

- Adopted FY 2017 UPWP by June 2016

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	UPWP

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$5,000.00
LOCAL IN-KIND MATCH (20%)	\$1,250.00
<b>TOTAL</b>	<b>\$6,250.00</b>

## **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**

- Held four community meetings and one Hispanic stakeholder meeting to seek input on the Regional Transportation Plan - 2015 update.
- Conducted two online surveys in English and Spanish to gauge public opinion on regional transportation issues.
- Delivered presentations to various stakeholder groups on transportation issues.
- Updated and maintained a website on MPO activities.
- Updated the Participation Plan addressing feedback received from FHWA and GDOT Planning during the MPO certification review.
- Updated and expanded mail and e-mail contact lists of citizens and stakeholders.

#### **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.

#### **PRODUCT**

- Ongoing community outreach and education
- Revamped GHMPO website in 2015
- Updated mailing list
- Updated e-mail list

#### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Community outreach & education

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

DRAFT

<b>TASK # 2: PUBLIC INVOLVEMENT</b>
<b>Sub-Element 2.2: Environmental Justice/Title VI</b>

**OBJECTIVE**

- Comply with Title VI of the Civil Rights Act of 1964 which prohibits discrimination based on race, color, and national origin.

**PREVIOUS WORK**

- Updated the Environmental Justice/Title VI document.
- Attended Title VI workshop at the Georgia Department of Transportation by Sam Baker and David Fee.
- Provided the required certifications to GDOT complying with the requirements of Title VI.
- Attended environmental justice training at MARTA in Atlanta, GA by Sam Baker.

**PROJECT DESCRIPTION**

- Update the Environmental Justice/Title VI document and maps in light of the GHMPO planning area boundary expansion into Jackson County.
- Continue to be in compliance of Title VI of the Civil Rights Act of 1964.

**PRODUCT**

- Updated Environmental Justice/Title VI document by June 2016

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Title VI compliance

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>



**TASK # 2: PUBLIC INVOLVEMENT****Sub-Element 2.3: Participation Plan****OBJECTIVE**

- Engage the public in order to create transportation plans that will serve the area’s transportation needs.

**PREVIOUS WORK**

- Updated the 2013 Participation Plan addressing feedback received from FHWA and GDOT during GHMPO’s certification review.
- The 2010 Limited English Proficiency Plan was updated and included in the appendix of the 2014 Participation Plan.

**PROJECT DESCRIPTION**

- Review the 2014 Participation Plan, and update, if necessary.
- Continue to be in compliance of Title VI of the Civil Rights Act of 1964.

**PRODUCT**

- Ongoing community outreach and education

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Public participation

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

## TASK # 3: DATA COLLECTION

### Sub-Element 3.1: Socioeconomic Data

#### OBJECTIVE

- Collect and prepare socioeconomic data for the development of long-range transportation plan and transportation studies.

#### PREVIOUS WORK

- Developed 2010 base year and 2040 future year socioeconomic data for the Gainesville-Hall Regional Transportation Plan: 2015 Update.
- Provided the updated socioeconomic data to GDOT for the update of the GHMPO travel demand models for the RTP update.

#### PROJECT DESCRIPTION

- Identify population, housing, median income, employment, and school enrollment information for all TAZs. **Monitor socioeconomic data, and amend, as necessary.**

#### PRODUCT

- Updated 2010 and 2040 socioeconomic database in the RTP update by August 2015

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Socioeconomic data review and update

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

## **TASK # 3: DATA COLLECTION**

### **Sub-Element 3.2: Land Use Monitoring**

#### **OBJECTIVE**

- Gather information on existing and future land use patterns for the development of long-range transportation plan and transportation studies.

#### **PREVIOUS WORK**

- Developed 2040 future year socioeconomic data for the Gainesville-Hall Regional Transportation Plan: 2015 Update.
- Distributed future projected population, employment, and school population based upon land use and growth patterns.
- Provided the updated socioeconomic data to GDOT for the update of the GHMPO travel demand models for the RTP update.

#### **PROJECT DESCRIPTION**

- Assist in the update of the Hall County comprehensive plan by sharing the socioeconomic data developed for the RTP update.
- 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.

#### **PRODUCT**

- Updated land use map of Hall County by June 2016

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Land use monitoring

<b>TARGET START AND END DATES</b>	<b>LEAD AGENCY</b>
7/1/2015 – 6/30/2016	GHMPO

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

<b>TASK # 3: DATA COLLECTION</b>
<b>Sub-Element 3.3: Transportation Surveys, Models, and Analysis</b>

**OBJECTIVE**

- Collect and analyze data for the development and update of transportation plan and studies.

**PREVIOUS WORK**

- Conducted two online surveys for community input on regional transportation plan update.
- Assisted GDOT in the update of the GHMPO travel demand models.
- Coordinated with ARC on air quality modeling for emission analysis and air quality conformity determination.
- The surveys, models, and data analyses were used in the RTP update.

**PROJECT DESCRIPTION**

- Update the transportation plan by August 2015. Collect and analyze data for the Green Street corridor study.

**PRODUCT**

- Gainesville-Hall Regional Transportation Plan: 2015 Update Appendices by August 2015. Green Street corridor data and analysis.

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
ORGANIZATION	ACTIVITIES
GHMPO	Transportation surveys, models, & analysis

TARGET START AND END DATES	7/1/2015 – 6/30/2016	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

**TASK # 3: DATA COLLECTION**

**Sub-Element 3.4: System Monitoring**

**OBJECTIVE**

- 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**

- Developed base year and future year socioeconomic data for the RTP update.

**PROJECT DESCRIPTION**

- Continue to use GIS as an analytical and data management tool in spatial work projects including RTP updates and demographic studies.
- Track land use and growth patterns of the GHMPO planning area and incorporate into the RTP, and the Transportation Demand Management as needed.
- As requested, attend meetings with local and regional agencies for data sharing regarding the Atlanta non-attainment area and planning data needs.

**PRODUCT**

- 2010 base year and 2040 future year Level of Service maps by August 2015
- Updated land use map of Hall County by June 2016

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	System monitoring

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

## **TASK # 4: SYSTEM PLANNING**

### **Sub-Element 4.1: Congestion Management**

#### **OBJECTIVE**

- Manage congestion in the GHMPO road network.

#### **PREVIOUS WORK**

- Modeled traffic volumes in the GHMPO road network in 2010 base year and 2040 future year travel demand models.

#### **PROJECT DESCRIPTION**

- Monitor congestion now and in the future on the area road network. Pursue the implementation of the transportation improvement projects identified in the 2016-2019 Transportation Improvement Program to reduce congestion in the GHMPO road network.

#### **PRODUCT**

- Level of service maps by August 2015. Implementation of the FY 2016 projects identified in the TIP.

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Congestion management

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

**TASK # 4: SYSTEM PLANNING****Sub-Element 4.2: Intermodal****OBJECTIVE**

- Plan for intermodal modes of transportation.

**PREVIOUS WORK**

- Assessed local air and freight transportation as part of the regional transportation plan update.

**PROJECT DESCRIPTION**

- Update the intermodal section of the Regional Transportation Plan by August 2015. **Monitor and amend the Plan, as needed.**

**PRODUCT**

- Gainesville-Hall Regional Transportation Plan: 2015 Update's updated sections on freight, aviation, and other transportation providers by August 2015

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Intermodal planning

TARGET START AND END DATES		LEAD AGENCY	
	7/1/2015 – 6/30/2016		GHMPO

FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

## **TASK # 4: SYSTEM PLANNING**

### **Sub-Element 4.3: Air Quality**

#### **OBJECTIVE**

- Improve air quality in the GHMPO region as part of the Atlanta air quality non-attainment area.
- Comply with air quality conformity requirements.

#### **PREVIOUS WORK**

- Completed conformity determination short form for amendment to the transportation improvement program (TIP).
- Adopted resolution, complying with air quality conformity requirement, for the Atlanta Regional Commission's TIP amendment.
- Developed and provided a list of transportation projects to ARC for emission analysis and air quality conformity determination for the RTP update.

#### **PROJECT DESCRIPTION**

- Continue to coordinate and cooperate with the Atlanta Regional Commission, Georgia Department of Natural Resources' Environmental Protection Division, Environmental Protection Agency, and other interagency partners in air quality management.

#### **PRODUCT**

- Three emission analyses by ARC expected in 2015
- Conformity determination reports by ARC
- Adopted resolutions for air quality conformity, as needed

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
ARC	Emissions analysis
GHMPO	Air quality conformity coordination with ARC

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	ARC
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>



**TASK # 4: ADMINISTRATION****Sub-Element 4.4: Bicycle/Pedestrian****OBJECTIVE**

- Plan for bicycle and pedestrian modes of transportation.

**PREVIOUS WORK**

- Completed a partial update of the Hall County bicycle and pedestrian plan.
- Gave a presentation on Hall County’s bicycle and pedestrian planning initiatives at the Georgia Bikes annual summit in Columbus
- Designated a bicycle-pedestrian coordinator
- Initiated Hall County Trails Initiative to implement the recommendations of the bicycle and pedestrian plan

**PROJECT DESCRIPTION**

- Pursue Hall County Trails Initiative.

**PRODUCT**

- Monitor progress on trails development, and incorporate into future bicycle and pedestrian plan.
- Extension of Central Hall Trail and Midtown Greenway
- Brand and logo for Hall County’s trail network by June 2016

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Bicycle/pedestrian planning

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

**TASK # 4: SYSTEM PLANNING****Sub-Element 4.5: Model Development and Applications****OBJECTIVE**

- Develop and update travel demand and air quality models for long-range of transportation plan.

**PREVIOUS WORK**

- Updated base year travel demand model from 2006 to 2010.
- Updated future year travel demand models for 2040 with updated socioeconomic data and projects.
- Updated air quality model, in cooperation with ARC, for the RTP update.

**PROJECT DESCRIPTION**

- Review the outputs of the updated models. Provide model results to the local governments and the public, if requested. Test alternate scenarios, as necessary.

**PRODUCT**

- Gainesville-Hall Regional Transportation Plan: 2015 Update and updated travel demand models by August 2015

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GDOT	Travel demand model development
GHMPO	Travel demand model application
ARC	Air quality modeling

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GDOT
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

**TASK # 4: SYSTEM PLANNING****Sub-Element 4.6: GIS Development and Applications****OBJECTIVE**

- Apply GIS to develop maps for transportation plans and studies.

**PREVIOUS WORK**

- Created various maps for the RTP update.
- Created a map of the expanded GHMPO planning area as a result of the 2010 census urbanized area expansion.
- Created maps of functional road classification changes in the GHMPO planning area, with updates from member jurisdictions, and submitted to GDOT.

**PROJECT DESCRIPTION**

- Create GIS maps, as necessary, for analysis.

**PRODUCT**

- GIS maps by June 2016

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	GIS development & applications

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

## **TASK # 4: SYSTEM PLANNING**

### **Sub-Element 4.7: Highway Planning**

#### **OBJECTIVE**

- Assess performance of the GHMPO highways.
- Plan highway improvements in light of current condition and future travel demand.

#### **PREVIOUS WORK**

- Modeled travel demand on highways in base year and future year as part of RTP update.
- Developed a list of highway project improvements.
- Created maps of functional road classification changes in the GHMPO planning area, with updates from member jurisdictions, and submitted to GDOT.

#### **PROJECT DESCRIPTION**

- Update the highway planning section of the Gainesville-Hall Regional Transportation Plan. **Monitor the Plan, and amend as needed.**

#### **PRODUCT**

- Gainesville-Hall Regional Transportation Plan: 2015 Update by August 2015

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Highway planning

<b>TARGET START AND END DATES</b>	<b>7/1/2015 – 6/30/2016</b>	<b>LEAD AGENCY</b>	<b>GHMPO</b>
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$2,000.00
LOCAL IN-KIND MATCH (20%)	\$500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

**TASK # 4: SYSTEM PLANNING**

**Sub-Element 4.8: ITS**

**OBJECTIVE**

- Apply Intelligent Transportation System (ITS) in the GHMPO area.

**PREVIOUS WORK**

- The ITS section of the Regional Transportation Plan was updated.

**PROJECT DESCRIPTION**

- Adopt the Gainesville-Hall Regional Transportation Plan: 2015 Update. **Monitor the Plan, and amend as needed.**

**PRODUCT**

- Gainesville-Hall Regional Transportation Plan: 2015 Update by August 2015

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	ITS

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	<b>\$2,000.00</b>
LOCAL IN-KIND MATCH (20%)	<b>\$500.00</b>
<b>TOTAL</b>	<b>\$2,500.00</b>

<b>TASK # 4: SYSTEM PLANNING</b>
<b>Sub-Element 4.9: Freight Planning</b>

**OBJECTIVE**

- Plan for efficient movement of freight throughout the GHMPO area.

**PREVIOUS WORK**

- The freight section of the Regional Transportation Plan was updated.

**PROJECT DESCRIPTION**

- Adopt the Gainesville-Hall Regional Transportation Plan: 2015 Update. **Monitor the Plan, and amend as needed.**

**PRODUCT**

- Gainesville-Hall Regional Transportation Plan: 2015 Update by August 2015

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
ORGANIZATION	ACTIVITIES
GHMPO	ITS

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	<b>\$2,000.00</b>
LOCAL IN-KIND MATCH (20%)	<b>\$500.00</b>
<b>TOTAL</b>	<b>\$2,500.00</b>

## **TASK # 4: SYSTEM PLANNING**

### **Sub-Element 4.10: 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**

- Continued the update of the 2040 LRTP.
- Coordinated with GDOT on travel demand modeling for the LRTP update.
- Continued ongoing cooperation with ARC on air quality conformity issues and transportation demand modeling.
- Coordinated with ARC in developing the joint conformity determination report addendum for the Atlanta region.

#### **PROJECT DESCRIPTION**

- Update the 2040 LRTP by August 2015. **Monitor the Plan, and amend as needed.**

#### **PRODUCT**

- Gainesville-Hall Regional Transportation Plan: 2015 Update by August 2015

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Long-range planning

<b>TARGET START AND END DATES</b>	<b>LEAD AGENCY</b>
7/1/2015 – 6/30/2016	GHMPO

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	<b>\$2,000.00</b>
LOCAL IN-KIND MATCH (20%)	<b>\$500.00</b>
<b>TOTAL</b>	<b>\$2,500.00</b>

**TASK # 4: SYSTEM PLANNING****Sub-Element 4.11: 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 four-year quadrennial 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 four 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.
- Added committee approved amendments and administrative modifications to the 2012-2017 TIP while coordinating with ARC on the impact of conformity modeling.

**PROJECT DESCRIPTION**

- Update the TIP by August 2015. **Monitor the TIP, and amend as needed.**

**PRODUCT**

- 2016-2019 TIP by August 2015

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Transportation Improvement Program

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$5,000.00
LOCAL IN-KIND MATCH (20%)	\$1,250.00
<b>TOTAL</b>	<b>\$6,250.00</b>



**TASK # 4: SYSTEM PLANNING****Sub-Element 4.12: 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**

- Met with Bicycle and Pedestrian Advisory Committee on how to implement the GHMPO Bicycle and Pedestrian Plan update recommendations via the Hall County Trails Initiative.
- Photographed bicycle and pedestrian facilities throughout the GHMPO planning area.
- Gave a presentation on Hall County’s bicycle and pedestrian planning initiatives at the Georgia Bikes Annual Summit in Columbus.
- Submitted a report to FHWA of examples of new or improved pedestrian and bicycle network segments within the GHMPO planning area.

**PROJECT DESCRIPTION**

- Assist the City of Gainesville in conducting a transportation study to assess the implications and feasibility of implementing the recommendations proposed for Green Street in the Gainesville Master Transportation Plan.
- Advertise and hire a summer planning intern.

**PRODUCT**

- Green Street study by June 2016

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
City of Gainesville	Green Street Study
GHMPO	Summer internship

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	City of Gainesville
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$158,800.00
LOCAL IN-KIND MATCH (20%)	\$39,700.00
<b>TOTAL</b>	<b>\$198,500.00</b>

**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 2016.

**PREVIOUS WORK**

- Developed the transit section in the 2016 UPWP and presented to the GHMPO committees.
- Adopted the 2016 UPWP on May 12, 2015.
- Attended the 2014 AMPO conference in Atlanta by Sam Baker.
- Attended the 2014 Georgia Transit Association annual conference in Athens by Sam Baker.
- Attended 2015 APA national conference in Seattle by Sam Baker.
- Managed the FY 2015 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 2016 Section 5303 contract to GDOT.
- GHMPO became a member of the Georgia Transit Association.

**PROJECT DESCRIPTION**

- Provide transit planning administration and assistance to HAT.
- Continue coordination with HAT in developing the transit work element for the FY 2017 UPWP.
- Participate and present transit related information and activities before municipalities and/or appropriate committees.

**PRODUCT**

- Section 5303 grant application by March 2016
- Transit section of the 2016-2019 TIP by August 2015
- Transit section of FY 2017 UPWP by June 2016
- Accounting report at the end of each fiscal quarter

<b>TRANSPORTATION RELATED PLANNING ACTIVITIES</b>	
<b>ORGANIZATION</b>	<b>ACTIVITIES</b>
GHMPO	Program Support & Administration

<b>TARGET START AND END DATES</b>	7/1/2015 – 6/30/2016	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA	\$64,223.00
STATE 5303 MATCH	\$8,027.87
LOCAL MATCH	\$8,027.88
<b>TOTAL</b>	<b>\$80,278.75</b>

DRAFT

**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 MAP-21 Planning Factors and Planning Emphasis Areas through this plan.

**PREVIOUS WORK**

- Undertook the update of the transit portion of the Gainesville-Hall Regional Transportation Plan (RTP).

**PROJECT DESCRIPTION**

- Update the transit sections of the RTP. Monitor the Plan, and amend as needed.

**PRODUCT**

- RTP update by August 2015

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Long Range Transportation Planning (Project Level)

TARGET START AND END DATES	LEAD AGENCY
7/1/2015 – 6/30/2016	GHMPO

FUNDING SOURCE	AMOUNT
FTA	\$2,000.00
STATE 5303 MATCH	\$250.00
LOCAL MATCH	\$250.00
<b>TOTAL</b>	<b>\$2,500.00</b>

**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**

- Amended 2012-2017 TIP incorporating Hall Area Transit projects.

**PROJECT DESCRIPTION**

- Develop the transit section of the 2016-2019 TIP. Monitor the TIP, and amend as needed.

**PRODUCT**

- Transit section of the 2016-2019 TIP by August 2015

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Transportation Improvement Program

TARGET START AND END DATES		LEAD AGENCY	
	7/1/2015 – 6/30/2016		GHMPO

FUNDING SOURCE	AMOUNT
FTA	\$5,000.00
STATE 5303 MATCH	\$625.00
LOCAL MATCH	\$625.00
<b>TOTAL</b>	<b>\$6,250.00</b>

**PROPOSED FUNDING SOURCE BY TASK**

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FHWA	FHWA-SPR	FIA -- 5303	FEDERAL TOTAL	STATE PL MATCH	STATE SPR MATCH	STATE 5303 MATCH	STATE TOTAL	LOCAL	TOTAL
PL	1.1	Program Coordination	59,338.01	0	0	59,338.01	0	0	0	0	14,834.50	74,172.51
PL	1.2	Operation & Admin.	59,338.01	0	0	59,338.01	0	0	0	0	14,834.50	74,172.51
PL	1.3	Training/Employee Education	10,000.00	0	0	10,000.00	0	0	0	0	2,500.00	12,500.00
PL	1.4	Equipment & Supplies	5,000.00	0	0	5,000.00	0	0	0	0	1,250.00	6,250.00
PL	1.5	Contracts/Grants	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	1.6	UPWP	5,000.00	0	0	5,000.00	0	0	0	0	1,250.00	6,250.00
PL	2.1	Community Outreach/Education	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	2.2	Environ. Justice/Title VI	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	2.3	Participation Plan	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	3.1	Socio-Economic Data	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	3.2	Land Use Monitoring	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00

**PROPOSED FUNDING SOURCE BY TASK**

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FHWA	FHWA-SPR	FTA - 5303	FEDERAL TOTAL	STATE PL MATCH	STATE SPR MATCH	STATE 5303 MATCH	STATE TOTAL	LOCAL	TOTAL
PL	3.3	Survey, Models, & Analysis	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	3.4	System Monitoring	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.1	Congestion Mgmt.	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.2	Intermodal	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.3	Air Quality	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.4	Bicycle/ Pedestrian	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.5	Model Develop. & Apps.	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.6	GIS Dev. & Apps.	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.7	Highway Planning	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.8	ITS	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00

**PROPOSED FUNDING SOURCE BY TASK**

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FHWA	FHWA-SPR	FTA - 5303	FEDERAL TOTAL	STATE PL MATCH	STATE SPR MATCH	STATE 5303 MATCH	STATE TOTAL	LOCAL	TOTAL
PL	4.9	Freight Planning	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.10	Long Range Plan	2,000.00	0	0	2,000.00	0	0	0	0	500.00	2,500.00
PL	4.11	TIP	5,000.00	0	0	5,000.00	0	0	0	0	1,250.00	6,250.00
PL	4.12	Special Trans. Studies	158,800.00	0	0	158,800.00	0	0	0	0	39,700.00	198,500.00
5303	5.1	Program Support & Admin	0	0	64,223.00	64,223.00	0	0	8,027.88	8,027.88	8,027.88	80,278.75
5303	5.2	Long Range Planning	0	0	2,000.00	2,000.00	0	0	250.00	250.00	250.00	2,500.00
5303	5.3	TIP	0	0	5,000.00	5,000.00	0	0	625.00	625.00	625.00	6,250.00
<b>PL &amp; 5303</b>	<b>1.1 - 5.3</b>	<b>Total</b>	<b>338,476.02</b>	<b>0</b>	<b>71,223.00</b>	<b>409,699.02</b>	<b>0</b>	<b>0</b>	<b>8,902.88</b>	<b>8,902.88</b>		<b>512,123.78</b>



**METROPOLITAN PLANNING FACTORS TO BE CONSIDERED IN THE 2016 UPWP**

	WORK ELEMENT	METROPOLITAN PLANNING FACTORS							
		1	2	3	4	5	6	7	8
<b>1.0</b>	<b>PROGRAM SUPPORT AND ADMINISTRATION</b>								
1.1	Program Coordination	X	X	X	X	X	X	X	X
1.2	Operations and Administration	X	X	X	X	X	X	X	X
1.3	Employee Training and Development	X	X	X	X	X	X	X	X
1.4	Equipment and Supplies	X						X	
1.5	Contracts/Grants	X						X	
1.6	Unified Planning Work Program	X	X	X	X	X	X	X	X
<b>2.0</b>	<b>PUBLIC INVOLVEMENT</b>								
2.1	Community Outreach/Education	X	X	X	X	X	X	X	X
2.2	Environmental Justice/Title VI			X	X				
2.3	Participation Plan			X	X				
<b>3.0</b>	<b>DATA COLLECTION</b>								
3.1	Socio-Economic Data	X						X	
3.2	Land Use Monitoring	X						X	
3.3	Transportation Surveys, Models, and Analysis								
3.4	System Monitoring	X	X	X	X	X	X	X	X
<b>4.0</b>	<b>SYSTEM PLANNING</b>								
4.1	Congestion Management		X	X				X	
4.2	Intermodal Planning		X	X	X		X		
4.3	Air Quality Planning					X			
4.4	Bicycle/Pedestrian		X	X	X				
4.5	Model Development and Applications							X	
4.6	GIS Development and Applications	X						X	
4.7	Highway Planning	X	X		X		X		
4.8	ITS		X					X	
4.9	Freight Planning				X		X		
4.10	Long Range Plan	X	X	X	X	X	X	X	X
4.11	Transportation Improvement Program	X	X	X	X	X	X	X	X
4.12	Special Studies							X	X

**METROPOLITAN PLANNING FACTORS TO BE CONSIDERED IN THE 2016 UPWP**

WORK ELEMENT	METROPOLITAN PLANNING FACTORS							
	1	2	3	4	5	6	7	8
<b>5.0</b>								
<b>TRANSIT PLANNING</b>								
5.1		X		X		X		
5.2		X		X		X		
5.3		X		X		X		



**A Resolution by the Gainesville-Hall Metropolitan Planning Organization Policy Committee Adopting the Amendments to the 2040 Regional Transportation Plan: 2015 Update & the 2016-2019 Transportation Improvement Program**

**WHEREAS**, the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) meet the requirement of Title 23 of the U.S. Code; and

**WHEREAS**, the Policy Committee (PC) is the recognized decision making body for transportation planning with the Gainesville-Hall Metropolitan Planning Organization (GHMPO); and

**WHEREAS**, the RTP has been amended, per Attachment 1, to provide funds for:

- Preliminary engineering, right-of-way acquisition, and construction of a bridge on SR 332 at Walnut Creek (GHMPO# GH-028, PI#13609)
- Preliminary engineering, right-of-way acquisition, and construction of a bridge on SR 136/Price Road at Chestatee River (GHMPO# GH-056, PI# 7170)

**WHEREAS**, the 2016-2019 TIP has been modified, per Attachment 2, to modify the amount of funds for the widening of US 129/Athens Highway, from SR 323/Gillsville Highway to SR 332/Talmo in Jackson County, (GHMPO# GH-008, PI# 122150), as follows:

- Increase federal funds for construction from \$21,257,577.49 to \$22,792,505.18.
- Increase state funds for construction from \$5,314,394.00 to \$5,698,126.29.
- Increase federal funds for utilities from \$445,493.17 to \$1,152,999.51.
- Increase state funds for utilities from \$111,373.00 to \$288,249.87.

**WHEREAS**, the 2016-2019 TIP has been amended, per Attachment 2, to modify the amount of funds for the widening of SR 13/Atlanta Highway, from Sawnee Avenue in Gwinnett County to SR 347/Lanier Islands Parkway in Hall County, (GHMPO# GH-021, PI# 132950), as follows:

- Increase federal funds for construction from \$3,423,256.00 to \$4,138,438.20.
- Increase state funds for construction from \$855,814.00 to \$1,034,609.55.

**WHEREAS**, the 2016-2019 TIP has been amended, per Attachment 2, to allocate preliminary engineering and right-of-way acquisition funds for the bridge on SR 332 at Walnut Creek and overflow 1.5 miles south of Pendergrass, (GHMPO# GH-028, PI# 13609), as follows:

- Federal funds of \$235,200 for preliminary engineering
- State funds of \$58,800 for preliminary engineering
- Federal funds of \$98,000 for right-of-way acquisition
- State funds of \$24,500 for right-of-way acquisition



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

**WHEREAS**, the 2016-2019 TIP has been amended, per Attachment 2, to allocate preliminary engineering and right-of-way acquisition funds for the bridge on SR 136/Price Road at Chestatee River, (GHMPO# GH-056, PI# 7170), as follows:

- Federal funds of \$207,094.65 for preliminary engineering
- State funds of \$51,773.66 for preliminary engineering
- Federal funds of \$74,537.45 for right-of-way acquisition
- State funds of \$18,634.36 for right-of-way acquisition

**WHEREAS**, the 2016-2019 TIP has been modified, per Attachment 2, to change the amount of funds for the bridge on SR 53 at Chattahoochee River, (GHMPO# GH-085, PI# 10212), as follows:

- Reduce federal funds for preliminary engineering from \$918,948.53 to \$883,264.64.
- Reduce state funds for preliminary engineering from \$229,737.00 to \$220,816.16.
- Move up the year of preliminary engineering from 2018 to 2016.

**WHEREAS**, the 2016-2019 TIP has been amended, per Attachment 2, to modify the amount of funds for the widening of Interstate 85, from north of SR 211 to north of SR 53, (GHMPO# GH-109, PI# 13545), as follows:

- Reduce federal funds for preliminary engineering from \$994,486.00 to \$528,000.00.
- Reduce state funds for preliminary engineering from \$248,662.00 to \$132,000.00.
- Move up the year of preliminary engineering from 2021 to 2018.

**WHEREAS**, Hall County is in the Atlanta Nonattainment Area for particulate matter (PM<sub>2.5</sub>), for which the Atlanta Regional Commission (ARC) performs the technical evaluation for conformity; and

**WHEREAS**, prior to GHMPO releasing its RTP and TIP amendments for formal public comment, ARC and GHMPO received concurrence through the Interagency Consultation process that the GHMPO RTP and TIP amendments do not consist of changes that necessitate a new technical evaluation for conformity; and

**WHEREAS**, through this technical evaluation, ARC has demonstrated conformity with the applicable State Implementation Plan (SIP) for air quality; and

**WHEREAS**, the RTP and TIP Amendments went through the required 15-day minimum public comment period from October 11, 2015 through October 25, 2015.

**NOW, THEREFORE, BE IT RESOLVED** that the GHMPO PC adopts the attached amendments to the RTP and the TIP.

A motion was made by PC member \_\_\_\_\_ and seconded by PC member \_\_\_\_\_ and approved this the 10<sup>th</sup> of November, 2015.



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

\_\_\_\_\_  
Mayor Mike Miller, Chair  
Policy Committee

Subscribed and sworn to me this the 10<sup>th</sup> of November, 2015.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

ATTACHMENT 1

GHMPO 2040 RTP Update Draft Addendum #1

9/29/2015

Proposed	Pi#	Phase	Fund	GHMPO #	Description	Work Type	Fed\$	State\$	Others\$	Total Funding	% in GHMPO Area	GHMPO Area % of Fed\$	GHMPO Area % of State\$	GHMPO Area % of Total\$
2016	0013609	PE	M240	GH-028	SR 332 @ WALNUT CREEK & OVERFLOW 1.5 MI S OF PENDERGRASS	Bridges	\$480,000.00	\$120,000.00	\$0.00	\$600,000.00	49%	\$235,200.00	\$58,600.00	\$294,000.00
2016	0007170	PE	M240	GH-056	SR 136 @ CHESTATEE RIVER 8.3 MI SOUTHEAST OF DAWSONVILLE	Bridges	\$414,189.29	\$103,547.32	\$0.00	\$517,736.61	50%	\$207,094.85	\$51,773.66	\$258,868.31
Proposed	Pi#	Phase	Fund	GHMPO #	Description	Work Type	Fed\$	State\$	Others\$	Total Funding	% in GHMPO Area	GHMPO Area % of Fed\$	GHMPO Area % of State\$	GHMPO Area % of Total\$
2018	0013609	ROW	M240	GH-028	SR 332 @ WALNUT CREEK & OVERFLOW 1.5 MI S OF PENDERGRASS	Bridges	\$200,000.00	\$50,000.00	\$0.00	\$250,000.00	49%	\$98,000.00	\$24,500.00	\$122,500.00
2018	0007170	ROW	M240	GH-056	SR 136 @ CHESTATEE RIVER 8.3 MI SOUTHEAST OF DAWSONVILLE	Bridges	\$149,074.89	\$37,268.72	\$0.00	\$186,343.61	50%	\$74,537.45	\$18,634.36	\$93,171.81
2018	13545	PE	M001	GH-109	I-85 from north of SR 211 to north of SR 53	Widening	\$800,000.00	\$200,000.00	\$0.00	\$1,000,000.00	66%	\$528,000.00	\$132,000.00	\$660,000.00
Proposed	Pi#	Phase	Fund	GHMPO #	Description	Work Type	Fed\$	State\$	Others\$	Total Funding	% in GHMPO Area	GHMPO Area % of Fed\$	GHMPO Area % of State\$	GHMPO Area % of Total\$
2020	0013609	CST	M240	GH-28	SR 332 @ WALNUT CREEK & OVERFLOW 1.5 MI S OF PENDERGRASS	Bridges	\$2,560,000.00	\$640,000.00	\$0.00	\$3,200,000.00	49%	\$1,254,400.00	\$313,600.00	\$1,568,000.00
2020	0007170	CST	M240	GH-056	SR 136 @ CHESTATEE RIVER 8.3 MI SOUTHEAST OF DAWSONVILLE	Bridges	\$5,604,147.63	\$1,401,036.91	\$0.00	\$7,005,184.54	50%	\$2,802,073.82	\$700,518.46	\$3,502,592.27
2020	0007170	UTL	M240	GH-056	SR 136 @ CHESTATEE RIVER 8.3 MI SOUTHEAST OF DAWSONVILLE	Bridges	\$401,875.98	\$100,469.00	\$0.00	\$502,344.98	50%	\$200,937.99	\$50,234.50	\$251,172.49

Proposed addendum date: November 10, 2015

**GHMPO 2016-2019 DRAFT TIP AMENDMENT #2**

9/29/2015

GHMPO #	PI #	Year	Project Name	Improvement Type	Phase	Federal	State	Other	Total	FHWA Program Code/Local	Change Requested By	Purpose of Amendment	Network Year
GH-008	122150	2016	US 129/Athens Hwy from SR 323/Gillsville Hwy to SR 332/Talmo in Jackson County	Widening	CST	21,257,577.49 <b>22,792,505.18</b>	5,314,394.00 <b>5,698,126.29</b>	0.00	26,571,971.49 <b>28,490,631.48</b>	M001	GDOT	Administrative modification (less than 20% cost change)	2020
GH-008	122150	2016	US 129/Athens Hwy from SR 323/Gillsville Hwy to SR 332/Talmo in Jackson County	Widening	UTL	445,493.17 <b>1,152,999.51</b>	111,373.00 <b>288,249.87</b>	0.00	556,866.17 <b>1,441,249.38</b>	M001	GDOT	Over 20% more in funding	2020
GH-021	132950	2016	SR 13/Atlanta Hwy from Sawnee Ave in Gwinnett to SR 347/Lanier Islands Pkwy in Hall County	Widening	CST	3,423,256.00 <b>4,138,438.20</b>	855,814.00 <b>1,034,609.55</b>	0.00	4,279,070.00 <b>5,173,047.74</b>	M240	GDOT	Over 20% more in funding	2020
GH-028	13609	2016	SR 332 at Walnut Creek & Overflow 1.5 miles south of Pendergrass	Bridges	PE	235,200.00	58,800.00	0.00	294,000.00	M240	GDOT	Shifting from RTP Aspirations into TIP/RTP	N/A
GH-028	13609	2018	SR 332 at Walnut Creek & Overflow 1.5 miles south of Pendergrass	Bridges	ROW	98,000.00	24,500.00	0.00	122,500.00	M240	GDOT	Shifting from RTP Aspirations into TIP/RTP	N/A
GH-056	7170	2016	SR 136/Price Rd at Chestatee River- Bridge	Bridges	PE	207,094.65	51,773.66	0.00	258,868.31	M240	GDOT	Shifting from RTP Aspirations into TIP/RTP	N/A
GH-056	7170	2018	SR 136/Price Rd at Chestatee River- Bridge	Bridges	ROW	74,537.45	18,634.36	0.00	93,171.81	M240	GDOT	Shifting from RTP Aspirations into TIP/RTP	N/A
GH-085	10212	2016	SR 53 WB at Chattahoochee River- Bridge	Bridges	PE	918,948.53 <b>883,264.64</b>	229,737.00 <b>220,816.16</b>	0.00	1,148,685.53 <b>1,104,080.80</b>	M001	GDOT	Administrative modification (less than 20% cost change)	N/A
GH-109	13545	2021	I-85 from north of SR 211 to north of SR 53	Widening	PE	994,486.00 <b>528,000.00</b>	248,622.00 <b>132,000.00</b>	0.00	1,243,108.00 <b>660,000.00</b>	M001	GDOT	Project phase moved into TIP year	2030

Proposed amendment date: November 10, 2015  
 Notes: Yellow areas denote most recent changes. Bold font for new figures.

- M001 National Highway Performance Program (NHPP)
- M240 Surface Transportation Program (STP) Flex

GHMPO No.	GDOT No.	Segment Location	\$ Thousands															
			FY 2016			FY 2017			FY 2018			FY 2019						
			PE	ROW	CST	UTL	PE	ROW	CST	UTL	PE	ROW	CST	UTL				
GH-008	122150	SR 11/US 129 from SR 332 to SR 323			\$28,491	\$1,441												
GH-015	0000425	I-985 New Interchange North of SR 13 Crossover Near Martin Rd		\$15,921		\$27,162	\$240											
GH-016	0003626	Sardis Rd Connector from SR 60 to Sardis Rd Near Chestatee Rd														\$19,967		
GH-020	122060	SR 11/US 129 from Limestone Pkwy to South of Nopone Rd														\$14,278		
GH-021	132950	SR 13 from Sawnee Ave to SR 347 Spout Springs Rd from I-985 to south of Thompsons Mill Rd				\$5,173												
GH-023	0009679																	
GH-028	13609	Bridge on SR 332 @ Walnut Creek	\$294									\$12,734				\$18,997		
GH-029	122064	Bridge on SR 11 @ Chattahoochee River		\$750			\$11,924	\$126										
GH-030	122066	Bridge on SR 11 @ East Fork Little River		\$3,561			\$7,462	\$126										
GH-056	7170	Bridge on SR 136/Prince Rd @ Chestatee River	\$259									\$93						
GH-057	122012	Bridge on SR 369 @ Chattahoochee River/Lake Lanier		\$77						\$5				\$8,074				
GH-069	0013522	SR 53 Connector/SR 60 @ SR 60/SR 369	\$216						\$579					\$1,002				
GH-078	0007319	SR 347 from McEver Rd to Lake Lanier Islands		\$10,250							\$8,163		\$130					
GH-084	0001821	McEver Rd from SR 347 to Jim Crow Rd																
GH-085	0010212	Bridge on SR 53 Westbound @ Chattahoochee River	\$1,104													\$3,357	\$234	
GH-102	0013086	I-85 New Interchange @ SR 60	\$874															
GH-109	13545	I-85 from North of SR 211 to North of SR 53											\$660					
GH-110	110630	I-85 from North of SR 53 to North of SR 11/US 129/Lee St											\$442					
GH-115	0008434	SR 53 from I-85 to Tapp Wood Rd														\$3,125		
<b>TOTAL</b>			\$2,747	\$30,579	\$33,664	\$1,441	\$622	\$54,711	\$822	\$5	\$579	\$1,102	\$12,950	\$9,076	\$0	\$6,481	\$53,476	\$0

\$ Thousands	
FY 16-19	\$10,335
PE	\$97,583
ROW	\$97,451
CST	\$2,063
UTL	\$207,432
<b>TOTAL</b>	

Yellow areas denote most recent changes.





# Title VI Program and Environmental Justice Analysis



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 the  
Georgia Department of Transportation  
Federal Highway Administration  
Federal Transit Administration



Proposed Adoption: November 10, 2015



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DRAFT

**A Resolution by the  
Gainesville-Hall Metropolitan Planning Organization Policy Committee  
Updating the Title VI Program and Environmental Justice Analysis**

**WHEREAS**, the federal regulations, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), mandate that Metropolitan Planning Organizations develop a Title VI Program and Environmental Justice Analysis; and

**WHEREAS**, the Gainesville-Hall Metropolitan Planning Organization (GHMPO) has been designated by the Governor of the State of Georgia as the body responsible for the transportation planning process for Hall County and a western portion of Jackson County; and

**WHEREAS**, as a sub-recipient of federal funds from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) via the Georgia Department of Transportation (GDOT), the GHMPO is required to comply with Title VI of the Civil Rights Act of 1964 which prohibits discrimination based on race, color and national origin; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the Gainesville-Hall Metropolitan Planning Organization update the Title VI Program and Environmental Justice Analysis.

**IT IS FURTHER RESOLVED**, that a certified copy of this resolution be furnished to the Georgia Department of Transportation.

**I HEREBY CERTIFY** that the Gainesville-Hall MPO Policy Committee adopt the foregoing resolution.

This 10<sup>th</sup> day of November 2015

---

Chairperson, Mayor Mike Miller  
MPO Policy Committee

---

Attest:  
Connie Daniels, GHMPO Secretary

# Title VI and Environmental Justice

## Civil Rights Laws

Discrimination is defined as “That act (action or inaction), whether intentional or unintentional, through which a person in the United States solely because of their race, color, national origin, sex, age, disability, etc. is subjected to disparate/unequal treatment or impact, in any program or activity receiving Federal financial assistance.” (FHWA 23 U.S.C)

Title VI of the 1964 Civil Rights Act states that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” (42 U.S.C. 2000d). The Civil Rights Restoration Act of 1987 broadened protection to all programs and activities of federal aid recipients, sub-recipients, consultants, and contractors, whether or not a program and activities are federally assisted or not.

## How Title VI Applies to the GHMPO

The GHMPO is a sub-recipient of federal funds from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) via the Georgia Department of Transportation (GDOT). In addition, by providing services to the community in the form of transportation planning including transit planning for Hall Area Transit (HAT), the GHMPO is obligated to follow Title VI requirements. The GHMPO is required to:

1. **Sign Title VI Assurances (USDOT Regulation 49 CFR 21, FHWA 23 CFR 200) updated every three years.** Assurances serve primarily two major purposes: 1) they remind prospective recipients of their nondiscrimination obligations, and 2) they provide a basis for the Federal government to sue to enforce compliance with these statutes. If an applicant for Federal assistance refuses to sign a required assurance, the agency may deny assistance only after providing notice of the noncompliance, an opportunity for a hearing, and other statutory procedures.
2. **Create a Title VI Plan or sign GDOT’s nondiscrimination agreement.** FHWA deems it a best practice for local governments serving 100,000 or more persons to develop a Title VI Plan and update it annually.

FHWA “Title VI Non-discrimination in the Federal Highway Highway-Aid Program” Data Collection: Sub-recipients are required to keep accurate and complete records necessary to ascertain whether they are complying with Title VI. The reports should be submitted in a timely manner. In addition, sub-recipients should have available racial and ethnic data showing the extent to which members of minority groups are beneficiaries of programs receiving Federal financial assistance (49 CFR § 21.9(b)).

## **Title VI Notice and Posting Locations**

The Title VI Public Notice is included as Appendix A to this document. At a minimum, the notice will be posted in public areas of the GHMPO including the lobby of the Hall County Government Center and on the GHMPO website at [www.ghmpo.org](http://www.ghmpo.org).

## **Instructions to Submit a Title VI Complaint**

The “Complaint Resolution Procedure to Ensure Non-Discrimination in Federally Assisted Programs or Activities Participated in by the Gainesville-Hall Area Metropolitan Planning Organization” containing the purpose, scope, responsibilities and complaint form is included as Appendix B to this document. At a minimum, the complaint form will be posted in public areas of the GHMPO including the lobby of the Hall County Government Center and on the GHMPO website at [www.ghmpo.org](http://www.ghmpo.org).

## **Title VI Investigations, Complaints, and Lawsuits**

There have been no investigations, complaints, or lawsuits that pertain to allegations of discrimination on the basis of race, color, and/or national origin in transportation planning programs or in transit-related activities since the creation of the GHMPO in 2004.

## **Designated Title VI Liaisons**

GHMPO Title VI Liaisons deal with issues and complaints as part of Title VI implementation and monitoring of activities receiving federal financial assistance.

Key duties of the Title VI Liaisons include:

- Maintain knowledge of Title VI requirements.
- Attend training on Title VI and other nondiscrimination authorities when offered by GDOT or any other regulatory agency. GHMPO staff attended Title VI/Americans with Disabilities Act (ADA) training sessions sponsored by GDOT in 2009, 2010, 2013 and 2015.
- Disseminate Title VI information to the public including in languages other than English, when necessary.
- Develop a process to collect data related to race, gender and national origin of service area population to ensure low income, minorities, and other underserved groups are included and not discriminated against.
- Implement procedures for the prompt processing of Title VI complaints.

### **Title VI Liaison**

Shamsul Baker  
GHMPO  
770-297-2604  
2875 Browns Bridge Road  
Gainesville, GA 30504

**Alternate Title VI Contact**

David Fee  
GHMPO  
770-297-5541  
2875 Browns Bridge Road  
Gainesville, GA 30504

## **Environmental Justice**

On February 11, 1994, President Bill Clinton signed executive Order 12898 (Federal Action to Address Environmental Justice in Minority Populations and Low Income Populations). The aim of the executive order was to avoid, minimize, or mitigate uneven negative environmental, social and economic effects on minority and low income populations. The executive order focused attention on Title VI by providing that “each agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations.” In support of Executive Order 12898, the U.S. Department of Transportation issued Order on Environmental Justice U.S. DOT Order 5610.2, which clarifies and reinforces Title VI responsibilities, as well as addresses the effects on low-income populations.

In general, this means that for any program or activity for which any federal funds will be used, the agency receiving the federal funds:

- Must make meaningful effort to involve low income and minority populations in the processes established to make the decision about the use of the federal funds, and
- Must evaluate the nature, extent, and incidence of probable favorable and adverse human health or environmental impacts of the program or activity upon minority or low-income populations.

## **Participation Plan**

The GHMPO’s latest Participation Plan is a separate document and was approved by the Policy Committee on November 12, 2014. The Plan outlines how the GHMPO will actively engage the public in order to create transportation plans that will serve the area’s transportation needs. The document includes statutory requirements for non-discrimination for those covered under the Civil Rights Act of 1964, those with disabilities, and low-income populations. The Limited English Proficiency (LEP) Plan was approved in 2010 and is updated and included in Appendix C of this document.



## Committee Participation

The GHMPO bylaws determine membership makeup of the three GHMPO committees. The GHMPO Technical Coordinating Committee (TCC) sixteen voting members represent staff members of: GHMPO, Hall County, Jackson County, City of Gainesville, City of Oakwood, City of Flowery Branch, Town of Braselton, GDOT, Hall Area Transit (HAT), and Georgia Mountains Regional Commission (GMRC). The twenty non-voting members represent staff from: the towns of Clermont and Gillsville, the cities of Lula, Buford and Hoschton, FHWA, FTA, GDOT, Citizens Advisory Committee (CAC), Northeast Georgia Medical Center (NEGMC), Greater Hall Chamber of Commerce (GHCC), area law enforcement departments, and area school districts. The nineteen GHMPO CAC members are appointed by the elected officials of the member jurisdictions within the GHMPO. Member representation is as follows: eight from Hall County, five from the City of Gainesville, two from the City of Oakwood, two from the City of Flowery Branch, one from Jackson County, and one from the Town of Braselton. The CAC functions as a public information and involvement committee. The CAC is entrusted with informing the GHMPO Policy Committee (PC) of the community's perspective while providing information to the community about transportation policies and issues. All the GHMPO plans and programs go through these two committees for review and comments before they can be adopted by the Policy Committee. The six voting GHMPO Policy Committee members represent: Hall County, Jackson County, the City of Gainesville, the City of Oakwood, the City of Flowery Branch, and GDOT. The fourteen non-voting members represent: the Town of Braselton, the cities of Buford, Clermont, Gillsville, Lula and Hoschton, GHMPO, CAC, TCC, FHWA, FTA, GDOT Intermodal, GDOT District One, and HAT.

## Committee Makeup

The following table shows the racial/gender makeup of the GHMPO standing committees as of 9/1/15:

Committee	Total	Female	% Female	Minority	% Minority
PC	21	4	19%	4	19%
TCC	35	11	31%	5	14%
CAC	19	5	26%	2	11%

As the committees expand and/or membership changes occur, the makeup will be subject to change.

## Outreach Methods

GHMPO involves the community through public meetings and three standing committees in each step of the Transportation Improvement Program (TIP), Long Range Transportation Plan (LRTP) -- our most recent is the Gainesville-Hall Regional Transportation Plan: 2015 Update (RTP Update), Unified Planning Work Program (UPWP), EJ and Participation Plan development processes. GHMPO staff presents information to the public and committees at their respective

meetings, invites comments, and answers questions. Comments from both the committees and public are investigated in the plan development process and incorporated into the plans.

The public participation residents within the GHMPO planning area includes a combination of the following methods: public meetings, sending draft plans to the reviewing agencies, publishing public notices and media coverage in the newspaper, *Gainesville Times*, local governments through their participation in the committees, advertising the meeting notices on GHMPO's website (<http://www.ghmpo.org>), and mass mailings based on a database of interested parties.

## **Information Presentation Methods**

Besides giving formal presentations with visualization tools, GHMPO prepares information boards with maps and pertinent information, answers questions, and conducts one-on-one conversations with participants at public meetings. GHMPO distributes comment sheets and/or surveys that participants can either write down their responses at the meeting or return them at a later time.

## **Demographic Profile of GHMPO Area**

### **Demographic Terms**

Low-Income means a person whose median household income is at or below the Department of Health and Human Services' poverty guidelines.

Minority means a person who is (1) Black (a person having origins in any of the black racial groups of Africa); (2) Hispanic (a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race); (3) Asian American (a person having origins in any of the peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); (4) American Indian and Alaskan Native (a person having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition); and (5) Native Hawaii or Other Pacific Islanders (a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands). Additionally, any person who responded to the US Census as being either solely or a mix of one of these minority groups qualifies as being in the minority population.

Elderly population means individuals age 65 and over.

Disabled Population means individuals with mobility limitation, self-care limitation, or people with both mobility limitation and self-care limitation.

## **Title VI and EJ Populations**

The following maps show relevant demographic characteristics of population in the planning area, including poverty status, racial and ethnic background, vehicle ownership, age, and

physical condition. It should be noted that unincorporated and incorporated areas of Hall and Jackson Counties do not necessarily follow census tract boundaries.

Figure 1 shows that the densest concentration of households below the poverty level is in central Gainesville stretching outward to the north and south of Hall County. Somewhat less dense poverty level populations can be found in eastern Gainesville into East Hall.

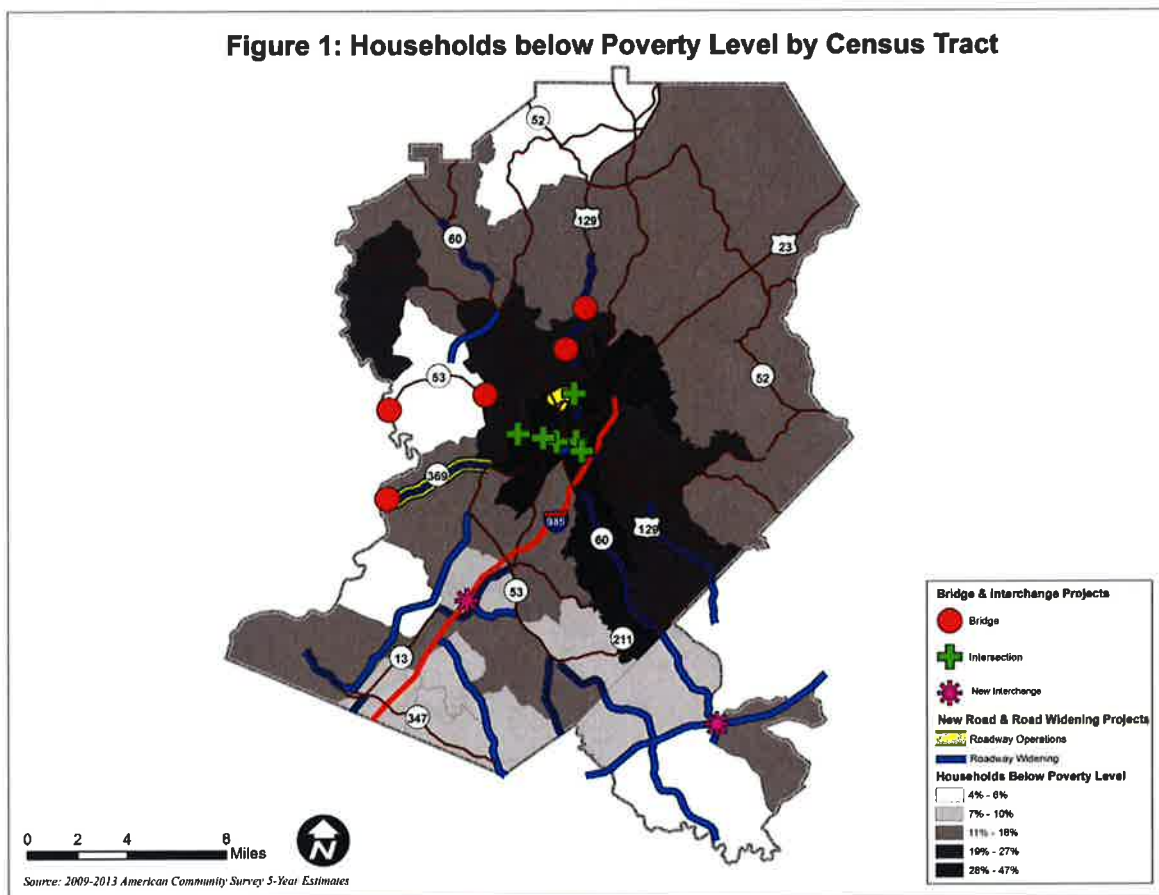


Figure 2 reveals a pattern similar to Figure 1 where households without vehicles map has a correlation to households below poverty level.

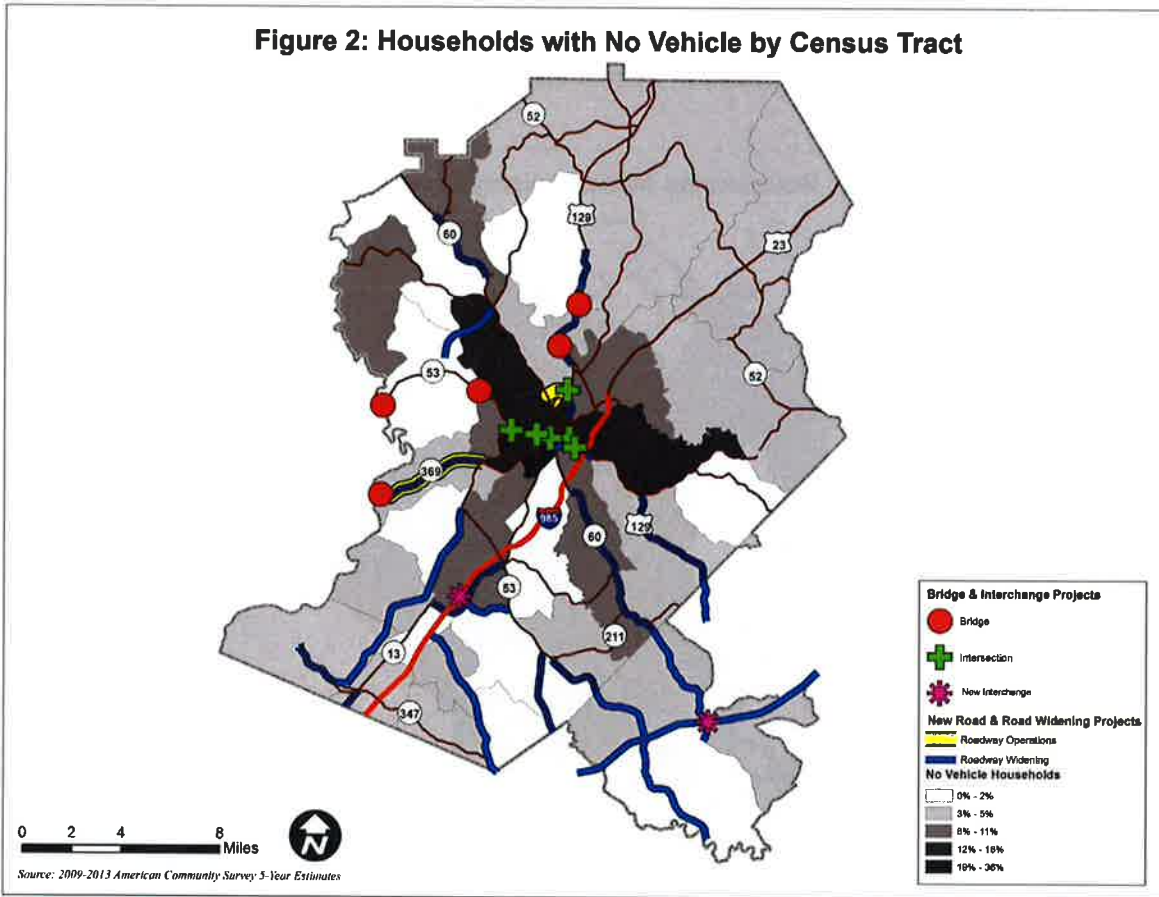
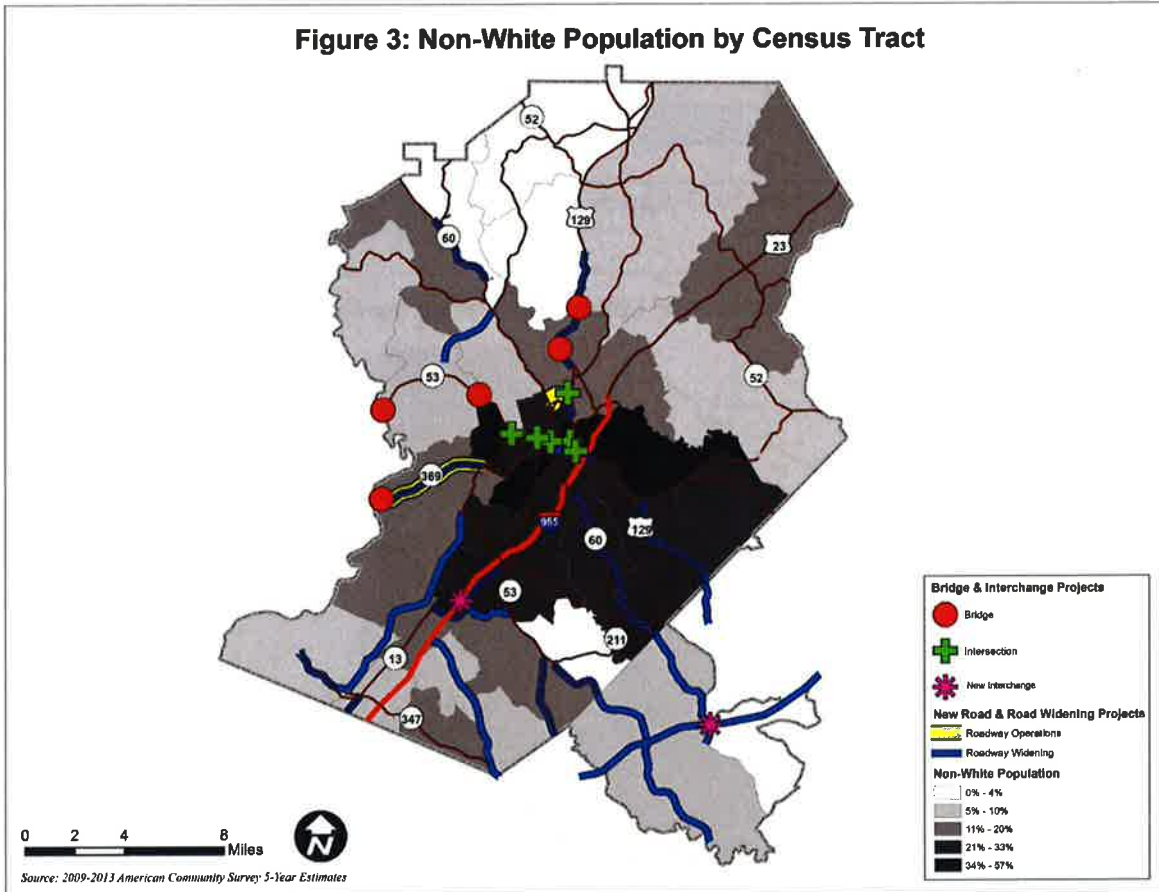


Figure 3 shows that the non-White population is concentrated in Gainesville, with fewer racial and ethnic minorities living in North Hall, South Hall near Flowery Branch, and a portion of western Jackson County.



Title VI also requests information on the national origin of residents served by a governmental entity. Due to the diversity of the GHMPO planning area, only those residents born outside the United States are enumerated and mapped. Approximately 18% of residents in the GHMPO area are foreign born. Table 1 indicates the majority of residents born abroad are from Latin America. Figure 4 shows the most populated areas for Hispanic or Latino People are central Gainesville and Southeast Hall. Somewhat less dense areas for Hispanic or Latino population extend to eastern and southern Hall.

**Table 1: World Region of Birth of Foreign Born**

Birth Region	Hall County	Jackson County	GHMPO Area
Europe	4%	5%	6%
Asia	9%	24%	13%
Africa	1%	0%	2%
Oceania	0%	0%	0%
Latin America	85%	69%	77%
Northern America	1%	2%	2%

Source: U.S. Census Bureau, 2009-2013 American Community Survey.

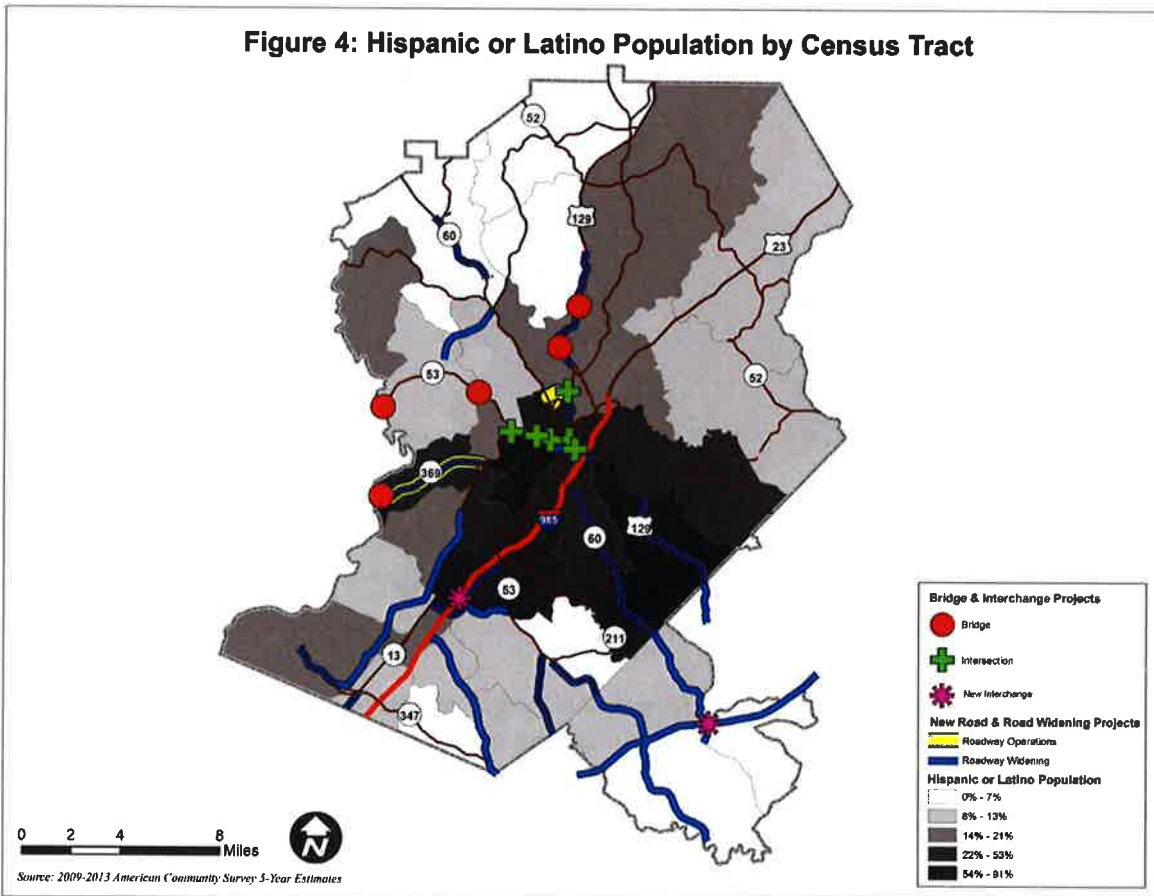
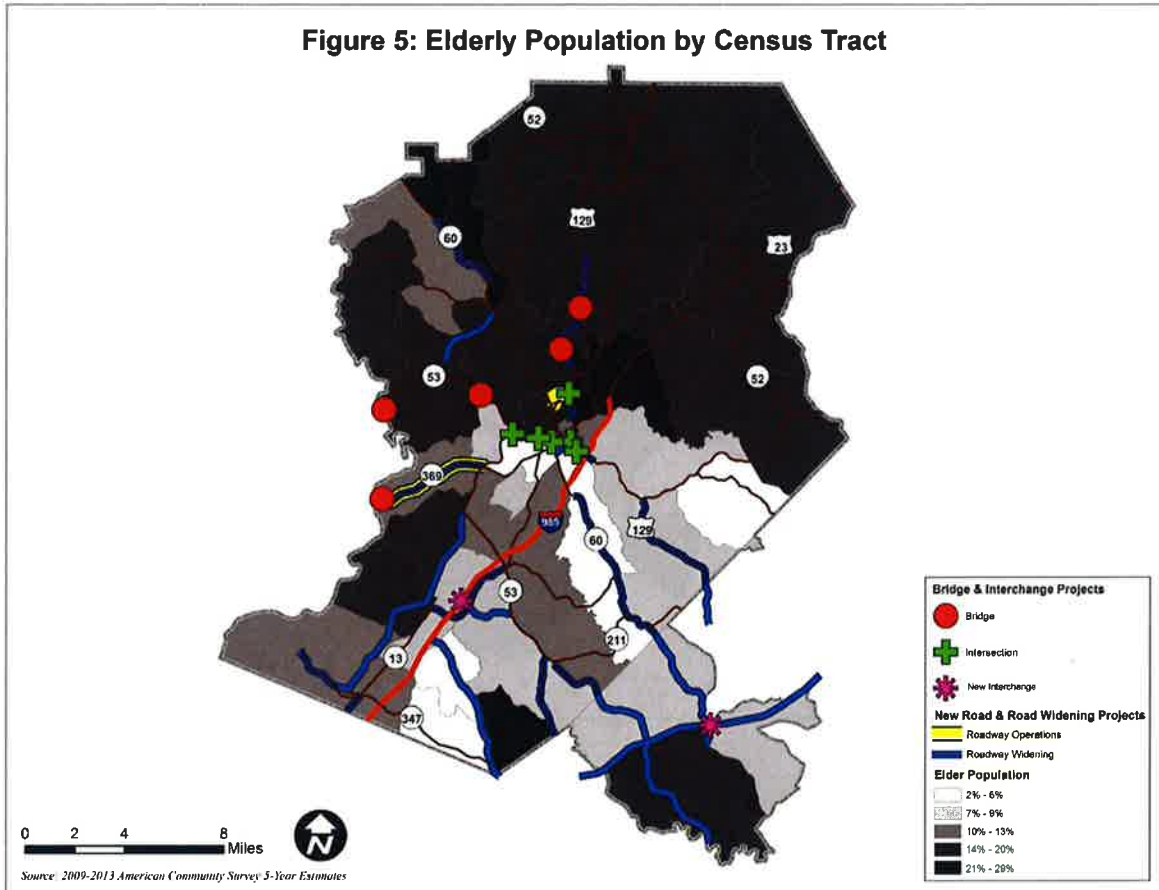
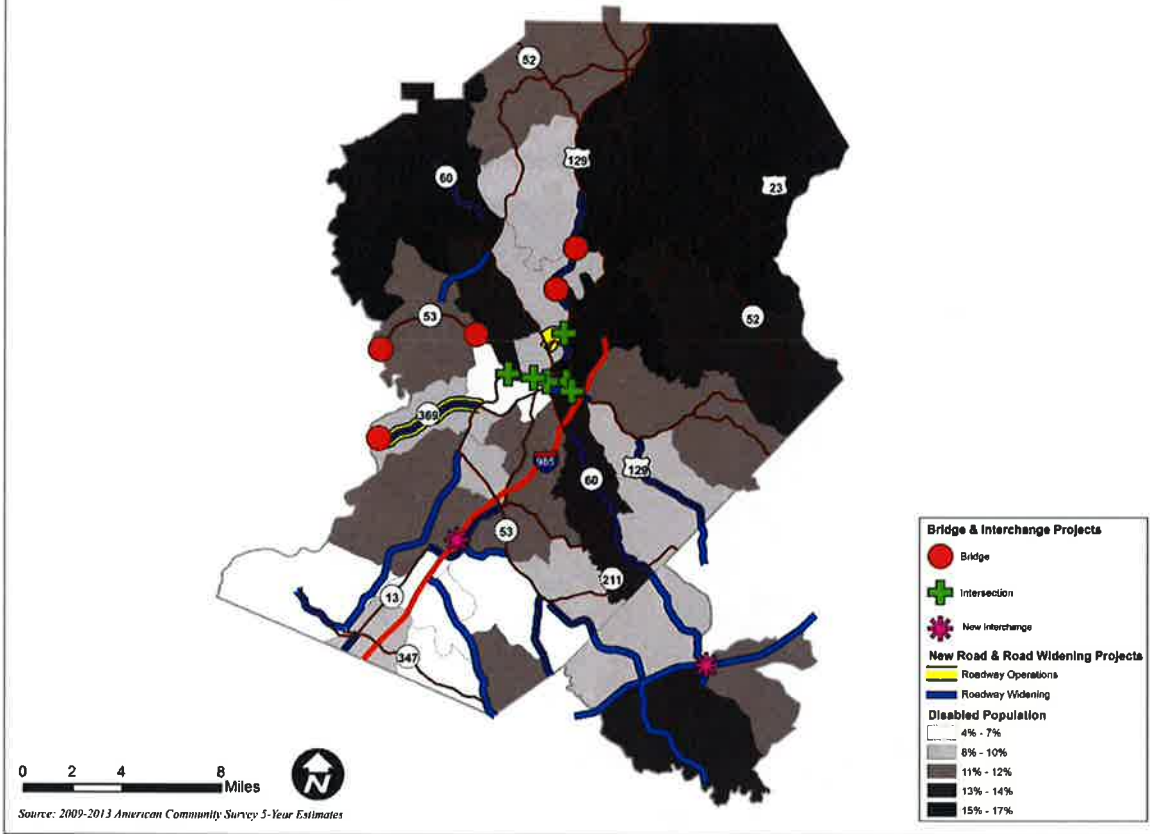


Figure 5 and Figure 6 show the elderly and disabled population in the GHMPO area. According to 2009-2013 American Community Survey 5-year Estimates, 12% of the population is elderly people, and 11% of the population is disabled. The most populated area for elderly and disabled people is North Hall.



**Figure 6: Disabled Population by Census Tract**





## Title VI and EJ Target Population in GHMPO Planning Area

The target populations in the GHMPO transportation planning area primarily include minorities (Blacks, Hispanic populations, Asian Americans, American Indians and Alaskan Natives, Native Hawaiian or Other Pacific Islanders, people with two or more races) and low-income population (persons below poverty). In addition, elderly and disabled populations as well as people with no vehicles are also displayed for consideration as disadvantaged populations. This information is used for the equitable participation process and for planning other related transportation improvements. The thresholds used for defining target populations are the percent of a population of a census tract that exceeds countywide averages for given category.

Table 2 summarizes thresholds for determining Title VI target populations and environmental justice populations in the GHMPO planning area. When these parameters are applied to each tract, 23 of 39 census tracts or 70% of the target population meets one or more thresholds. Of course, within each tract, the distribution of target populations will vary.

**Table 2: Summary of Demographic Profile**

U.S. Census Categories (2009-2013)	Hall County	Jackson County	GHMPO Area
<b>White</b>	82%	89%	83%
<b>Hispanic or Latino (of any race)</b>	27%	6%	22%
<b>Black or African American</b>	8%	7%	8%
<b>Asian</b>	2%	2%	2%
<b>American Indian and Alaska Native</b>	0%	0%	0%
<b>Native Hawaiian and Other Pacific Islander</b>	0%	0%	0%
<b>Some Other Race*</b>	7%	1%	6%
<b>Two or More Races</b>	2%	1%	1%
<b>Families below Poverty Level** (2009-2013)</b>	19%	16%	17%
<b>Households with No Vehicle</b>	6%	4%	5%
<b>Elderly</b>	12%	12%	12%
<b>Disabled</b>	10%	13%	11%

Source: U.S. Census Bureau, 2009-2013 American Community Survey.

\* “Some Other Race” includes all other responses not included in the White, Black or African American, American Indian or Alaska Native, Asian, and Native Hawaiian or Other Pacific Islander race categories described above. Respondents reporting entries such as multiracial, mixed, interracial, or a Hispanic or Latino group (for example, Mexican, Puerto Rican, Cuban, or Spanish) in response to the race question are included in this category.

U.S. CENSUS BUREAU Overview of Race and Hispanic Origin: 2010

\*\*Percentage of families and whose income in the past 12 months is below the poverty level.

**Figure 7: Target Areas below Poverty Level by Census Tract**

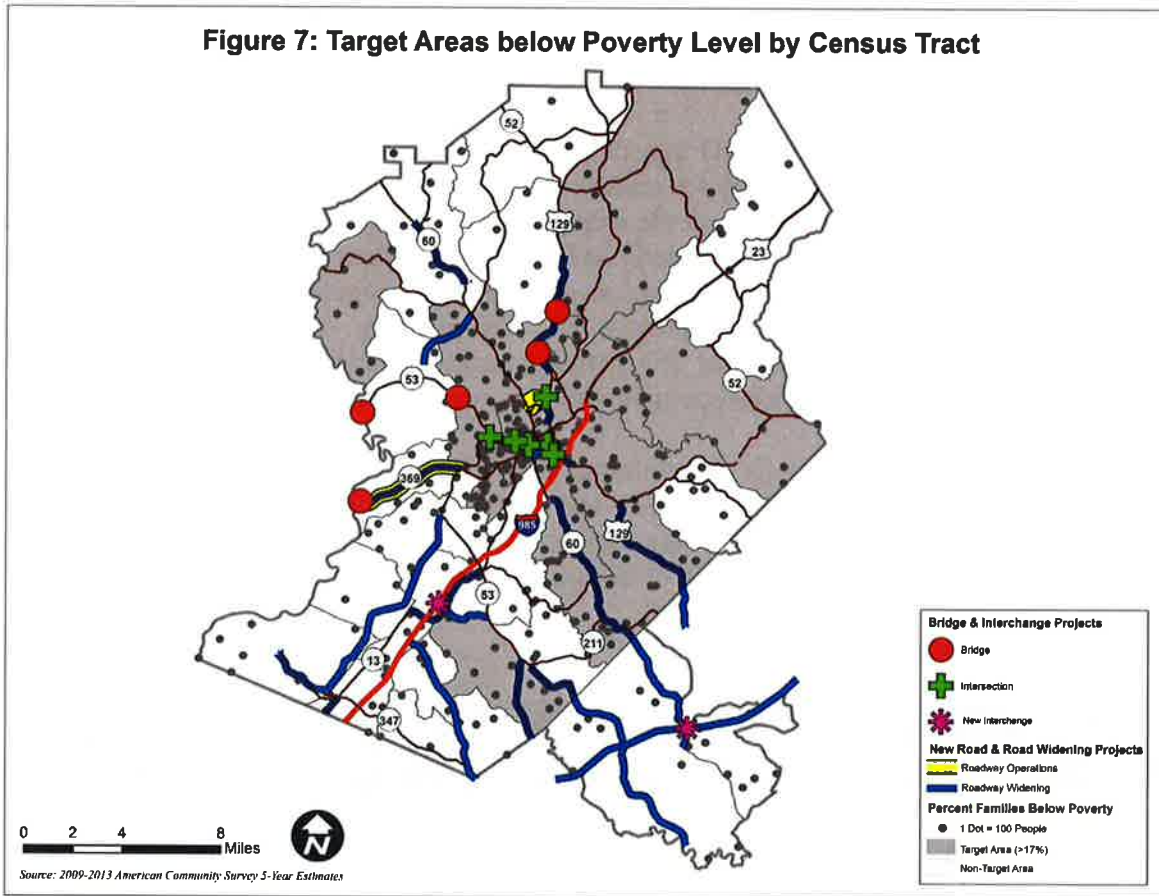


Figure 7 shows census tracts that have above average concentrations of people living below the poverty line. Spatial distribution of the population is also displayed in the figure. Most of the target population is clustered in the center of Hall County. 16 out of the 39 total census tracts in the GHMPO planning area are low-income target areas.

**Figure 8: Target Areas of Households with No Vehicle by Census Tract**

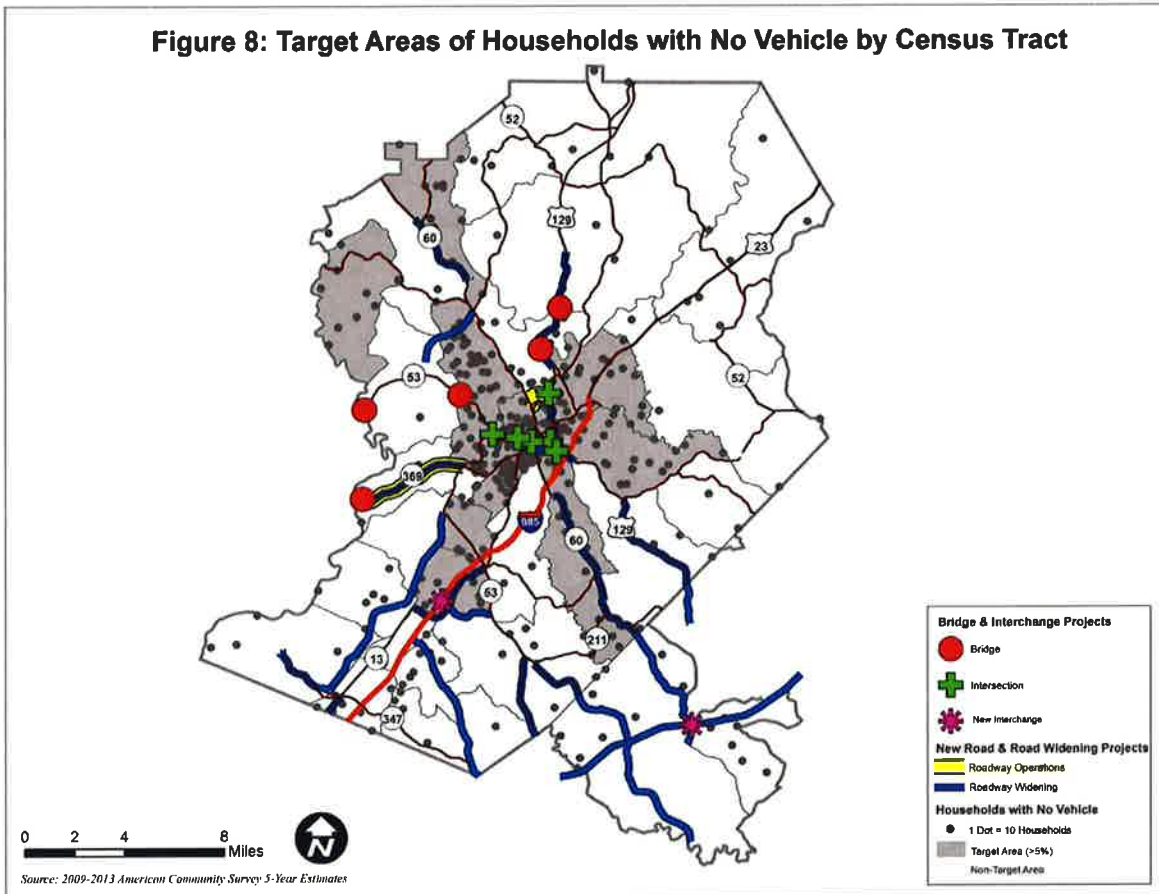


Figure 8 shows census tracts that have above average concentrations of households without vehicles. Spatial distribution of the households is also displayed in this figure. Most of the target households are clustered in the center of Hall County. 14 out of the 39 total census tracts in the GHMPO planning area are zero-vehicle household target areas.

The target area threshold for racial or ethnic minorities is 17% because 17% of the population in the GHMPO planning area, on average, is of a racial or ethnic minority. In the target areas, the minority population is higher than this average. Figure 9 shows that southeast of Hall County is the minority population target area. 14 out of 39 census tracts belong to minority target area.

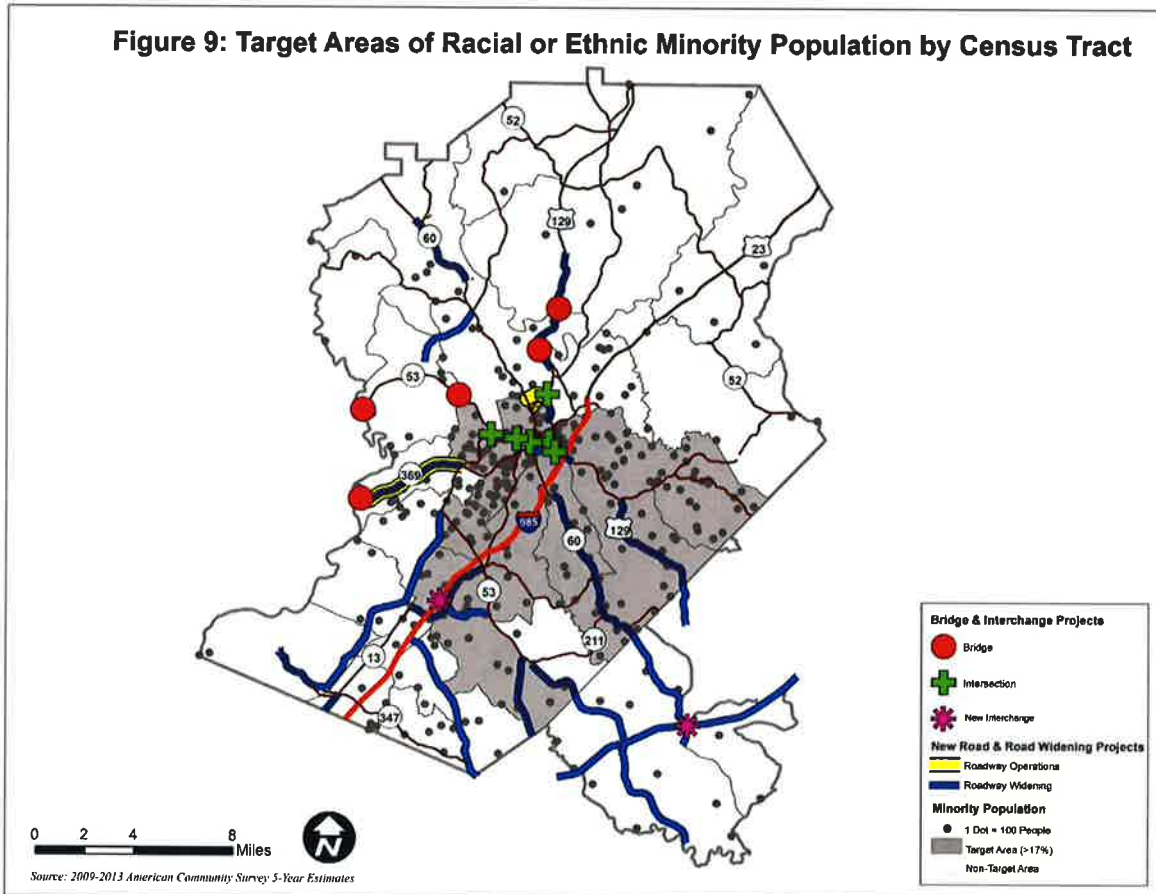
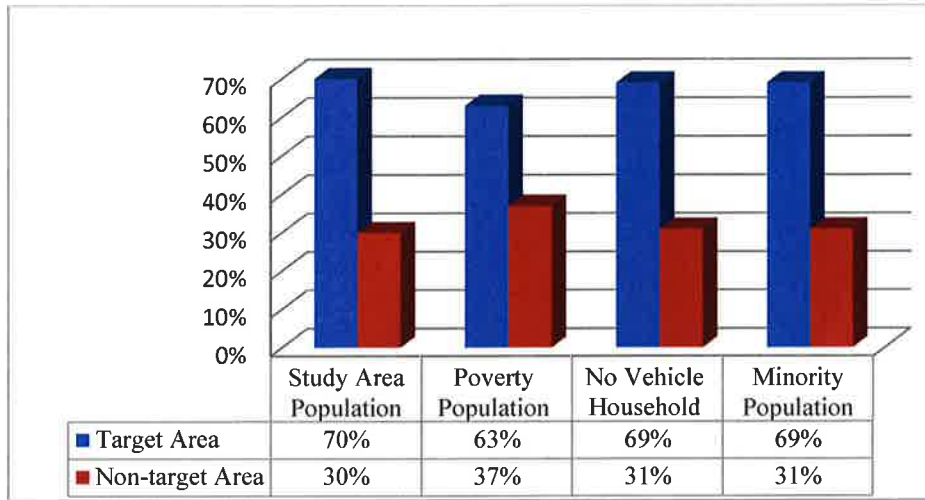


Table 3 reveals that the majority of the planning area has been identified as a target area (not including the target areas of elderly and disabled population), with 70% of the total population in a target area. Such a large proportion of the planning area being target areas indicates its diversity. 63% of the poverty population, 69% of the no-vehicle households, and 69% of the minority population reside in the target areas shown in Figures 7-9 respectively.

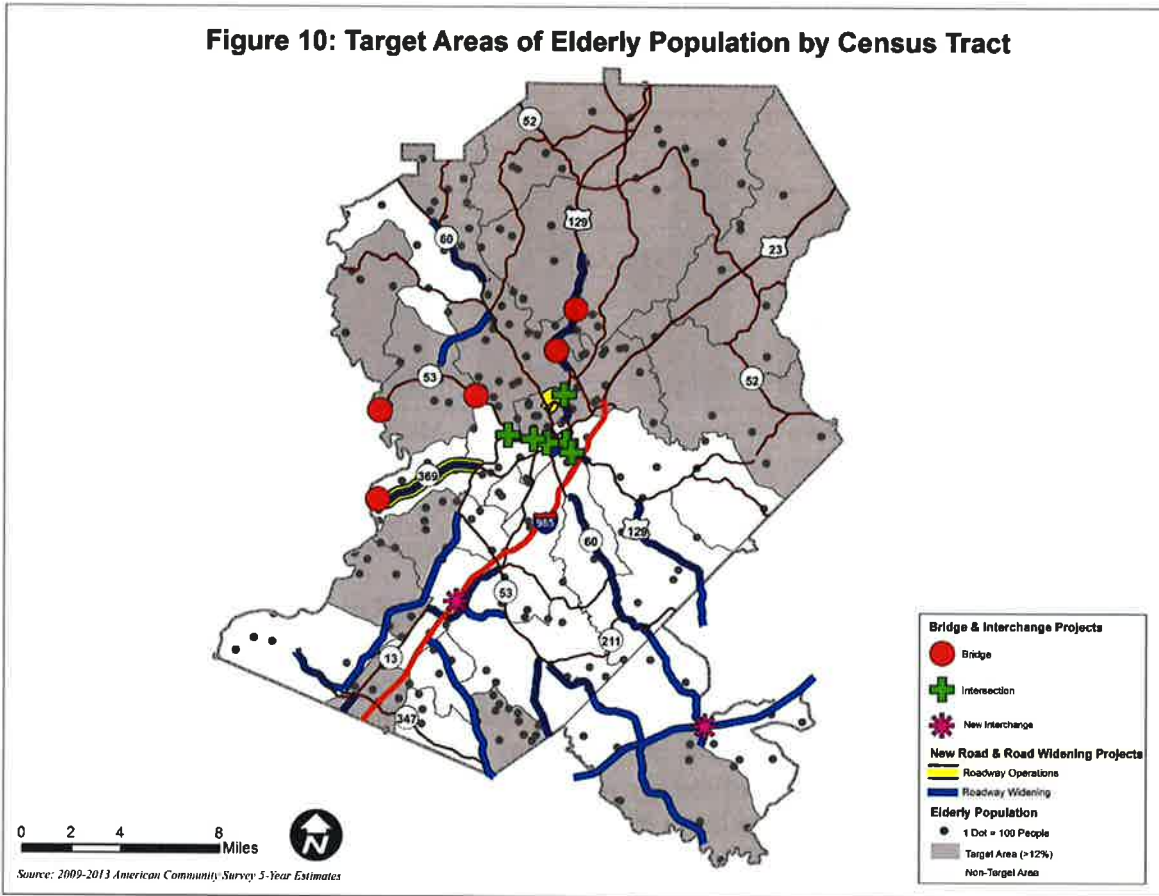
**Table 3: Percent of Population in Target Areas**



Source: U.S. Census Bureau, 2009-2013 American Community Survey.

Figures 10 and 11 show census tracts that have above average concentrations of elderly and disabled populations. Spatial distribution of the populations illustrates that the common target area for both populations is North Hall. According to Table 4, the two target areas incorporate 68% of the total population. 57% of elderly population resides in the target areas in Figure 10, and 52% of disabled population resides in the target areas in Figure 11.

**Figure 10: Target Areas of Elderly Population by Census Tract**

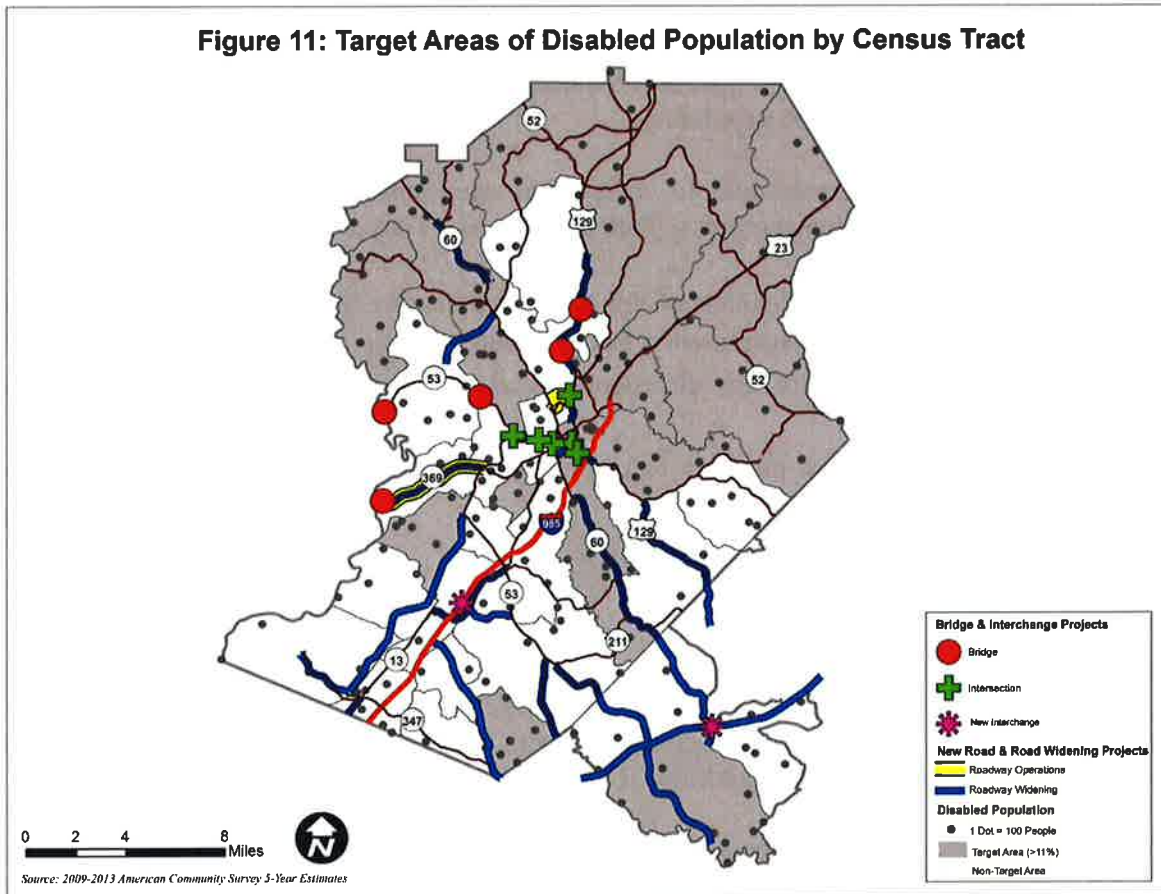


**Table 4: Percent of Population in Target Areas of Elderly and Disabled Populations**

	Study Area Population	Elderly Population	Disabled Population
<b>Target Area</b>	68%	57%	52%
<b>Non-target Area</b>	32%	43%	48%

Source: U.S. Census Bureau, 2009-2013 American Community Survey.

**Figure 11: Target Areas of Disabled Population by Census Tract**



## **Title VI and Environmental Justice Analysis**

The GHMPO Title VI Program and EJ Analysis are based partially upon the GDOT draft EJ planning guidelines issued in 2005. The document has been updated per FTA Circular 4703.1, Environmental Justice Policy Guidance for Federal Transit Administration Recipients and FTA Circular 4702.1B, Title VI Guidelines for FTA Recipients. The process includes the following:

- Identify the potential burdens and benefits.
- Identify the target populations within the planning area.
- Correlate the identified burdens and benefits to the target populations.
- Note possible mitigation strategies for identified disproportionate burdens.
- Determine which participation methodologies to use.
- Make environmental justice recommendations.
- Evaluate the implementation of the EJ process.

## Objective

GHMPO determined to assess the impacts of the transportation planning process for the RTP and TIP on minority and low-income populations.

GHMPO incorporated five principles to ensure that environmental justice considerations are properly integrated into the transportation planning process. They are:

- Ensuring adequate participation of the target populations (low-income and racial/ethnic minorities) in regional transportation decision-making.
- Assessing whether there are disproportionately high adverse impacts on the target populations.
- Assuring that the target populations receive a proportionate share of benefits of federal transportation investments.
- Identifying potential burdens and benefits.
- Establishing objectives and goals.

The first step in identifying and addressing potential burdens and benefits on target populations occurs during the establishment of goals and objectives in the planning process. The GHMPO developed its EJ objectives and goals corresponding to the FHWA guidelines (Publication NHI-02-034), thus the overall goals that address EJ in the planning process include the following:

- Enhance accessibility and mobility
- Promote system preservation
- Enhance quality of life and health
- Improve safety
- Promote economic development, and
- Improve operational efficiency
- Identification of performance measures

The next step involves establishing meaningful performance measures to determine burdens and benefits. These measures are developed to test against the planning goals defined above.

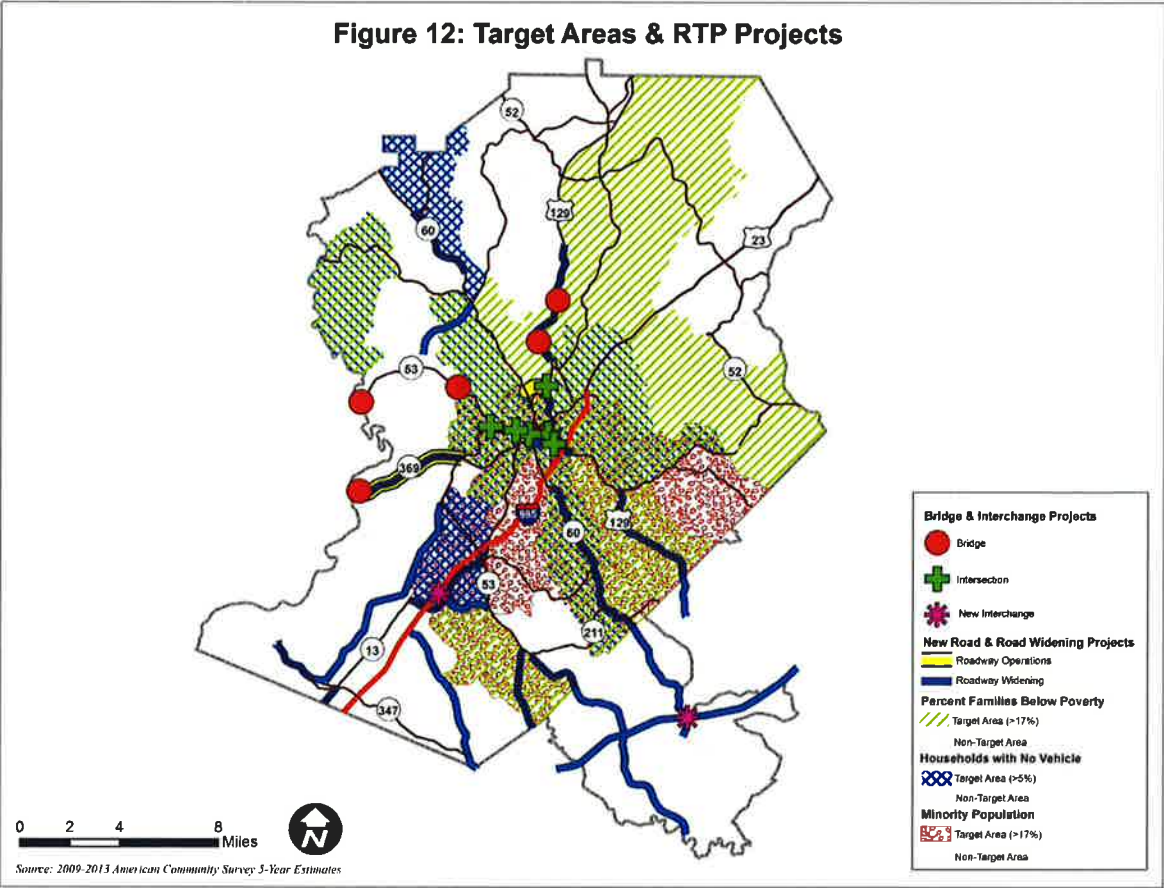
The GDOT, “EJ Guidelines” define some performance measures such as average number of jobs within 20 minutes by driving, average number of jobs within 40 minutes by bus, transit ridership per capita, frequency of transit service, number of high-accident locations, accidents per year, average travel time for home-based work trip, average travel time for home-based other trips, percent of population close to a hospital, percent of population close to a college and percent of population close to a major retail destination.

Even though these measures are comprehensive, it is hard to determine how some of them can be correlated solely to the EJ target populations. GHMPO decided to perform the EJ analysis by ensuring fair public participation and by comparing the total proposed improvements within and



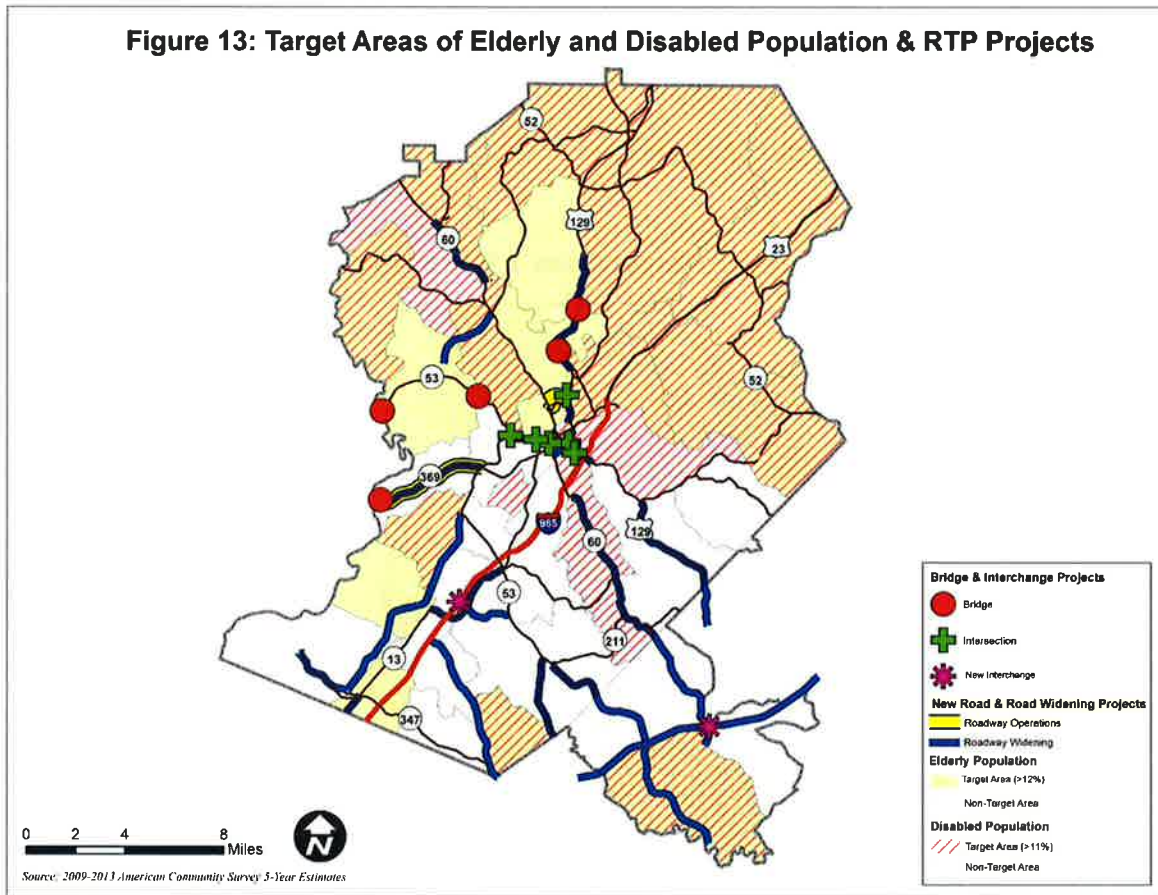
outside of the EJ target areas. Specifically, the performance measures include the following transportation modes:

- Highway
- Highway investments
- Displacement from highway projects
- Public transit
- Fixed route bus service
- On-demand public transportation service



The overlay of the three demographic target areas (population of poverty, no-vehicle, and minority) has been displayed in Figure 12 for Title VI and Environmental Justice Evaluation. Figure 12 shows the location of the Gainesville-Hall 2040 Regional Transportation Plan (RTP): 2015 Update’s transportation projects in relation to target areas for Title VI and Environmental Justice. According to Table 6, 74% of the projects from RTP fall within or intersect environmental justice tracts and serve 70% of the total population in the GHMPO area.

Figure 13 shows the overlapping target areas of elderly and disabled population and the RTP projects in relation to the target areas. According to Table 6, 67% of the RTP projects fall within or intersect the target tracts and serve 68% of the total population in the GHMPO area.



## Identification of Benefits and Burdens in the Planning Area

With the performance measures established, the potential benefits and burdens can be identified and measured. Table 5 provides the possible benefits and burdens associated with various types of transportation projects and possible mitigation measures.

**Table 5: Potential Benefits and Burdens**

Proposed Project Type	Possible Benefits	Possible Burdens	Possible Mitigation Strategies
<b>Highway System</b>			
<b>New Road</b>	<p>Enhance accessibility and mobility.</p> <p>Promote economic development.</p> <p>Improve safety.</p> <p>Improve operational efficiency.</p>	<p>Benefits limited to populations with motor vehicles.</p> <p>Increase in noise and air pollution.</p> <p>Might impact existing neighborhoods.</p>	<p>Signal synchronization, pedestrian crosswalks, bike lanes, bus route addition, etc.</p> <p>Select ROW for minimum impacts.</p> <p>Try to incorporate context-sensitive design to maintain the neighborhoods.</p>
<b>Resurface/Upgrade of Existing Roadways</b>	<p>Promote system preservation</p> <p>Improve safety.</p> <p>Improve operational efficiency.</p>	<p>Expansion of shoulder width impinges on residential property.</p> <p>Diverted traffic during project construction causes heavy traffic and dangerous conditions on city streets.</p> <p>Noise and air pollution during construction.</p>	<p>Build curbing and sidewalks rather than shoulders.</p> <p>Close large section of roadways on weekends to increase resurfacing productivity.</p> <p>Reroute traffic to major streets if possible.</p>
<b>Pedestrian</b>			

<p><b>Addition of Pedestrian Amenities and/or Safety Provisions</b></p> <p><b>Addition of Bike Routes on Existing Roads</b></p>	<p>Improve quality of life, health and environment by encouraging people to use the bike/pedestrian facilities.</p> <p>Improve safety to pedestrians and bike riders.</p> <p>Provide an alternative to motor vehicles.</p>	<p>“Bump-outs” and traffic calming measures make commercial deliveries difficult.</p> <p>Bike routes takes space for passing turning cars at intersections and reduce on-street parking.</p>	<p>Need to come up with some original improvement plans to accommodate both motor vehicle traffic and bike/pedestrian usage.</p>
<p><b>Other Transportation Projects</b></p>			
<p><b>Multi-Modal Connection</b></p> <p><b>ITS Improvements</b></p> <p><b>CMS Strategies</b></p>	<p>Enhance mobility and accessibility.</p> <p>Improve safety.</p> <p>Enhance system preservation and operational efficiency.</p>	<p>Some ITS projects might be expensive to implement</p>	<p>Multi-modal incorporates transit stations and other modes.</p> <p>Have a comprehensive design before any ITS projects are implemented.</p>

The ultimate result of the MPO planning process is the long-range transportation plan, 2040 Gainesville-Hall Regional Transportation Plan: 2015 Update (RTP Update). The TIP is the subset or short-range of the RTP Update that has specific funding identified and is scheduled over the next four years. In the GHMPO EJ analysis, funding or investments have been applied to the set of projects in the RTP and TIP and comparing the relative treatment of and the impacts on the target populations versus non-target populations in the planning area. This should provide some information on whether or not the transportation investments being made in the region are having disproportionately high adverse impacts on the target populations and if the benefits from these investments are equally distributed.

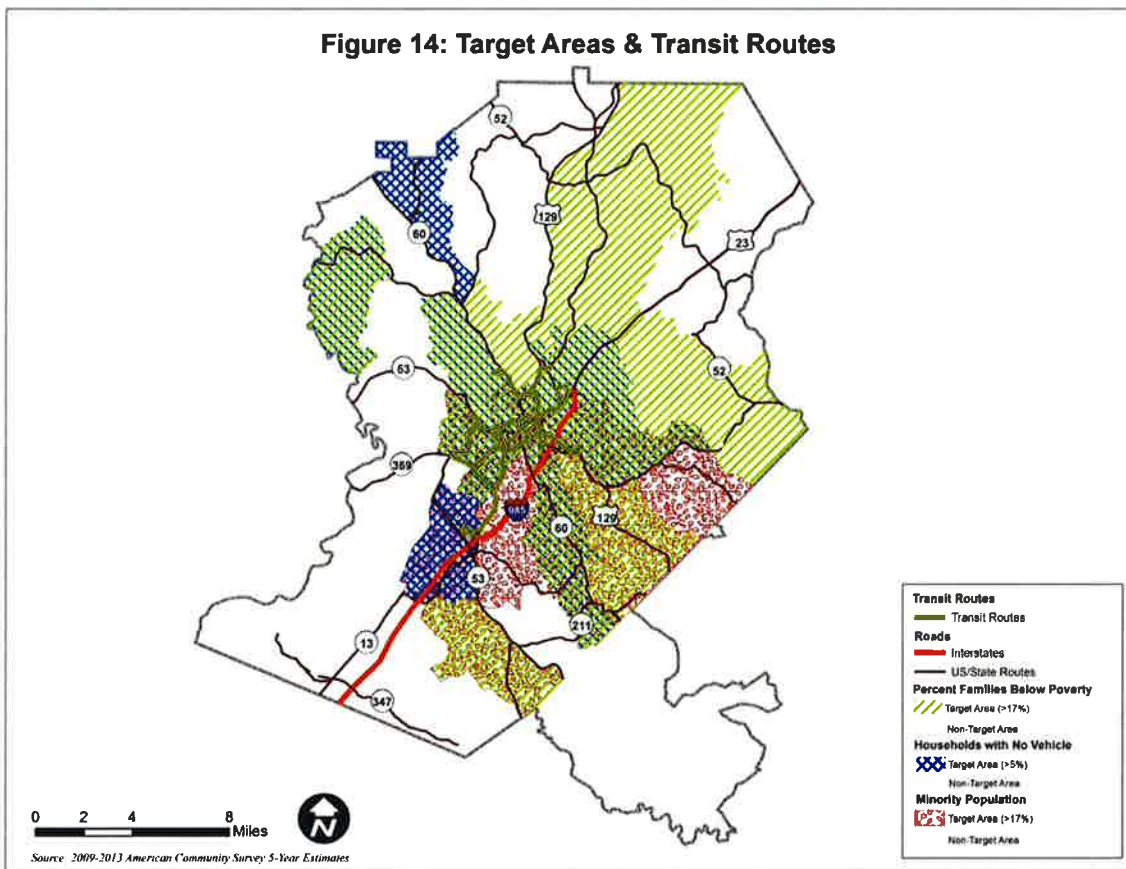
For the measures to be meaningful and capable of being applied, GHMPO determined to use the following indexes. Of the 38 projects listed in the RTP Update, 29 lie in target areas while 10 are in non-target areas. Fixed route transit reached 15 out of the 36 total Hall County census tracts but some routes only border a census tract boundary and do not provide service to entire census tracts. Out of the 15 census tracts identified, there are four census tracts that are served minimally by transit.

- Number of roadway project in target and non-target areas.
- Public transportation in target and non-target areas.

## Target Population Mobility Needs

Mobility needs of target populations are identified through both public outreach and technical analysis in the transportation planning process. Public outreach functions have been held and will be in locations accessible to target populations. Venues include: The Georgia Mountains Center, Gainesville Civic Center, Hall County libraries, Fair Street Neighborhood Center, and the Hall County Government Center.

Locations in Gainesville and part of the City of Oakwood are accessible via the fixed route of the Gainesville Connection of the Hall Area Transit (HAT). Figure 14 highlights the seven fixed routes of HAT in relation to target area populations. Routes do not extend far beyond the City of Gainesville and have a single route to the University of North Georgia campus. Out of the 39 census tracts that are in the GHMPO planning area, 21 census tracts have been identified as target areas for poverty, no-vehicle, and minority populations. 15 of these 21 target area census tracts have access to public transit. Four of the 15 census tracts are minimally served by transit at their tract boundaries. The other locations within Hall County are served via HAT's Dial-A-Ride on-demand transit service. HAT complies with the Americans with Disabilities Act (ADA) with its Mobility Plus buses with a ¼ of a mile route deviation for eligible paratransit passengers to Gainesville Connection routes or direct service to several human service destinations.



**Table 6: Programmed Transportation Investments**

	Population	RTP Roadway Project	Fixed Route (Gainesville Connection)	On-Demand Transit (Dial-A-Ride)
<b>Target Area</b>	70%	74%	61%	100%
<b>Non-Target Area</b>	30%	26%	39%	100%
<b>Target Area (Elderly &amp; Disabled)</b>	68%	67%	31%	100%
<b>Non-Target Area (Elderly &amp; Disabled)</b>	32%	33%	69%	100%

Source: U.S. Census Bureau, 2009-2013 American Community Survey.

Specific electronic and paper copy surveys are also available to those who cannot attend public workshops or committee meetings. Surveys have been used for the RTP Update as well as for the Transit Development Plan, the City of Gainesville Transportation Master Plan, and the Park and Ride Lot Study.

### Travel Demand Analysis

Table 7 reflects the general travel demand for working people within or without Environmental Justice Target Areas (EJTAs) by describing the conditions of vehicles available, trips generated by mode, and time for leaving from home to work. Categories in Table 7 are defined as:

- Single-occupant vehicle: a privately operated motorized vehicle whose only occupant is the driver.
- High-occupancy vehicle: a motorized vehicle that includes a driver and at least one or more passengers.
- Peak hour trip: a trip originating between 7-9 a.m.
- Off-peak hour trip: trip originating a time other than 7-9 a.m.

**Table 7: Travel Demand Analysis (for Working People Only)**

<b>Demographics</b>	<b>EJTAs</b>	<b>Non-EJTAs</b>
Population	70%	30%
Households	38%	62%
Areas (square miles)	41%	59%
Employment	37%	63%
<b>Vehicles available</b>	<b>EJTAs</b>	<b>Non-EJTAs</b>
Households with zero vehicles	67%	33%
Households with one vehicle	48%	52%
Household with two vehicles	32%	68%
Households with three or more vehicles	34%	66%
<b>Trips generated (by mode)</b>	<b>EJTAs</b>	<b>Non-EJTAs</b>

Car trips	37%	63%
Single-occupant vehicle trips	35%	65%
High-occupancy vehicle trips	52%	48%
Transit trips	83%	17%
<b>Time for leaving home to work</b>	<b>EJTAs</b>	<b>Non-EJTAs</b>
Peak hour trips (7:00-9:00 a.m.)	43%	45%
Off-peak hour trips	57%	55%

Source: U.S. Census Bureau, 2009-2013 American Community Survey.

Table 7 reveals that although EJTAs contain a little more than half of working people as non-EJTAs, the number of working people with zero vehicles in EJTAs is twice of non-EJTAs, and almost equal number of working people travel during peak hour (7:00-9:00 a.m.) in the morning in both areas. According to this result, working people residing in EJTAs have less access to vehicles but greater demand on public transit, which also indicates that improving transit system is still necessary in EJTAs, especially toward East and Southeast Hall.

## **GHMPO Process**

In order to provide better transportation services to the target populations in the GHMPO planning area, the following actions have been taken:

- Notification of target populations of meetings.
- Membership on GHMPO committees is diverse.
- Respond to requests for EJ population size/density, makeup and locations on specific projects with Geographic Information System (GIS) mapping with available data.

## **Long Range Transportation Plan and Transportation Improvement Program Process**

In addition to documenting needs of Title VI and EJ populations, impacts of transportation system investments proposed in the MPO's transportation plan are assessed. Furthermore, impacts to target populations are considered during the LRTP, TIP and other major studies' development process in line with the Participation Plan. GIS can be used to overlay target population locations with proposed improvements.

The RTP Update addressed EJ concerns by mainly focusing on the potentially adverse impacts caused by regionally significant street and highway construction projects. The construction of new roadways along new right-of-ways received special attention due to their potential to split or isolate parts of the community. Widening of existing roadways was considered not as critical, but was still scrutinized for potential impacts. Alternative mode investments in transit service and bicycle and pedestrian facilities were considered to provide positive impacts to the minority and low-income populations of the region. For those locations that do not currently have multimodal transportation facilities, alternative mode services and facilities were considered to

provide additional, lower-cost transportation options to increase the mobility of these populations and their access to the community.

## **Possible Mitigation Strategies**

At this time, there appear to be proportionate impacts in the planning area.

There are various strategies to move traffic more efficiently, be it highway, transit, or other modes. With regards to EJ, there are generally four mitigation strategies, including avoidance of projects, minimize the impacts, mitigation strategies for unavoidable impacts, and offsetting enhancements. In the GHMPO planning area, these strategies are all explored. The GHMPO target areas include the majority of the study area and almost all of the developed areas.

Development of increased public transportation options as part of the multi-modal system is another mitigation strategy. The GHMPO planning area has some bicycle and pedestrian facilities and continues to enhance alternate modes of travel with the partial update to the Bicycle and Pedestrian Plan. Additionally, the fixed route and route deviation public transportation in the target area increase mobility options for target populations. Similarly, the rural on-demand transit service is a benefit for target populations.

## **Overall Findings, Conclusions, and Recommendations**

The benefits and burdens of transportation projects cannot be clearly divided when any project can be favored by some residents and not by their neighbors depending on individual circumstances and disposition of parcels. The improved roadway is open to all but some residents may bear the burden of changed conditions.

At the time of writing, the largest road projects under way are in South Hall or bridge projects in more rural and less densely populated areas; therefore, reducing impacts commonly found in more developed areas. Overall, Table 6 shows that 70% of the population is within the target area, and 74% of regional transportation projects are in the target area. The number of projects is not inordinately disproportionate to either the EJ target areas or the non-target EJ areas when compared to the total population.

HAT's Gainesville Connection serves the more densely populated urban areas of the City of Gainesville and is accessible to a majority of citizens in the target population areas while the Dial-A-Ride buses extend their reach throughout Hall County, but still needs improvement to access the EJTA's in the East and the Southeast Hall areas.



## Appendix A: Title VI Notice to the Public

### Notifying the Public of Rights Under Title VI

**GAINESVILLE-HALL METROPOLITAN PLANNING ORGANIZATION (GHMPO)** operates its programs and services without regard to race, color, national origin age, sex, religion or disability in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the GHMPO.

For more information on the GHMPO's civil rights program, and the procedures to file a complaint, contact 770-297-2625, (TTY 800-255-0056); email [sbaker@hallcounty.org](mailto:sbaker@hallcounty.org) or visit our office at 2875 Browns Bridge Road, Gainesville, Georgia 30503. For more information, visit [www.ghmpo.org](http://www.ghmpo.org). Persons who require special accommodations under the American with Disabilities Act (ADA) should contact the GHMPO at least two days prior to meetings.

If information is needed in another language, contact 770-503-3330.

You may also file your complaint directly with the FTA at: Federal Transit Administration Office of Civil Rights Attention: Title VI Program Coordinator, East Building, 5th Floor – TCR 1200 New Jersey Ave., SE, Washington, DC 20590

### Titulo VI Anuncio Publico

**GAINESVILLE-HALL ORGANIZACION DE PLANIFICACION METROPOLITANA (GHMPO)** administra sus programas y servicios sin considerar raza, color, origen nacional edad, sexo, religion o discapacidad en acuerdo con el Titulo VI de la Ley de Derechos Civiles. Toda persona que cree que ha sido objeto o ha sido ofendido por alguna practica discriminatoria ilegal debajo del Titulo VI, puede presentar una queja con GHMPO.

Para mas informacion sobre el programa de derechos civiles de GHMPO, y el Procedimiento para presentar una queja, contacte 770-297-2625, (TTY 800-255-0056); correo electronico [sbaker@hallcounty.org](mailto:sbaker@hallcounty.org); o visite nuestra oficina en 2875 Browns Bridge Road, Gainesville, Georgia 30503. Para mas informacion, visite [www.ghmpo.org](http://www.ghmpo.org). Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act (ADA), comunicarse con la GHMPO al menos dos días antes de reuniones.

Si necesita la informacion en otro idioma, contacte 770-503-3330.

Tambien puede presentar una queja directamente con la Administracion Federal de Transito en: Federal Transit Administration Office of Civil Rights Attention: Title VI Program Coordinator, East Building, 5th Floor – TCR 1200 New Jersey Ave., SE, Washington, DC 20590.

## **Appendix B: Complaint Resolution Procedure**

### **Complaint Resolution Procedure to Ensure Non-Discrimination In Federally Assisted Programs or Activities Participated in by the Gainesville-Hall Area Metropolitan Planning Organization**

#### **Purpose, Scope, Responsibilities and Complaint Form**

##### **Purpose**

This procedure covers all formal complaints and informal charges filed by an individual or group of individuals under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990, relating to any program or activity administered by Gainesville-Hall Area Metropolitan Planning Organization (GHMPO) or its sub-recipients, consultants, and contractors. Intimidation or retaliation of any kind is prohibited by law.

##### **Definitions**

An *informal charge* is defined as any verbal or written communication received by customer service staff from members of the public referencing a general complaint regarding the inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds.

A *formal complaint* is defined as any written complaint of discrimination on the basis of race, color, national origin or sex filed by an individual or group; signed by the complaining party on GHMPO's complaint form (included at the end of this document) seeking to remedy perceived discrimination by facially neutral policies, practices or decisions, which have an adverse impact and resulted in inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds. Such complaints include, but are not limited to, allegations of:

- Failing to provide comparable services;
- Policies and practices that act as arbitrary and unnecessary barriers to equal opportunity;
- Denied opportunity for equitable participation;
- Provision of fewer services or benefits and/or inferior services or benefits to members of a protected group;
- Differential exposure of protected groups to environmental hazards;
- Patterns of disparate treatment;
- Disproportionate adverse effects on social and economic parameters (e.g. access to services, healthcare facilities, employment opportunities and community cohesion).

Informal charges and formal complaints should be filed within 120 calendar days of the event which forms the basis of the claim; or if the concern is an ongoing one, the charge/complaint should be filed within 120 calendar days of the last occurrence.

This procedure does not preclude the right of any complainant to file complaints directly with the Federal Transit Administration (FTA), Federal Highway Administration (FHWA), or to seek private legal representation.

The time required to process investigations will vary depending on the complexity of the issue; however, every effort will be made to ensure a speedy resolution of all complaints within 60 business days.

The option of informal mediation meeting(s) between the affected parties may be utilized for resolution.

### **Responsibility**

GHMPO is responsible for intake of informal Title VI charges and submission of those complaints to the Director of GHMPO.

The Director of GHMPO will forward complaints to the appropriate party within his/her respective department to handle resolution, follow up to ensure that resolution/proposed resolution occurs, and communicate specifics of the resolution/proposed resolution to the GHMPO office.

The Director of GHMPO is responsible for tracking the complaints to ensure that the affected department(s) has taken the recommended action to remedy any determination of discrimination and communicating findings to the complainant. The Director of GHMPO is also responsible for reporting trends, action plans, and non-compliance to the Policy Committee.

### **Processing Informal Charges**

#### **Intake**

Intake of an informal charge is generated through communication, generally presented verbally to GHMPO staff (or its sub-recipients, consultants, and contractors).

Any GHMPO staff (or its sub-recipients, consultants, and contractors) who receives an inquiry or complaint of this type shall direct the complainant to report the concern directly to the GHMPO Director (770) 531-3905, or by mail to GHMPO, P.O. Box 1435, Gainesville, GA, 30503.

The GHMPO Director upon receipt of an informal charge shall record the charge and shall promptly identify the appropriate department(s) to resolve the issue and forward the charge directly to that department's manager. The Director of GHMPO will ascertain proper jurisdiction, investigate merits of alleged violations (if needed) and monitor response dates. If determination is made that the matter is outside the scope of Title VI, GHMPO will notify the affected department's manager within a reasonable period.

## **Processing of Charge and Resolution**

If the matter is determined to be within the scope of Title VI, the affected department's general manager, within 5 business days of receipt will consult with GHMPO and offer a proposed resolution. Within 5 business days of receiving written notification of a proposed resolution, GHMPO representatives will offer suggestions, if any, to modify the proposed resolution. GHMPO or the affected department will communicate its written or verbal findings to the complainant within 30 business days and explain any steps being taken to resolve the matter, and will forward copies of this communication to the affected department(s).

Every effort shall be made to process and resolve informal charges within 30 business days.

## **Appeal**

There is no right to appeal resolution of an informal charge. However, the party reserves the right to file a formal complaint within 120 business days.

## **Processing Formal Complaints**

### **Intake**

Intake of formal complaints is generated through verbal or written communication of a concern as presented to GHMPO staff. Any GHMPO staff who receives a complaint of this type will direct the complaint to the GHMPO Director. GHMPO staff will provide a formal complaint form to the complainant. Complainant must sign and submit the completed complaint form to the Director of GHMPO by fax or mail to address shown on the complaint form.

### **Processing**

The Director of GHMPO shall record the complaint, review the matter to determine Title VI jurisdiction, assign an investigator if it is determined that the matter merits investigation, and monitor response dates.

Jurisdiction will be determined based upon information provided in the written complaint. A complaint shall be investigated unless:

- It fails to state facts which could establish intentional unequal treatment as described in the definitions section of this procedure;
- Complainant is not a primary beneficiary of the federal aid received by GHMPO.
- If determination is made that the matter is outside the scope of Title VI.

## **Investigation, Determination, and Recommendation**

If jurisdiction is determined to exist and investigation is warranted, the assigned investigator will take the following steps:

- Identify the basis of the alleged unequal treatment;
- Ascertain when and where the alleged unequal treatment occurred;
- Identify and interview all relevant parties, review documents, and make site visits to obtain factual information.

Upon conclusion of a thorough investigation, the investigator will prepare a report to summarize findings and suggest appropriate corrective action along with proposed resolution. The investigative report should be submitted to the Director of GHMPO within 50 business days. GHMPO will maintain a record of all discussions and retain all documents relating to the investigation in a confidential file.

### **Communication of Findings and Complaint Resolution**

The Director of GHMPO will accept, reject, or modify the investigative report and consult with the affected department to convey the preliminary findings and develop a proposal for resolution. The Director of GHMPO will prepare a written determination and submit the determination to the legal department for review and analysis of legal sufficiency (if required). Once the final determination is ready for release, the Director of GHMPO and a GHMPO legal representative (if required) will meet with the manager of the affected department(s) to communicate the final determination and recommendations, if any, for corrective action. The Director of GHMPO will provide written notification to the complainant of the investigation findings and GHMPO's proposed resolution, if any. GHMPO will forward copies of this communication to the affected department(s).

If cause is found to indicate a potential occurrence of non-compliance, the Director of GHMPO will communicate this information to the executive committee of the governing board before releasing its findings to the complainant.

### **Appeal**

The Director of GHMPO will explain to the complainant their right to appeal to the Federal Transit Administration, Federal Highway Administration, or seek private legal representation.

# GAINESVILLE-HALL METROPOLITAN PLANNING ORGANIZATION (GHMPO)

## Title VI Complaint Form

<b>Section I:</b>			
Name:			
Address:			
Telephone (Home):		Telephone (Work):	
Electronic Mail Address:			
Accessible Format Requirements?	Large Print		Audio Tape
	TDD		Other
<b>Section II:</b>			
Are you filing this complaint on your own behalf?		Yes*	No
*If you answered "yes" to this question, go to Section III.			
If not, please supply the name and relationship of the person for whom you are complaining:			
Please explain why you have filed for a third party:			
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.		Yes	No
<b>Section III:</b>			
I believe the discrimination I experienced was based on (check all that apply):			
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Age
<input type="checkbox"/> Disability	<input type="checkbox"/> Family or Religious Status	<input type="checkbox"/> Other (explain) _____	
Date of Alleged Discrimination (Month, Day, Year): _____			
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.			
_____			
_____			
<b>Section IV</b>			
Have you previously filed a Title VI complaint with this agency?		Yes	No

<b>Section V</b>
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, check all that apply: <input type="checkbox"/> Federal Agency: _____ <input type="checkbox"/> Federal Court _____ <input type="checkbox"/> State Agency _____ <input type="checkbox"/> State Court _____ <input type="checkbox"/> Local Agency _____
Please provide information about a contact person at the agency/court where the complaint was filed.
<b>Name:</b>
<b>Title:</b>
<b>Agency:</b>
<b>Address:</b>
<b>Telephone:</b>
<b>Section VI</b>
Name of agency complaint is against:
Contact person:
Title:
Telephone number:

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please submit this form in person at the address below, or mail this form to:

GAINESVILLE-HALL METROPOLITAN PLANNING ORGANIZATION (GHMPO)  
Shamsul Baker  
2875 Browns Bridge Road  
Gainesville, GA 30504

# Gainesville-Hall Organizacion de Planificacion Metropolitana (GHMPO)

## Formulario de Queja Titulo VI

<b>Seccion I:</b>				
Nombre:				
Direccion:				
Telefono (casa):			Telefono (trabajo):	
Correo Electronico:				
Requisitos de formato accesible?	Letras grandes		Audio	
	TDD		Otro	
<b>Seccion II:</b>				
¿Esta usted presentando esta queja en su nombre?			Si*	No
*Si usted contesto "Si" a esta pregunta, ir a la Seccion III.				
Si no, por favor suministre el nombre y la relacion de la persona quien se queja:				
Por favor explique por que esta presentando por un tercero: _____				
Por favor confirme que ha obtenido el permiso de la persona discriminada si esta presentando por un tercero.			Si	No
<b>Seccion III:</b>				
Creo que he sido objeto de discriminacion basada en (marque todas las que apliquen):				
<input type="checkbox"/> Raza <input type="checkbox"/> Color <input type="checkbox"/> Origen Nacional <input type="checkbox"/> Edad <input type="checkbox"/> Discapacidad <input type="checkbox"/> Situacion familiar o religiosa <input type="checkbox"/> Otro (explique) _____				
Fecha de la supuesta discriminacion (Mes, Dia, Ano): _____				
Explicar claramente lo que paso o por que usted cree que fue discriminado. Describa todas las personas que estuvieron involucrados. Incluya el nombre e informacion de la persona/personas que fueron discriminados (si lo sabe) asi como los nombres e informacion de testigos. Si necesita mas espacio, por favor utilice el reverso de este formulario.  _____ _____				
<b>Seccion IV</b>				
¿Anteriormente ha presentado una queja del Titulo VI con esta agencia?			Si	No



<b>Seccion V</b>	
¿Ha presentado esta queja con otra agencia federal, estatal o local, o con la corte federal o estatal?	
<input type="checkbox"/> Si	<input type="checkbox"/> No
Si es si, marque todas las que apliquen:	
<input type="checkbox"/> Agencia Federal: _____	
<input type="checkbox"/> Corte Federal _____	<input type="checkbox"/> Agencia Estatal _____
<input type="checkbox"/> Corte Estatal _____	<input type="checkbox"/> Agencia Local _____
Por favor provee la informacion de la persona de contacto en la agencia/corte donde presento la queja.	
<b>Nombre:</b>	
<b>Titulo:</b>	
<b>Agencia:</b>	
<b>Direccion:</b>	
<b>Telefono:</b>	
<b>Seccion VI</b>	
Nombre de la agencia que la queja es contra:	
Persona de contacto:	
Titulo:	
Telefono:	

Usted puede adjuntar cualquier material escrito o otra informacion pertinente a su queja.

Firma y fecha son necesarias a continuacion

\_\_\_\_\_

Firma

\_\_\_\_\_

Fecha

Por favor presente este formulario en persona a esta direccion ,o envie por correo a:

Gainesville-Hall Organizacion de Planificacion Metropolitana (GHMPO)  
 Shamsul Baker  
 2875 Browns Bridge Road  
 Gainesville, GA 30504

# Appendix C: Limited English Proficiency (LEP) Plan

## Introduction

Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English can be limited English proficient, or "LEP." Language for LEP individuals can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by federally funded programs and activities.

## Title VI and Executive Order 13166

In certain circumstances, a failure to ensure that LEP persons can effectively participate in or benefit from federally assisted programs and activities may violate the prohibition against national origin discrimination under Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the U.S. Department of Transportation's (DOT) Title VI regulations at 49 CFR Part 21.

To clarify existing requirements for LEP persons under Title VI, on August 11, 2000, President Clinton issued Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." The Executive Order requires each Federal agency to examine the services it provides and develop and implement a system by which LEP persons can meaningfully access those services consistent with, and without unduly burdening, the fundamental mission of the agency. Each Federal agency is also directed to work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries. To this end, each agency must prepare a plan to improve access to its federally conducted programs and activities (i.e., the services it provides directly to the public) by eligible LEP persons.

## USDOT Guidance on Establishing an LEP Plan

As a federal funding recipient, the GHMPO will comply with Executive Order 13166 by establishing an LEP using the framework provided by the U.S. Department of Transportation (USDOT) and the Federal Transit Administration's (FTA) publication, *Implementing the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons* (April 13, 2007). The USDOT guidance outlines four factors recipients should apply to the various kinds of contacts they have with the public to assess language needs and decide what reasonable steps they should take to ensure meaningful access for LEP persons:

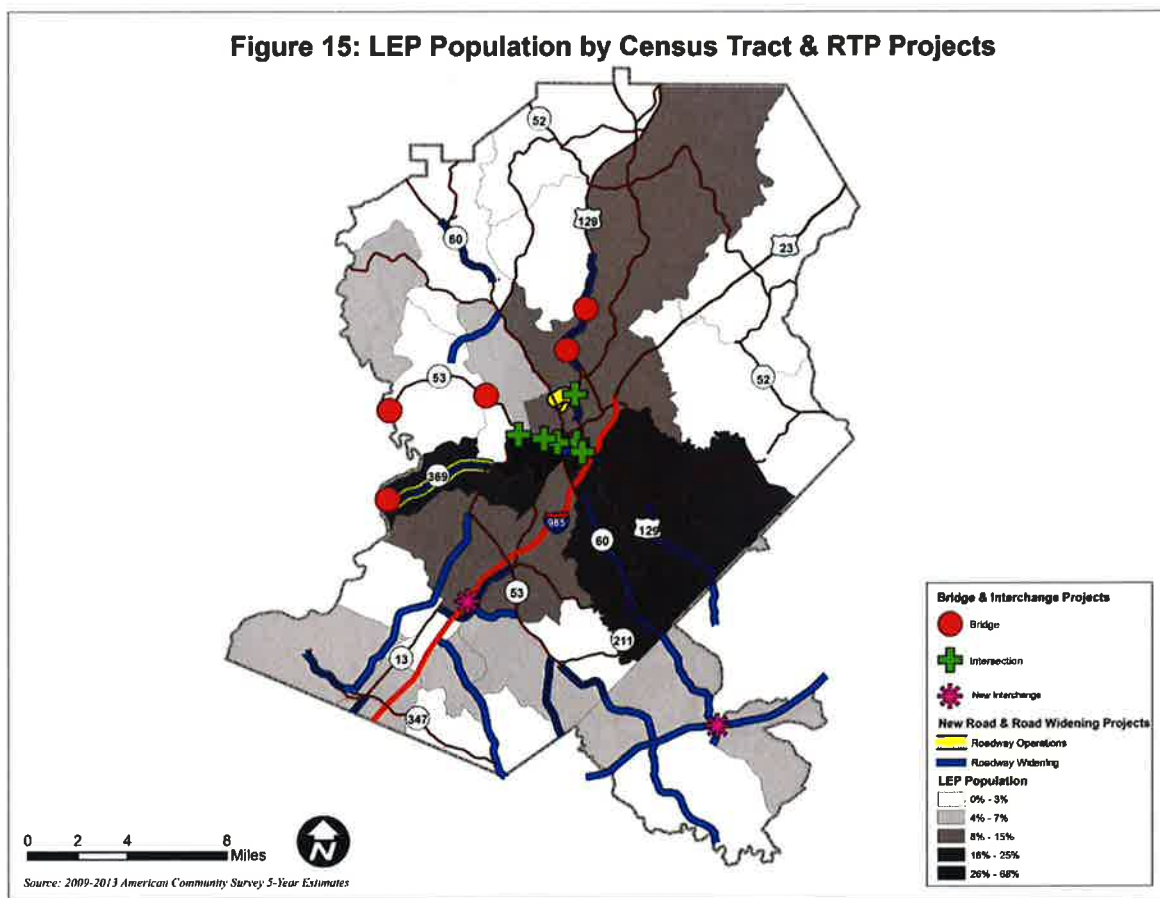
1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the MPO, activity, or service of the recipient or grantee.
2. The frequency with which LEP individuals come in contact with the MPO.
3. The nature and importance of the MPO, activity, or service provided by the MPO to the LEP community.
4. The resources available to the MPO and costs.

The greater the number or proportion of eligible LEP persons; the greater the frequency with which they have contact with a program, activity, or service; and the greater the importance of that program, activity, or service, the more likely enhanced language services will be needed. Smaller recipients with more limited budgets are typically not expected to provide the same level of language service as larger recipients with larger budgets. The intent of DOT's guidance is to suggest a balance that ensures meaningful access by LEP persons to critical services while not imposing undue burdens on small organizations and local governments.

## LEP Assessment for the GHMPO Planning Area

**Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the MPO, activity, or service of the recipient or grantee.**

The planning area of the GHMPO consists of entire of Hall County and western Jackson County. According to the U.S. Census Bureau, the primary language for GHMPO area is English and the second most common language spoken is Spanish at 20%. Hall County has a higher concentration of Spanish speakers with 24% identifying Spanish as their first language, and Jackson County has a much lower concentration of Spanish speakers with 6%.



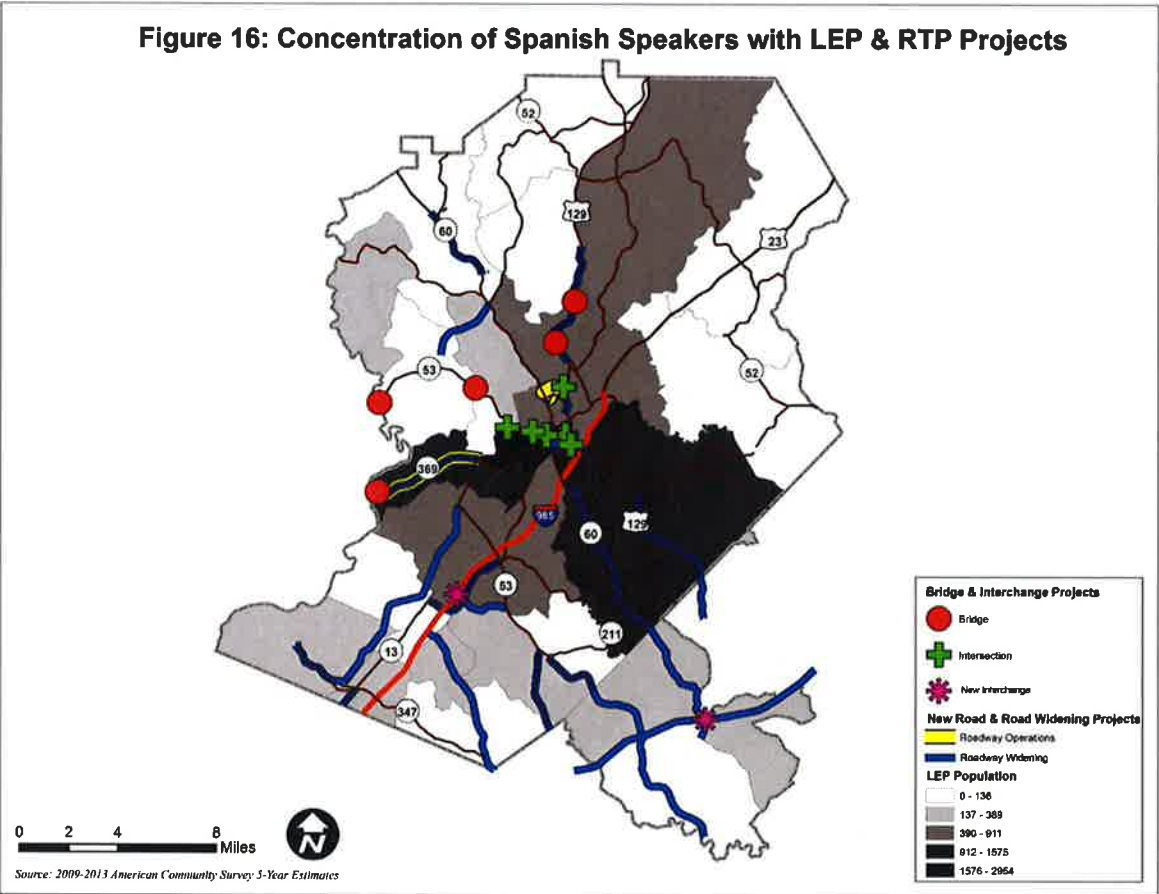
LEP persons are usually defined as those who self-identify as speaking English less than “very well” on the U.S. Census. Table 8 indicates 12% of the population in the GHMPO area is not proficient in English. The bulk of those who cannot speak English very well primarily speak Spanish as their first language.

**Table 8: Language Spoken at Home for the Population 5 Years and Over**

Population Type	Hall County	Jackson County	GHMPO area
English Only	74%	92%	77%
Language other than English	26%	8%	23%
Speak English less than “very well”	13%	4%	12%
Spanish	24%	6%	20%

Source: U.S. Census Bureau, 2009-2013 American Community Survey

Figure 16 illustrates the distribution of the primary languages targeted for assistance by census tract. Central Hall, where a great majority of the RTP projects would be conducted, is the area with the most populated LEP people for speakers of Spanish. East Hall and West Gainesville are secondarily populated areas for LEP population and with less RTP projects.



**Factor 2: The frequency with which LEP individuals come in contact with the MPO.**

The GHMPO has not received any formal requests by LEP individuals for language translation of any documents nor for an interpreter at any public meetings since first being designated as an MPO in 2003. The GHMPO has unilaterally provided Spanish speakers and funds for interpreters and provided public notices in both English and Spanish at all public meetings such as the development of the 2040 Regional Transportation Plan: 2015 Update (RTP Update), 2016-2019 Transportation Improvement Program (TIP) and assisted Hall Area Transit's (HAT) Transit Development Plan (TDP) and Human Services Transportation Plan (HSTP).

**Factor 3: The nature and importance of the MPO, activity, or service provided by the MPO to the LEP community.**

The MPO uses Federal funds to plan for transportation projects and therefore does not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). The MPO does not conduct activities which require residents to fill out applications or submit to interviews prior to attending public functions.

The MPO is mandated by the Federal government to create and maintain three key documents: an annual Unified Planning Work Program (UPWP) outlining MPO activities, a short-term four-year Transportation Improvement Program (TIP), and a Long Range Transportation Plan (LRTP) which covers 20 plus years. GHMPO has a Participation Plan which seeks to garner the input of all residents who can shape the planning process or wish to know more about the direction of transportation planning and how it will affect them.

Although the GHMPO does not directly provide transportation services, it has aided HAT in transit planning. HAT has some Spanish speaking staff members and prints a brochure detailing services, route maps and bus schedules in both English and Spanish.

**Factor 4: The resources available to the MPO and overall costs.**

The final factor weighs the previous factors to assess the needs of LEP individuals against the resources available to the MPO providing assistance in a language other than English. The GHMPO does have a significant number of LEP residents within Hall County but historically the frequency of contact with the MPO has been low. Full translation of major MPO documents would be prohibitively expensive. For example, another MPO reported that a professional translation of its regional transportation plan would cost around \$24,000. The GHMPO has been committed to the principle of inclusivity and used more cost-effective means of outreach, particularly with the Spanish speaking segment of the community, at important junctures of the planning process.

## **LEP Implementation Plan**

### **Safe Harbor Stipulation and the GHMPO**

Federal law provides a “safe harbor” which means that if an MPO provides written translations under certain circumstances, such action will be considered strong evidence of compliance with the recipient's written-translation obligations under Title VI.

The failure to provide written translations under the circumstances does not mean there is non-compliance, but rather provides a guide for MPOs that would like greater certainty of compliance than can be provided by a fact-intensive, four-factor analysis. For example, even if a safe harbor is not used, if written translation of a certain document(s) would be so burdensome as to defeat the legitimate objectives of its program, it is not necessary. Other ways of providing meaningful access, such as effective oral interpretation of certain vital documents, might be acceptable under such circumstances. Strong evidence of compliance with the recipient's written-translation obligations under ‘safe harbor’ includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000, whichever is less, of the population of persons eligible to be served or likely to be affected or encountered. Translation of other documents, if needed, can be provided orally. This safe harbor provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable.

The GHMPO does not use vital documents for LEP purposes as defined by USDOT. “A document will be considered vital if it contains information that is critical for obtaining federal services and/or benefits, or is required by law.” Federal Register: January 22, 2001 (Volume 66, Number 14). It recognized, however, that outreach efforts may require the MPO to survey/assess the needs of the LEP population to determine whether certain critical outreach materials should be translated into other languages.

### **Identifying Persons Who May Need Language Assistance**

- When the MPO sponsors a public function with a sign-in sheet table, a staff member or designate will greet and briefly speak to each attendee. To informally gauge the attendee’s ability to speak and understand English, he or she will ask a question that requires a full sentence reply.
- The MPO can use Census Bureau’s “I Speak Cards” at the sign-in table for those who speak a language other than English. While staff may not be able to provide translation assistance at this meeting, the cards can be an excellent tool to identify language needs for future meetings.

### **Language Assistance Measures**

In the event that the MPO should receive a request for assistance in a foreign language, staff members will take the name and contact information of the person. We can contact an individual who speaks Spanish but for other languages we will use a free online written translator website

or we could contact a local community volunteer if available. If the required language is not available or if a formal interpretation is required, staff shall use the telephone interpreter service, Language Line, at 1-800-752-6096.

### **MPO Staff Training**

Incoming staff members will be briefed on the GHMPO's LEP Plan and how to assist LEP residents. They will be told to keep a record of language assistance requests to assess future LEP population needs.

### **Providing Notice to LEP Persons**

The GHMPO has provided notice in both English and Spanish for all public meetings in accordance with its Participation Plan:

#### **Non-English Speaking Communities**

For major GHMPO planning efforts such as the Long Range Transportation Plan and the Transportation Improvement Program, staff will coordinate with local media resources to gain access to these communities and garner their input. As appropriate, outreach meetings will be conducted to reach these communities. Translators will be made available to serve the non-English speaking communities at public information meetings. GHMPO will utilize outreach meetings with the Spanish speaking community to reach the non-English speaking communities:

The MPO also mails notices of important upcoming public meetings in both English and Spanish to those in the GHMPO database of organizations and individuals who have expressed an interest in following MPO activities.

### **Monitoring and Updating the LEP Plan**

MPOs are required to update key planning documents (see Factor 3) and monitoring the success of the LEP Plan will be an ongoing process. The answers reflect conditions since adoption of the original LEP in November 2010-present. USDOT guidance recommends updates should consider the following elements:

- How many LEP persons were encountered?  
*No one self-identified as an LEP person requested language assistance.*
- Were their needs met?  
*No additional requests for language assistance were received.*
- What is the current LEP population in the GHMPO area?  
*13% of Hall County, 4% of Jackson County, and 12% of the GHMPO area are LEP.*
- Has there been a change in the types of languages where translation services are needed?  
*None.*

- Is there still a need for continued language assistance for previously identified MPO programs? Are there other programs that should be included?  
*Yes, but no other new programs have been added requiring language assistance.*
- Have the MPO's available resources, such as technology, staff, and financial costs changed?  
*As of July 2010, GDOT no longer provides half of the local match (10%) for MPO transportation planning. The GHMPO now relies on an in-kind match as a substitute for the loss of direct financial assistance.*
- Has the MPO fulfilled the goals of the LEP Plan?  
*Yes.*
- Were any complaints received?  
*No.*

#### **Dissemination of the MPO Limited English Proficiency Plan**

The MPO has posted the LEP Plan on its website at: [www.ghmpo.org](http://www.ghmpo.org). Copies of the LEP Plan have been provided to the Georgia Department of Transportation (GDOT), Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and any person or agency requesting a copy. Each MPO sub-recipient has been provided a copy and educated on the importance of providing language assistance.

Any questions or comments regarding this plan should be directed to:

Shamsul Baker  
Gainesville-Hall MPO  
P.O. Box 1435  
Gainesville, GA 30503  
Phone: (770) 531-2604  
Fax: (770) 531-3902  
[sbaker@hallcounty.org](mailto:sbaker@hallcounty.org)



## Appendix D: List of Acronyms

ADA	Americans with Disabilities Act
CAC	Citizens Advisory Committee
EJ	Environmental Justice
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GDOT	Georgia Department of Transportation
GHCC	Greater Hall Chamber of Commerce
GHMPO	Gainesville-Hall Metropolitan Planning Organization
GIS	Geographic Information Systems
GMRC	Georgia Mountains Regional Commission
HAT	Hall Area Transit
HSTP	Human Services Transportation Plan
LEP	Limited English Proficiency
LRTP	Long-Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
MPO	Metropolitan Planning Organization
NEGMC	Northeast Georgia Medical Center
PC	Policy Committee
PP	Participation Plan
ROW	Right-Of-Way
RTP	Regional Transportation Plan
TCC	Technical Coordinating Committee
TDP	Transit Development Plan
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation



**GAINESVILLE-HALL METROPOLITAN PLANNING ORGANIZATION  
CITIZENS ADVISORY COMMITTEE  
BYLAWS**

**Article I**

Section I

Name

The name of this organization shall be the Citizens Advisory Committee of the Gainesville-Hall Metropolitan Planning Organization.

Section II

Origin

This Committee is created by the Policy Committee of the Gainesville-Hall Metropolitan Planning Organization.

**Article II**

Purpose

The Citizens Advisory Committee (CAC) of the Gainesville-Hall Metropolitan Planning Organization (GHMPO) shall advise the GHMPO Policy Committee on matters of public opinion from individual citizens and citizen groups regarding planned changes to the Gainesville Area Transportation Plan findings and recommendations.

**Article III**

Composition

The CAC shall be composed of not more than nineteen interested citizens representing a broad section of the population within the planning area.

The at-large citizens shall be appointed as follows: the Hall County Board of Commissioners shall appoint 8 members, the Gainesville City Council shall appoint 5 members, the Oakwood City Council shall appoint 2 members, the Flowery Branch City Council shall appoint 2 members, the Braselton Town Council shall appoint 1 member, and the Jackson County Board of Commissioners shall appoint 1 member.

The term of citizen members shall be staggered on initial appointment with half at two years and half at three years so that citizen appointees rotate on separate cycles. The subsequent appointments shall have no term limits. The terms of members shall begin on the first meeting of the fiscal year.

Any citizen or organizational vacancy on CAC membership shall be filled by the selection of a new member appointed by the Gainesville-Hall Metropolitan Planning Organization Policy Committee upon recommendation of the local jurisdiction to fill a new or unexpired term.

#### **Article IV**

##### Duties

1. Provide general advice to the Policy Committee concerning the citizens' viewpoint on matters related to transportation.
2. Review recommendations of the Technical Coordinating Committee concerning the various work elements, annual documents, and long range plans and systems, prior to submission to the Policy Committee.
3. Serve as a liaison to the general citizenry for the exchange of information relating to the transportation needs in the Gainesville-Hall Metropolitan Planning Organization area.

#### **Article V**

##### Organization

1. The officers shall consist of Chairperson, Vice Chairperson, and Secretary.
2. The Chairperson and Vice Chairperson shall be elected annually by the membership of the Citizens Advisory Committee at the first meeting of the fiscal year. The Chairperson and Vice Chairperson may succeed themselves with no limitation on the number of terms, except that such term shall not continue in the event the Chairperson or Vice Chairperson becomes ineligible for membership on the Citizens Advisory Committee. Vacancies in offices shall be filled by appointment by the Chairperson, at the next regular meeting after the vacancy

occurs for the unexpired term. The Chairperson and Vice Chairperson may be removed from office by a vote of the majority of the Citizens Advisory Committee members.

3. The Secretary shall be the Director of the Metropolitan Planning Organization (MPO) or other appropriate MPO official.

## **Article VI**

### Duties of Officers

1. Chairperson - To preside at all meetings of the Citizens Advisory Committee and to call special meetings as needed. The Chairperson shall also serve as a non-voting member of the Policy Committee.
2. Vice Chairperson - To perform the duties of the Chairperson in his/her absence and serve as a non-voting member of the Technical Coordinating Committee.
3. In the absence of the Chairperson and Vice Chairperson, a temporary Chairperson shall be selected by the members present.
4. Secretary - To record the meeting summaries and attendance, prepare required reports; notify members of meetings, and such other duties as required or directed by the Chairperson. Notice of meetings shall be mailed at least one week in advance of meeting date whenever practical. Should there be no business to come before the committee, the meeting shall be canceled by written notice one week prior to the planned meeting date.

## **Article VII**

### Meetings

1. The regular meeting time of the Citizens Advisory Committee shall be on the last Thursday of February, April, July and October at 4:00 p.m. or at an hour set by the committee, at the Hall County Government Center in Gainesville. The Chairperson shall call special meetings as may be required and as herein provided.

2. Sub-Committees shall meet as determined by the Chairperson of said Committee.
3. Unless excused by the Chairperson prior to the meeting, any CAC member having two (2) unexplained absences from regular meetings during a calendar year shall be automatically removed and notified of such action.

## **Article VIII**

### Emergency Committee Meeting Procedure

An emergency is defined as a sudden and unexpected turn of events requiring immediate action. In case of emergency, notice of such meeting shall be given to each committee member as far in advance of the meeting as possible and by the most direct means of communications. Written notice of any meeting shall state the date, time, and place of the meeting, a brief description of the agenda for the meeting, and shall be provided in accordance with the requirements of Georgia law and the GHMPO Public Participation Plan. An emergency vote would still require the regular public comment periods for adoption of the Long-Range Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Participation Plan and for amendments to them.

Telephonic voting and participation shall be permitted. The meeting will be held in a designated public place. Notice of the meeting will meet MPO public participation process noticing requirements. All materials made available to the MPO will be made available to persons attending the meeting. Individuals who are not on the MPO committees and who plan to speak at a meeting, including invited guests, are to submit copies of testimony and handouts 24 hours before the meeting to enable MPO members to review the materials in advance. When telephonic meetings are held, a roll call vote will be conducted, so the vote of each official voting member can be acknowledged and recorded.


Emergency sessions should be afforded the most appropriate and effective notice under the circumstances and special meetings should have at least 24 hour reasonable notice to the public with the meeting agenda posted on the GHMPO website, [www.ghmpo.org](http://www.ghmpo.org) and use press releases and/or phone calls to The Gainesville Times and other local media.

**Article IX**


Amendments to Bylaws

These bylaws are intended to serve as a guide for minimum participation by the Citizens Advisory Committee. The Committee may recommend amendment of the bylaws in order to improve the Committee's overall performance. Notice of the intent to revise the bylaws must be given in the agenda that is mailed out one week prior to the meeting at which the amendment(s) shall be discussed. A vote of two-thirds of those members present shall be required, in order for the recommended change to the bylaws to be forwarded to the GHMPO Policy Committee for its review. The Policy Committee must approve the amendments prior to them becoming effective.

Adopted by the GHMPO Policy Committee this 12 day  
of AUGUST, 2014.

  
Lamar Scroggs, Chairman  
Gainesville-Hall MPO Policy  
Committee

Attest

  
Srikanth Yamala, Director  
Gainesville-Hall MPO





**Jurisdiction and Agency Reports**  
**GHMPO TCC**  
**October 14, 2015**

***Flowery Branch – John McHenry***

- About half done with round about
- 99% completed on culvert repair from 2013 flood
- Working on city hall project and adding extension to Pine Street, connecting the old grid
- Applied for GTIB grant
  - Mr. Yamala noted that approximately \$10 million has been requested from Hall County and the jurisdictions

***Oakwood – Stan Brown***

- Joint 2015 paving project
  - Oakwood completed
  - Working with Braselton
  - McEver Road project on hold with Flowery Branch
- Wrapping up Milton Martin Toyota Parkway project
- Widening Old Oakwood Road from Mundy Mill to Performance Food Group
- Submitted LMIG for next fiscal year
- Exit 17 Park and Ride joint partnership with GDOT and UNG – lot well used
  - Constructing sidewalk to UNG
- Me with Brent Cook regarding Quick Response projects
- Highlands to Islands Trail meeting was well attended
  - Work still being done on organization of the committee

***Town of Braselton – Jennifer Dees***

- Finishing up Hwy 53 widening and signalization

***GDOT – Kim Coley***

- SR11 and 129 widening project was to be let in January, has been moved to March
  - Includes the bridge in Jackson County

***Jackson County – Gina Roy***

- SR11 and 129 widening – working on the environmental
- Hwy 53 project is finishing up

