

## **Technical Coordinating Committee**

**Wednesday, January 24<sup>th</sup>, 2024, 10:30 AM**  
**HR Training Room, 2<sup>nd</sup> Floor, Hall County Government Center**  
**2875 Browns Bridge Road, Gainesville, GA 30504**

### **AGENDA**

- 1. Welcome – Adam Hazell, Chair**
- 2. Approval of October 18, 2023 Meeting Minutes**
- 3. Recommend Approval of Draft FY 2025 Unified Planning Work Program (UPWP)**
  - Michael Haire, GHMPO
- 4. Recommend Approval of Draft PL Fund Application for State Route 13 / Atlanta Highway Corridor Study**
  - Joseph Boyd, GHMPO
- 5. First Review of Draft 2024 GHMPO Participation Plan**
  - Michael Haire, GHMPO
- 6. First Review of Draft 2024 GHMPO Title VI Plan and Environmental Justice Analysis**
  - Michael Haire, GHMPO
- 7. Presentation on Future Year 2055 SE Data for the Metropolitan Transportation Plan (MTP): 2025 Update**
  - Steve Cote, RS&H
- 8. Other**
  - Update from the Trails Subcommittee
  - Update from the McEver Road Subcommittee

## **9. Jurisdiction and Agency Reports**

- City of Flowery Branch
- City of Gainesville
- City of Oakwood
- City of Buford
- Town of Braselton
- Federal Highway Administration
- Georgia Department of Transportation
- Georgia Mountains Regional Commission
- Northeast Georgia Regional Commission
- Hall Area Transit
- Hall County
- Jackson County

## **10. Public Comment**

## **11. Upcoming Meeting Date: April 24, 2024**

## **12. Adjourn**

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## **Technical Coordinating Committee**

**Banquet Hall, 4<sup>th</sup> Floor, Hall County Government Center  
Draft Minutes of October 18, 2023 Meeting**

### **Voting Members Present:**

Adam Hazell, GMRC, Chair  
Gina Roy, Jackson County, Vice-Chair  
Corey Jones, City of Gainesville  
Chris Rotalsky, City of Gainesville  
Dan Branch, City of Buford  
Jennifer Scott, Town of Braselton  
Bill Nash, Hall County  
Jorge Gomez, Hall County  
Phillippa Lewis Moss, Hall Area Transit  
Jomar Pastorelle, GDOT  
Joseph Boyd, GHMPO

### **Voting Members Absent:**

Srikanth Yamala, Hall County  
Frank Miller, Hall County  
Angela Sheppard, City of Gainesville  
Matt Tarver, City of Gainesville  
BR White, City of Oakwood  
Rich Atkinson, City of Flowery Branch

### **Others Present:**

Carol Flaute, NEGRC  
Shelly Ramey, GDOT  
Elizabeth Johnson, GDOT  
M. Brian Wellmeier, Gainesville Times  
Michael Haire, GHMPO

### **1. Welcome – Adam Hazell, Chair**

Mr. Hazell opened the meeting at 10:31 AM.

### **2. Approval of July 19, 2023 Meeting Minutes**

**MOTION:** Ms. Scott made a motion to approve of the July 19, 2023 meeting minutes, which received a second from Mr. Branch, and the motion passed by unanimous vote.



### **3. Recommend Approval of Draft Amendment #1 to the FY 2024 – 2027 Transportation Improvement Program (TIP)**

Mr. Boyd introduced Amendment #1 to the FY 2021-2024 Transportation Improvement Program (TIP), which adds two new projects to the TIP program years and adds retroactive funding to another project. The two new projects being added to the TIP are GH-038, which widens State Route 60 / Thompson Bridge Road from two to four lanes from State Route 136 / Price Road to Yellow Creek Road, and GH-130, which widens State Route 60 / Thompson Bridge Road from State Route 400 in Lumpkin County to Yellow Creek Road in Hall. Mr. Boyd explained to the committee that these are not new projects, but they previously did not have to be reflected in the TIP because they are funded by HB170 funds. As the MPO is now going to start showing all projects that receive state or federal funding, these projects will now be moved into the official TIP programming.

Additionally, retroactive funding is being added to GH-020A (State Route 11/Cleveland Highway Widening from Lakeview Street to South of Nopone Road – Phase I). This funding was already authorized but not reflected in MPO documents.

**MOTION:** Ms. Moss made a motion to approve of Draft Amendment #1 to the FY 2021-2024 Transportation Improvement Program, which received a second from Ms. Roy, and the motion passed by unanimous vote.

### **4. Recommend Approval of Draft PM1 Safety Targets for 2024**

Mr. Haire gave a brief overview of PM1 (Safety), PM2 (Bridge and Pavement), and PM3 (National Highway System, Freight, and CMAQ). Mr. Haire explained that performance management targets are set by GDOT, and PM1 targets are the only targets adopted annually. These PM1 (Safety) targets set targets for the number of fatalities, number of serious injuries, fatality rate, serious injury rate, and total number of non-motorized fatalities and serious injuries. The targets required for calendar year 2024 are actually identical to the targets adopted for 2023, so this resolution will be extending these adopted performance measures into 2024.

**MOTION:** Mr. Branch made a motion to approve of the Draft PM1 Safety Targets for 2024, which received a second from Ms. Roy, and the motion passed by unanimous vote.

### **5. First Review of Draft FY 2025 Unified Planning Work Program (UPWP)**

Mr. Boyd introduced the first draft of the FY 2025 Unified Planning Work Program (UPWP). The UPWP is the annual budget document for the MPO that provides funding for planning activities over a single fiscal year, including any studies that local jurisdictions would like to conduct. Mr. Boyd briefly discussed the funding amounts listed, and explained that the amounts listed for the base PL grant are not final. Mr. Boyd stated he anticipates to have finalized funding amounts by the winter round of MPO meetings.

This draft document also includes the SR 60/US 129 Connectivity Study in the “Anticipated Unfunded Products in FY 2025” section, with an estimated cost of \$150,000, made up of \$120,000 in additional PL funds and \$30,000 in local cash match.

## **6. Presentation on Base Year 2020 SE Data for the Metropolitan Transportation Plan (MTP): 2025 Update**

Mr. Haire provided an update on the Metropolitan Transportation Plan (MTP): 2025 Update. Mr. Haire explained the purpose behind the plan, the progress so far, and the next steps for the plan. The Metropolitan Transportation Plan is the long-range planning document for GHMPO, which projects transportation needs and priorities over a 30-year period ending in 2055. The MTP takes in existing conditions and creates a future needs assessment which comes with project recommendations for safety enhancements and congestion relief.

GHMPO is currently working with consultant RS&H, as well as GDOT, to complete 2020 Base Year SE Data and 2055 Future Year SE Data in order to enable GDOT to develop the Travel Demand Model (TDM), which will identify future congestion and identify and prioritize transportation projects and needs.

Mr. Haire explained that the MPO, alongside RS&H, would like to have a virtual stakeholder meeting in November to discuss the results of the 2055 Future Year SE Data and obtain stakeholder feedback. Mr. Haire added that he would be in touch in the near future for a scheduling poll.

## **7. 2022 Crash Profiles for Hall and Jackson Counties**

Mr. Haire briefly discussed the 2022 Crash Profiles for Hall and Jackson Counties, which display all crashes, crashes with injuries, and crashes with fatalities throughout both Hall and Jackson Counties. Mr. Haire briefly discussed five-year trends, and discussed the analytical tools provided by the platform Numetric, which GHMPO was given access to by GDOT. Lastly, Mr. Haire offered to provide further analysis and data for local jurisdictions at request.

## **8. Update on GDOT’s Carbon Reduction Strategy**

GDOT’s Brandon North provided a brief update on GDOT’s Carbon Reduction Strategy (CRS). He stated the purpose of the document, which is to act as a menu of strategies and metrics to help choose strategies that can be incorporated into plans and projects to advance the overlapping priorities of the State and the purposes of the federal Carbon Reduction Program. GDOT staff also discussed the next steps for the plan, which is currently in the public review process. The public review period will end on October 30<sup>th</sup>, and the document will be submitted to FHWA on November 15<sup>th</sup>.

## **9. Other**

Mr. Boyd briefly discussed the status of the TCC subcommittees. The Trails Subcommittee will plan to meet in the near future to discuss next steps for the Highlands to Islands Trail upon the completion of the design work for the Gainesville Airport Connector Trail.

Hall County is still at work with the planned roundabout on McEver Road at Lights Ferry.

## **10. Jurisdiction and Agency Reports**

Representatives shared the status of projects being completed by their jurisdictions: Mr. Jones for the City of Gainesville, Ms. Scott for the Town of Braselton, Ms. Ramey for the Georgia Department of Transportation, Ms. Flaute for the Northeast Georgia Regional Commission, and Mr. Gomez for Hall County.

Mr. Jones stated that the City of Gainesville would like to work with GHMPO staff in the near future on applying for additional Planning (PL) funds to conduct a I-985 Alternatives study, which would look at various routes around the interstate and identify potential improvement projects for those corridors including the SR 13/Atlanta Highway Corridor, State Route 60, Old Cornelia Highway, and others. MPO staff will work with Gainesville and present a draft PL fund application at the winter round of MPO meetings.

## **11. Public Comment**

There were no public comments.

## **12. Upcoming Meeting Date: January 24, 2024**

Mr. Hazell reminded the committee of the upcoming TCC meeting on January 24, 2024.

## **13. Adjourn**

There being no other items of business, the meeting adjourned.

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Adam Hazell, Chair

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Michael Haire, GHMPO

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- 8. Other**
  - Update from the Trails Subcommittee
  - Update from the McEver Road Subcommittee

## MEMORANDUM

**To: Technical Coordinating Committee Members**

**From: Michael Haire, GHMPO**

**Date: January 17, 2024**

**Re: Recommend Approval of Draft FY 2025 Unified Planning Work Program (UPWP)**

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Each year, GHMPO adopts and publishes the Unified Planning Work Program, which serves as the annual operating budget for the MPO and provides funding for planning activities. This draft document will be the UPWP for FY 2025, which runs from July 1, 2024 through June 30, 2025.

This draft includes the Section 5303 grant awarded to GHMPO by FTA, as well as the additional PL fund contract awarded to GHMPO for the Metropolitan Transportation Plan: 2025 Update / Bicycle and Pedestrian Plan. GHMPO anticipates receiving the new allocations for the base PL grant shortly.

**RECOMMENDED ACTION:** **Recommend Approval of Draft FY 2025 Unified Planning Work Program (UPWP)**

*Attachment: Draft FY 2025 Unified Planning Work Program (UPWP)*





**GAINESVILLE-HALL**  
Metropolitan Planning Organization

**FY 2025**

# **UNIFIED PLANNING WORK PROGRAM**

*Anticipated Adoption: February 13, 2024*



*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 in income status.*

*Prepared by the Gainesville-Hall Metropolitan Planning Organization in coordination with the City of Gainesville, City of Oakwood, City of Flowery Branch, Town of Braselton, City of Hoschton, Hall County, Jackson County, Hall Area Transit, Jackson County Transit, the Georgia Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration.*

**A Resolution by the Gainesville-Hall Metropolitan Planning Organization  
Policy Committee Adopting the FY 2025 Unified Planning Work Program**

**WHEREAS**, the Gainesville-Hall Metropolitan Planning Organization is the designated Metropolitan Planning Organization for transportation planning within the Gainesville Metropolitan Area Boundary which includes all of Hall County and a portion of Jackson County following the 2010 Census; and

**WHEREAS**, the Infrastructure Investment and Jobs Act (IIJA) requires the Metropolitan Planning Organization to develop and adopt a Unified Planning Work Program; and

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

**NOW, THERE, BE IT RESOLVED** that the Gainesville-Hall Metropolitan Planning Organization adopts the FY 2025 Unified Planning Work Program for the period from July 1, 2024 to June 30, 2025.

A motion was made by PC member \_\_\_\_\_ and seconded by PC member  
\_\_\_\_\_ and approved this the 13<sup>th</sup> Day of February, 2024.

\_\_\_\_\_  
Mayor Ed Asbridge, Chair  
GHMPO Policy Committee

Subscribed and sworn to me this the 13<sup>th</sup> Day of February, 2024.

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

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

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# INTRODUCTION

## A. Purpose of the Unified Planning Work Program

The Fiscal Year 2025 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, 2024 through June 30, 2025. The document is organized into six major sections as follows:

1. Administration
2. Public Involvement
3. Data Collection
4. System Planning
5. Transit Planning
6. Safe and Accessible Transportation Options/Complete Streets

The six sections of the UPWP include information on the parties responsible for carrying out the various planning activities. These activities are mostly geared towards the preparation and development of the Long-Range Transportation Plan (LRTP) with at least a 25-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. Infrastructure Investment and Jobs Act Planning Factors

The transportation planning process must explicitly address the eleven planning factors included in the Infrastructure Investment and Jobs Act (IIJA) and previously outlined in the Fixing America's Surface Transportation Act (FAST Act), 23 CFR 450 Subpart C, 23 CFR 420 Subpart A, and 49 CFR Subtitle A, listed below:

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

The overall planning program is designed to comply with the requirements of IIJA, which was signed into law on November 15, 2021. It encourages MPOs to address the planning factors listed above when solving current and future transportation issues.

### C. Planning Emphasis Areas (PEAs)

The FHWA and FTA have outlined Planning Emphasis Areas (PEAs), which include transition to performance based planning and programming as per the IIJA, cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning, and access to essential services in which the transportation planning process identifies transportation connectivity gaps and solutions to address those gaps.

The GHMPO transportation planning process will include the following planning emphasis areas addressed in the UPWP work elements as listed below:

- Tackling the Climate Crisis – Metropolitan Planning Organizations are working with the Federal Highway Administration and Federal Transit Authority to ensure that our transportation plans and infrastructure investments help achieve national greenhouse reduction goals. GHMPO has worked to realize these goals by executing the Long Range Plan, which seeks to reduce greenhouse emissions through various roadway projects designed to increase capacity and reduce delay, and by funding Special Transportation Studies, which seek to explore multi-modal transportation options. Additionally, GHMPO has been proactive in adopting Performance Measures (found in Appendix A), which set 2 and 4-year targets for greenhouse gas emissions, congestion management, and air quality. GHMPO will continue to address this Planning Emphasis Area more specifically in the following Work Elements:
  - *4.3 Long Range Plan* - Develop and update a long-range, multi-modal LRTP for the GHMPO planning area. This is a continuing work element.
  - *4.5 Special Transportation Studies* - Integrate land use planning activities with transportation planning.
  - *4.5 Special Transportation Studies* - Work with Jackson County to begin work on a partial update to the Jackson County Transportation Plan.
- Equity and Justice – Federal, State, and local planning authorities are always working to advance racial equity and support for underserved and disadvantaged communities. GHMPO recently adopted a 2024 update to both the Title VI Environmental Analysis and Participation Plan, which seeks to ensure that everyone has an equal opportunity to participate in the policy process and carefully analyzes the demographic diversity of the GHMPO planning area. Additionally, GHMPO seeks to specifically address this Planning Emphasis Area in the following Work Elements:
  - *3.1 Socioeconomic Models, Data, and Analysis* - Collect and prepare socioeconomic data for the development of long-range transportation plan and transportation studies.
  - *4.2 GIS & Model Development and Applications* - Apply GIS to develop maps for transportation plans and studies that highlight potential impacts on areas with higher minority populations or households with lower income levels.
- Strategic Highway Network/US Department of Defense Coordination – The national highway infrastructure is imperative to our national defense and a coordinated response in times of peace and war. GHMPO plays a part in maintaining and developing the Dwight E. Eisenhower National System of Interstate and Defense Highways, and works with Federal and State partners to plan to meet future

travel demand through the development of MPO planning documents. GHMPO plans to address that goal specifically in the following Work Elements:

- *4.3 Long Range Transportation Plan* - 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.
- *4.4 Transportation Improvement Program* - Undertake transportation planning activities that will lead to the development/implementation of a transportation improvement program (TIP) and other related transportation studies.
- Federal Land Management Agency – GHMPO is coordinating with local and state agencies in transportation planning endeavors in order to ensure that connectivity needs along major access routes are met. Within the GHMPO planning boundary in particular, staff coordinates long range planning efforts with the US Army Corp of Engineers, which own property along and manage Lake Lanier. GHMPO will specifically address this goal in the following work elements:
  - *4.3 Long Range Plan* - Develop and update a long-range, multi-modal LRTP for the GHMPO planning area. This is a continuing work element.
  - *4.4 Transportation Improvement Program* - Created and amended the 2024-2027 TIP document with the input of GDOT, the public, and the three GHMPO committees.
- Planning and Environmental Linkages – Federal, regional, and local planning entities seek to use Planning and Environmental Linkages (PEL) in the transportation decision-making process. This process considers environmental, community, and economic goals early in the transportation process, and uses the information, analysis, and products developed during planning to inform the environmental review process. GHMPO seeks to incorporate this process in the following Work Elements:
  - *4.2 GIS & Model Development and Applications* - Apply GIS to develop maps for transportation plans and studies.
  - *4.3 Long Range Plan* - Continue to manage the implementation of the transportation projects in the 2050 RTP update.
- Complete Streets – A complete street is safe, and feels safe, for everyone using the street. A complete street will provide opportunities for pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and more. GHMPO will address this planning emphasis area by coordinating and collaborating with GDOT, FHWA, and FTA to coordinate federal aid and establish safe facilities for everyone on the road. GHMPO is currently working on a Bicycle and Pedestrian Plan Update concurrently with the Metropolitan Transportation Plan Update, which will provide an outline of bicycle and pedestrian facilities, as well as future needs. GHMPO is also a recipient of the Safe Streets for All Grant, which seeks to identify potential safety improvements in underserved census tracts. In addition, GHMPO will address this planning emphasis area through the implementation of the following UPWP work elements:
  - *4.1 Intermodal Planning* – Work with local jurisdictions on Highlands to Islands trail expansions.
  - *4.5 Special Transportation Studies* – Complete the Bike and Pedestrian Plan Update.

- Public Involvement – Good public involvement brings diverse viewpoints and perspectives into the decision-making process. GHMPO recently adopted the 2024 GHMPO Participation Plan, which seeks to ensure that nobody in the GHMPO planning area is excluded from the participation process by providing an outline of public participation opportunities. GHMPO continues to be proactive in engaging with the public and notifying citizens of events, planning document updates, and studies. In addition, GHMPO will address this planning emphasis area through the implementation of the following UPWP work elements:
  - *2.1 Community Outreach/Education* – 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. Provide adequate notice of GHMPO activities as outlined in the Participation Plan. Maintain and update database of community stakeholders for mail and electronic notification of transportation activities. Continue to engage the Citizens Advisory Committee through innovative and new public involvement techniques to increase participation and public outreach.
- Data in Transportation Planning – Data is a valuable asset to transportation planning, and sharing that data across jurisdictions is crucial to developing cohesive and consistent transportation plans. GHMPO works closely with local jurisdictions to coordinate consistent sharing of recently available transportation data. GHMPO provides maps and data for early coordination on GDOT initiatives, as well as crash data to local jurisdictions. In addition, GHMPO will address this planning emphasis area through the implementation of the following UPWP work elements:
  - *3.1 Socioeconomic Data, Models, and Analysis* – Monitor socioeconomic data, and update, as necessary.
  - *4.2 GIS & Model Development and Applications* - Create GIS maps, as necessary, for analysis.

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

The UPWP originated from the Federal-Aid Highway Act of 1973 and is prepared annually to describe the ongoing transportation planning process for a Metropolitan Planning Organization (MPO). The Infrastructure Investment and Jobs Act (IIJA) 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. To better facilitate grant applications for the FTAs 5303 funds, the estimated FY 2024 funds are shown for the appropriate work categories.

#### Georgia Department of Transportation

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

### **E. FY 2024 Accomplishments**

The GHMPO accomplished the following activities and studies in FY 2024:

1. Continued the TCC Trails and McEver Road Subcommittees
2. Kicked off full updates to the GHMPO Bicycle and Pedestrian Plan and the GHMPO Metropolitan Transportation Plan (MTP): 2025 Update.
3. Adopted a Zero Emission Vehicle Transition Plan for Hall Area Transit

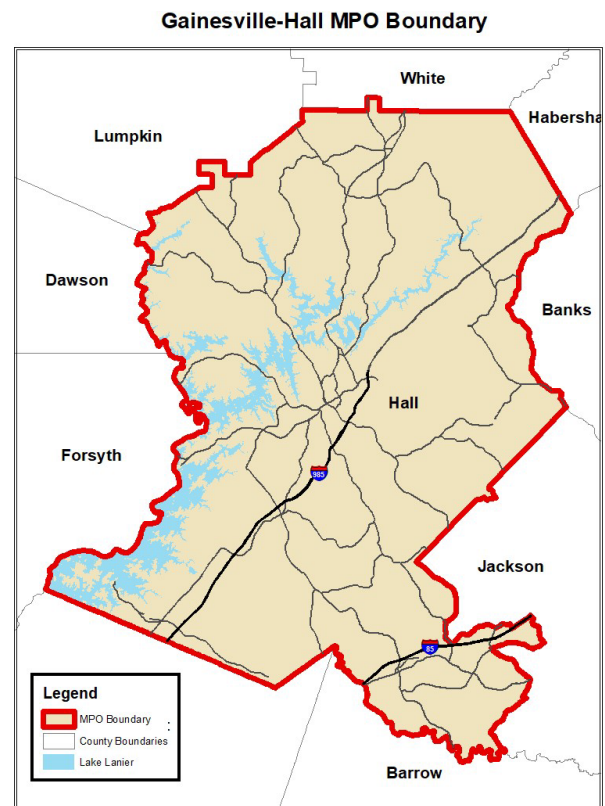


4. Adopted the Flowery Branch Parking and Mobility Study
5. Created crash profiles for Hall and Jackson counties
6. Assisted Hall County, Gainesville, Oakwood, and Flowery Branch with the creation of a Safety Action Plan through the Safe Streets for All grant program

## F. GHMPO's Planning Priorities in FY 2025

The GHMPO will work towards the following 11 planning priorities in FY 2025:

1. Continue work and formally adopt the update to the GHMPO Bicycle and Pedestrian Plan by May 2025 (see Task #4, Sub-Element 4.5).
2. Continue work and formally adopt the GHMPO MTP: 2025 Update by May 2025. Continue working with the stakeholder committee, continue public outreach, hold an online public survey, and continue working with the Atlanta Regional Commission on the update to the traffic demand model (See Task #2, Sub-Element 2.1 & Task #4, Sub-Element 4.3).
3. Work with the City of Gainesville and Hall County on the State Route 13 / Atlanta Highway Corridor Study (See Task #4, Sub-Element 4.5).
4. Work with Jackson County on a partial update to the Jackson County Transportation Plan (See Task #4, Sub-Element 4.5).
5. Amend the current Regional Transportation Plan through agency, stakeholder, and public coordination, as necessary (see Task #4, Sub-Element 4.3).
6. Amend the Transportation Improvement Program, as necessary (See Task #4, Sub-Element 4.4).
7. Continue to plan for and help advance the Highlands to Islands Trail Network within Hall County through the continuation of the TCC Trails Subcommittee (See Task #4, Sub-Element 4.1).
8. Take steps to continually monitor and maintain the transportation system (See Task #1, Sub-Element 1.1 and Task #4, Sub-Elements 4.3, 4.4, and 4.5). Work specifically with the TCC McEver Road Subcommittee on ways to improve the McEver Road corridor.
9. Support the Safety Performance Management Targets approved by the Georgia Department of Transportation regarding fatalities, rate of fatalities, serious injuries, rate of serious injuries, and the number of non-motorized fatalities and serious injuries. (See Appendix A)
10. Support the Safety (PM 1) Pavement and Bridge Condition (PM 2) and Performance of National Highway System, Freight, and Congestion Mitigation & Air Quality (PM 3) Performance Management Targets approved by the Georgia Department of Transportation regarding fatalities, rate of fatalities, serious injuries, rate of serious injuries, and the number of non-motorized fatalities and serious injuries. (See Appendix A)
11. Support the Transit Asset Management Targets approved by the Georgia Department of Transportation regarding inventory and condition of capital assets. (See Appendix C)



## **TASK # 1: ADMINISTRATION**

### **Sub-Element 1.1: Operations and Administration**

#### **Objective**

- Coordinate and conduct the transportation planning activities of the GHMPO in compliance with all federal, state, and local laws, regulations and requirements.
- Provide overall management of GHMPO's transportation planning program, and ensure compliance with applicable federal and state requirements.
- Support various transportation related committees and ensure communication among and between the committees.
- Manage the staff contributing to planning activities.
- Monitor consultant contracts performed as part of the MPO process.

#### **FY 2024 Activities**

- In FY 2024, the three GHMPO committees had four regular meetings. Meeting minutes were prepared and later archived on the GHMPO website.
- Quarterly reports, reimbursable forms, and an annual report were prepared and submitted to the GDOT Planning Office.
- Continued working with the TCC Trails Subcommittee to further implement trail expansion projects and identify funding opportunities.
- Continued working with the TCC McEver Road Subcommittee to identify goals and implement roadway improvements along the corridor.
- Attended Interagency Consultation Group meetings.
- Coordinated and worked with local governments and agencies regarding rulemaking on MPO planning area reform and performance measures development.
- Represented GHMPO on Atlanta Regional Commission's Transportation Coordinating Committee.
- Attended various project specific meetings with GDOT, ARC, and other local agencies.
- Appointed new members to the Citizens Advisory Committee.
- Upon request, presented information on the GHMPO structure, budget, and current projects to local jurisdictions.
- GHMPO was an active member of the Association of Metropolitan Planning Organizations (AMPO), American Planning Association (APA), and the Georgia Planning Association (GPA).

#### **FY 2025 Activities**

- Provide opportunities for an open and inclusive process assuring continuing, comprehensive, and cooperative decision making with all jurisdictions in the GHMPO planning area.
- Continue work with the TCC Trails Subcommittee. Meet regularly with local jurisdiction staff members to plan for and implement trail expansion projects, such as the Gainesville Airport Connector Trail, Tumbling Creek Extension Trail, Hog Mountain Trail, Flowery Branch Downtown Trails, etc. Relay new funding opportunities to local partners and assist with grant application as needed.
- Continue work with the TCC McEver Road Subcommittee. Meet regularly with local jurisdiction staff members to plan and implement projects that will continue to lower congestion and increase

safety across the corridor. This may include roundabouts, lane extensions, etc. Work with local jurisdiction staff to explore funding opportunities and assist with grant applications as needed.

- Continue to work with Gainesville, Oakwood, Flowery Branch, and Hall County on the implementation of projects from the SS4A Safety Action Plan that was completed in FY 2024.
- Prepare proper study records for the development of progress and performance reports, certification, and reimbursement procedure.
- Coordinate activities of the GHMPO committees, including arranging meetings and preparing meeting minutes.
- Continue coordination surrounding the regional transportation planning activities.
- Coordinate/participate with other resource agencies at both state and local level on various project specific and/or on-going activities.
- Work with the Georgia Association of Metropolitan Planning Organizations (GAMPO) and other state and national organizations on the role of MPOs in statewide and metropolitan transportation planning. Support statewide GAMPO activities through participation in meetings and events.
- Staff will continue to inform the MPO committees of legislative and regulatory actions impacting transportation planning and funding.
- The GHMPO will continue to provide staff that will be the local expert in transportation areas, assisting planning partners in transportation project development, building consensus and value in alternatives analysis, shared planning products, and providing a forum for regional decision making.
- Task # 1.1 will address GHMPO planning priority numbers 5 through 11.

#### Product

- GHMPO committee meeting agendas and minutes
- Quarterly FY 2025 Reports and an Annual Performance Report FY 2025
- Accounting narratives and invoices

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Operations and administration

TARGET START AND END DATES	7/01/2024 – 6/30/2025	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$119,537.74
LOCAL IN-KIND MATCH (20%)	\$29,884.44
<b>TOTAL</b>	<b>\$149,422.18</b>



## **TASK # 1: ADMINISTRATION**

### **Sub-Element 1.2: Training/Employee Education**

#### **Objective**

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

#### **FY 2024 Activities**

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

- Boyd and Haire attended the 2023 Association of Metropolitan Planning Organizations Annual Conference in Cleveland, Ohio from September 25, 2023 to September 29, 2023.
- Boyd and Haire attended the 2024 American Planning Association in Minneapolis, Minnesota from April 13, 2024 to April 16, 2024.

#### **FY 2025 Activities**

- Staff plans to attend the 2024 Association of Metropolitan Planning Organizations Annual Conference in Salt Lake City, Utah in September 2024.
- Staff plans to attend the 2025 American Planning Association National Conference in Denver, Colorado in April 2025.
- Staff plans to attend the fall and spring conferences of the Georgia Planning Association.
- Staff may attend other transportation related conferences, seminars and courses including those offered by the Georgia Transit Association (GTA), National Highway Institute (NHI), Transportation Research Board (TRB), U.S. Environmental Protection Agency (EPA), Georgia Environmental Protection Division (EPD), FHWA, FTA, and GDOT.
- Task # 1.2 will address GHMPO planning priority numbers 4 through 8.
- Staff will attend classes and training related to Performance Based Planning and Programming as they occur.

#### **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>7/1/2024 – 6/30/2025</b>	<b>LEAD AGENCY</b>	<b>GHMPO</b>
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$15,000.00
LOCAL IN-KIND MATCH (20%)	\$3,750.00
<b>TOTAL</b>	<b>\$18,750.00</b>

**TASK # 1: ADMINISTRATION****Sub-Element 1.3: Equipment and Supplies****Objective**

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

**FY 2024 Activities**

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

**FY 2025 Activities**

- Maintain computer systems and other office equipment used by the MPO in line with relevant transportation planning activities.
- Task # 1.3 will address GHMPO planning priority numbers 3 through 8.

**Product**

- Adequate technology and office equipment to operate the MPO.

**TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION

ACTIVITIES

GHMPO

Equipment and supplies

**TARGET START  
AND END DATES**

7/1/2024 – 6/30/2025

**LEAD AGENCY**

GHMPO

**FUNDING SOURCE****AMOUNT**

FHWA (80%)

\$4,000.00

LOCAL IN-KIND MATCH (20%)

\$1,000.00

**TOTAL****\$5,000.00**

## **TASK # 1: ADMINISTRATION**

### **Sub-Element 1.4: UPWP**

#### **Objective**

- Identify work tasks undertaken by the GHMPO to address metropolitan area transportation planning.
- Collect public and committee input on a proposed FY 2026 UPWP.
- Take into consideration MPO progress made on FY 2025 UPWP.
- Develop and draft final UPWP.

#### **FY 2024 Activities**

- Developed FY 2025 UPWP and annual budget.
- Submitted GHMPO's FY 2024 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 2025 UPWP, per the Participation Plan.
- Draft UPWP was posted on the GHMPO website for public review.

#### **FY 2025 Activities**

- Identify transportation planning work tasks and sub-elements, prepare descriptive narrative and cost estimate for each sub-element, and coordinate input for the FY 2026 UPWP.
- Amend FY 2025 UPWP, as needed.
- Consider Planning Emphasis Areas (PEAs) under each work task.
- Incorporate and support the adopted Statewide Safety, Bridge and Pavement Performance, and Transit Asset Management Targets (See Appendices A, B, and C).
- Task # 1.4 will address GHMPO planning priority numbers 1 through 8.

#### **Product**

- Adopt FY 2026 UPWP by May 2025

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION	ACTIVITIES
GHMPO	UPWP

#### **TARGET START AND END DATES**

10/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

#### **FUNDING SOURCE**

#### **AMOUNT**

FHWA (80%)	\$10,000.00
LOCAL IN-KIND MATCH (20%)	\$2,500.00
<b>TOTAL</b>	<b>\$12,500.00</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.

#### **FY 2024 Activities**

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

#### **FY 2025 Activities**

- Continue public outreach strategies for the GHMPO MTP: 2025 Update, which is scheduled for adoption by May 2025.
- 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 database of community stakeholders for mail and electronic notification of transportation activities.
- Review and update the Participation Plan as appropriate. Annually report on the status of the Participation Plan, Title VI compliance, Environmental Justice outreach, and Limited English Proficiency analysis. Staff will annually attend training events for ADA, Title VI, EJ, and LEP, as available.
- Continue to engage the Citizens Advisory Committee through innovative and new public involvement techniques to increase participation and public outreach.
- Continue to develop visualization tools and techniques to better communicate the transportation planning process, MPO plans, and programs for the public and local officials.
- The GHMPO will continue to carry out the strategies and policies identified in the Participation Plan for all documents and plans, as appropriate, including the 2050 RTP update.

- Continue to explore ways to make the GHMPO transportation planning process more transparent and inclusionary.
- Maintain and update information on the GHMPO website regarding Performance Based Planning and Program and in regards to the statewide targets.
- Task # 2.1 will address GHMPO planning priority numbers 1 through 8.

#### Product

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

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES
GHMPO	Community outreach & education

TARGET START AND END DATES	7/1/2024 – 6/30/2025	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA (80%)	\$10,000.00
LOCAL IN-KIND MATCH (20%)	\$2,500.00
<b>TOTAL</b>	<b>\$12,500.00</b>

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

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

#### **Objective**

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

#### **FY 2024 Activities**

- Collected 2023 crash data and updated crash profiles of Hall County and Jackson County.
- Established Safety, Bridge and Pavement, and Transit Asset Management (TAM) performance targets, consistent with the state targets, as required per the IJJA's Performance Based Planning & Programming.

#### **FY 2025 Activities**

- Monitor socioeconomic data, and update, as necessary.
- Track land use and growth patterns of the GHMPO planning area and incorporate into the MTP, the regional travel demand model, and the Transportation Demand Management (TDM), as needed.
- Continue to use GIS as an analytical and data management tool in spatial work projects including MTP updates and demographic studies.
- As requested, attend meetings with local and regional agencies for data sharing regarding the Atlanta non-attainment area and planning data needs.
- Collect 2024 crash data, and update crash reports for Hall County and Jackson County.
- Continue to monitor, support, and assist as needed with the Statewide Safety Performance Management Targets.
- Task # 3.1 will address GHMPO planning priority numbers 1 through 8.

#### **Product**

- 2024 Hall County and Jackson County Crash Profiles by June of 2025

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION	ACTIVITIES
GHMPO	Socio-economic data review and update

<b>TARGET START AND END DATES</b>	7/1/2024 – 6/30/2025	<b>LEAD AGENCY</b>	GHMPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (80%)	\$5,180.56
LOCAL IN-KIND MATCH (20%)	\$1,295.14
<b>TOTAL</b>	<b>\$6,475.70</b>

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

### **Sub-Element 4.1: Intermodal Planning**

#### **Objective**

- Plan for intermodal modes of transportation.

#### **FY 2024 Activities**

- Continued work with the TCC Trails Subcommittee to actively advance the planned Highlands to Islands Trail network.

#### **FY 2025 Activities**

- Work with Hall Area Transit on transit expansion or improvement initiatives, including on the microtransit service branded “WeGo”.
- Work with local jurisdictions on Highlands to Islands trail expansions through the TCC Trails Subcommittee, particularly the previously identified Gainesville Airport Trail, Tumbling Creek Trail, Thurmon Tanner Trail, Hog Mountain Trail, and Flowery Branch Downtown Trail segments.
- Task # 4.1 will address GHMPO planning priority numbers 4 through 8.

#### **Product**

- Assistance to local governments on trails grant applications, trail planning, and expansion projects.
- Gainesville Connection and Hall Area Transit service expansion/enhancement, specifically involving “WeGo”.

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION	ACTIVITIES
GHMPO	Intermodal planning

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

#### **FUNDING SOURCE (Y410 Funds)**

#### **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 4.2: GIS & Model Development and Applications**

#### **Objective**

- Update travel demand and air quality models as necessary.
- Apply GIS to develop maps for transportation plans and studies.

#### **FY 2024 Activities**

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

#### **FY 2025 Activities**

- Create GIS maps, as necessary, for analysis.
- Task # 4.2 will address GHMPO planning priority numbers 1 through 8.

#### **Product**

- Travel demand model updates as necessary.
- GIS map creation as necessary.

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION	ACTIVITIES
GDOT	Travel demand model development
GHMPO	Travel demand model & GIS applications

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GDOT

#### **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 4.3: Long-Range Plan**

#### **Objective**

- The Long-Range Transportation Plan (LRTP), or Metropolitan Transportation Plan (MTP) 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 2050 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.

#### **FY 2024 Activities**

- Amended the 2020 RTP, per request from GDOT, to add projects for funding and implementation
- Continue the development of the MTP: 2025 Update with MPO committees and GDOT.

#### **FY 2025 Activities**

- Continue to manage the implementation of the transportation projects in the 2050 RTP update.
- Task # 4.3 will address GHMPO planning priority numbers 1, 3, 4, 5, 6, 7, 8, and 9.
- Continue the GHMPO MTP: 2025 Update with MPO committees, GDOT, and consultant. Adoption of the MTP: 2025 Update scheduled for May 2025

#### **Product**

- GHMPO MTP: 2025 Update, adoption scheduled for May 2025.

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION	ACTIVITIES
GHMPO	Long-range planning

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

#### **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 4.4: Transportation Improvement Program**

#### **Objective**

- Undertake transportation planning activities that will lead to the development/implementation of a transportation improvement program (TIP) and other related transportation studies.
- The development and adoption of a TIP with a four-year element for project programming. The TIP is a process for selecting and scheduling all federally funded and regionally significant projects in a manner consistent with the MTP. The TIP is updated at least every five years and amended as required.

#### **FY 2024 Activities**

- Attended quarterly pre-construction project meetings at the GDOT District 1 Office.
- Coordinated with GDOT and local jurisdictions on project status and dollar amounts.
- Maintained and amended the 2024-2027 TIP document with the input of GDOT, the public, and the three GHMPO committees.

#### **FY 2025 Activities**

- Maintain and amend the 2024-2027 Transportation Improvement Program as needed.
- Incorporate and support the adopted Statewide Safety Performance and Management Targets, Bridge and Pavement Performance Targets, and Transit Asset Management Targets.
- Task # 4.4 will address GHMPO planning priority numbers 2, 3, 4, 5, 6, 7, and 8.
- Coordinate with GDOT, as needed, for future TIP projects and updates.

#### **Product**

- Amendments to the 2024-2027 Transportation Improvement Program as necessary.

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION	ACTIVITIES
GHMPO	Transportation Improvement Program

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

#### **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 4.5: MTP/Bike & Ped Plan Update/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.

#### **FY 2024 Activities**

- Continued work on the Bike and Pedestrian Plan Update, in tandem with the Metropolitan Transportation Plan: 2025 Update
- Completed the Flowery Branch Parking and Mobility Study in partnership with the City of Flowery Branch.

#### **FY 2025 Activities**

- Complete work on and adopt the Metropolitan Transportation Plan: 2025 Update / Bicycle and Pedestrian Plan Update, designated PI. 0019901.
- In coordination with the City of Gainesville and Hall County, begin work on the State Route 13 / Atlanta Highway Corridor Study.
- Work with Jackson County to begin work on a partial update to the Jackson County Transportation Plan.
- Task # 4.5 will address GHMPO planning priority numbers 3 through 8.

#### **Product**

- MTP: 2025 Update, adopted by May 2025
- GHMPO Bicycle and Pedestrian Plan Update, adopted by May 2025
- State Route 13 / Atlanta Highway Corridor Study, adopted by June 2025.
- Jackson County Transportation Plan: Partial Update.
- Additional studies and plans as needed.

#### **TRANSPORTATION RELATED PLANNING ACTIVITY**

ORGANIZATION	ACTIVITY
GHMPO	MTP: 2025 Update / Bicycle and Pedestrian Plan Update
GHMPO, City of Gainesville, Hall County	State Route 13 / Atlanta Highway Corridor Study
GHMPO, Jackson County	Jackson County Transportation Plan: Partial Update

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>	<b>FUNDING SOURCE (PL. 00199901)</b>	<b>AMOUNT</b>
FHWA (80%)	\$80,000.00	FHWA (Additional Award) (80%)	\$318,800.00
LOCAL IN-KIND MATCH (20%)	\$20,000.00	LOCAL CASH MATCH (20%)	\$79,700.00
<b>TOTAL</b>	<b>\$100,000.00</b>	<b>TOTAL</b>	<b>\$398,500.00</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 2025.

#### **FY 2024 Activities**

- Developed the transit section in the 2025 UPWP and presented to the GHMPO committees.
- Adopted the FY 2025 UPWP in February 2024.
- Managed the FY 2024 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 2025 Section 5303 grant application to GDOT.
- Hall Area Transit Indirect Costs Analysis
- GHMPO retained its membership of the Georgia Transit Association.
- GHMPO retained its membership of the Association of Metropolitan Planning Organizations.

#### **FY 2025 Activities**

- Provide transit planning administration and assistance to HAT.
- Work alongside HAT and consultant to develop an indirect-cost analysis to enable HAT to claim indirect cost reimbursements in the future.
- Continue coordination with HAT in developing the transit work element for the FY 2025 UPWP.
- Participate and present transit related information and activities before municipalities and/or appropriate committees.
- Continue to assist HAT with their microtransit service “WeGo”.
- Task # 5.1 will address GHMPO planning priority numbers 3 through 8.

#### **Product**

- FY 2026 Section 5303 grant application by October 2024
- 2024-2027 TIP amendments, as necessary, by June 2025
- Transit section of FY 2026 UPWP by June 2024
- Accounting report at the end of each fiscal quarter

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

#### **ORGANIZATION**

GHMPO

#### **ACTIVITIES**

Program Support & Administration

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA	\$51,166.97
STATE 5303 MATCH	\$6,395.87
LOCAL CASH MATCH	\$6,395.87
<b>TOTAL</b>	<b>\$63,958.71</b>

**Anticipated Funding for FY 2026**

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA	\$56,283.67
STATE 5303 MATCH	\$7,035.46
LOCAL CASH MATCH	\$7,035.46
<b>TOTAL</b>	<b>\$70,354.59</b>



## **TASK # 5: TRANSIT PLANNING**

### **Sub-Element 5.2: Long Range Transportation Planning (Project Level) (FTA ALI Code 44.23.01)**

#### **Objective**

- Develop and keep current the transit portion of the Gainesville-Hall Metropolitan Transportation Plan.
- Address the eleven IJIA Planning Factors and the three Planning Emphasis Areas through this plan.

#### **FY 2024 Activities**

- Maintained the Regional Transportation Plan: 2020 Update.
- Assisted Hall County, Gainesville, Oakwood, and Flowery Branch on the creation of a Safety Action Plan through the Safe Streets for All grant.

#### **FY 2025 Activities**

- Complete work on and adopt the Metropolitan Transportation Plan: 2025 Update by May 2025.
- Task # 5.2 will address GHMPO planning priority numbers 1 through 8.

#### **Product**

- GHMPO MTP: 2025 Update, adopted by May 2025.
- Various other studies or reports as needed.

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION	ACTIVITIES
GHMPO	Long Range Transportation Planning (Project Level)

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

#### **FUNDING SOURCE**

#### **AMOUNT**

FTA	\$51,166.96
STATE 5303 MATCH	\$6,395.87
LOCAL CASH MATCH	\$6,395.87
<b>TOTAL</b>	<b>\$63,958.71</b>

**Anticipated Funding for FY 2026**

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA	\$56,283.66
STATE 5303 MATCH	\$7,035.46
LOCAL CASH MATCH	\$7,035.46
<b>TOTAL</b>	<b>\$70,354.57</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.

#### **FY 2024 Activities**

- Adopted amendments to the 2024-2027 TIP.

#### **FY 2025 Activities**

- Update and amend the FY 2025-2028 Transportation Improvement Program as necessary.
- Task # 5.3 will address GHMPO planning priority number 2.

#### **Product**

- Amendments to the FY 2024-2027 Transportation Improvement Program, as necessary

### **TRANSPORTATION RELATED PLANNING ACTIVITIES**

#### **ORGANIZATION**

GHMPO

#### **ACTIVITIES**

Transportation Improvement Program

#### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

#### **LEAD AGENCY**

GHMPO

#### **FUNDING SOURCE**

#### **AMOUNT**

FTA	\$6,764.07
STATE 5303 MATCH	\$845.51
LOCAL CASH MATCH	\$845.51
<b>TOTAL</b>	<b>\$8,455.09</b>

#### **Anticipated Funding for FY 2026**

#### **FUNDING SOURCE**

#### **AMOUNT**

FTA	\$6,831.71
STATE 5303 MATCH	\$853.97
LOCAL CASH MATCH	\$853.97
<b>TOTAL</b>	<b>\$8,539.65</b>

## **TASK # 6: SAFE & ACCESSIBLE TRANSPORTATION OPTIONS/COMPLETE STREETS**

### **Sub-Element 6.1: Safe & Accessible Transportation Options**

#### **Objective**

- Provide safe and accessible transportation options
- Work to fulfill the vision, principles, and strategies outlined in the GHMPO Complete Streets Policy.

#### **FY 2024 Activities**

- Worked with the GHMPO TCC Trails Subcommittee to explore programing various segments of the Highlands to Islands Trails into the GHMPO RTP: 2020 Update.
- Looked at updating the GHMPO Complete Streets Policy.
- Work with Hall County, Gainesville, Oakwood, and Flowery Branch on the completion of the Safety Action Plan through the Safe Streets for All grant.

#### **FY 2025 Activities**

- Complete update to the Complete Streets Policy and maintain Complete Streets project list.
- Continue the expansion of the Highlands to Islands Trail network in partnership with the TCC Trails Subcommittee.
- Assist Hall County, Gainesville, Oakwood, and Flowery Branch with the implementation of the Safety Action Plan that was created through the Safe Streets for All grant.

#### **Product**

- Updated Complete Streets Policy and maintained Complete Streets project list.
- Implement projects on the Safety Action Plan for Hall County, Gainesville, Oakwood, and Flowery Branch.

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

##### **ORGANIZATION**

GHMPO

##### **ACTIVITIES**

Complete Streets Planning

##### **TARGET START AND END DATES**

7/1/2024 – 6/30/2025

##### **LEAD AGENCY**

GHMPO

##### **FUNDING SOURCE**

##### **AMOUNT**

FHWA Y410

\$7,517.82

NO LOCAL MATCH  
REQUIRED

\$0.00

**TOTAL**

**\$7,517.82**

## GHMPO BUSINESS PLAN & UPCOMING UNFUNDED STUDIES

### Objective

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

### Anticipated Unfunded Products in FY 2025

Product	Cost Estimate & Funding Source	Date of Completion
SR 60/US 129 Connectivity Study	\$150,000	FY 2025
SR 60/Candler Road Improvement Study	\$150,000	FY 2025
Henry Street and Piedmont Avenue Streetscaping Study	\$50,000	FY 2025
City of Flowery Branch Downtown Redevelopment Study – Phase II	\$100,000	FY 2025
SR 60/SR 124/Sam Freeman Road Corridor Improvement Study	\$100,000	FY 2025

### Potential Unfunded Products in Future Years

Product	Cost Estimate	Potential Funding Year
North Hall Parkway Study	\$200,000	FY 2026

## GHMPO Five Year Funding Plan Table

GHMPO Five Year Funding Plan					
	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
<b>FHWA Allocation</b>	\$329,647.88	\$332,944.36	\$336,273.80	\$339,636.54	\$343,032.91
<b>FHWA PL Apply</b>	\$150,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00
<b>FTA Allocation</b>	\$136,372.00	\$137,735.72	\$139,113.08	\$140,504.21	\$141,909.25
<b>State Match</b>	\$13,637.25	\$13,773.62	\$13,911.36	\$14,050.47	\$14,190.98
<b>Local Cash Match</b>	\$13,367.25	\$13,500.92	\$13,635.93	\$13,772.29	\$13,910.01
<b>Total Revenue</b>	<b>\$643,024.38</b>	<b>\$697,954.62</b>	<b>\$502,934.17</b>	<b>\$507,963.51</b>	<b>\$513,043.15</b>
<b>Contracts</b>	\$150,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00
<b>Staff/Direct</b>	\$493,024.38	\$497,954.62	\$502,934.17	\$507,963.51	\$513,043.15
<b>Total Expenditures</b>	<b>\$643,024.38</b>	<b>\$697,954.62</b>	<b>\$502,934.17</b>	<b>\$507,963.51</b>	<b>\$513,043.15</b>

1% annual growth in allocation

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

FHWA PL Apply are prior year funds GHMPO must apply for

## FUNDING SOURCE BY TASK

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FHWA	FHWA-SPR	FEDERAL TOTAL	STATE PL MATCH	STATE SPR MATCH	STATE TOTAL	LOCAL MATCH	TOTAL
PL	1.1	Operations & Administration	119,537.74	0	119,537.74	0	0	0	29,884.44*	149,422.18
PL	1.2	Training/Employee Education	15,000.00	0	15,000.00	0	0	0	3,750.00*	18,750.00
PL	1.3	Equipment & Supplies	4,000.00	0	4,000.00	0	0	0	1,000.00*	5,000.00
PL	1.4	UPWP	10,000.00	0	10,000.00	0	0	0	2,500.00*	12,500.00
PL	2.1	Community Outreach/Education	10,000.00	0	10,000.00	0	0	0	2,500.00*	12,500.00
PL	3.1	Socio-Economic Data	5,180.56	0	5,180.56	0	0	0	1,295.14*	6,475.70
PL	4.1	Intermodal Planning	5,000.00	0	5,000.00	0	0	0	1,250.00*	6,250.00
PL	4.2	GIS, Model Development & Apps.	5,000.00	0	5,000.00	0	0	0	1,250.00*	6,250.00
PL	4.3	Long Range Plan	5,000.00	0	5,000.00	0	0	0	1,250.00*	6,250.00
PL	4.4	TIP	5,000.00	0	5,000.00	0	0	0	1,250.00*	6,250.00
PL	4.5	MTP/Bike & Ped Plan/Special Transportation Studies	80,000.00	0	80,000.00	0	0	0	20,000.00*	100,000.00
FHWA (Additional Award)	4.5	MTP/Bike & Ped Plan/Special Transportation Studies	318,800.00	0	318,800.00	0	0	0	79,700.00	398,500.00
PL	1.1 - 4.5	Total	582,518.30	0	582,518.30	0	0	0	145,629.58	728,147.88

\*In-kind local match

### FUNDING SOURCE BY TASK

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FTA – 5303	FEDERAL TOTAL	STATE 5303 MATCH	STATE TOTAL	LOCAL MATCH	TOTAL
5303	5.1	Program Support & Administration	51,166.97	51,166.97	6,395.87	6,395.87	6,395.87	63,958.71
5303	5.2	Long Range Planning	51,166.96	51,166.96	6,395.87	6,395.87	6,395.87	63,958.70
5303	5.3	TIP	6,764.07	6,764.07	845.51	845.51	845.51	8,455.09
5303	5.1 - 5.3	Total	109,098.00	109,098.00	13,637.25	13,637.25	13,637.25	136,372.50

### FUNDING SOURCE BY TASK

FUNDING SOURCE	TASK NO.	TASK DESCRIPTION	FHWA	FHWA-SPR	FEDERAL TOTAL	STATE PL MATCH	STATE SPR MATCH	STATE TOTAL	LOCAL MATCH	TOTAL
Y410	6.1	Safe & Accessible Transportation Options	7,517.82	0	7,517.82	0	0	0	0	7,517.82



## FY 2025 TOTAL BUDGET

GHMPO's total budget for FY 2025 is **\$872,038.20** from all sources:

	PL Funds (\$)			PL Funds (Additional Award PL 0019901)			Y410 Funds (\$)			Section 5303 Funds (\$)				
Work Elements	Budget Amount (100%)	FHWA (80%)	Local Match (20%)	Budget Amount (100%)	FHWA (80%)	Local Cash Match (20%)	Budget Amount (100%)	FHWA	Local Match	Budget Amount (100%)	FTA (80%)	GDOT Match (10%)	Local Match (10%)	Total Budget Amount (\$)
<b>1.0 Administration</b>														
1.1 Operations and Administration	149,422.18	119,537.74	29,884.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	149,422.18
1.2 Training/Employee Education	18,750.00	15,000.00	3,750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,750.00
1.3 Equipment and Supplies	5,000.00	4,000.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
1.4 UPWP	12,500.00	10,000.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,500.00
<b>Work Element 1.0 Total</b>	<b>185,672.18</b>	<b>148,537.74</b>	<b>37,134.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185,672.18</b>
<b>2.0 Public Involvement</b>														
2.1 Community Outreach/Education	12,500.00	10,000.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,500.00
<b>Work Element 2.0 Total</b>	<b>12,500.00</b>	<b>10,000.00</b>	<b>2,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,500.00</b>
<b>3.0 Data Collection</b>														
3.1 Socioeconomic Data	6,475.70	5,180.56	1,295.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,475.70
<b>Work Element 3.0 Total</b>	<b>6,475.70</b>	<b>5,180.56</b>	<b>1,295.14</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,475.70</b>
<b>4.0 System Planning</b>														
4.1 Intermodal Planning	6,250.00	5,000.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,250.00
4.2 GIS, Model Development & Applications	6,250.00	5,000.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,250.00
4.3 Long-Range Plan	6,250.00	5,000.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,250.00
4.4 Transportation Improvement Program	6,250.00	5,000.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,250.00
4.5 MTP/Bike & Ped Plan/Special Transportation Studies	100,000.00	80,000.00	20,000.00	398,500.00	318,800.00	79,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	498,500.00
<b>Work Element 4.0 Total</b>	<b>125,000.00</b>	<b>100,000.00</b>	<b>25,000.00</b>	<b>398,500.00</b>	<b>318,800.00</b>	<b>79,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>523,500.00</b>
<b>5.0 Transit Planning</b>														
5.1 Program Support & Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63,958.71	51,166.97	6,395.87	6,395.87	63,958.71
5.2 Long Range Transportation Planning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63,958.70	51,166.96	6,395.87	6,395.87	63,958.70
5.3 Transportation Improvement Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,455.09	6,764.07	845.51	845.51	8,455.09
<b>Work Element 5.0 Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>136,372.50</b>	<b>109,098.00</b>	<b>13,637.25</b>	<b>13,637.25</b>	<b>136,372.50</b>
<b>6.0 Safe &amp; Accessible Transportation Options/Complete Streets</b>														
6.1 Safe & Accessible Transportation Options	0.00	0.00	0.00	0.00	0.00	0.00	7,517.82	7,517.82	0.00	0.00	0.00	0.00	0.00	7,517.82
<b>Work Element 5.0 Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,517.82</b>	<b>7,517.82</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,517.82</b>
<b>Total Work Elements (\$)</b>	<b>329,647.88</b>	<b>263,718.30</b>	<b>65,929.58</b>	<b>398,500.00</b>	<b>318,800.00</b>	<b>79,700.00</b>	<b>7,517.82</b>	<b>7,517.82</b>	<b>0.00</b>	<b>136,372.50</b>	<b>109,098.00</b>	<b>13,637.25</b>	<b>13,637.25</b>	<b>872,038.20</b>

## IN-KIND MATCH COSTS AND SALARIES

The Gainesville-Hall MPO claims **\$7,650.00** in direct costs per quarter from the following sources:

Work Element	Cost
1.1 Study Coordination and Operations	
Office Space (3 office rooms)	\$7,650.00
<b>Total</b>	<b>\$7,650.00</b>

Additionally, the Gainesville-Hall MPO collects in-kind match from local jurisdiction staff performing work directly related to MPO activities, using the following hourly rates:

GHMPO In-Kind Match Salary Table (FY 2024)	
City/County/Town Manager	\$76 - \$112
Public Works Director	\$91 - \$96
Assistant Public Works Director	\$59 - \$93
Assistant City/County/Town Manager	\$79 - \$81
Planning/Development Director	\$44 - \$71
Public Works - Other	\$54 - \$59
Transit Director	\$29 - \$58
GIS Manager	\$50 - \$56
Administrative Assistant/Grants Specialist	\$22 - \$30

## METROPOLITAN PLANNING FACTORS TO BE CONSIDERED

METROPOLITAN PLANNING FACTORS TO BE CONSIDERED IN THE 2024 UPWP												
Work Element	Work Sub-Element	METROPOLITAN PLANNING FACTORS										
		1	2	3	4	5	6	7	8	9	10	11
<b>1.0 Program Support &amp; Administration</b>	1.1: Operations & Administration	X	X	X	X	X	X	X	X	X		X
	1.2: Employee Training & Development	X	X	X	X	X	X	X	X			
	1.3: Equipment & Supplies	X						X				
	1.4: Unified Planning Work Program	X	X	X	X	X	X	X	X			
<b>2.0 Public Involvement</b>	2.1: Community Outreach/Education	X	X	X	X	X	X	X	X			
<b>3.0 Data Collection</b>	3.1: Socio-Economic Data	X						X				
<b>4.0 System Planning</b>	4.1: Intermodal Planning		X	X	X		X	X		X	X	X
	4.2: GIS, Model Development & Applications							X				
	4.3: Long Range Plan	X	X	X	X	X	X	X	X	X	X	X
	4.4: Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X	X
	4.5: Bike/Ped Plan Update & Special Transportation Studies							X	X			
<b>5.0: Transit Planning</b>	5.1: Program Support & Administration	X	X	X	X	X	X	X	X	X		X
	5.2: Long Range Transportation Planning (Project Level)	X			X			X		X	X	X
	5.3: Transportation Improvement Program	X			X			X		X	X	X
<b>6.0: Safe &amp; Accessible Transportation Options/Complete Streets</b>	6.1: Safe & Accessible Transportation Options	X	X	X	X	X	X	X	X	X	X	X

## FY 2025 UPWP SCHEDULE

### FY 2025 GHMPO UNIFIED PLANNING WORK PROGRAM SCHEDULE

Work Element	Work Sub-Element	2024						2025					
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>1.0 Administration</b>	1.1: Operations and Administration	X	X	X	X	X	X	X	X	X	X	X	X
	1.2: Training/Employee Education	X	X	X	X	X	X	X	X	X	X	X	X
	1.3: Equipment and Supplies	X	X	X	X	X	X	X	X	X	X	X	X
	1.4: Unified Planning Work Program				X	X		X	X	X	X	X	
<b>2.0 Public Involvement</b>	2.1: Community Outreach/Education	X	X	X	X	X	X	X	X	X	X	X	X
<b>3.0 Data Collection</b>	3.1: Socio-Economic Data, Models, and Analysis	X	X	X	X	X	X	X	X	X	X	X	X
<b>4.0 System Planning</b>	4.1: Intermodal Planning	X	X	X	X	X	X	X	X	X	X	X	X
	4.2: GIS & Model Development and Applications	X	X	X	X	X	X	X	X	X	X	X	X
	4.3: Long Range Plan	X			X			X			X		
	4.4: Transportation Improvement Program	X			X			X			X		
	4.5: Special Transportation Studies	X	X	X	X	X	X	X	X	X	X	X	X
<b>5.0: Transit Planning</b>	5.1: Program Support and Administration	X	X	X	X	X	X	X	X	X	X	X	X
	5.2: Long Range Transportation Planning (Project Level)	X			X			X			X		
	5.3: Transportation Improvement Program	X			X			X			X		
<b>6.0: Safe &amp; Accessible Transportation Options/Complete Streets</b>													
	6.1: Safe & Accessible Transportation Options	X	X	X	X	X	X	X	X	X	X	X	X

## Planning Documents Development Schedule

<i>Document Title</i>	Long Range Transportation Plan	Transportation Improvement Program	Unified Planning Work Program	Participation Plan	Title VI Program and Environmental Justice (EJ) Analysis
<b>Update Requirement</b>	Every five years	Every four years	Annually	Every five years	Every three years
<b>Last Update</b>	5/12/2020	8/8/2023	2/13/2024	5/11/2021	5/11/2021
<b>Next Update Before</b>	5/12/2025	8/8/2027	2/13/2025	5/14/2026	5/14/2024
<b>Public Meetings</b>	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees
<b>Comment Period</b>	30 days	30 days	30 days	45 days	30 days
<b>Comment Period for Amendments</b>	15 days	15 days	15 days	45 days	15 days

## APPENDIX A: Performance Management Targets Resolution



**GAINESVILLE-HALL**  
Metropolitan Planning Organization

2875 Browns Bridge Road  
Gainesville, GA 30504  
Tel: 770.297.2625  
Fax: 770.531.3902  
ghmpo.org

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

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

**WHEREAS**, the Gainesville-Hall Metropolitan Planning Organization (GHMPO), in coordination with the Federal Highway Administration, Federal Transit Administration, and the Georgia Department of Transportation (GDOT), has reviewed the requirement to adopt PM1 (Safety), PM 2 (Bridge and Pavement), and PM 3 (National Highway System, Freight, and CMAQ) Performance Management Targets for use in the transportation process; and

**WHEREAS**, the Technical Coordinating Committee (TCC) and the Citizens Advisory Committee (CAC) at their meetings on October 18, 2023 and October 26, 2023, respectively, recommended that GHMPO support the Bridge and Pavement Performance Management Targets approved by GDOT as follows:

### **PM 1 Targets for 2024**

GHMPO supports the following Safety Performance Management Targets approved by the Georgia Department of Transportation for calendar year 2024:

- **Number of Fatalities: 1,680**
  - To maintain the 5-year moving average traffic fatalities under the projected 1,680 (2020-2024) 5-year average by 2024
- **Number of Serious Injuries: 8,966**
  - To maintain the 5-year moving average serious traffic injuries under the projected 8,966 (2020-2024) 5-year average by 2024
- **Fatality Rate: 1.36**
  - To maintain the 5-year moving average traffic fatalities per 100 million vehicle miles traveled under the projected 1.36 (2020-2024) 5-year average by 2024
- **Serious Injury Rate: 7.679**
  - To reduce the 5-year moving average serious traffic injuries for every 100 million vehicle miles traveled under the projected 7.679 (2020-2024) 5-year average by 2024
- **Total Number of Non-Motorized Fatalities and Serious Injuries: 802**
  - To maintain the 5-year moving average non-motorized fatalities and serious injuries under the projected 802 (2020-2024 rolling average) by 2024

## APPENDIX A: Performance Management Targets Resolution



## PM 2 Targets

**Table 1 Bridge Level of Service Measure**

ASSET	PERFORMANCE MEASURE	DESCRIPTION	2-YEAR TARGET	4-YEAR TARGET
<b>Bridge Structures</b>	Percent of NHS Bridge in <b>Poor condition</b> as a percentage of total NHS bridge deck area	Bridge Conditions are based on results of inspection on all Bridge structures. Bridges rated as "Poor" are safe to drive on; however, they are nearing a point where it is necessary to either replace the bridge or extend its service life through substantial rehabilitations investments	≤ 10% (NHS) in Poor Condition	≤ 10% (NHS) in Poor Condition
<b>Bridge Structures</b>	Percent of NHS Bridges in <b>Good condition</b> as a percentage of total NHS bridge deck area	Bridges rated as "Good" will be evaluated as to cost of to maintain Good condition. Bridges rated as "Fair" will be evaluated as to cost of replacement vs. rehabilitation to bring the structure back to the condition rating of Good.	≥ 50% (NHS) in Good Condition	≥ 60% (NHS) in Good Condition

**Table 2 Pavement Level of Services**

ASSET	PERFORMANCE MEASURE	DESCRIPTION	TARGET
<b>Interstate NHS</b>	Percent of Interstate NHS pavements in <b>Poor condition</b>	Pavement conditions are measured through field inspections. Pavements in "poor" condition are in need of work due to either the ride quality or due to a structural deficiency.	≤ 5% (NHS) in Poor Condition
<b>Interstate NHS</b>	Percent of Interstate NHS pavements in <b>Good condition</b>	Interstate pavement rated as "good" will be considered for potential pavement preservation treatments to maintain the "good" rating.	≥ 50% (NHS) in Good Condition
<b>Non-Interstate NHS</b>	Percent of NHS pavements in <b>Poor condition</b>	Non-interstate NHS pavements in "poor" condition are in need of major maintenance. These will be evaluated for potential projects.	≤ 12% (NHS) in Poor Condition
<b>Non-Interstate NHS</b>	Percent of NHS pavements in <b>Good condition</b>	Non-interstate NHS pavements in "good" condition will be evaluated for potential preservation treatments.	≥ 40% (NHS) in Good Condition

**Note:** The 2-yr and 4-yr targets are the same. GDOT will have an opportunity to revisit and adjust (if necessary) the 4-year target in 2024

## APPENDIX A: Performance Management Targets Resolution



**GAINESVILLE-HALL**  
Metropolitan Planning Organization

2875 Browns Bridge Road  
Gainesville, GA 30504  
Tel: 770.297.2625  
Fax: 770.531.3902  
ghmpo.org

### PM 3 Targets

#### Summary of the PM 3 Performance Measures

PERFORMANCE MEASURE	GEOGRAPHIC EXTENT	APPLICABLE ROADWAYS
Percentage of person-miles traveled on the Interstate that are reliable	Statewide	Interstate
Percentage of person-miles traveled on the non-Interstate NHS that are reliable	Statewide	Non-Interstate
Truck Travel Time Reliability (TTTR) Index	Statewide	Interstate
Annual Hours of Peak Hour Excessive Delay (PHED) Per Capita*	Atlanta Urbanized Area	Entire NHS
Percent of Non-Single Occupancy Vehicle (SOV) Travel*	Atlanta Urbanized Area	All Roads
Total Emissions Reduction	Statewide	All Roads

\*GDOT, Atlanta Regional Commission and Cartersville-Bartow Metropolitan Planning Organization are required to establish and report single targets for Annual Hours of Peak Hour Excessive Delay (PHED) Per Capita and Percent of Non-Single Occupancy Vehicle (SOV) Travel for Atlanta urbanized area.

#### PM 3 Targets

PERFORMANCE MEASURE	2-YEAR TARGET	4-YEAR TARGET
Percent of person-miles traveled on the interstate that are reliable	73.9%	68.4%
Percent of person-miles traveled on the non-Interstate NHS that are reliable	87.3%	85.3%
Truck Travel Time Reliability (TTTR) Index	1.62	1.65
Annual Hours of Peak Hour Excessive Delay (PHED) Per Capita*	23.7 hours	27.2 hours
Percent of Non-Single Occupancy Vehicle (SOV) Travel*	22.7%	22.7%
Total Emissions Reduction	VOC: 157.200 kg/day; NOx: 510.900 kg/day	VOC: 257.100 kg/day; NOx: 904.200 kg/day

**Note:** GDOT will have an opportunity to revisit and adjust (if necessary) the 4-year target in 2024



## APPENDIX A: Performance Management Targets Resolution




**GAINESVILLE-HALL**  
Metropolitan Planning Organization

2875 Browns Bridge Road  
Gainesville, GA 30504  
Tel: 770.297.2625  
Fax: 770.531.3902  
ghmpo.org

**NOW, THEREFORE, BE IT RESOLVED** that the GHMPO Policy Committee (PC) concurs with the recommendations of the TCC and CAC that GHMPO agree to support the Safety Performance Management Targets, Bridge and Pavement Performance Management Targets, and the Targets for Performance of the National Highway System, Freight, and Congestion Mitigation and Air Quality, as approved by GDOT.

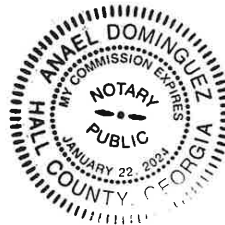
A motion was made by PC member Jeff Stowe and seconded by PC member Sam Couvillon and approved this the 14<sup>th</sup> of November, 2023.

  
\_\_\_\_\_  
Mayor Ed Asbridge, Chair  
Policy Committee

Subscribed and sworn to me this the 14<sup>th</sup> of November, 2023.

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

My commission expires 1-22-2024



## APPENDIX B: Transit Asset Management Targets Resolution



### *Gainesville - Hall Metropolitan Planning Organization*

#### **A Resolution by the Gainesville-Hall Metropolitan Planning Organization Policy Committee Setting Transit Asset Management Targets**

**WHEREAS**, the Gainesville-Hall Metropolitan Planning Organization (GHMPO) is the designated Metropolitan Planning Organization (MPO) for transportation planning within the Gainesville-Hall Planning Area which includes entire Hall County and a western portion of Jackson County; and

**WHEREAS**, federal legislation and rulemaking under MAP-21 (Moving Ahead for Progress in the 21<sup>st</sup> Century) and the FAST Act (Fixing America's Surface Transportation) established new performance management requirements to ensure state Departments of Transportation (DOT) and MPOs focus the use of federal transportation funds on projects which address national transportation goals; and

**WHEREAS**, GHMPO, in coordination with the Federal Transit Administration and the Georgia Department of Transportation (GDOT), has reviewed the requirement to adopt a Group Transit Asset Management Plan for use in the transportation planning process; and

**WHEREAS**, transit providers are required to establish and assess state of good repair performance targets; and

**WHEREAS**, MPOs are required to establish state of good repair transit performance targets after the transit providers establish their initial targets; and

**WHEREAS**, in consultation with GDOT and transit providers, GHMPO may update its state of good repair targets annually; and

**WHEREAS**, the Technical Coordinating Committee (TCC) and the Citizens Advisory Committee (CAC) at their meetings on January 16<sup>th</sup> and January 31<sup>st</sup> respectively recommended that GHMPO support the Group Transit Asset Management Plan Targets approved by the GDOT as follows:

#### **Transit Asset Management 2019-2022 Performance Targets:**

*2875 Browns Bridge Road  
Gainesville, Georgia 30504*

*(770) 297-2625  
[www.ghmpo.org](http://www.ghmpo.org)*

## APPENDIX B: Transit Asset Management Targets



### Gainesville - Hall Metropolitan Planning Organization

Asset Category/Class	Total Number	Useful Life Benchmark (ULB)	Number Exceeding ULB <sup>1</sup> / 3.0 TERM Rating	% Exceeding ULB / 3.0 TERM Rating	Proposed FY19 Targets
<b>Rolling Stock</b>	<b>775</b>		<b>96</b>	<b>12.4%</b>	
BU-Bus (35' - 40')	82	14 yrs.	8	9.8%	15%
BU-Bus (29' - 30')	54	12 yrs.	21	38.9%	35%
CU-Cutaway bus	593	7 yrs.	52	8.8%	10%
MV-Minivan	1	8 yrs.	1	100.0%	50%
SB-School bus <sup>2</sup>	33	15 yrs.	8	24.2%	50%
VN-Van	12	8 yrs.	6	50.0%	50%
<b>Equipment</b>	<b>55</b>		<b>23</b>	<b>42.6%</b>	
AO - Automobile	18	8 yrs.	11	61.1%	55%
Trucks and other Rubber Tire Vehicles	31	10 yrs.	11	35.5%	55%
Equip. > \$50,000 <sup>3</sup>	6	14 yrs.	n/a	n/a	n/a
<b>Facilities</b>	<b>83</b>		<b>7</b>	<b>8.4%</b>	
Administration	62	n/a	2	3.2%	25%
Maintenance	11	n/a	5	45.5%	25%
Passenger / Parking Facilities	10	n/a	0	0%	10%

<sup>1</sup> For facilities, number below 3.0 TERM rating is used

<sup>2</sup> Refers to vehicle type, not type of service operated

<sup>3</sup> For equipment, FTA requires performance targets to only be set for non-revenue or service vehicles

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

A motion was made by PC member Danny Dunagan and seconded by PC member Richard Higgins and approved this the 12<sup>th</sup> of February, 2019.

  
 Mayor Mike Miller, Chair  
 Policy Committee

Subscribed and sworn to me this the 12<sup>th</sup> of February, 2019

  
 Notary Public

Emily Foote  
 Notary Public  
 Hall County  
 State of Georgia  
 My commission expires July 31, 2022

My commission expires 7/31/2022

2875 Browns Bridge Road  
 Gainesville, Georgia 30504

(770) 297-2625  
[www.ghmpo.org](http://www.ghmpo.org)

## **Technical Coordinating Committee**

**Wednesday, January 24<sup>th</sup>, 2024, 10:30 AM**  
**HR Training Room, 2<sup>nd</sup> Floor, Hall County Government Center**  
**2875 Browns Bridge Road, Gainesville, GA 30504**

### **AGENDA**

- 1. Welcome – Adam Hazell, Chair**
- 2. Approval of October 18, 2023 Meeting Minutes**
- 3. Recommend Approval of Draft FY 2025 Unified Planning Work Program (UPWP)**
  - Michael Haire, GHMPO
- 4. Recommend Approval of Draft PL Fund Application for State Route 13 / Atlanta Highway Corridor Study**
  - Joseph Boyd, GHMPO
- 5. First Review of Draft 2024 GHMPO Participation Plan**
  - Michael Haire, GHMPO
- 6. First Review of Draft 2024 GHMPO Title VI Plan and Environmental Justice Analysis**
  - Michael Haire, GHMPO
- 7. Presentation on Future Year 2055 SE Data for the Metropolitan Transportation Plan (MTP): 2025 Update**
  - Steve Cote, RS&H
- 8. Other**
  - Update from the Trails Subcommittee
  - Update from the McEver Road Subcommittee

## MEMORANDUM

**To: Technical Coordinating Committee Members**

**From: Joseph Boyd, GHMPO**

**Date: January 17, 2024**

**Re: Recommend Approval of Draft PL Fund Application for State  
Route 13 / Atlanta Highway Corridor Study**

---

State Route 13, locally known as Atlanta Highway, is a critical artery that connects Gainesville with the University of North Georgia – Gainesville Campus, Oakwood, and I-985. As the area continues to grow, traffic accidents and congestion continue to be an issue, especially along this corridor. Due to the growing nature of the corridor along with the increasing accidents and points of congestion, the Gainesville-Hall Metropolitan Planning Organization, in partnership with the City of Gainesville and Hall County, would like to conduct a corridor improvement study to help identify short and long-range improvement projects to increase safety and lower congestion throughout the Atlanta Highway corridor.

The attached application will request \$120,000.00 in additional PL funds, which will require a local cash match of \$30,000.00, for a total anticipated study cost of \$150,000.00.

**RECOMMENDED ACTION:** **Recommend Approval of Draft PL Fund Application for  
State Route 13 / Atlanta Highway Corridor Study**

*Attachment: Draft PL Fund Application*

# Federal Metropolitan Planning (PL) Fund Application Form



**NAME OF STUDY:** State Route 13 / Atlanta Highway Corridor Study

**MPO:** Gainesville-Hall MPO

**CONTACT (Name, Phone, Email):** Joseph Boyd, 770-297-5541, jboyd@hallcounty.org

**PROJECT START DATE:** June 2024    **PROJECT END DATE:** December 2025

**IS PROJECT UPWP/TIP APPROVED:** Yes    **IF NO, AMENDMENT NEEDED?** N/A

**PREVIOUS WORK ON PROJECT:** GHMPO Regional Transportation Plan: 2020 Update, Gainesville Master Transportation Plan (2018).

## **DESCRIPTION OF PROJECT BACKGROUND, NEED & GOALS:**

State Route 13, locally known as Atlanta Highway, is a critical artery that connects Gainesville with the University of North Georgia – Gainesville Campus, Oakwood, and I-985. As the area continues to grow, traffic accidents and congestion continue to be an issue, especially along this corridor. The roadway today is a two-lane road with limited right-of-way. Many businesses have grown up right along the road, especially through the corridor just south of Jesse Jewell Parkway. Some turning lanes can be found at the busier intersections, but the majority of the corridor lacks appropriate infrastructure for vehicles to turn in and out of local businesses. Additionally, the corridor is home to a high Hispanic population and currently lacks sidewalks or adequate pedestrian crossing infrastructure for pedestrians to safely navigate to and from various businesses and neighborhoods.

Due to the growing nature of the corridor along with the increasing accidents and points of congestion, the Gainesville-Hall Metropolitan Planning Organization, in partnership with the City of Gainesville and Hall County, would like to conduct a corridor improvement study to help identify short and long-range improvement projects to increase safety and lower congestion throughout the Atlanta Highway corridor. For this project, GHMPO is seeking a transportation planning and engineering firm to conduct a thorough review of the area, conduct various public engagement opportunities, and identify short and long-range projects for roadway and pedestrian improvements. This deliverable will be in the form of a final report, which should include maps of improvements throughout the GHMPO planning area. The consultant team will need to be able to actively engage with the large Spanish-speaking population in the area and be able to translate documents and meeting materials where needed.

**COST DESCRIPTION (contract, staff, purchase data costs, etc.):**

Solicit consultant to perform study through RFP process. The City of Gainesville and Hall County will provide the 20% local cash match.

**Cost Estimate for SR 13/Atlanta Hwy Corridor Plan**

Anticipated Cost for SR 13/Atlanta Highway Corridor Study: \$150,000

**TOTAL COST: \$150,000**

**PL Fund/Local Cash Match Cost Split:**

PL FUNDS: \$120,000 (80%)

LOCAL MATCH (CASH): \$30,000 (20%)

**TOTAL COST: \$150,000 (100%)**

***SR 13 / Atlanta Highway Corridor Study***

***Scope of Work/Services***

**Primary Objectives**

- a. Incorporate the latest future land use and transportation plans in conjunction with Hall County's and Gainesville's Comprehensive Plans
- b. Begin data collection to conduct analysis of current congestion conditions, identifying unmanageable congestion levels as well as extent, duration, and cause.
- c. Explore potential new solutions for congestion and pedestrian safety along the SR 13 corridor, providing GHMPO with both short and long-range solutions.
- d. List potential improvements ranked by priority, cost, and feasibility, grouped into project categories based on expected years for construction authorization:
  - i. Short Term
  - ii. Medium/Long Term
  - iii. Aspiration
- e. Provide findings in a final report in PDF format

**Schedule**

**1. Project Initiation (July 2024 – August 2024)**

- i. Kickoff meeting

- ii. Review of GHMPO, Hall County, and Gainesville Planning Documents
- iii. Discuss stakeholder expectations
- iv. *Deliverables:* Kickoff meeting, summaries of meetings with stakeholders, final detailed scope, schedule, public outreach plan, and stakeholder engagement plan

## **2. Data Collection and Existing Conditions Analysis (July 2024 – November 2024)**

- i. Collect base map data and information from GHMPO and local jurisdictions, as needed
- ii. Complete inventory of existing conditions
- iii. Gather crash data throughout the corridor from GHMPO/GDOT
- iv. *Deliverables:* Base maps of existing conditions

## **3. Public Involvement (August 2024 – May 2025)**

- i. Consultant is expected to host at least two informational meetings with the public in which local stakeholders will be in attendance
- ii. Consultant is expected to create a survey to be used to engage with citizens on existing projects and issues as well as to engage on draft project lists created later in the project
- iii. Consultant is expected to establish a website (either external or on GHMPO/Hall County/Gainesville websites) for the project, where information on the project and schedule will be available to the public, and online public surveys will be hosted
- iv. Consultant will engage with the public through media releases and an e-mail list established on the project website
- v. *Deliverables:* Website, online communications with public, informational meetings with the public, summaries of informational meetings with the public, public engagement schedule posted on project website

## **4. Stakeholder Involvement (July 2024 – May 2025)**

- i. Consultant is expected to attend monthly check-in meetings with GHMPO staff
- ii. Consultant is expected to create a stakeholder committee that will help guide the corridor study process
- iii. Consultant is expected to collaborate with GDOT and consulting partners as needed
- iv. *Deliverables:* Monthly check-in meetings, stakeholder engagement strategy, summaries of monthly check-in meeting and GHMPO staff feedback

## **5. Development of Draft and Final SR 13 / Atlanta Highway Corridor Study (January 2025 – June 2025)**

- i. Consultant will develop Draft and Final SR 13 / Atlanta Highway Corridor Study documents in the latter half of 2024 and early 2025
- ii. *Deliverables:* Draft SR 13/Atlanta Highway Corridor Study, Final SR 13/Atlanta Highway Corridor Study document and supporting map packages, project lists, etc.



## ***Public Participation Strategy***

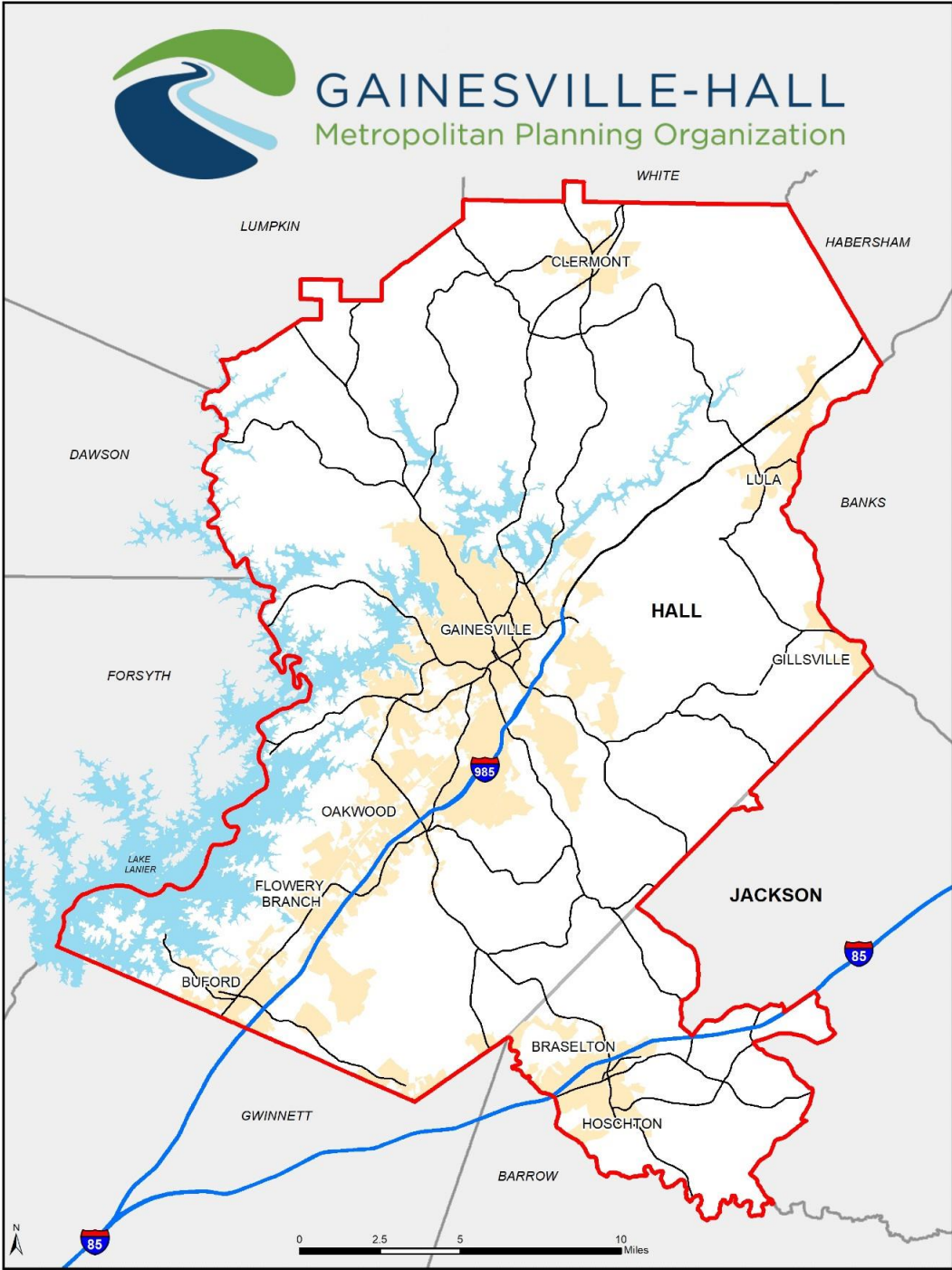
### **Primary Objectives**

- a. Provide an avenue for the public to learn about the study online and in-person,
- b. Continue soliciting community input on transportation desires and concerns throughout the agreed upon public involvement period,
- c. Specifically reach out to low income, minority, and non-English speaking communities, and,
- d. Gauge community reaction to potential new transportation solutions for the area.

### **Deliverables**

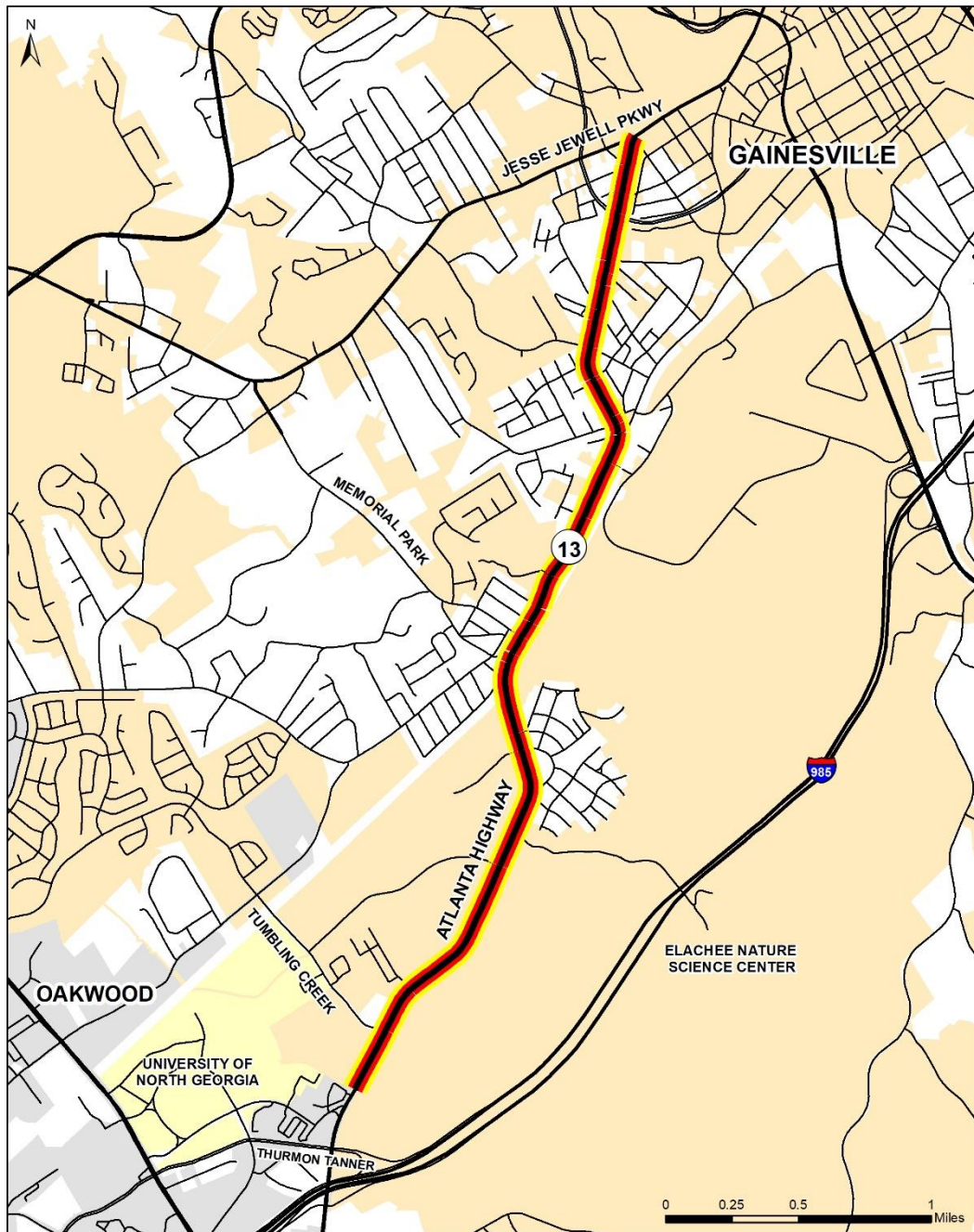
- State Route 13 / Atlanta Highway Corridor Study
- Corridor Study Executive Summary (in English and Spanish)
- GIS project shapefiles for identified projects

GHMPO Planning Boundary Map:

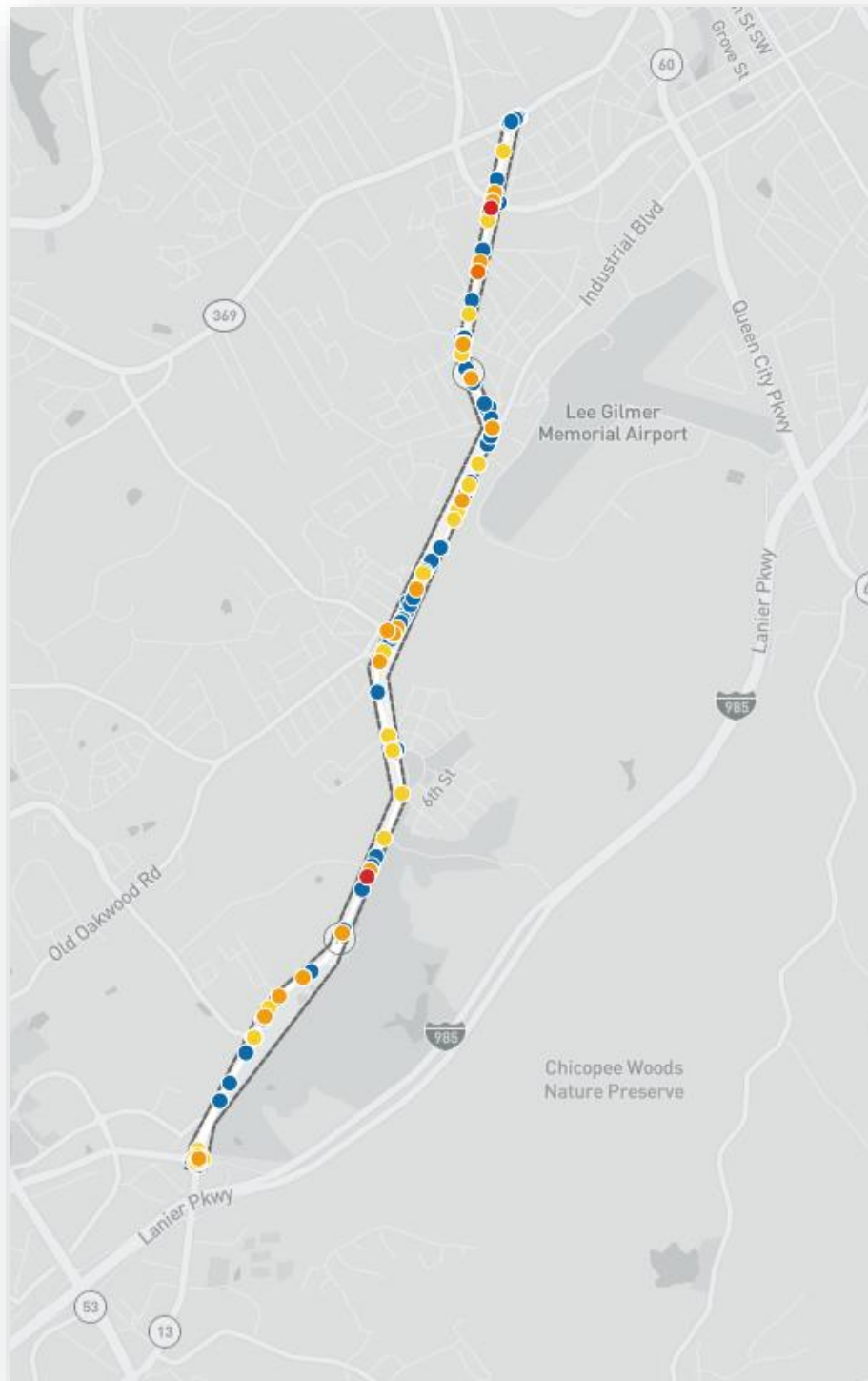


Map of State Route 13 / Atlanta Highway corridor south of downtown Gainesville:

## SR 13 / ATLANTA HIGHWAY CORRIDOR



**Example Crash Map (2022):**



**Policy Committee Resolution:**



2875 Browns Bridge Road  
Gainesville, GA 30504  
Tel: 770.531.6809  
Fax: 770.531.3902  
ghmpo.org

**A Resolution by the Gainesville-Hall Metropolitan Planning Organization  
Policy Committee Requesting Additional PL Funds in FY 2024**

**WHEREAS**, the Gainesville-Hall Metropolitan Planning Organization (GHMPO) has been designated by the Governor of Georgia as the Metropolitan Planning Organization (MPO) for the Gainesville Urbanized Area in accordance with Federal requirements of Title 23, Section 134 of the United States Code to have a Cooperative, Comprehensive and Continuous transportation planning process; and

**WHEREAS**, the Policy Committee (PC) is the recognized decision making body for transportation planning with the GHMPO; and

**WHEREAS**, the GHMPO will conduct federally-required transportation planning activities that will improve the transportation system and help coordinate the area's future growth within the area bounded, at minimum, by the existing Urbanized Area plus the contiguous area expected to become urbanized within the next 20 years; and

**WHEREAS**, the Georgia Department of Transportation, in a letter dated May 29, 2015, outlined the "PL Funding Formula, Distribution and Review Committee Process"; and

**NOW, THEREFORE, BE IT RESOLVED** that the GHMPO Policy Committee confirms that local cash match is available and requests consideration of funding from the PL Funds Review Committee for the following proposed activity:

- **State Route 13 / Atlanta Highway Corridor Study**  
**\$120,000 PL Funds + \$30,000 Local Cash Match = \$150,000 total cost**

A motion was made by Policy Committee member \_\_\_\_\_ and seconded by  
Policy Committee member \_\_\_\_\_ and approved this the 13<sup>th</sup> of February, 2024.

\_\_\_\_\_  
Mayor Ed Asbridge, Chair  
Policy Committee

Subscribed and sworn to me this the 13<sup>th</sup> of February, 2024.

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

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



## **Technical Coordinating Committee**

**Wednesday, January 24<sup>th</sup>, 2024, 10:30 AM**  
**HR Training Room, 2<sup>nd</sup> Floor, Hall County Government Center**  
**2875 Browns Bridge Road, Gainesville, GA 30504**

### **AGENDA**

- 1. Welcome – Adam Hazell, Chair**
- 2. Approval of October 18, 2023 Meeting Minutes**
- 3. Recommend Approval of Draft FY 2025 Unified Planning Work Program (UPWP)**
  - Michael Haire, GHMPO
- 4. Recommend Approval of Draft PL Fund Application for State Route 13 / Atlanta Highway Corridor Study**
  - Joseph Boyd, GHMPO
- 5. First Review of Draft 2024 GHMPO Participation Plan**
  - Michael Haire, GHMPO
- 6. First Review of Draft 2024 GHMPO Title VI Plan and Environmental Justice Analysis**
  - Michael Haire, GHMPO
- 7. Presentation on Future Year 2055 SE Data for the Metropolitan Transportation Plan (MTP): 2025 Update**
  - Steve Cote, RS&H
- 8. Other**
  - Update from the Trails Subcommittee
  - Update from the McEver Road Subcommittee

## MEMORANDUM

**To:** Technical Coordinating Committee Members  
**From:** Michael Haire, GHMPO  
**Date:** January 17, 2024  
**Re:** First Review of Draft 2024 GHMPO Participation Plan

---

Every five years, GHMPO develops and adopts a Participation Plan, which describes how the MPO will foster public participation. The GHMPO Participation Plan provides opportunities to engage in the planning development process for both private and public stakeholders. Government agencies at the local, regional, state, and federal level all play an important role in the ongoing development of transportation projects. It is imperative that their decision-making is augmented by the thoughts and feedback of citizens who use the transportation network daily.

The last Participation Plan was included as an appendix in the 2021 Title VI Environmental Justice Analysis, but the 2024 GHMPO Participation Plan will be adopted as a separate document from the 2024 Title VI Plan and Environmental Justice Analysis.

This is the first round of review for the Draft 2024 GHMPO Participation Plan, which is anticipated to be adopted at a future Policy Committee meeting, after another round of committee review.

**RECOMMENDED ACTION:** None

*Attachment:* Draft 2024 GHMPO Participation Plan



GAINESVILLE-HALL  
Metropolitan Planning Organization

# Participation Plan

*Anticipated Adoption: May 14, 2024*



*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 in income status.*

*Prepared by the Gainesville-Hall Metropolitan Planning Organization in coordination with the City of Gainesville, City of Oakwood, City of Flowery Branch, Town of Braselton, City of Hoschton, Hall County, Jackson County, Hall Area Transit, Jackson County Transit, the Georgia Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration.*





2875 Browns Bridge Road  
Gainesville, GA 30504  
Tel: 770.531.6809  
Fax: 770.531.3902  
ghmpo.org

**A Resolution by the Gainesville-Hall Metropolitan Planning Organization  
Policy Committee Adopting the 2024 GHMPO Participation Plan**

**WHEREAS**, the Gainesville-Hall Metropolitan Planning Organization is the designated Metropolitan Planning Organization for transportation planning within the Gainesville Metropolitan Area Boundary which includes all of Hall County and a portion of Jackson County following the 2010 Census; and

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

**WHEREAS**, the Participation Plan meets the requirement of Title 23 of the U.S. Code; and

**WHEREAS**, GHMPO did conduct a required 45-day public comment period on the 2024 GHMPO Participation Plan.

**NOW, THERE, BE IT RESOLVED** that the Gainesville-Hall Metropolitan Planning Organization adopts the 2024 GHMPO Participation Plan.

A motion was made by PC member \_\_\_\_\_ and seconded by PC member \_\_\_\_\_ and approved this the 14<sup>th</sup> Day of May, 2024.

\_\_\_\_\_  
Mayor Ed Asbridge, City of Flowery Branch  
GHMPO Policy Committee

Subscribed and sworn to me this the 14<sup>th</sup> Day of May, 2024

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

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

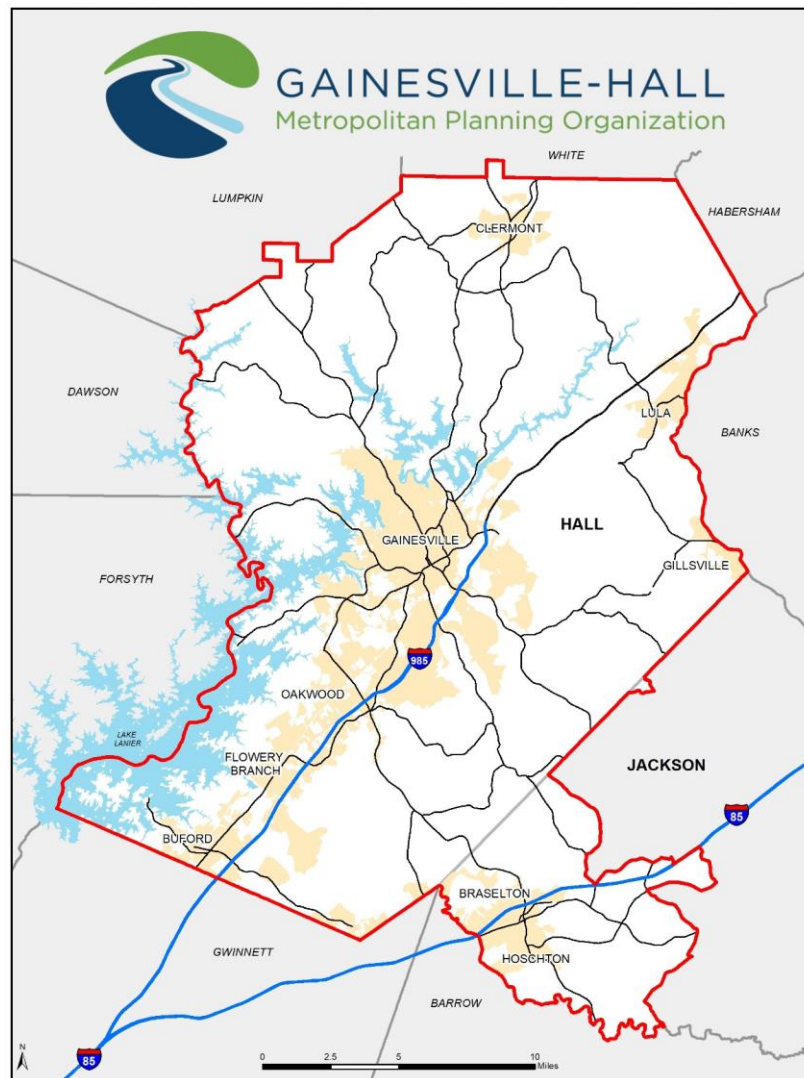
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## Introduction and Overview

With the completion of the 2000 U.S. Census, the Gainesville-Hall area was officially designated as an urbanized area. The City of Gainesville and the surrounding area attained a population in excess of 50,000 within a concentrated geographical area, having a population density exceeding 1,000 people per square mile. The transportation planning area boundary encompassed the entirety of Hall County with incorporated cities to rural areas alike falling under the jurisdiction of the Gainesville-Hall Metropolitan Planning Organization (GHMPO). In February of 2003, the Hall County Planning Department was designated, by the Governor of Georgia, as host agency for the GHMPO. The 2010 Census showed western Jackson was becoming increasingly urbanized and, as a result, opted to join the GHMPO thereby enlarging the GHMPO transportation planning area boundary in 2014 (Figure 1).

**Figure 1: GHMPO Transportation Planning Area Boundary**



## **Purpose of the Participation Plan**

Public participation is integral to good transportation planning. Without meaningful public participation, there is a risk of making poor decisions, or decisions that have unintended negative consequences. Public participation can lead to transportation planning that can make a lasting contribution to an area's quality of life. Meaningful public participation is central to good decision making. The fundamental objective of public participation programs is to ensure that the concerns and issues of everyone with a stake in transportation decisions are identified and addressed in the development of the policies, programs, and projects being proposed in their communities. Public input is weighed against the costs of the projects and the technical and environmental feasibility of the projects within a scheduled timeframe.

The GHMPO Participation Plan provides opportunities to engage in the planning development process for both private and public stakeholders. Federal, state and local agencies play an important role in the ongoing development of transportation projects. Local elected officials and staff members' decision making is augmented by the eyes and ears of people who use the transportation network on a daily basis. Those persons traditionally underserved by existing transportation systems, such as low-income or minority households, senior citizens or those with limited proficiency in English, are encouraged to participate in the transportation decision making process.

Greater participation by the public helps guide where tax dollars should be spent. Metropolitan Planning Organizations (MPOs) like the GHMPO were created in order to ensure that existing and future expenditures for transportation projects and programs were based on a continuing, cooperative and comprehensive (3-C) planning process. Federal funding for transportation projects and programs is channeled through the MPO. The current federal transportation legislation laying out MPO guidelines, including public participation, is contained within the Infrastructure Investment and Jobs Act (IIJA), signed into law by President Biden in November 2021.

## Gainesville-Hall Metropolitan Planning Organization

The Gainesville-Hall Metropolitan Planning Organization (GHMPO), hosted by Hall County Planning & Development, is housed within the Hall County Government Center in Gainesville, Georgia. GHMPO staff administers the planning program, provides technical guidance and administrative support to the committees. GHMPO works with federal agencies such as the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) and at the state level with the Georgia Department of Transportation (GDOT). Local jurisdictions are represented within the GHMPO committees.

Committee meetings are held quarterly and are open to the public. Citizens are encouraged to attend and participate. Please visit GHMPO's website for current organization and committee information at [www.ghmpo.org](http://www.ghmpo.org).

### Policy Committee

The Policy Committee (PC) is the decision making body for the organization. It consists of the following voting officials or their designees:

- Mayor, City of Flowery Branch
- Mayor, City of Gainesville
- Mayor, City of Oakwood
- Chairperson, Hall County Board of Commissioners
- District 1 Commissioner, Hall County Board of Commissioners
- District 4 Commissioner, Hall County Board of Commissioners
- Chairperson, Jackson County Board of Commissioners
- Director of Planning, Georgia Department of Transportation

### Technical Coordinating Committee

The Technical Coordinating Committee (TCC) provides recommendations from a technical perspective on the plans and programs adopted by GHMPO. The voting membership is made up of administrators, engineers and planners from the member jurisdictions, Hall Area Transit (HAT), and GDOT. The non-voting membership in the TCC Bylaws include representatives of various state and federal transportation agencies, local law enforcement, chamber of commerce, school boards, and major local institutions. TCC membership is as follows:

**Table 1: TCC Voting Membership**

<b>GHMPO</b>	<b>Hall County</b>	<b>City of Oakwood</b>
Director	Public Works Director	City Manager
Transportation Planning Director	County Engineer	<b>City of Flowery Branch</b>
<b>GDOT</b>	Road Projects Engineer	Com. Dev. Director
Transportation Planner	<b>City of Gainesville</b>	<b>Hall Area Transit</b>
District Pre-Construction Engineer	Planning Director	General Manager
<b>Georgia Mountains Regional Commission</b>	Public Works Director	<b>Jackson County</b>
Transportation Planner	Traffic Engineer	County Manager

### Citizens Advisory Committee

The Citizens Advisory Committee (CAC) provides recommendations from the public's perspective and consists of 19 appointees from the member jurisdictions as follows: Hall County (8), Gainesville (5), Flowery Branch (2), Oakwood (2), Braselton (1), and Jackson County (1).

## Major Planning Documents by Subject Area

GHMPO is responsible for the development of documents that outline transportation plans, account for MPO operations, and explain our efforts to get greater participation from all stakeholders within the community. Early participation by the public in the preparation of these documents can improve the finished product as continuous feedback on our transportation plans make for a more comprehensive view of current needs and future aspirations.

### Key Transportation and Operational Plans

There are three documents that form the foundation for the ongoing work of the GHMPO:

#### **Metropolitan Transportation Plan (MTP):**

The MTP is mandated by Federal legislation and must be fiscally-constrained. Fiscal constraint means projects may be funded in the target tier years in the future but are identified as long-range projects until a funding source is identified to pay for the project and explains how the current transportation network functions and project needs are to be met. The most recently adopted MTP developed by the GHMPO is the 2050 Regional Transportation Plan: 2020 Update (2050 RTP Update) and is the foundation of the community's transportation planning program. The MTP provides at least a 30-year look at the improvements needed to assure the mobility of people and goods in Hall County and western Jackson County. The Plan includes different modes of travel on streets and highways, public transportation/transit, railroads, and bicycle and pedestrian needs.

The MTP must be amended at least every five years due to Hall County's inclusion in the Atlanta Air Quality Non-Attainment area. Updating the MTP every five years ensures that regional demographics, economic trends and travel demands are reviewed and needed projects are approved and programmed for funding and construction. The projects included in the MTP will ultimately fold into a regional Transportation Improvement Program (TIP).

GHMPO is currently in the process of developing the Metropolitan Transportation Plan: 2025 Update, which is anticipated to be adopted in the summer of 2025.

#### **Transportation Improvement Program (TIP):**

The TIP is another mandated document by Federal legislation and is fiscally-constrained as well. TIP projects have funding sources available to proceed within the four-year TIP planning horizon. The list of transportation projects is programmed for the GHMPO planning area and serves as the implementation plan for the MTP. The TIP reflects the schedule and costs of the preliminary engineering, right-of-way acquisition, construction and utility phases for transportation improvements. The TIP is updated in conjunction with the MTP every five years, and TIP projects are amended through the committee process in between the five-year update period. The public involvement process for the TIP is used to satisfy the Georgia Department of Transportation public participation process for the Program of Projects (POP). Public notice of public involvement activities and time established for public review of comment on the TIP will satisfy POP.

### **Unified Planning Work Program (UPWP):**

The UPWP is the annual work program for the GHMPO. It outlines MPO operations and accomplishments for the past fiscal year and announces future planning activities to be undertaken in the current fiscal year. Annual budget figures are derived from federal sources and local matching funds makeup the Planning (PL) budget. Federal with state and local matching funds go into the transit Section 5303 budget. The UPWP is updated annually.

### **Key Participation and Nondiscrimination Plans**

There are two plans that constitutes GHMPO's efforts for public participation and inclusion:

#### **Participation Plan:**

The Participation Plan explains to the public an understanding of what to expect in the transportation planning process and how to get involved. It lists strategies GHMPO uses to provide and receive information from the public on the transportation planning and programming process including projects, studies, plans and committee actions. The Participation Plan takes into account Title VI and limited English proficiency populations. The document is updated as needed with a formal review every five years.

#### **Title VI Program and Environmental Justice (EJ) Analysis:**

As a sub-recipient of federal funds, GHMPO is obligated to follow Title VI of the 1964 Civil Rights Act and associated laws and regulations. Title VI prohibits discrimination on the basis of race, color, national origin, sex, age, or disability. For EJ Analysis, GHMPO transportation planning projects are compared to area EJ populations of racial and ethnic minorities or low income households. The Title VI complaint process and a complaint form are included. Title VI Program and EJ Analysis is updated every three years.

The Limited English Proficiency (LEP) Plan addresses a federal mandate that entities receiving federal funds must provide meaningful access to those who are not fluent in English without unduly burdening the fundamental mission of the organization. The most current version of the LEP Plan can be found in Appendix C of the Title VI Program and EJ Analysis.

### **Other Notable Plans**

#### **Conformity Determination Report (CDR):**

Maintaining air quality standards is a federal requirement, and Hall County is part of the Atlanta nonattainment 20-county 8-hour ozone maintenance area and part of a 22-county particulate matter (PM) 2.5 non-attainment area. GHMPO coordinates closely with the Atlanta Regional Commission (ARC), which has the technical staff to carry out the modeling necessary to demonstrate air quality conformity for the entire area. As part of this coordination, GHMPO aligns its various review and approval schedules with those of the ARC whenever possible. The most recently approved Conformity Determination Report (CDR) can be found on the GHMPO website under Air Quality, and as one of the Appendices to the Transportation Improvement Program.



### **Other Transportation Studies:**

In the past, GHMPO has acted as a conduit for federal dollars with a local match to fund various transportation studies as accounted for in the UPWP budget. Previous studies included Hall County and Jackson County Crash Profiles, the Transit Development Plan (TDP), the Bicycle and Pedestrian Plan, and the City of Gainesville Transportation Master Plan.

***Table 2: Major Documents Timetable for Updates and Amendments***

<i>Document Title</i>	<b>Metropolitan Transportation Plan</b>	<b>Transportation Improvement Program</b>	<b>Unified Planning Work Program</b>	<b>Participation Plan</b>	<b>Title VI Program and Environmental Justice (EJ) Analysis</b>
<b>Update Requirement</b>	Every five years	Every four years	Annually	Every five years	Every three years
<b>Last Update</b>	5/12/2020	8/8/2023	2/13/2024	5/14/2024	5/14/2024
<b>Next Update Before</b>	5/12/2025	8/8/2027	2/13/2025	5/14/2029	5/14/2027
<b>Public Meetings</b>	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees	Two full rounds of review by all three GHMPO committees
<b>Comment Period</b>	30 days	30 days	30 days	45 days	30 days
<b>Comment Period for Amendments</b>	15 days	15 days	15 days	45 days	15 days

## What is Public Participation?

Public participation is a part of the transportation planning process where a wide array of stakeholders and citizens are sought for the decision making process from inception to the adoption of the plan. Public participation benefits all participants by bringing a variety of viewpoints to the transportation planning process. The earlier the public is involved in the planning process, the better the outcome, as time and limited resources can be more effectively used when focused on solid projects rather than being wasted on ill-conceived projects.

Informed citizens can make a difference in the regional transportation system and boost the long-term economic prospects of the region while protecting the quality of life. Previous experience has taught GHMPO that local people can be well aware of the history and character of the community and that transportation plans developed in a vacuum often have little public support. GHMPO regularly evaluates and refines the public participation process.

### Guidelines for Public Participation

23 Code of Federal Regulations (see Appendix 1) requires that MPOs' participation plan define a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

GHMPO will use the following guidelines to provide adequate outlets for the public to shape the development of our transportation plans. Further details on how we meet these guidelines can be found in the Public Participation Strategies section of this document.

#### **Give Adequate Public Notice**

Give adequate public notice of public participation activities and time for public review and comment on major transportation planning documents. If the final draft of any transportation plan differs significantly from the one available to the public during public review and comment period or raises new material issues which interested parties could not reasonably have foreseen from the public participation, an additional public notice of the comment and review period on the revised plan shall be made available.

#### **Provide Timely Information**

Provide timely and reasonable access to information about transportation issues and processes.

#### **Make Public Meetings Reasonably Accessible**

Hold any public meetings at convenient and accessible locations and times. All GHMPO public and committee meetings are open to the public. Where applicable, GHMPO will also provide access to public meetings via landline, smartphone, and computer through the GoToMeeting online meeting platform.

### **Respond in Writing**

Respond in writing, when applicable, to public input. When significant written and oral comments are received on the draft transportation plan, a summary report of comments received will be part of the final plan.

### **Solicit the Needs of the Traditionally Underserved**

Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services. Transportation projects affect communities with both negative and positive impacts, so we need to hear from all stakeholders and try to mitigate negative outcomes.

### **Coordinate the Public Participation Process**

Coordinate with local and statewide public participation processes wherever possible to enhance public consideration on related issues, plans, and programs. This coordinated effort reduces redundancy and cost.

### **Provide a Public Comment Period**

Provide a public comment period of 30 calendar days prior to adoption of the key transportation planning documents, 15 days for amendments with the exception of providing a public comment period of 45 calendar days prior to the adoption of this Participation Plan and 45 days for an amended Participation Plan.

### **Review the Participation Plan**

Periodically, the effectiveness of the procedures and strategies contained in the document are reviewed to ensure a full and open participation process. GHMPO undergoes a self-certification of its procedures and policies as an MPO on an annual basis in conjunction with the FHWA and GDOT. The PP is formally reviewed every three years at a minimum.

## Public Participation Strategies

### Strategy 1

Give adequate public notice.

- **Public Notices:** The public is notified on a timely basis of upcoming committee meetings, public meetings and public comment periods through various outreach methods. These outreach methods may include local newspaper (The Gainesville Times), GHMPO website, electronic mail, or on local government television (TV 18). Public notice requirements for amendments or administrative modifications to the MTP/TIP can be found in Appendix 2. The Emergency Meeting Procedure is laid out in Appendix 3. Public notices will include the following Title VI Statement in both English and Spanish:
  - Public participation is solicited without regard to race, color, national origin, age, sex, religion or disability. Persons who require special accommodations under the American with Disabilities Act (ADA) or persons who require translation services (free of charge) should contact the GHMPO at (770) 297-5541 or jboyd@hallcounty.org at least two days prior to the meeting. If hearing impaired, telephone 1-800-273-7545 Telecommunication Devices for the Deaf (TDD).
  - La participación pública es solicitada sin distinción de raza, color, origen nacional, edad, sexo, religión, o discapacidad. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act, o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con la GHMPO al (770) 297-5541 or jboyd@hallcounty.org al menos dos días antes de la reunión. Personas con problemas auditivos, llama 800-273-7545 teléfonos de texto (TDD/TTY).
- **Mailing List:** GHMPO maintains a master contact database. This database is used during the transportation planning process to disseminate timely information to interested parties to ensure reasonable opportunities to review and provide comments. The database is updated periodically and includes participants from previous GHMPO plans and projects as well as those who request to be added to the GHMPO website.
- **Electronic Mail:** Electronic mail is used to disseminate notifications regarding upcoming committee and public meetings.
- **Direct Mail:** Meeting notices are mailed prior to key public meetings. Letters are sent to mailing list database contacts or to committee members.
- **Press Releases/Media Relations:** Press releases are developed and distributed to local media outlets. Topics for releases include notices for public and committee meetings. Media coverage includes responses to breaking news to area transportation stories affecting GHMPO.
- **GHMPO Website:** See strategy section 2.
- **Public Meetings:** See strategy section 3

## Strategy 2

Provide timely and reasonable access to information about transportation issues and processes.

- **GHMPO Website:** [www.ghmpo.org](http://www.ghmpo.org). The GHMPO website contains a large collection of information on: recent news, meeting locations/dates, GHMPO committee membership, meeting agendas/minutes and current/past planning documents and surveys.
  - Hardcopies of documents are available for those unable to download files. Contact the GHMPO at [jboyd@hallcounty.org](mailto:jboyd@hallcounty.org), call (770) 297-5541, (770) 531-3902 (fax) or mail to:

*GHMPO  
P.O. Drawer 1435  
Gainesville, GA 30503*

- **Public Meetings:** See strategy section 3.
- **Committee Meeting Access:** See strategy section 3.
- **Signage:** See strategy section 3.
- **Speakers Bureau:** See strategy section 3.
- **Visualization Techniques:** Visualization techniques can be invaluable in explaining complex information to the public. These methods include the GHMPO website, printed materials, and display poster boards. Techniques can visually communicate scenario development or demonstrate networks; as well as, regional linkages. A visualization technique can be simply a marker and a piece of paper for small group discussions examining specific issues.
- **Press Releases/Media Relations:** See strategy section 1.
- **Electronic Mail:** See strategy section 1.

## Strategy 3

Make public meetings reasonably accessible.

- **Public Meetings:** Whenever feasible, public meetings are held at sites and times convenient to potentially affected citizens. Meeting locations are Americans with Disabilities Act (ADA) accessible and, if applicable, are accessible to transit. Print and electronic meeting notifications will include information for those who may need special assistance to attend. Spanish translators are made available upon request. Where appropriate and possible, meeting access will also be made available via landline, smartphone, or computer via the GoToMeeting platform.
- **Committee Meeting Access:** GHMPO Committee meetings are open to the public. Each meeting provides the opportunity for the public to comment under a reasonable

time constraint. Comment summaries are recorded in the minutes. Appropriate feedback is given to the individual/group. Where appropriate and possible, meeting access will also be made available via landline, smartphone, or computer via the GoToMeeting platform.

- **Signage:** Directional signage may be used to announce public meetings. These signs may be posted outside meeting locations.
- **Speakers Bureau:** Upon request and given reasonable notice, GHMPO staff members are available to provide general and project-specific information to community interest groups. Staff members regularly engage in educational and interactive outreach activities in a variety of venues and with various groups. Past engagements include: Georgia Annual Transportation Forum, transportation conferences, Citizens Academy Hall County, Laurel Park Summer Fest, Carrillo's Restaurant, Fair Street Community Center, Georgia Mountains Center, subdivision community centers, business groups, health fairs, a delegation from China, etc.

## Strategy 4

Provide for a public comment period.

- **Opportunities to Comment:** Members of the public have numerous ways to contribute their views to the GHMPO planning process.
  - GHMPO website [www.ghmpo.org](http://www.ghmpo.org) "Contact Us" webpage
  - Public and committee meetings
  - Stakeholder interviews
  - Telephone- (770) 297-5541, (fax) (770) 531-3902 or if hearing impaired, 1-800-273-7545 (TDD).
  - Postal mail: GHMPO, P.O. Drawer 1435, Gainesville, GA 30503
- **Length of Public Comment:** In general, the comment period is, at a minimum, 30 days prior to the adoption of a document by the Policy Committee and a minimum of 15 days for an amendment to an adopted document. See table 2 for more details.
- **Public Notice Procedure:** See strategy section 1.

**Additional Opportunities for Comment:** If significant changes are made to a final draft transportation plan or program made available to the public for review and comment, an additional public comment opportunity will be provided on the revised changes. GHMPO staff shall determine when changes to the transportation plan or program are significant and warrant action. A report on the disposition of comments shall be included in the final transportation planning document or program.

## Strategy 5

Respond in writing, when applicable, to public input. When significant written and oral comments are received on the draft transportation plan, a summary report of comments received will be part of the final plan.

- **Types of Written Responses:** Usually most of the written responses take place during the public review and comment period for major GHMPO planning documents such as the MTP/TIP or at the public meetings held as part of the participation plan. Written responses are incorporated into the final version of major documents. All committee meetings allow for public comments and summaries are placed in the meeting minutes.
- **Alternatives to Written Responses:** The GHMPO can arrange individual or small group meetings. These exchanges can be a more natural way to communicate when there is a need for a back and forth conversation on a very specific issue.

## Strategy 6

Solicit the needs of the traditionally underserved.

- **General Outreach** to traditionally underserved citizens.
  - Mailing list- GHMPO maintains a contact list for local organizations whose membership is drawn principally or largely from underrepresented communities and organizations.
  - Focus groups- The GHMPO has formed focus groups of community leaders and others who provided valuable input during the transportation planning process.
  - Citizens Advisory Committee (CAC) – GHMPO encourages citizen participation during the transportation planning process and advises the Policy Committee of the citizens' perspective on transportation planning, programs, and projects.
  - Speakers Bureau- Upon request and with a reasonable notice, GHMPO staff members are available to provide general and project-specific information to special interest groups.
- **Outreach to Older Adult Citizens-** Outreach efforts may be coordinated with agencies and organizations to help reach the older adult citizens.
- **Outreach to Low Income Citizens-** Outreach efforts may be coordinated with human service agencies to reach the low income households.
- **Outreach to Minority Citizens**
- **Electronic Mail Notifications:** By utilizing the mailing list, email notifications will be sent to minority leaders who will in turn forward the information to their groups. (Translate message as feasible and necessary).
- **Partnering Activities:** Coordinate information-sharing with minority/human service agencies and other advocate organizations to distribute information and meeting notices.
- **Outreach to Persons with Disabilities**
- **Public Meetings:** Public meetings will be held at ADA accessible locations. Persons requiring special accommodations under ADA are asked to provide at least two day notice to the GHMPO prior to the meeting.



- **Public Notice Statement:** Print and electronic advertisements/notifications will include information for those who may need special assistance to attend.
  - “Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the American with Disabilities Act or persons who require translation services (free of charge) should contact the GHMPO at (770) 297-5541 or [jboyd@hallcounty.org](mailto:jboyd@hallcounty.org) at least two days prior to the meeting. If hearing impaired, please telephone 1-800-273-7545 (TDD-TTY).”
- **Outreach to Transportation Disadvantaged**
  - **Partnering Activities:** Partnerships and regular communication with special interest groups (human service organizations, area agencies on aging, transportation service providers, and other social service agencies) will enhance the public outreach to those without access to an automobile.
- **Public Meetings:** Public meetings will be held near Hall Area Transit (HAT) routes whenever possible.
- **Outreach to Limited English Proficient (LEP) Citizens**
- **Translation/Interpreter Assistance:** All outreach materials and notifications will state that language services are available free of charge, upon request. When an interpreter is needed, in person or on the telephone, and GHMPO staff has exhausted the above option, staff will first attempt to determine what language is required.
- **Public Notice Statement:** Public Notices will include the following Title VI Statement in both English and Spanish.
  - Public participation is solicited without regard to race, color, national origin, age, sex, religion, or disability. Persons who require special accommodations under the American with Disabilities Act (ADA) or persons who require translation services (free of charge) should contact the GHMPO at (770) 297-5541 or [jboyd@hallcounty.org](mailto:jboyd@hallcounty.org) at least two days prior to the meeting. If hearing impaired, telephone 1-800-273-7545 (TDD).
  - La participación pública es solicitada sin distinción de raza, color, origen nacional, edad, sexo, religión, o discapacidad. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act (ADA), o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con la GHMPO al (770) 297-5541 o [jboyd@hallcounty.org](mailto:jboyd@hallcounty.org) al menos dos días antes de la reunión. Personas con problemas auditivos, llama 800-273-7545 (TDD-TTY).
- **Materials/Document Translation:** Upon request, the GHMPO will provide one-page summaries of the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), the Participation Plan, and other key documents available in Spanish. These summaries may be presented in alternative formats such as fact sheets, flyers, or brochures.



- **Language Identification Cards:** GHMPO staff may use “I speak” language identification flash cards used by the U.S. Census Bureau. It has the phrase “Mark this box if you read or speak [name of language]” translated into 38 different languages. The flashcards will be made available at public meetings and workshops. Once a language is identified, the Title VI Coordinator or relevant point of contact will be notified to assess feasible translation or oral interpretation assistance.
- **Spanish Language Outreach Materials:** When available and upon request, GHMPO may use already prepared translated educational materials from organizations such as federal, state, and local transportation agencies.
- **Press Releases:** Press releases may be translated into Spanish and distributed to print and broadcast on Hispanic media outlets as available in the region.
- **Postal mail:** Bilingual meeting notice flyers will be sent as part of the mailing list database. Flyers can also be distributed as PDF attachments to email messages.
- **Limited English Proficiency (LEP) Plan:** Further information on the LEP Plan can be found in Appendix C of the GHMPO Title VI and Environmental Justice (EJ) Analysis.

## Strategy 7

Coordinate the public participation process.

- **Partnering:** GHMPO will work with representatives from local, regional and statewide governments to coordinate and publicly share information. The aim is to reduce redundancy and costs while maximizing the strengths of a combined effort. See Appendix 4 for list of government agencies affecting regional transportation.
- **Assistance:** Whenever feasible, GHMPO will assist GDOT, local governments and other agencies in the implementation of public participation techniques for planning and other studies, including major corridor or feasibility studies.

## Strategy 8

Review the Participation Plan

- **Evaluate:** The GHMPO has periodically reviewed the Participation Plan and updated it as needed. Where the data exists, we can use some of the evaluation criteria laid out in Table 3 to gauge the success of the participation tools we use.
- **Full Review:** Every three years, a thorough review will be conducted of the Participation Plan and shall include at a 45-day public comment period.

**Table 3: Evaluation Criteria**

Participation Tool	Evaluation Criteria	
	Quantitative	Qualitative
<b>Outreach Meetings</b>	Attendance Diversity of Representation Quantity of Feedback Received	Was Input Used in Planning Process? Meeting Convenience: Time, Place, and Accessibility Effectiveness of Meeting Format
<b>Media Relations</b>	Extent and Quantity of Media Coverage Number of Avenues Used to Reach Non-English Speaking Communities	Timing of Notification Effectiveness of Notification and Communication Tools How Often Contact is Made
<b>Mailing List</b>	Number of Additions to a Mailing List Diversity of Representation	Concise and Clear Information Portrayed Effectiveness of Notification Format
<b>E-Mail List</b>	Number of Additions to an E-Mail List Diversity of Representation	Concise and Clear Information Portrayed Effectiveness of Notification Format
<b>Public Information Meetings</b>	Number of Meetings/Opportunities for Public Involvement Number of Comments Received Number of Participants Number of Avenues Used to Reach Minorities and Non-English Speaking Communities Diversity of Attendees	Effectiveness of Meeting Format Public Understanding of Process Quality of Feedback Obtained Timing of Public Participation Meeting Convenience: Time, Place, and Accessibility Was Public's Input Used in Developing the Plan?
<b>Consultation Process</b>	Number of Agencies Invited Number of Agencies Attended Number of Specific Small Group Meetings Number of One-on-One Meetings	Effectiveness of Communication Format Coordination Between the Agencies Agencies Understanding of Process

# **GHMPO Participation Plan**

## ***Appendix A: Federal Regulatory Requirements Guiding the Public Participation Process***

**Code of Federal Regulations (CFR) Title 23 – Highways, Chapter I - FEDERAL HIGHWAY ADMINISTRATION (FHWA), DEPARTMENT OF TRANSPORTATION Subchapter E - PLANNING AND RESEARCH Part 450 - PLANNING ASSISTANCE AND STANDARDS Subpart C - Metropolitan Transportation Planning and Programming**

**Section 450.316 –Interested Parties, Public Involvement, and Consultation**

- (a) The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.
- (1) The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:
  - (i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
  - (ii) Providing timely notice and reasonable access to information about transportation issues and processes;
  - (iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;
  - (iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
  - (v) Holding any public meetings at convenient and accessible locations and times;
  - (vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
  - (vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
  - (viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;
  - (ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

- (x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.
- (2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.
- (3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.
- (b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:
  - (1) Recipients of assistance under title 49 U.S.C. Chapter 53;
  - (2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
  - (3) Recipients of assistance under 23 U.S.C. 204.
- (c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.
- (d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.
- (e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under § 450.314.

## **Title VI of the Civil Rights Act of 1964 – Nondiscrimination in Federally Assisted Programs**

Sec. 601. 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.

## **The Americans with Disabilities Act of 1990**

### Sec. 201. Definition.

As used in this title:

- (1) Public entity. – The term “public entity” means –
  - (A) any State or local government
  - (B) any department, agency, special purpose district, or other instrumentality of a State of States or local government; and
  - (C) the National Railroad Passenger Corporation, and any commuter authority (as defined in section 103(8) of the Rail Passenger Service Act).
- (2) Qualified individual with a disability. The term “qualified individual with a disability” means an individual with a disability who, with or without reasonable modifications to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by a public entity.

### Sec. 202 Discrimination.

Subject to the provisions of this title, no qualified individual with a disability shall, be reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.

## **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority and Low-Income Populations**

This order was signed by President Clinton in 1994 reinforced the requirements of Title VI of the Civil Rights Act of 1964 that focused federal attention on the environmental and human health condition in minority and low-income communities:

Each federal 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 populations and low-income populations.

# **GHMPO Participation Plan**

*Appendix B: State of Georgia Regulatory Requirements Governing the  
Public Participation and Transportation Improvement Program (TIP)  
Amendment/Administrative Modification Process*

## **State of Georgia's Open Meetings Law (Georgia Code 50-14-1)**

Georgia's Open Meetings Law requires that state and local governmental bodies conduct their business so citizens can review and monitor their elected officials and others working on their behalf. The Law requires that government meetings be open to the public. The Law also requires governmental bodies to provide reasonable notice of all meetings. (*Georgia's Sunshine Laws: A Citizen's Guide to Open Government, Office of the Georgia Attorney General, 2001*)

## **Georgia Open Records Process (Georgia Code 50-18-70)**

Open records requests may be made to any custodian of the desired records. A written request is not required, but is advisable to eliminate any dispute as to what was requested or when the request was made. The records custodian is allowed a "reasonable amount of time" to determine whether the records requested are subject to access under the Law. However, the custodian must respond to all requests within three business days. If the records exist and are subject to inspection but are not available within three business days, a written description of such records and a timetable for their inspection and copying must be provided within that time period. Records maintained by computer shall be made available where practicable by electronic means, including Internet access, subject to reasonable security restrictions preventing access to non-requested or non-available records. If access to a record is denied in whole or in part, the records custodian must provide in writing the specific legal authority exempting such record from disclosure. (*Georgia's Sunshine Laws: A Citizen's Guide to Open Government, Office of the Georgia Attorney General, 2001*)

## **State Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP) Amendment Process Georgia Department of Transportation December 2009**

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued the Final Rule to revise the Statewide and Metropolitan Transportation Planning regulations incorporating changes from the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users on February 14, 2007 with an effective date of March 16, 2007. The revised regulations clearly define administrative modifications and amendments as actions to update plans and programs. 23 Code of Federal Regulations (CFR) Part 450.104 defines administrative modifications and amendments as follows:

- **Administrative modification** "means a minor revision to a long-range statewide or metropolitan transportation Improvement Program (STIP) that includes minor changes to project/project phase costs, minor changes to project/project phase initiation dates. Administrative Modification is a revision that does not require public review and comment, redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas)."
- **Amendment** "means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or a project or major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing projects termini or the number of through traffic lanes). Changes to projects that are included only for illustrative purposes



do not require an amendment. An amendment is a revision that requires public review and comment, redemonstration of fiscal constraint, or a conformity determination (for metropolitan transportation plans and TIPs involving “non -exempt” projects in nonattainment and maintenance areas). In the context of a long-range statewide transportation plan, an amendment is a revision approved by the State in accordance with its public involvement process.”

The following procedures have been developed for processing administrative modifications and amendments to the STIP and Metropolitan Planning Organizations (MPOs) TIPs and Metropolitan Transportation Plans (MTPs). Processes described below detail procedures that are to be used to update an existing approved STIP or TIP and associated plan, if applicable. A key element of the amendment process is to assure that funding balances are maintained.

### **Administrative Modification**

The following actions are eligible as Administrative Modifications to the STIP/TIP/MTP:

- A. Revise a project description without changing the project scope, conflicting with the environmental document or changing the conformity finding in nonattainment and maintenance areas (less than 10% change in project termini). This change would not alter the original project intent.
- B. Splitting or combining projects.
- C. Federal funding category change.
- D. Minor changes in expenditures for transit projects.
- E. Roadway project phases may have a cost increase less than \$2,000,000 or 20% of the amount to be authorized. The 20% scenario amount may not exceed \$10,000,000.
- F. Shifting projects within the 4 year STIP as long as the subsequent annual draft STIP was submitted prior to September 30.
- G. Projects may be funded from lump sum banks as long as they are consistent with category definitions.

An administrative modification can be processed in accordance with these procedures provided that:

- 1. It does not affect the air quality conformity determination.
- 2. It does not impact financial constraint.
- 3. It does not require public review and comment.

The administrative modification process consists of a monthly list of notifications from GDOT to all involved parties, with change summaries sent on monthly basis to the FHWA and FTA by GDOT. GDOT will submit quarterly reports detailing projects drawn from each lump sum bank with remaining balance to the FHWA.

### **Amendment**

The following actions are eligible as Amendments to the STIP/TIP/MTP:

- A. Addition or deletion of a project
- B. Addition or deletion of a phase of a project
- C. Roadway project phases that increase in cost over the thresholds described in the Administrative Modification section.
- D. Addition of an annual TIP.

- E. Major change to scope of work of an existing project. A major change would be any change that alters the original intent i.e. a change in the number of through lanes, a change in termini of more than 10 percent.
- F. Shifting projects within the 4-year STIP which require re-demonstration of fiscal constraint or when the subsequent annual draft STIP was not submitted prior to September 30. (See Administrative Modification item F).

Amendments of the STIP/TIP/MTP will be developed in accordance with the provisions of 23 CFR Part 450. This requires public review and comment and responses to all comments, either individually or in summary form. For amendments in MPO areas, the public review process should be carried out in accordance with procedures outlined in the Participation Plan. The GDOT will assure that the amendment process and the public involvement procedures have been followed. Cost changes made to the second, third and fourth years of the STIP will be balanced during the STIP yearly update process. All amendments should be approved by FHWA and/or FTA.

Notes:

- 1. The date a TIP becomes effective is when the Governor or his designee approves it. For nonattainment and maintenance areas, the effective date of the TIP is based on the date of U.S. Department of Transportation's positive finding of conformity.
- 2. The date the STIP becomes effective is when FHWA and FTA approve it.
- 3. The STIP is developed on the state fiscal year which is July 1- June 30.
- 4. Funds for cost increases will come from those set aside in the STIP financial plan by the GDOT for modifications and cost increases. Fiscal Constraint will be maintained in the STIP at all times.

# **GHMPO Participation Plan**

## ***Appendix C: GHMPO Documents on Public Notice and Emergency Committee Meeting Procedure***

## Sample GHMPO Legal Advertisement

The Gainesville-Hall Metropolitan Planning Organization's (GHMPO) Participation Plan outlines how the organization seeks public input for proposed transportation plans. The PP requires a 45-day minimum public comment period before official adoption. The formal 45-day public comment period begins on March 20, 2024 and runs through May 3, 2024. The proposed plan will be available for the public and interested agencies to review and comment on the GHMPO website [www.ghmpo.org](http://www.ghmpo.org). A hardcopy of the document will be made available at the Hall County Planning Department, located in the Hall County Government Center at 2875 Browns Bridge Road, Gainesville, Georgia. Official adoption of the PPP will be on the agenda of the GHMPO Policy Committee at its regular meeting on May 14, 2024.

Public participation is solicited without regard to race, color, national origin, age, sex, religion or disability. Persons who require special accommodations under the American with Disabilities Act (ADA) or persons who require translation services (free of charge) should contact the GHMPO at 770-297-5541 or [jboyd@hallcounty.org](mailto:jboyd@hallcounty.org) at least two days prior to the meeting. If hearing impaired, telephone 1-800-273-7545 Telecommunication Devices for the Deaf (TDD).

La participación pública es solicitada sin distinción de raza, color, origen nacional, edad, sexo, religion o discapacidad. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act (ADA), o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con la GHMPO al 770-297-5541 o [jboyd@hallcounty.org](mailto:jboyd@hallcounty.org) al menos dos días antes de la reunión. Personas con problemas auditivos, llama 800-273-7545 teléfonos de texto (TDD/TTY).

If you need further information contact Joseph Boyd, Transportation Planning Director at 770-297-5541 or [jboyd@hallcounty.org](mailto:jboyd@hallcounty.org).

## 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 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 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.

Since 2020, GHMPO has made all meetings accessible virtually as needed, and will continue to do so moving forward. In the event of an emergency committee meeting, GHMPO will ensure that this meeting is accessible to the public and participants virtually.

# **GHMPO Participation Plan**

## ***Appendix D: Agencies Involved in Regional Transportation Planning***

The following is a list of federal, state and local agencies included in the coordination, collaboration and review of the Long Range Transportation Plan (MTP).

### **Federal**

- Bureau of Land Management
- Environmental Protection Agency
- Federal Highway Administration
- Federal Transit Administration
- Federal Emergency Management Agency
- Department of Homeland Security
- US Fish and Wildlife Service
- US Army Corps of Engineers
- US Department of Transportation

### **State**

- Georgia Department of Transportation
- Georgia Department of Natural Resources

### **Regional & Local**

- Elected Officials
- County Administrators/City Managers
- Planning and Community Development Departments
- Public Works Departments
- Economic Development Agencies
- Transit and Transportation Agencies
- Emergency Services Departments
- Health and Social Services Departments
- Historical Agencies
- Environmental Departments

# **GHMPO Participation Plan**

## ***Appendix E: Language Identification Cards – “I Speak Cards”***



<input type="checkbox"/>	ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية.	1. Arabic
<input type="checkbox"/>	Խոսողո՞ւմ ե՞սք նշող՞ով կատարե՞ք այս քանակաբանական, եթե խոսող՞ով կա՞մ կարողո՞ւմ եք հայերեն:	2. Armenian
<input type="checkbox"/>	যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।	3. Bengali
<input type="checkbox"/>	ឈ្មួញក្បាច់ក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។	4. Cambodian
<input type="checkbox"/>	Motka i kahhon ya yangin untungnu' manaitai pat untungnu' kumentos Chamorro.	5. Chamorro
<input type="checkbox"/>	如果你能读中文或讲中文，请选择此框。	6. Simplified Chinese
<input type="checkbox"/>	如果你能讀中文或講中文，請選擇此框。	7. Traditional Chinese
<input type="checkbox"/>	Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.	8. Croatian
<input type="checkbox"/>	Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.	9. Czech
<input type="checkbox"/>	Kruis dit vakje aan als u Nederlands kunt lezen of spreken.	10. Dutch
<input type="checkbox"/>	Mark this box if you read or speak English.	11. English
<input type="checkbox"/>	اگر خواندن و نوشتن فارسی بلد هستید، این مربع را علامت بزنید.	12. Farsi

<input type="checkbox"/>	Cocher ici si vous lisez ou parlez le français.	13. French
<input type="checkbox"/>	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen.	14. German
<input type="checkbox"/>	Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά.	15. Greek
<input type="checkbox"/>	Make kazyè sa a si ou li oswa ou pale kreyòl ayisyen.	16. Haitian Creole
<input type="checkbox"/>	अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ।	17. Hindi
<input type="checkbox"/>	Kos lub voj no yog koj paub twm thiab hais lus Hmoob.	18. Hmong
<input type="checkbox"/>	Jelölje meg ezt a kockát, ha megérti vagy beszéli a magyar nyelvet.	19. Hungarian
<input type="checkbox"/>	Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano.	20. Ilocano
<input type="checkbox"/>	Marchi questa casella se legge o parla italiano.	21. Italian
<input type="checkbox"/>	日本語を読んだり、話せる場合はここに印を付けてください。	22. Japanese
<input type="checkbox"/>	한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오.	23. Korean
<input type="checkbox"/>	ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ.	24. Laotian
<input type="checkbox"/>	Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim.	25. Polish

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<input type="checkbox"/>	Assinale este quadrado se você lê ou fala português.	26. Portuguese
<input type="checkbox"/>	Însemnați această căsuță dacă citiți sau vorbiți românește.	27. Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	28. Russian
<input type="checkbox"/>	Обележите овај квадратик уколико читате или говорите српски језик.	29. Serbian
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	30. Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	31. Spanish
<input type="checkbox"/>	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	32. Tagalog
<input type="checkbox"/>	ให้กาเครื่องหมายลงในช่องด้านหน้าหรือพูดภาษาไทย.	33. Thai
<input type="checkbox"/>	Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga.	34. Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	35. Ukranian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔	36. Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ.	37. Vietnamese
<input type="checkbox"/>	באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש.	38. Yiddish

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# **GHMPO Participation Plan**

## ***Appendix F: Public Involvement Evaluation Measures***

Successful evaluation of the effectiveness of the Participation Plan requires continuous tracking of each outreach tool. GHMPO strives to increase the effectiveness of each outreach tool from one year to the next. The following describes the evaluation criteria used in gauging the effectiveness of each outreach tool in the Participation Plan:

outreach tool from one year to the next. The following describes the evaluation criteria used in gauging the effectiveness of each outreach tool in the Participation Plan:

<u>Outreach Tools</u>	<u>Evaluation Criteria</u>
Participation Plan	No measure (Document should reflect the policies and practices of the MPO)
Master Contact Database	Number of contacts listed.
Title VI Community Resources Director	Number of contacts listed
Website	Number of times site is visited
Electronic Notifications	Number of electronic notifications sent
Newspaper & Website Public Notices/Advertisements	Required by law
Translation Tools	Number of times translation tools were requested
Planning Document Distribution	Number of distribution sites
Citizen Mailing Lists	Number of electronic mails received from citizens who have requested to be on a mailing list
Press Releases	Number of press releases sent and media outlets reached
Other Website Links	Number of website links posted on other websites
Radio Interviews	Number of times staff was engaged in a radio interview
Government Access Channels	Number of times information was placed on the local government access channels Number of times information in Spanish was placed on the local government access channels
Informational Brochures	Number of informational brochures distributed
Member Orientation Manuals	Number of orientation manuals distributed
Public Meetings and Public Hearings	Number of citizens in attendance Number of Title VI citizens in attendance
Surveys	Number of surveys returned Number of Spanish surveys returned
Postcards/Direct Mailings	Number of postcards and direct mailings sent
Flyers	Number of flyers distributed Number of Spanish flyers distributed
Speakers Bureaus	Number of presentations made during speaker bureaus

# **GHMPO Participation Plan**

## ***Appendix G: Glossary of Commonly Used Transportation Terms***

## **Agencies & Organizations**

**Association of Metropolitan Planning Organizations (AMPO):** A national nonprofit membership organization serving the interests of metropolitan planning organizations nationwide.

**Department of Transportation (DOT):** Agency responsible for transportation at the local, state, or federal level. For title 23 U.S.C. federal-aid highway actions, this would mean the Federal Highway Administration and for federal-aid transit actions under title 49 U.S.C, this would mean the Federal Transit Administration.

**Environmental Protection Agency (EPA):** A federal agency that works to protect human health and the environment. Since 1970, EPA has been working for a cleaner, healthier environment for the American people.

**Federal Aviation Administration (FAA):** The agency responsible for the safety of civil aviation. It issues and enforces regulations and minimum standards covering manufacturing, operating, and maintaining aircraft, manages air space and air traffic, builds or installs visual and electronic aids to air navigation, regulates and encourages the U.S. commercial space transportation industry, and does research in order to develop the systems and procedures needed for a safe and efficient system of air navigation and air traffic control.

**Federal Highway Administration (FHWA):** Division of the U.S. Department of Transportation responsible for administering federal highway transportation programs under title 23 U.S.C.

**Federal Railroad Administration (FRA):** This federal department was created by the Department of Transportation Act of 1966. The purpose of FRA is to: promulgate and enforce rail safety regulations; administer railroad assistance programs; conduct research and development in support of improved railroad safety and national rail transportation policy and consolidate government support of rail transportation activities. Today, the FRA is one of ten agencies within the U.S. Department of Transportation concerned with intermodal transportation

**Federal Transit Administration (FTA):** Federal entity responsible for transit planning and programs under title 49 U.S.C.

**Georgia Department of Transportation (GDOT):** The agency responsible for building, maintaining and operating the state's roads, bridges and tunnels. It also provides funding for airports, seaports, rail and public transportation through the State Transportation Board.

**United States Department of Transportation (USDOT):** A cabinet-level executive department of the United States government, whose mission is to develop and coordinate policies that will provide an efficient and economical national transportation system, with due regard for need, the environment, and the national defense. It is the primary agency in the federal government with the responsibility for shaping and administering policies and programs to protect and enhance the safety, adequacy, and efficiency of the transportation system and services.

## **Funding Programs**

**CMAQ - Congestion Mitigation and Air Quality Improvement Program:** A categorical funding program created under ISTEA, which directs funding to projects that contribute to meeting national air quality standards in non-attainment areas for ozone and carbon monoxide. FAMPO reviews these funds annually based on a formula which includes population and air quality. Eligible projects include transit improvements, traffic flow improvements, ride-sharing programs, pedestrian and bicycle improvements, vehicle inspection and maintenance programs, travel demand management, etc.

**State Match:** Most federal funding sources for projects require a match of some sort; most often 80-20 i.e. the federal government reimburses 80% of the total cost and the remaining 20% match is state, local or other sources.

**Surface Transportation Program (STP):** This program provides flexible funding that may be used by States and localities for projects on any Federal-aid highway, including the National Highway System, bridge projects on any public road, transit capital projects, and intercity bus terminals and facilities. A portion of funds reserved for rural areas may be spent on rural minor collectors.

**Surface Transportation Program (STP):** Surface Transportation Program funding can be utilized on any project located on a roadway that is classified higher than a minor collector. Projects eligible for funding under this program include construction, reconstruction and rehabilitation, and bridge projects on any public road.

**Transportation Alternatives Funds:** This program utilizes funds that have been made available for bicycle and pedestrian facilities through the Fixing America's Surface Transportation (FAST) Act. The FAST Act creates a streamlined and performance-based surface transportation program and builds on many of the highway, transit, bike, and pedestrian programs and policies established in 1991.

### **Federal Legislation**

**Americans with Disabilities Act of 1990 (ADA):** Federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities, including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.

**Clean Air Act Amendments (CAAA):** 1990 amendments to the federal Clean Air Act that classify non-attainment areas and provide for rules dealing with air pollution in such areas; specifically brought transportation decisions into the context of air quality control.

**Code of Federal Regulations Title 23, Part 450:** Guides the development of statewide transportation plans and programs; requires early and continuous public involvement.

**Code of Federal Regulations Title 49, Part 24:** Ensures property owners and people displaced by federal-aid projects are treated fairly, consistently and equitably.

**Executive Order 12898 on Environmental Justice:** Addresses avoidance of actions that can cause disproportionately high and adverse impacts on minority and low income populations.

**Executive Order 13166 on Limited English Proficiency:** Improving access to services for people with limited English proficiency.



**Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA):** Federal law which restructured transportation planning and funding by requiring consideration of multimodal solutions, emphasis on the movement of people and goods as opposed to traditional highway investments, flexibility in the use of transportation funds, a greater role of MPOs, and a greater emphasis on public participation.

**National Environmental Policy Act of 1969 (NEPA):** Requires consideration of impacts on human environments.

**Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU):** Legislation enacted August 10, 2005, as Public Law 109-59. SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009.

**Transportation Equity Act for the 21st Century (TEA-21):** Federal Legislation authorizing funds for all modes of transportation and guidelines on the use of those funds. Successor to ISTEA, this landmark legislation clarifies the role of the MPOs in the local priority setting process. TEA-21 emphasizes increased public involvement, simplicity, flexibility, fairness, and higher funding levels for transportation.

**Title VI Civil Rights Act 1964:** Ensures that no person shall, on the grounds of race, color, sex, national origin, or physical handicap, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program receiving Federal assistance from the United States Department of Transportation.

**United States Code (USC) Title 23, Sections 134:** Participation by interested parties.

**United States Code (USC) Title 23, Sections 135:** Provides for reasonable access to comment on proposed plans.

**United States Code (USC) Title 23, Section 128:** Requires public hearings or the opportunity for public hearings for plans for federal-aid highway projects

### **Other General Terms**

**"3-C" Process:** ("Continuing, Cooperative and Comprehensive") Language from federal legislation establishing MPOs and used in reference to the regional transportation planning and programming process.

**Community Impact Assessment (CIA):** Community impact assessment is "a process to evaluate the effects of a transportation action on a community and its quality of life." It is a way to incorporate community considerations into the planning and development of major transportation projects. From a policy perspective, it is a process for assessing the social and economic impacts of transportation projects as required by the National Environmental Policy Act (NEPA). The assessment may address a variety of important community issues such as land development, aesthetics, mobility, neighborhood cohesion, safety, relocation, and economic impacts.

**State Transportation Board (STB):** Georgia DOT is governed by a 14-member State Transportation Board which exercises general control and supervision of the Department. The Board is entrusted with powers which include, but are not limited to: naming the Commissioner; designating which public roads are encompassed within the state highway system; approving

long-range transportation plans; overseeing the administration of construction contracts; and authorizing lease agreements. Board Members are elected by a majority of a General Assembly caucus from each of Georgia's fourteen congressional districts. Each board member serves a five-year term.

**Congestion Pricing:** A type of tolling created to manage traffic congestion.

**Environmental Impact Statement (EIS):** A National Environmental Policy Act (NEPA) document that explains the purpose and need for a project, presents project alternatives, analyzes the likely impact of each, explains the choice of a preferred alternative, and finally details measures to be taken in order to mitigate the impacts of the preferred alternative.

**Environmental Justice (EJ):** Derived from Title VI of the Civil Rights Act of 1964, Environmental Justice describes the impact of transportation plans or projects, either positive or negative, on a particular community or population. Environmental Justice strives to ensure public involvement of low income and minority groups in decision making, to prevent disproportionately high and adverse impacts on low income and minority groups, and to assure that these groups receive equal benefits from transportation improvements.

**Fiscal Constraint:** A requirement, originally of ISTEA, that all plans be financially – constrained, balancing expenditures to reasonably expected sources of funding over the period of the TIP or Long-Range Transportation Plan.

**Fiscal Year (FY):** A federal fiscal or budget year; runs from October 1 through September 30 for the MPO and the federal government.

**High Occupancy Lanes (HOT):** HOT lanes are limited-access; normally barrier-separated highway lanes that provide free or reduced cost access to qualifying HOVs, and also provide access to other paying vehicles not meeting passenger occupancy requirements.

**High Occupancy Vehicle (HOV):** Vehicles carrying 3 or more people receive this designation and may travel on freeways/interstates, expressways and other large volume roads in lanes designated for high occupancy vehicles.

**Incident Management System (IMS):** A systematic process required under SAFETELU to provide information on accidents and identify causes and improvements to the transportation system to increase safety of all users.

**Intermodal Transportation:** Refers to transport by two or more modes of transportation. For example, passenger stations which provide transfers between buses and trains are described as intermodal.

**Intelligent Transportation System (ITS):** Use of computer and communications technology to facilitate the flow of information between travelers and system operators to improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve energy resources and reduce adverse environmental effects; includes concepts such as "freeway management systems," "automated fare collection" and "transit information kiosks."

**Intergovernmental Agreement:** Legal instrument describing tasks to be accomplished and/or funds to be paid between government agencies.

**Low-Income Populations:** Those groups whose household income is at or below the Department of Health and Human Services poverty guidelines and who will be affected by a proposed GHMPO program, policy, or activity.

**Minority Groups:** Those persons who are Black, Hispanic, Asian American, American Indian or Alaskan Native. These minority populations are those that are readily identifiable groups who live in geographic proximities who will be affected by a proposed GHMPO program, policy, or activity.

**National Ambient Air Quality Standards (NAAQS):** The primary NAAQS are defined as the levels of air quality that the EPA judges necessary to protect the public health. EPA also establishes secondary NAAQS that protect the public welfare from any known or anticipated adverse effects.

**Public:** Includes citizens, public agencies, advocacy groups and the private sectors that have an interest in or may be affected by MPO activities.

**Right-of-Way (ROW):** Real property that is used for transportation purposes; defines the extent of the corridor that can be used for the road and associated drainage.

**Travel Demand Model:** This is a tool for forecasting impacts of urban developments on travel patterns as well as testing various transportation alternative solutions to traffic patterns. The travel patterns are determined from US census results and in simple terms tell where residents live and where they go to work or school on a regional wide basis.

**Self-Certification Process:** An annual certification conducted by GHMPO to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) that planning processes are addressing the major issues facing the urban area and are being conducted in accordance with all applicable federal requirements.

**State Transportation and Improvement Program (STIP):** The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources

**Traffic Analysis Zone (TAZ):** Generally defined as areas of homogeneous activity served by one or two major highways. TAZs serve as the base unit for socioeconomic data characteristics used in various plans and studies.

**Transportation Disadvantaged:** People who are unable to transport themselves or to purchase transportation mode due to disability, income status or age.

**Transportation Alternatives:** Specific activities which can be funded with Surface Transportation Program (STP) funds; activities include pedestrian/bicycle facilities, acquisition of scenic easements and scenic historic sites, scenic or historic highway programs, scenic beautification, historic preservation, rehabilitation/operation of historic transportation structures, railway corridor preservation, control/removal of outdoor advertising, archeological planning/research and mitigation of highway runoff water pollution.

**Transportation Management Area (TMA):** An area designated by the U.S. Department of Transportation given to all urbanized areas with a population over 200,000 (or other area when requested by the Governor and MPO); these areas must comply with special transportation

planning requirements regarding congestion management systems, project selection and certification; requirements identified in 23 CFR - 450.300-33.6.

**Transportation Systems Management (TSM):** Strategies to improve the efficiency of the transportation system through operational improvements such as the use of bus priority or reserved lanes, signalization, access management, turn restrictions, etc.

**Urbanized Area:** A term used by the U.S. Census Bureau to designate urban areas. These areas generally contain population densities of at least 1,000 persons per square mile in a continuously built-up area of at least 50,000 persons. Factors such as commercial and industrial development, and other types and forms of urban activity centers are also considered.

## **Technical Coordinating Committee**

**Wednesday, January 24<sup>th</sup>, 2024, 10:30 AM**  
**HR Training Room, 2<sup>nd</sup> Floor, Hall County Government Center**  
**2875 Browns Bridge Road, Gainesville, GA 30504**

### **AGENDA**

- 1. Welcome – Adam Hazell, Chair**
- 2. Approval of October 18, 2023 Meeting Minutes**
- 3. Recommend Approval of Draft FY 2025 Unified Planning Work Program (UPWP)**
  - Michael Haire, GHMPO
- 4. Recommend Approval of Draft PL Fund Application for State Route 13 / Atlanta Highway Corridor Study**
  - Joseph Boyd, GHMPO
- 5. First Review of Draft 2024 GHMPO Participation Plan**
  - Michael Haire, GHMPO
- 6. First Review of Draft 2024 GHMPO Title VI Plan and Environmental Justice Analysis**
  - Michael Haire, GHMPO
- 7. Presentation on Future Year 2055 SE Data for the Metropolitan Transportation Plan (MTP): 2025 Update**
  - Steve Cote, RS&H
- 8. Other**
  - Update from the Trails Subcommittee
  - Update from the McEver Road Subcommittee

## MEMORANDUM

**To:** Technical Coordinating Committee Members

**From:** Michael Haire, GHMPO

**Date:** January 17, 2024

**Re:** First Review of Draft 2024 Title VI Plan and Environmental Justice Analysis

---

Every three years, GHMPO develops and adopts a Title VI Plan and Environmental Justice Analysis, which assures that the MPO is not discriminating against or barring any citizens from public participation in the planning process. The Plan describes the process for formally filing a Title VI complaint against GHMPO and provides the complaint form. Additionally, the plan lists all Title VI complaints filed against GHMPO, of which there currently are none.

The last Title VI Plan and Environmental Justice Analysis, adopted in 2021, included the Public Participation Plan as an appendix. The new Draft 2024 GHMPO Participation Plan will be adopted concurrently with the Draft 2024 Title VI Plan and Environmental Justice Analysis as a separate document.

This is the first round of review for the Draft 2024 Title VI Plan and Environmental Justice Analysis, which is anticipated to be adopted at the May 14, 2024 Policy Committee meeting.

**RECOMMENDED ACTION:** None

*Attachment:* Draft 2024 Title VI Plan and Environmental Justice Analysis





**GAINESVILLE-HALL**  
Metropolitan Planning Organization

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

*Anticipated Adoption: May 14, 2024*



*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 in income status.*

*Prepared by the Gainesville-Hall Metropolitan Planning Organization in coordination with the City of Gainesville, City of Oakwood, City of Flowery Branch, Town of Braselton, City of Hoschton, Hall County, Jackson County, Hall Area Transit, Jackson County Transit, the Georgia Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration.*

**A Resolution by the Gainesville-Hall Metropolitan Planning Organization  
Policy Committee Adopting the 2024 GHMPO Title VI Environmental Justice Analysis**

**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**, the federal regulations, Infrastructure Investment and Jobs Act (IIJA), mandate that Metropolitan Planning Organizations develop a Title VI Program and Environmental Justice Analysis; 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

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

**NOW, THERE, BE IT RESOLVED** that the Gainesville-Hall Metropolitan Planning Organization adopts the 2024 GHMPO Title VI Environmental Justice Analysis.

A motion was made by PC member \_\_\_\_\_ and seconded by PC member \_\_\_\_\_ and approved this the 14<sup>th</sup> of May, 2024.

\_\_\_\_\_  
Mayor Ed Asbridge, Chair  
Policy Committee

Subscribed and sworn to me this the 14<sup>th</sup> of May, 2024

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

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



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Title VI Plan Activity Log

Date	Activity [Review/Update/Addendum/Adoption/Distribution]	Concerned Person (Signature)	Remarks

## Title VI / Nondiscrimination Policy Statement and Management Commitment to Title VI Plan

*49 CFR Part 21.7(a): Every application for Federal financial assistance to which this part applies shall contain, or be accompanied by, an assurance that the program will be conducted or the facility operated in compliance with all requirements imposed or pursuant to [49 CFR Part 21].*

The Gainesville-Hall Metropolitan Planning Organization (GHMPO) assures the Georgia Department of Transportation that no person shall on the basis of race, color, or national origin as provided by Title VI of the Civil Rights Act of 1964, Federal Transit Laws, 49 CFR Part 21 Unlawful Discrimination, Nondiscrimination In Federally-Assisted Programs Of The Department Of Transportation and as per written guidance under FTA Circular 4702.1B, dated October 2012, be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity undertaken by the agency.

The GHMPO further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the recipient's Chief Executive Officer or authorized representative.
2. Issue a policy statement signed by the Executive Director or authorized representative, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in language other than English.
3. Insert the clauses of Section 4.5 of this plan into every contract subject to the Acts and the Regulations.
4. Develop a complaint process and attempt to resolve complaints of discrimination against the Gainesville- Hall MPO.
5. Participate in training offered on the Title VI and other nondiscrimination requirements.
6. If reviewed by GDOT or any other state or federal regulatory agency, take affirmative actions to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) days.
7. Have a process to collect racial and ethnic data on persons impacted by the agency's programs.
8. Submit the information required by FTA Circular 4702.1B to the GDOT. (refer to Appendix A of this plan)

**THIS ASSURANCE** is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the agency.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Executive Director/Signatory Authority, Your Transit System, Date: Month/Day/Year

## Introduction & Description of Services

The Gainesville-Hall MPO submits this Title VI Plan in compliance with Title VI of the Civil Rights Act of 1964, 49 CFR Part 21, and the guidelines of FTA Circular 4702.1B, published October 1, 2012.

The Gainesville-Hall MPO is a sub-recipient of FTA funds and provides service in Hall and Jackson Counties. A description of the current Gainesville-Hall MPO system is included in Appendix B.

### **Title VI Liaison**

Joseph Boyd, AICP, Transportation Planning Director  
Employed by the Gainesville-Hall Metropolitan Planning Organization  
(770) 297-5541  
2875 Browns Bridge Road, Gainesville, GA 30504

### **Alternate Title VI Contact**

Michael Haire, Transportation Planning Manager  
Employed by the Gainesville-Hall Metropolitan Planning Organization  
(770) 297-2604  
2875 Browns Bridge Road, Gainesville, GA 30504

The Gainesville-Hall MPO must designate a liaison for Title VI issues and complaints within the organization. The liaison is the focal point for Title VI implementation and monitoring of activities receiving federal financial assistance. Key responsibilities of the Title VI Liaison 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.
- 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.

## First Time Applicant Requirements

*FTA Circular 4702.1B, Chapter III, Paragraph 3: Entities applying for FTA funding for the first time shall provide information regarding their Title VI compliance history if they have previously received funding from another Federal agency.*

The Gainesville-Hall MPO is not a first time applicant for FTA/GDOT funding. The following is a summary of the Gainesville-Hall MPO's current and pending federal and state funding.

### Current and Pending FTA Funding

1. FY 2024 Section 5303 Funds, FTA, \$106,863.00, Current
2. FY 2025 Section 5303 Funds, FTA, \$109,098.00, Current

### Current and Pending GDOT Funding

1. FY 2024 Section 5303 Funds, GDOT, \$13,358.00, Current
2. FY 2025 Section 5303 Funds, GDOT, \$13,637.25, Current

### Current and Pending Federal Funding (non-FTA)

1. FY 2024 PL Funds, FHWA, \$263,718.30, Current
2. FY 2025 PL Funds, FHWA, N/A, Pending

During the previous three years, the Georgia Department of Transportation did not complete a Title VI compliance review of the Gainesville-Hall MPO.

*FTA Circular 4702.1B, Chapter III, Paragraph 2: Every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with the Title VI regulations.*

## Annual Certifications and Assurances

In accordance with 49 CFR Section 21.7(a), every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with Title VI regulations. This requirement shall be fulfilled when the applicant/recipient submits its annual certifications and assurances. Primary recipients will collect Title VI assurances from sub-recipients prior to passing through FTA funds.

The Gainesville-Hall MPO will remain in compliance with this requirement by annual submission of certifications and assurances as required by GDOT.

## Title VI Plan Concurrence and Adoption

This Plan is anticipated to be approved and adopted by the GHMPO Policy Committee during a meeting held on May 14, 2024. A copy of the meeting minutes will be included in Appendix C of this plan, and the concurrence letter from GDOT will be added once it is received.

## Title VI Notice to the Public

*FTA Circular 4702.1B, Chapter III, Paragraph 5: Title 49 CFR 21.9(d) requires recipients to provide information to the public regarding the recipient's obligations under DOT's Title VI regulations and apprise members of the public of the protections against discrimination afforded to them by Title VI.*

### Notice to Public

Recipients must notify the public of its rights under Title VI and include the notice and where it is posted in the Title VI Plan. The notice must include:

- A statement that the agency operates programs without regard to race, color and national origin
- A description of the procedures members of the public should follow in order to request additional information on the grantee's nondiscrimination obligations
- A description of the procedure members of the public should follow in order to file a discrimination complaint against the grantee

The notice is included in Appendix D of this Plan. The notice will be translated into other languages, as necessary.

### Notice Posting Locations

The Notice to Public will be posted at many locations to apprise the public of The Gainesville-Hall MPO's obligations under Title VI and to inform them of the protections afforded them under Title VI. At a minimum, the notice will be posted in public areas of The Gainesville-Hall MPO's office(s) including the reception desk and meeting rooms, and on the Gainesville-Hall MPO's website at (<https://www.ghmpo.org/planning-documents/title-vi-program-environmental-justice-analysis>). Additionally, The Gainesville-Hall MPO will post the notice at stations, stops and on transit vehicles.

This notice is included in Appendix D of this Plan along with any translated versions of the notice, as necessary.

## Title VI Procedures and Compliance

*FTA Circular 4702.1B, Chapter III, Paragraph 6: All recipients shall develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to member of the public.*

### Complaint Procedure

Any person who believes he or she has been discriminated against on the basis of race, color or national origin by the Gainesville-Hall MPO may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form (refer to Appendix E). The Gainesville-Hall MPO investigates complaints received no more than 180 days after the alleged incident. The Gainesville-Hall MPO will process complaints that are complete.

Once the complaint is received, the Gainesville-Hall MPO will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter informing him/her whether the complaint will be investigated by our office.

The Gainesville-Hall MPO has ninety (90) days to investigate the complaint. If more information is needed to resolve the case, The Gainesville-Hall MPO may contact the complainant. The complainant has ten (10) business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within ten (10) business days, The Gainesville-Hall MPO can administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, she/he has seven (7) days to do so from the time he/she receives the closure letter or the LOF.

The complaint procedure will be made available to the public at the Gainesville-Hall MPO's website (<https://www.ghmpo.org/planning-documents/title-vi-program-environmental-justice-analysis/>).

### Complaint Form

A copy of the complaint form in English and Spanish is provided in Appendix E and on the Gainesville-Hall MPO's website (<https://www.ghmpo.org/planning-documents/title-vi-program-environmental-justice-analysis/>).

### Record Retention and Reporting Policy

FTA requires that all direct and primary recipients (GDOT) document their compliance by submitting a Title VI Plan to their FTA regional civil rights officer once every three (3) years. The



Gainesville-Hall MPO will submit Title VI Plans to GDOT for concurrence on an annual basis or any time a major change in the Plan occurs.

Compliance records and all Title VI related documents will be retained for a minimum of three (3) years and reported to the primary recipient annually.

### Sub-recipient Assistance and Monitoring

The Gainesville-Hall MPO does not have any sub-recipients to provide monitoring and assistance to. As a sub-recipient to GDOT, the Gainesville-Hall MPO utilizes the sub-recipient assistance and monitoring provided by GDOT, as needed. In the future, if Your Transit System has sub-recipients, it will provide assistance and monitoring as required by FTA Circular 4702.1B.

### Sub recipients and Subcontractors

The Gainesville-Hall MPO is responsible for ensuring that subcontractors (TPOs) are in compliance with Title VI requirements. Sub recipients may not discriminate in the selection and retention of any subcontractors. Subcontractors also may not discriminate in the selection and retention of any subcontractors. The Gainesville-Hall MPO, subcontractors, and/or TPOs may not discriminate in their employment practices in connection with federally assisted projects. Subcontractors and TPOs are not required to prepare or submit a Title VI Plan. However, the following nondiscrimination clauses will be inserted into every contract with contractors and subcontractors subject to Title VI regulations.

### **Nondiscrimination Clauses**

During the performance of a contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") must agree to the following clauses:

- **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the subcontractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, or national origin.
- **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Georgia Department of Transportation and/or the Federal Transit Administration, to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the Georgia Department of Transportation, and/or the Federal Transit Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.
- **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, The Gainesville-Hall MPO shall impose contract sanctions as appropriate, including, but not limited to:
  - withholding of payments to the Contractor under the contract until the Contractor complies, and/or

- cancellation, termination or suspension of the contract, in whole or in part.
- **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Gainesville-Hall MPO, Georgia Department of Transportation, and/or the Federal Transit Administration, may direct as a means of enforcing such provisions including sanctions for noncompliance.

### **Disadvantaged Business Enterprise (DBE) Policy**

As a condition of your agreement with GDOT, the Gainesville-Hall MPO and its contractors and subcontractors agree to ensure that Disadvantaged Business Enterprises as defined in 49 CFR Part 26, as amended, have the opportunity to participate in the performance of contracts. The Gainesville-Hall MPO and its contractor and subcontractors shall not discriminate on the basis of race, color, national origin, or sex in the performance of any contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of GDOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of the contract or such other remedy as the recipient deems appropriate.

### **E-Verify**

As a condition of your agreement with GDOT, vendors and contractors of the Gainesville-Hall MPO shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the vendor or contractor while contracted with the Gainesville-Hall MPO. Additionally, vendors and contractors shall expressly require any subcontractors performing work or providing services pursuant to work for the Gainesville-Hall MPO shall likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor while working for the Gainesville-Hall MPO.

The Gainesville-Hall Metropolitan Planning Organization (GHMPO), hosted by Hall County Planning & Development, is housed within the Hall County Government Center in Gainesville, Georgia. GHMPO staff administers the planning program, provides technical guidance and administrative support to the committees. GHMPO works with federal agencies such as the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) and at the state level with the Georgia Department of Transportation (GDOT). Local jurisdictions are represented within the GHMPO committees.

## Title VI Investigation, Complaints, and Lawsuits

*FTA Circular 4702.1B, Chapter III, Paragraph 7: In order to comply with the reporting requirements of 49 CFR 21.9(b), FTA requires all recipients to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin: active investigations.....; lawsuits, and complaints naming the recipient.*

In accordance with 49 CFR 21.9(b), The Gainesville-Hall MPO must record and report any investigations, complaints, or lawsuits involving allegations of discrimination. The records of these events shall include the date the investigation, lawsuit, or complaint was filed; a summary of the allegations; the status of the investigation, lawsuit, or complaint; and actions taken by the Gainesville-Hall MPO in response; and final findings related to the investigation, lawsuit, or complaint. The records for the previous three (3) years shall be included in the Title VI Plan when it is submitted to GDOT.

The Gainesville-Hall MPO has had no investigations, complaints, or lawsuits involving allegations of discrimination on the basis of race, color, or national origin over the past three (3) years. A summary of these incidents is recorded in Table 1.

	<b>Data (Month, Day, Year)</b>	<b>Summary (Include Basis of Complaint: race, color, or national origin)</b>	<b>Status</b>	<b>Action(s) Taken</b>
<b>Investigations</b>				
1.				
2.				
<b>Lawsuits</b>				
1.				
2.				
<b>Complaints</b>				
1.				
2.				

## Participation Plan

*FTA Circular 4702.1B, Chapter III, Paragraph 4.a.4: Every Title VI Plan shall include the following information: A public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI Plan submission. A recipient's targeted public participation plan of minority populations may be part of efforts that extend more broadly to include constituencies that are traditionally underserved, such as people with disabilities, low-income populations, and others.*

The GHMPO Participation Plan (PPP) was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are encouraged to participate in the decision making process for The Gainesville-Hall MPO. Policy and service delivery decisions need to take into consideration community sentiment and public opinion based upon well- executed outreach efforts. The public outreach strategies described in the Participation Plan are designed to provide the public with effective access to information about The Gainesville-Hall MPO services and to provide a variety of efficient and convenient methods for receiving and considering public comment prior to implementing changes to services. The 2024 GHMPO Participation Plan is anticipated to be adopted concurrently with this plan on May 14, 2024.

### Current Outreach Efforts

The Gainesville-Hall MPO is required to submit a summary of public outreach efforts made over the last three (3) years. The following is a list and short description of the Gainesville-Hall MPO's recent, current, and planned outreached activities.

- Quarterly newsletter and other news posted on the GHMPO (<https://www.ghmpo.org/about-us/news/>).
- Public meetings with GHMPO jurisdictions and partners as necessary
- All GHMPO committee meetings are open to the public, and citizen attendance is encouraged, especially for the Citizen Advisory Committee.
- GHMPO mailing list

## Language Assistance Plan

*FTA Circular 4702.1B, Chapter III, Paragraph 9: Recipients shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited English proficient (LEP).*

The Gainesville-Hall MPO operates a transit system within Hall and Jackson Counties. The Language Assistance Plan (LAP) has been prepared to address the Gainesville-Hall MPO's responsibilities as they relate to the needs of individuals with Limited English Proficiency (LEP). Individuals who have a limited ability to read, write, speak or understand English are LEP. In the Gainesville-Hall MPO service area there are 24,225 residents over the age of 5 or 11.6% who describe themselves as speaking English less than "very well". (Source: US Census, 2021 American Community Survey). The Gainesville-Hall MPO is federally mandated (Executive Order 13166) to take responsible steps to ensure meaningful access to the benefits, services, information and other important portions of its programs and activities for individuals who are LEP. The Gainesville-Hall MPO has utilized the U.S. Department of Transportation (DOT) LEP Guidance Handbook and performed a four factor analysis to develop its LAP. The LAP is included in this Title VI Plan as Appendix G.

## Transit Planning and Advisory Bodies

*FTA Circular 4702.1B, Chapter III, Paragraph 10: Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.*

The Gainesville-Hall MPO is overseen by the Technical Coordinating Committee (TCC), Citizen Advisory Committee (CAC), and Policy Committee (PC).

Body	Caucasian	Latino	African American	Asian American	Native American	Other
<b>Service Area Population</b>	<b>61.86%</b>	<b>25.48%</b>	<b>6.75%</b>	<b>2.25%</b>	<b>0.17%</b>	<b>0.35%</b>
<b>Technical Coordinating Committee</b>	<b>75%</b>	<b>5%</b>	<b>10%</b>	<b>10%</b>	<b>0%</b>	<b>0%</b>
<b>Citizens Advisory Committee</b>	<b>95%</b>	<b>0%</b>	<b>5%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
<b>Policy Committee</b>	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

The Gainesville-Hall MPO will make efforts to encourage minority participation on the committee. These efforts are made by distributing information about the participation on the committee at public meetings and throughout the transit system. The Gainesville-Hall MPO will utilize the minority population demographic maps included in Appendix H in order to focus on the areas in which the committee participation information is distributed.

## Title VI Equity Analysis

*FTA Circular 4702.1B, Chapter III, Paragraph 4.a.8: If the recipient has constructed a facility, such as vehicle storage, maintenance facility, operation center, etc., the recipient shall include a copy of the Title VI equity analysis conducted during the planning stage with regard to the location of the facility.*

Title 49 CFR, Appendix C, Section (3)(iv) requires that “the location of projects requiring land acquisition and the displacement of persons from their residences and business may not be determined on the basis of race, color, or national origin.” For purposes of this requirement, “facilities” does not include bus shelters, as they are considered transit amenities. It also does not include transit stations, power substations, or any other project evaluated by the National Environmental Policy Act (NEPA) process. Facilities included in the provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc. In order to comply with the regulations, the Gainesville-Hall MPO will ensure the following:

1. The Gainesville-Hall MPO will complete a Title VI equity analysis for any facility during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. The Gainesville-Hall MPO will engage in outreach to persons potentially impacted by the siting of the facility. The Title VI equity analysis must compare the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site.
2. When evaluating locations of facilities, The Gainesville-Hall MPO will give attention to other facilities with similar impacts in the area to determine if any cumulative adverse impacts might result. Analysis should be done at the Census tract or block group level where appropriate to ensure that proper perspective is given to localized impacts.
3. If the Gainesville-Hall MPO determines that the location of the project will result in a disparate impact on the basis of race, color, or national origin, The Gainesville-Hall MPO may only locate the project in that location if there is a substantial legitimate justification for locating the project there, and where there are no alternative locations that would have a less disparate impact on the basis of race, color, or national origin. The Gainesville-Hall MPO must demonstrate and document how both tests are met. The Gainesville-Hall MPO will consider and analyze alternatives to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then implement the least discriminatory alternative.

The Gainesville-Hall MPO has not recently constructed any facilities nor does it currently have any facilities in the planning stage. Therefore, the Gainesville-Hall MPO does not have any Title VI Equity Analysis reports to submit with this Plan. The Gainesville-Hall MPO will utilize the demographic maps included in Appendix H for future Title VI analysis.

## **System-Wide Service Standards and Service Policies**

*FTA Circular 4702.1B, Chapter III, Paragraph 10: All fixed route transit providers shall set service standards and policies for each specific fixed route mode of service they provide.*

The Gainesville-Hall MPO is not a fixed route service provider.



# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix A: FTA Circular 4702.1B Reporting Requirements for Transit Providers***

Every three years, on a date determined by FTA, each recipient is required to submit the following information to the Federal Transit Administration (FTA) as part of their Title VI Program. Sub-recipients shall submit the information below to their primary recipient (the entity from whom the sub-recipient receives funds directly), on a schedule to be determined by the primary recipient.

### **General Requirements**

All recipients must submit:

- ☐ Title VI Notice to the Public, including a list of locations where the notice is posted
- ☐ Title VI Complaint Procedures (i.e., instructions to the public regarding how to file a Title VI discrimination complaint)
- ☐ Title VI Complaint Form
- ☐ List of transit-related Title VI investigations, complaints, and lawsuits
- ☐ Public Participation Plan, including information about outreach methods to engage minority and limited English proficient populations (LEP), as well as a summary of outreach efforts made since the last Title VI Program submission
- ☐ Language Assistance Plan for providing language assistance to persons with limited English proficiency (LEP), based on the DOT LEP Guidance
- ☐ A table depicting the membership of non-elected committees and councils, the membership of which is selected by the recipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees
- ☐ Primary recipients shall include a description of how the agency monitors its sub-recipients for compliance with Title VI, and a schedule of sub-recipient Title VI Program submissions
- ☐ A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc.
- ☐ A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI Program. For State DOTs, the appropriate governing entity is the State's Secretary of Transportation or equivalent. The approval must occur prior to submission to FTA.
- ☐ Additional information as specified in Chapters IV, V, and VI, depending on whether the recipient is a transit provider, a State, or a planning entity (see below)

# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix B: Current System Description***

1. An overview of the organization including its mission, program goals and objectives.

The GHMPO conducts the federally mandated transportation planning process for the Gainesville Urbanized Area and portions of the Atlanta Urbanized Area, as identified in the 2010 U.S. Census.

2. Organizational structure, type of operation, number of employees, service hours, staffing plan and safety and security plan.

The GHMPO is a federally funded government organization working with local governments in the Gainesville Urbanized Area and beyond to prioritize and plan for future transportation needs. Our organization is made up of 2 full-time employees, and 1 part-time employee. Our Transportation Planning Director is responsible for all of the day-to-day operations of our organization and reports directly to our Director, who is also the Hall County Director of Planning and Development, as well as the three GHMPO committees. All employees are in the office and available to the public. Transportation services are provided by local jurisdictions and agencies, such as Hall Area Transit, and not directly by the GHMPO.

3. Indicate if your agency is a government authority.

The GHMPO is a metropolitan planning organization, which is a locally housed, federally funded government organization.

4. Who is responsible for insurance, training and management, and administration of the agency's transportation programs?

The GHMPO does not provide a transportation service, but the Transportation Planning Director and the Transportation Planner perform all planning and administrative activities.

5. Who provides vehicle maintenance and record keeping?

The GHMPO does not own, operate, or maintain any vehicles, nor operate a transit service to keep records for.

6. Number of current transportation related employees

The GHMPO does not have any employees that assist in operating a transportation service.

7. Who will drive the vehicle, number of drivers, CDL certifications, etc.?

The GHMPO does not provide transportation services, and thus does not have vehicles or drivers.

8. A detailed description of service routes and ridership numbers

The GHMPO does not provide transportation services, and thus does not have service routes or ridership numbers.

# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix C: Title VI Plan Adoption Meeting Minutes and GDOT Concurrence Letter***



**Russell R. McMurry, P.E., Commissioner**  
One Georgia Center  
600 West Peachtree NW  
Atlanta, GA 30308  
(404) 631-1990 Main Office

August 23, 2021

Mr. Joseph Boyd, Transportation Planning Director  
Gainesville-Hall Metropolitan Planning Organization  
2875 Browns Bridge Rd.,  
Gainesville, GA 30504

Dear Mr. Boyd,

The Department has completed its review of your Title VI Plan and has determined that it meets the requirements established in the Federal Transit Administration's (FTA) Circular 4702.1B, "Title VI Program Guidelines for Federal Transit Administration Recipients," effective October 1, 2012.

Thank you for your ongoing cooperation and compliance of the FTA Civil Rights Program requirements. Should you need assistance or have any questions, please do not hesitate to contact Ashley Finch, Rail/Transit Planner directly at [afinch@dot.ga.gov](mailto:afinch@dot.ga.gov) or (470) 432-1751.

Sincerely,

  
Kaycee Mertz  
Division of Intermodal

Kaycee Mertz  
Transit Program Manager  
Division of Intermodal

## **Policy Committee**

**The Station Meeting Room, City of Gainesville Administrative Building  
Draft Minutes of August 10, 2021 Meeting**

### **Voting Members Present:**

Mayor Danny Dunagan, City of Gainesville, Chair  
Mayor Lamar Scroggs, City of Oakwood, Vice  
Chair  
Chairman Richard Higgins, Hall County  
Commissioner Jeff Stowe, Hall County  
Commissioner Kathy Cooper, Hall County  
Charles Robinson, GDOT

### **Voting Members Absent:**

Mayor Mike Miller, City of Flowery Branch  
Chairman Tom Crow, Jackson County

### **Others Present:**

Angela Sheppard, City of Gainesville  
Chris Rotalsky, City of Gainesville  
Jock Connell, Hall County  
Srikanth Yamala, Hall County  
Bill Nash, Hall County  
BR White, City of Oakwood  
Justin Lott, GDOT District 1  
Melodii Peoples, GDOT District 1

Beth Davis, GDOT  
Philippa Lewis Moss, Hall Area Transit  
Jeff Gill, Gainesville Times  
Sarah McQuade, GHMPO  
Joseph Boyd, GHMPO  
Michael Haire, GHMPO  
Laura Ogletree, GHMPO

## **AGENDA**

### **1. Welcome**

Mayor Dunagan opened the meeting at 10:00 AM.

### **2. Approval of May 11, 2021 Meeting Minutes**

**MOTION:** Mayor Scroggs made a motion to approve the draft meeting minutes of the May 11, 2021 Policy Committee meeting, with a second from Chairman Higgins, and the motion passed unanimously.

**3. Report from the Technical Coordinating Committee**

Mr. Boyd provided a brief overview of the Technical Coordinating Committee meeting that occurred on July 21, 2021.

**4. Report from the Citizens Advisory Committee**

Mr. Boyd provided a brief overview of the Citizens Advisory Committee meeting that occurred on July 29, 2021.

**5. Approval of Draft Title VI Program, Environmental Justice Analysis & Participation Plan**

Mr. Haire provided a brief overview of the Draft Title VI Program, Environmental Justice Analysis & Participation Plan. Mr. Haire explained that the primary function of this document is to ensure that all citizens within the GHMPO planning boundary are able to engage in the planning process and have fair access to transportation facilities. Additionally, Mr. Haire explained that the primary change in this routine update is the inclusion of the Public Participation Plan (PPP), which was previously adopted separately, as an appendix of the Title VI document.

**MOTION:** Chairman Higgins made a motion to approve the Draft Title VI Update, Environmental Justice Analysis & Participation Plan, with a second from Commissioner Stowe, and the motion passed unanimously.

**6. Approval of Draft PL Fund Application for the SR 53 Bypass Study**

Mr. Boyd informed the Policy Committee of efforts to apply for additional PL funds to conduct a State Route 53 Bypass Study, which would seek to evaluate options for alleviating congestion in the downtown areas of the Towns of Hoschton and Braselton. The application is requesting \$100,000 in PL funds with \$25,000 in local matching funds provided by Jackson County, Braselton, and Hoschton. Additionally, GDOT has had conversations with GHMPO about getting involved with the study and extending the study scope farther north along I-85 and farther south into Barrow County, which is located within the Atlanta Regional Commission planning area. While GDOT is still working through the details on the possible study scope, they have asked GHMPO committees to take action on the application as it currently stands.

**MOTION:** Commissioner Stowe made a motion to approve the Draft PL Fund Application for the SR 53 Bypass Study, with a second from Commissioner Higgins, and the motion passed unanimously.

*GHMPO welcomes people with disabilities and their trained service animals. For questions about accessibility or to request reasonable accommodation to an event or facility, please contact Maria Tuck, Hall County Compliance Specialist at 770-531-6712 by 48 hours prior to the event or as soon as possible.*



#### 7. Approval of Draft Amendment #1 to the FY 2022 UPWP

Mr. Boyd introduced the first draft amendment to the FY 2022 UPWP. The purpose of Draft Amendment #1 is to transfer \$10,000 of funds from Work Element 1.1 – “Operations and Administration” to Work Element 4.5 – “Special Transportation Studies” in order to accommodate a potential Design Guide document for the Highlands to Islands Intergovernmental Agreement, which would cost approximately \$15,000.

**MOTION:** Commissioner Higgins made a motion to approve Draft Amendment #1 to the FY 2022 UPWP, with a second from Commissioner Stowe, and the motion passed unanimously.

#### 8. 2021 Crash Profiles – Hall County & Jackson County

Mr. Haire introduced new Crash Profile reports, which detail vehicular collisions throughout both Hall and Jackson Counties during the year of 2020. Using data retrieved from the Georgia Electronic Accident Reporting System (GEARS), these documents contain maps showing collision locations for regular collision, collisions with an injury, collisions with fatalities, as well as additional data for different conditions surrounding the collisions. Additionally, the Crash Profiles contain data pertaining to five-year trends in both counties. Mr. Haire explained that the pages in the meeting packet were excerpts from the full document, which is available on the GHMPO website. Mr. Haire added that he could provide a link to the full reports, as well as the crash data in a map package for local jurisdiction use, if any Policy Committee members were interested.

#### 9. Jurisdiction and Agency Reports

Representatives shared the status of projects being completed by their jurisdictions: Mr. Rotalsky for the City of Gainesville, Mr. White for the City of Oakwood, Ms. Moss for Hall Area Transit, Mr. Yamala for Hall County, and Mr. Lott for the Georgia Department of Transportation.

#### 10. Other

Mr. Boyd provided a brief update on the two TCC subcommittees: the Trails Subcommittee and the McEver Road Subcommittee. The Trails subcommittee is currently in the process of identifying and ranking trail segments by priority, with the two primary goals being the completion of the Atlanta Highway/UNG connector trail and the Gainesville Airport trail connecting the Midtown Greenway with the Chicopee Trail. The McEver Road Subcommittee is currently exploring options for alleviating congestion along the corridor with multiple potential improvements, including the possible installation of roundabouts. MPO staff will have additional information on both committees at the next Policy Committee meeting in November.

Additionally, Mr. Boyd gave a brief update on the Atlanta to Charlotte High Speed Rail, which has shifted the proposed route from going through Gainesville to going through Athens.

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**11. Public Comment**

There were no public comments.

**12. Upcoming Meeting Date: November 9, 2021**

Mayor Dunagan reminded the Policy Committee of their next meeting date on November 9, 2021. The location will be announced closer to the meeting date.

**13. Adjourn**

There being no other items of business, the meeting was adjourned at 10:30 AM.

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Mayor Danny Dunagan, City of Gainesville, Chair

---

Laura Ogletree, Clerk

*GHMPO welcomes people with disabilities and their trained service animals. For questions about accessibility or to request reasonable accommodation to an event or facility, please contact Maria Tuck, Hall County Compliance Specialist at 770-531-6712 by 48 hours prior to the event or as soon as possible.*

# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix D: Title VI Notice to 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, or national origin 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 770-297-5541; email [jboyd@hallcounty.org](mailto:jboyd@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, o origen nacional 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 770-297-5541; correo electronico [jboyd@hallcounty.org](mailto:jboyd@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.

# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix E: Title VI Complaint Form***

# Gainesville-Hall Metropolitan Planning Organization

## 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.
Name:
Title:
Agency:
Address:
Telephone:
<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:

Joseph Boyd  
 2875 Browns Bridge Road  
 Gainesville, GA,  
 30503

# 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):				
<div style="display: flex; justify-content: space-between;"> <span><input type="checkbox"/> Raza</span> <span><input type="checkbox"/> Color</span> <span><input type="checkbox"/> Origen Nacional</span> <span><input type="checkbox"/> Edad</span> </div> <div style="display: flex; justify-content: space-between;"> <span><input type="checkbox"/> Discapacidad</span> <span><input type="checkbox"/> Situacion familiar o religiosa</span> <span><input type="checkbox"/> Otro (explique)</span> </div>				
<div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>				
Fecha de la supuesta discriminacion (Mes, Dia, Ano): _____				
<p>Explicar claramente lo que paso o por que usted cree que fue discriminando. 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.</p> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>				
<b>Seccion IV</b>				
¿Anteriormente ha presentado una queja del Titulo VI con esta agencia?			Si	No



<b>Sección 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.	
Nombre:	
Titulo:	
Agencia:	
Direccion:	
Telefono:	
<b>Sección 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)  
Joseph Boyd  
2875 Browns Bridge Road  
Gainesville, GA 30503

# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix F: Language Assistance Plan (LAP)***

## 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.

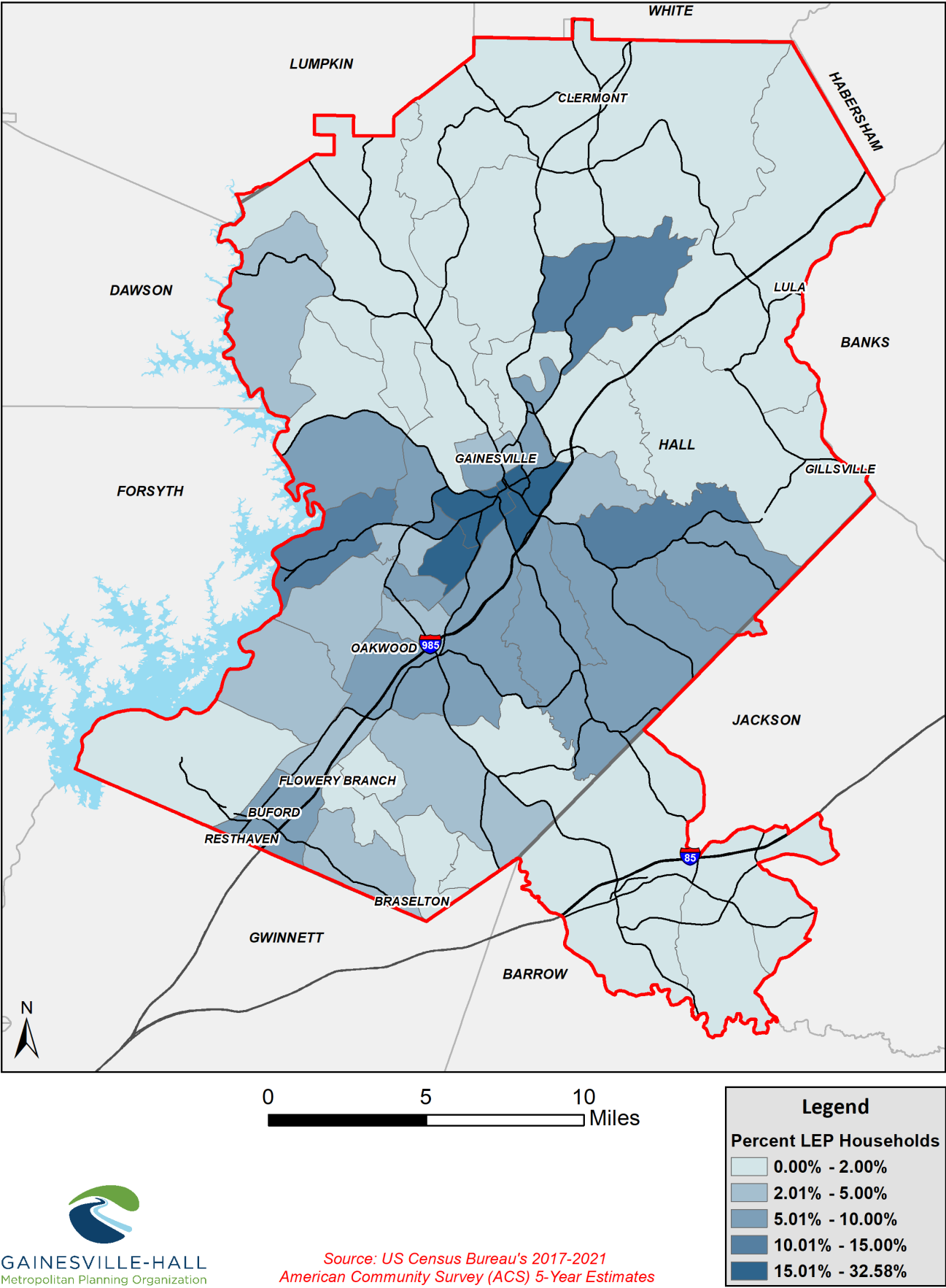
## USDOT Guidance on Establishing an LEP Plan

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:

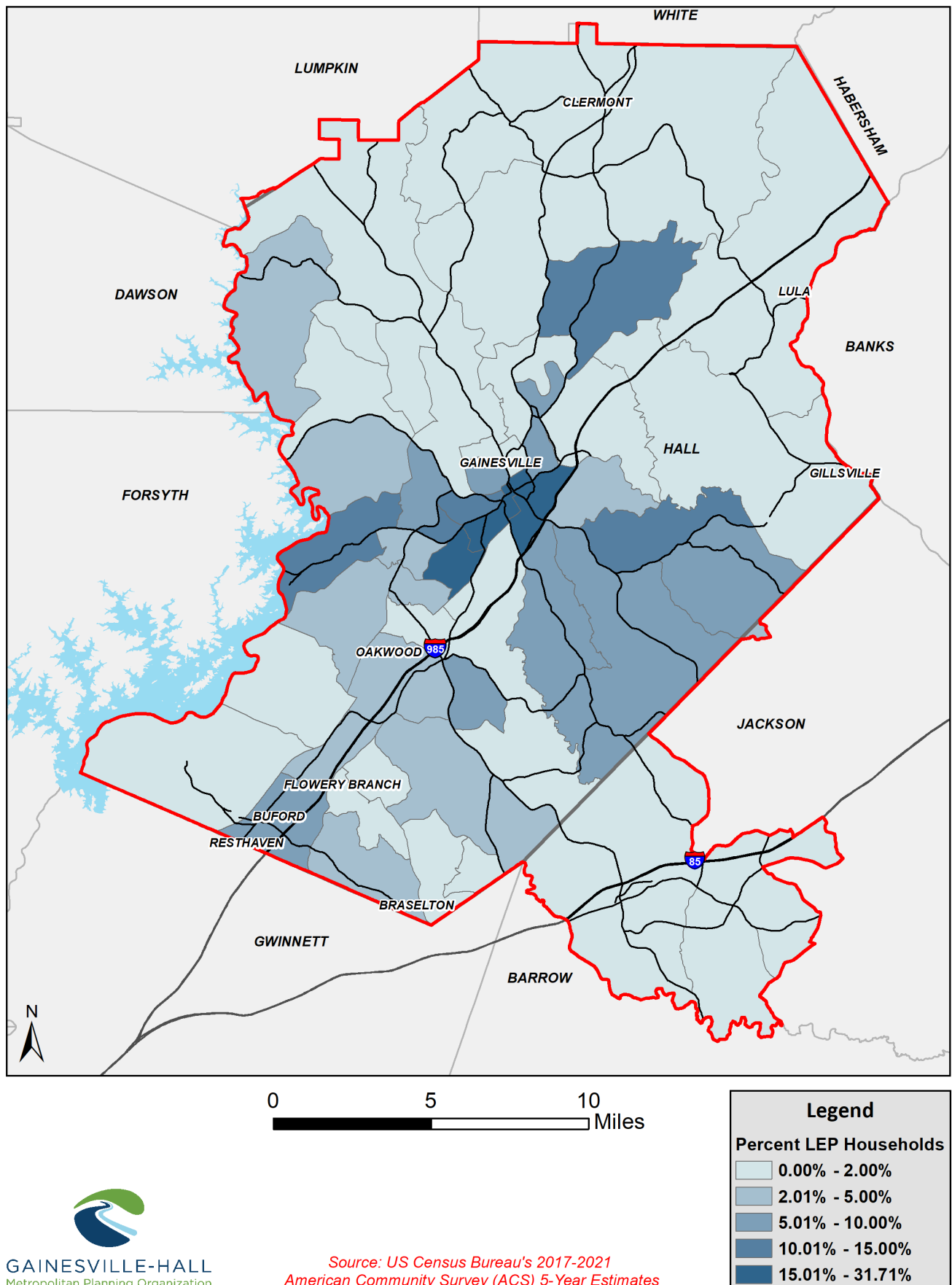
1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the MPO, activity, or service of the recipient or grantee.
2. The frequency with which LEP individuals come in contact with the MPO.
3. The nature and importance of the MPO, activity, or service provided by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

Figure 1: Percentage of LEP Households by Census Tract



**Figure 2: Percentage of Spanish-Speaking LEP Households by Census Tract**



**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 2017-2021 American Community Survey 5-Year Estimates, the primary language for GHMPO area is English and the second most common language spoken is Spanish at 24.08%. Hall County has a higher concentration of Spanish speakers with 26.58% identifying Spanish as their first language, and Jackson County has a much lower concentration of Spanish speakers with 6.09%.

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 11.6% 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	70.42%	91.44%	76.30%
Language other than English	29.68%	8.56%	23.7%
Speak English less than “very well”	12.82%	2.98%	11.6%
Spanish	26.58%	6.09%	24.08%

Source: U.S. Census Bureau, American Community Survey 2017-2021 5-Year Estimates

**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 Regional Transportation Plan: 2020 Update (RTP 2050 Update), 2024-2027 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 Metropolitan Transportation Plan (MTP) 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. GHMPO staff provides translations of minor documents, including Title VI complaint forms and executive summaries of all major planning documents. 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 MPO service area's population over the age of 5 that identifies as speaking English less than “very well” does qualify for the Safe Harbor Provision.

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 uses 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). This includes our Title VI complaint forms and the Title VI Notice of Rights. The GHMPO recognizes that outreach efforts may require the MPO to survey/assess the needs of the LEP population to determine whether other critical outreach materials should be translated into other languages.

In developing a Language Assistance Plan, FTA guidance recommends the analysis of the following five elements:

1. Identifying LEP individuals who need language assistance
2. Providing language assistance measures
3. Training staff
4. Providing notice to LEP persons
5. Monitoring and updating the plan

The five elements are addressed below.

### **Element 1: 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.

### **Element 2: 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.

### **Element 3: 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.

### **Element 4: 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. Additionally, the Title VI Notice of Rights and Complaint Form are both available in Spanish on the GHMPO website (<https://www.ghmpo.org/planning-documents/title-vi-program-environmental-justice-analysis/>). 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.

### **Element 5: 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:

1. How many LEP persons were encountered?  
*No one self-identified as an LEP person requested language assistance.*
2. Were their needs met?  
*No additional requests for language assistance were received.*
3. What is the current LEP population in the GHMPO area?  
*12.82% of Hall County, 2.98% of Jackson County, and 11.6% of the GHMPO area are LEP.*
4. Has there been a change in the types of languages where translation services are needed?  
*None.*
5. 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.*
6. 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.*
7. Has the MPO fulfilled the goals of the LEP Plan?  
*Yes.*
8. Were any complaints received?  
*No.*

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

The MPO has posted the LEP Plan on its website at: (<https://www.ghmpo.org/planning-documents/title-vi-program-environmental-justice-analysis/>). 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:

Joseph Boyd  
Gainesville-Hall MPO  
P.O. Box 1435  
Gainesville, GA 30503  
Phone: (770) 297-4401  
jboyd@hallcounty.org

# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix G: Operating Area Language Data: Gainesville-Hall MPO Service Area***

Source: US Census Bureau American Community Survey (ACS) 2017-2021 Five-Year Estimates

Language	County	Percent of Population
Total	Hall	100%
Speak only English	Hall	70.42%
Spanish or Spanish Creole	Hall	26.58%
Speak English “very well”	Hall	14.79%
Speak English less than “very well”	Hall	11.79%
Other Indo-European Languages	Hall	1.65%
Speak English “very well”	Hall	1.17%
Speak English less than “very well”	Hall	0.50%
Asian and Pacific Island Languages	Hall	1.25%
Speak English “very well”	Hall	0.76%
Speak English less than “very well”	Hall	0.49%
Other Languages	Hall	0.10%
Speak English “very well”	Hall	0.06%
Speak English less than “very well”	Hall	0.03%
Total	Jackson	100%
Speak only English	Jackson	91.44%
Spanish or Spanish Creole	Jackson	6.09%
Speak English “very well”	Jackson	4.01%
Speak English less than “very well”	Jackson	2.08%
Other Indo-European Languages	Jackson	1.09%
Speak English “very well”	Jackson	0.64%
Speak English less than “very well”	Jackson	0.45%
Asian and Pacific Island Languages	Jackson	1.29%
Speak English “very well”	Jackson	0.85%
Speak English less than “very well”	Jackson	0.44%
Other Languages	Jackson	0.09%
Speak English “very well”	Jackson	0.09%
Speak English less than “very well”	Jackson	0.00%

# **2024 GHMPO Title VI Environmental Justice Analysis**

## ***Appendix H: Demographic Maps***

**Figure 3: Percentage of Households Below Poverty Level by Census Tract**

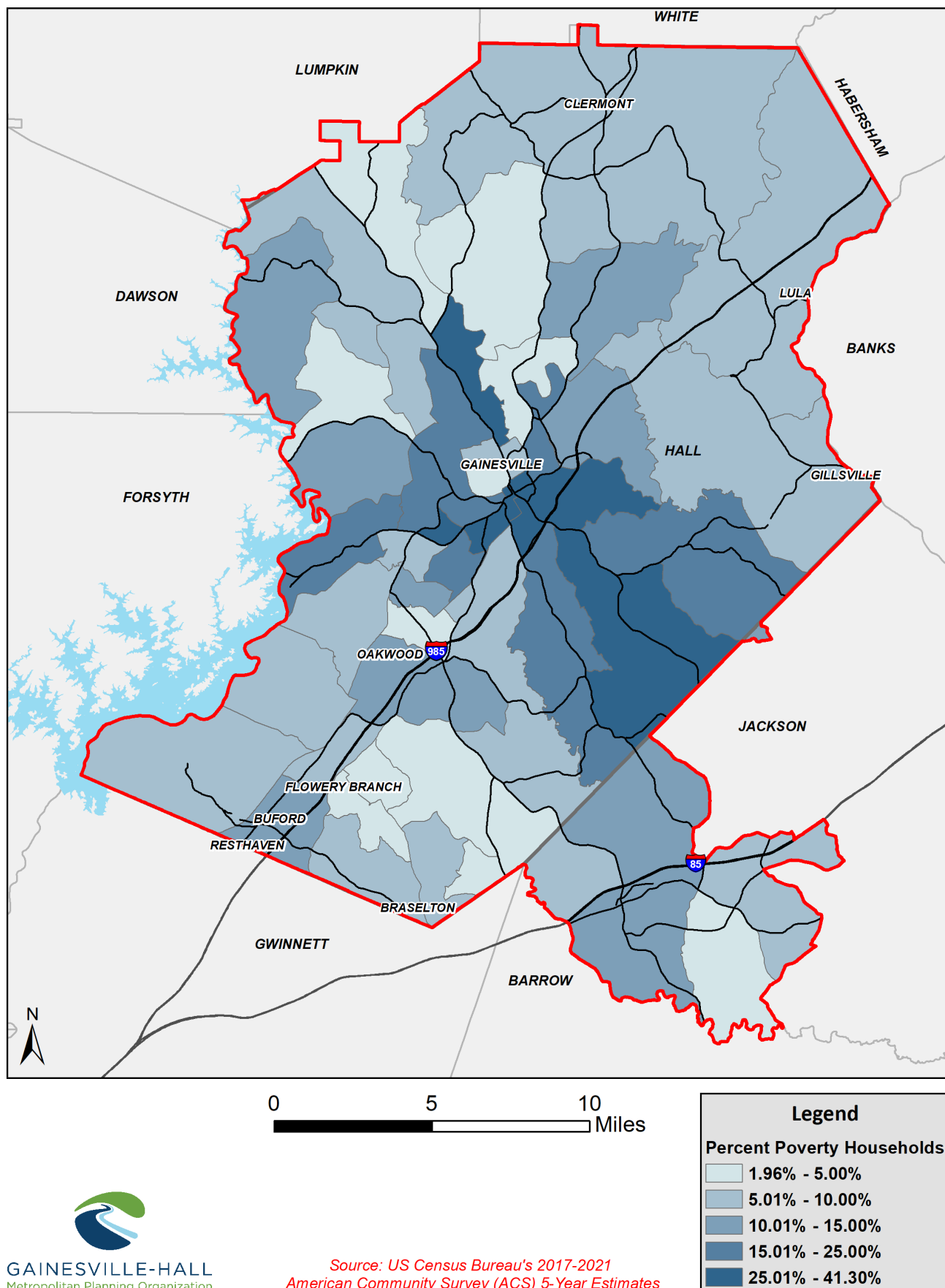
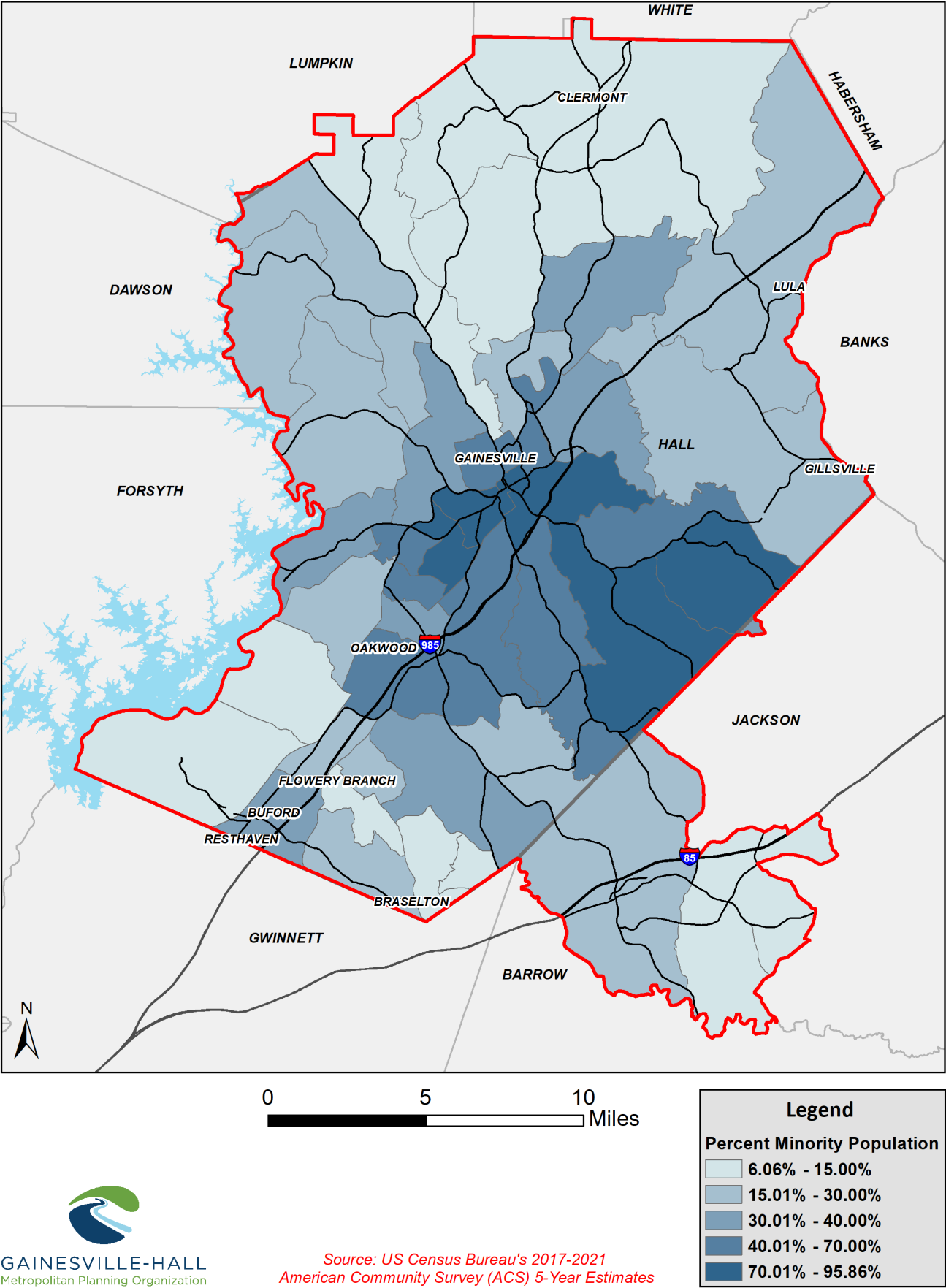


Figure 4: Percentage of Racial and Ethnic Minority Population by Census Tract



# 2024 GHMPO Title VI Environmental Justice Analysis

## *Appendix I: Title VI Equity Analysis*



The Gainesville-Hall MPO has not performed a Title VI Equity Analysis.

## **Technical Coordinating Committee**

**Wednesday, January 24<sup>th</sup>, 2024, 10:30 AM**  
**HR Training Room, 2<sup>nd</sup> Floor, Hall County Government Center**  
**2875 Browns Bridge Road, Gainesville, GA 30504**

### **AGENDA**

- 1. Welcome – Adam Hazell, Chair**
- 2. Approval of October 18, 2023 Meeting Minutes**
- 3. Recommend Approval of Draft FY 2025 Unified Planning Work Program (UPWP)**
  - Michael Haire, GHMPO
- 4. Recommend Approval of Draft PL Fund Application for State Route 13 / Atlanta Highway Corridor Study**
  - Joseph Boyd, GHMPO
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- 7. Presentation on Future Year 2055 SE Data for the Metropolitan Transportation Plan (MTP): 2025 Update**
  - Steve Cote, RS&H
- 8. Other**
  - Update from the Trails Subcommittee
  - Update from the McEver Road Subcommittee

## MEMORANDUM

**To:** Technical Coordinating Committee Members

**From:** Steve Cote, RS&H

**Date:** January 17, 2024

**Re:** Presentation on Future 2055 SE Data for the Metropolitan  
Transportation Plan (MTP): 2025 Update

---

In July, GHMPO staff met with consultant RS&H to kick off the Metropolitan Transportation Plan: 2025 Update. Since then, staff have been working with RS&H to develop 2020 Base Year and 2055 Future Year SE data for GDOT's Traffic Demand Model Update. The 2020 Base Year data was finalized in 2023, while the 2055 Future Year SE Data was submitted to GDOT in December and is now being presented to the GHMPO Committees for informational purposes.

The 2055 Future Year data includes population and household counts, total employment overall and by sector, student populations and school enrollment, and household median income, all at the Traffic Analysis Zone (TAZ) level. RS&H has included a brief presentation discussing the data and their methodology.

**RECOMMENDED ACTION:** None

*Attachment:* Presentation on Future Year 2055 SE Data



# GHMPO

## 2025 MTP UPDATE

TCC Meeting

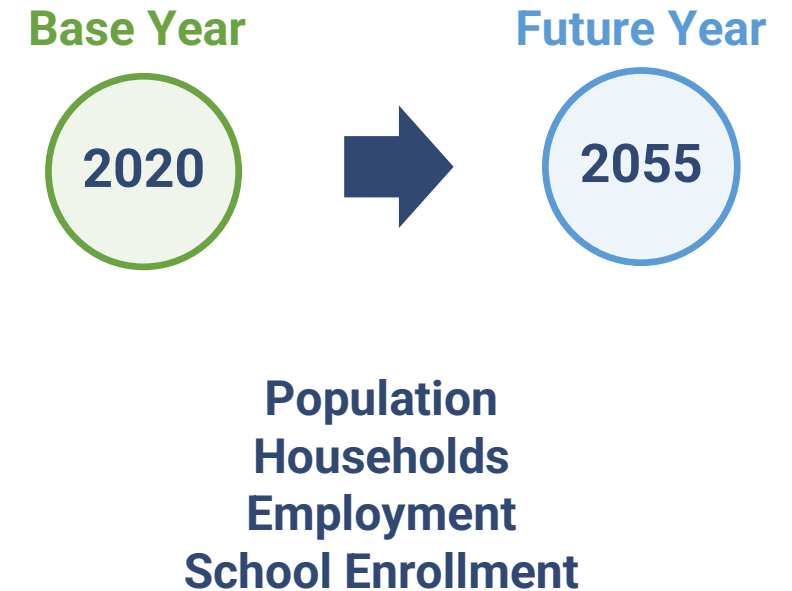
January 24, 2024

# Overview

- Socioeconomic Data (SE) Background
- 2020 Base Year Review
- 2055 Future Year Projections
  - Control Totals
  - TAZ Allocation
- MTP Schedule

# SE Data Background

- SE data is an essential component of the Travel Demand Model (TDM) and 2025 Metropolitan Transportation Plan (MTP) Update
- Updated every 5 years
- Used to:
  - Forecast future travel demand/congestion
  - Help identify and prioritize future transportation projects/needs



TCC 169

# Population Sources

- REMI
- Woods & Poole (W&P)
- 2020 RTP
- US Census
- Office of Planning & Budget (OPB)
- Comprehensive Plans
- Atlanta Regional Commission (ARC)\*
- Georgia Statewide Travel Demand Model (GSTDM)

\*Hall County only

# Employment Sources

- REMI
- Woods & Poole (W&P)
- 2020 RTP
- Bureau of Economic Analysis (BEA)
- Comprehensive Plan\*
- Atlanta Regional Commission (ARC)\*\*
- Georgia Statewide Travel Demand Model (GSTDM)

\* = Jackson County only

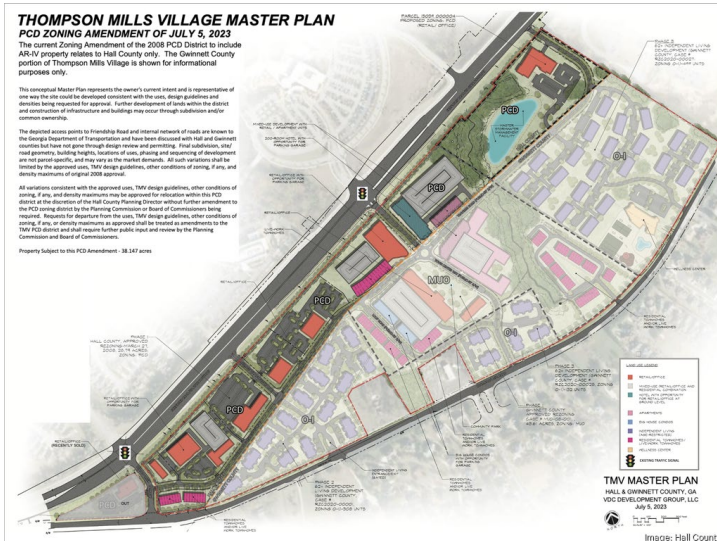
\*\* = Hall County only

NOTE: Georgia Department of Labor (GDOL) data was only available at the Workforce Development Area (Regional) level and not the County level

TCC 171



# Development Activity



## Viewpoint: Growth is coming to Gainesville-Hall County

Apr 23, 2021, 5:10am EDT

Business and industry make long-term investments in Gainesville-Hall County because of the area's stability, skilled workforce, visionary leadership and quality of life. Since 2015, the Gainesville-Hall County area has added over \$1.5 billion in new capital investment and 5,800 jobs from 118 new and existing business expansions. The Milken Institute has named Gainesville-Hall County to its top ten Best Performing Cities for five consecutive years and Site Selection magazine named the area a Top 10 Small Metro for eight of the last ten years.

For a community with a sustained pattern of growth, there are new challenges to address, particularly in efforts to recruit, retain and develop skilled employees. To meet current and future needs in workforce development, Greater Hall Chamber of Commerce leaders are engaged in solutions for the future of housing, infrastructure growth and the skills employers need most.

In 2020, residential property sales were up 18% over the prior year. Population forecasts predict that Gainesville-Hall County will grow at 1.5% per year to more than 250,000 by 2035. The residential development community has responded to the market need for housing. In 2020, local governments in Hall County approved over 1,500 new single family home construction permits, a 37% increase over the previous record year in 2019. Additionally, over 20 new multi-family apartment developments will deliver



Our leadership is in denial: Lula Councilman Cornett, Hall Commissioner Poole clash over Inland Port impact at forum



TCC 172

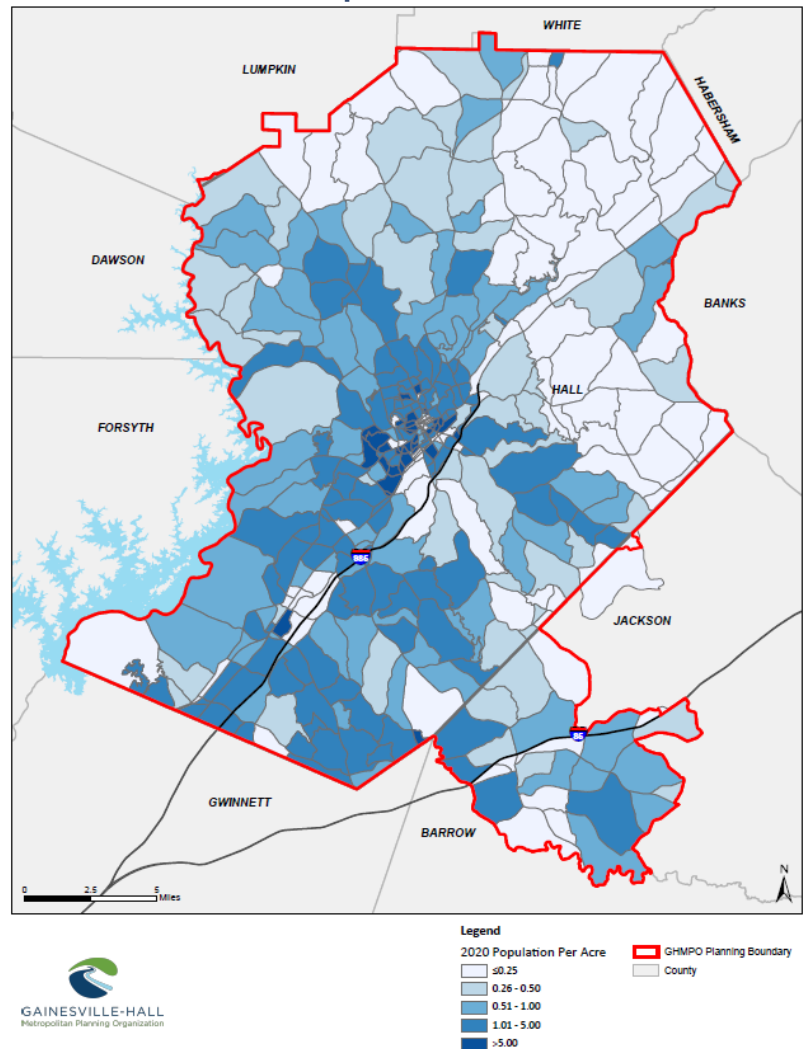
# 2020 Base Year SE Data

County	Population	Households	Employment	Students (K-12)	University Enrollment
Hall	201,999	71,047	107,785	35,002	14,864
Jackson	75,915	26,178	27,885	13,549	-
Jackson (portion within GHMPO)	20,712	6,955	7,046	4,262	-

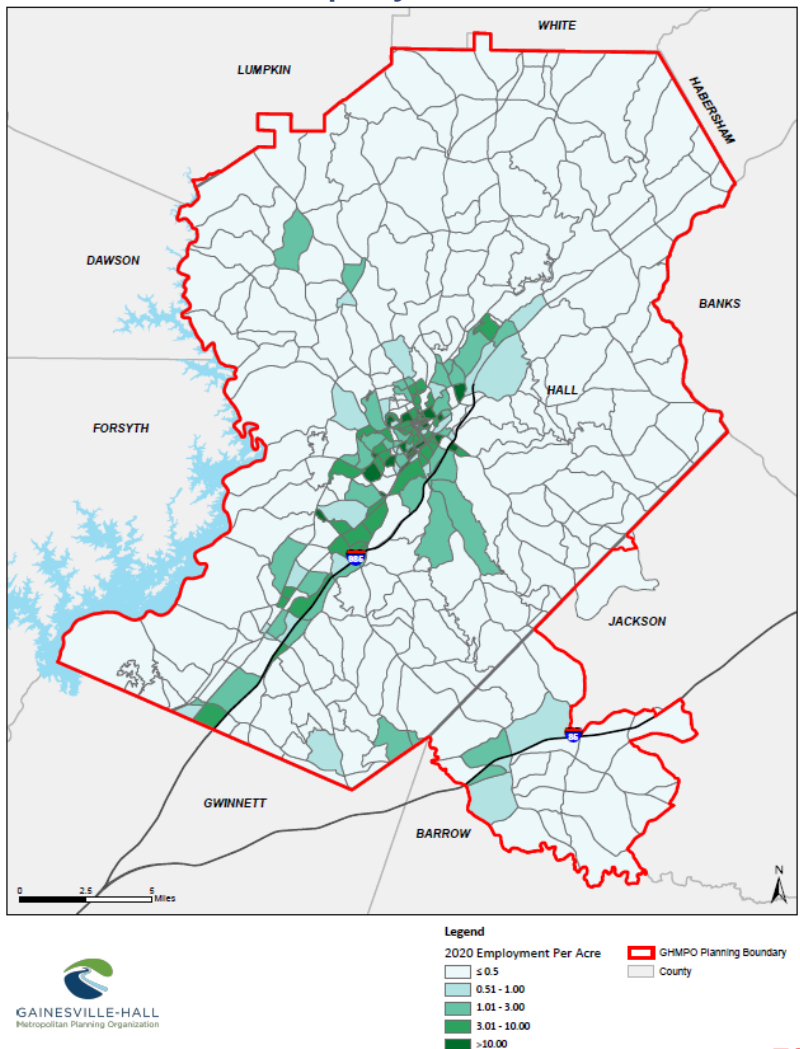
TCC 173

# 2020 Base Year SE Data Review

Population



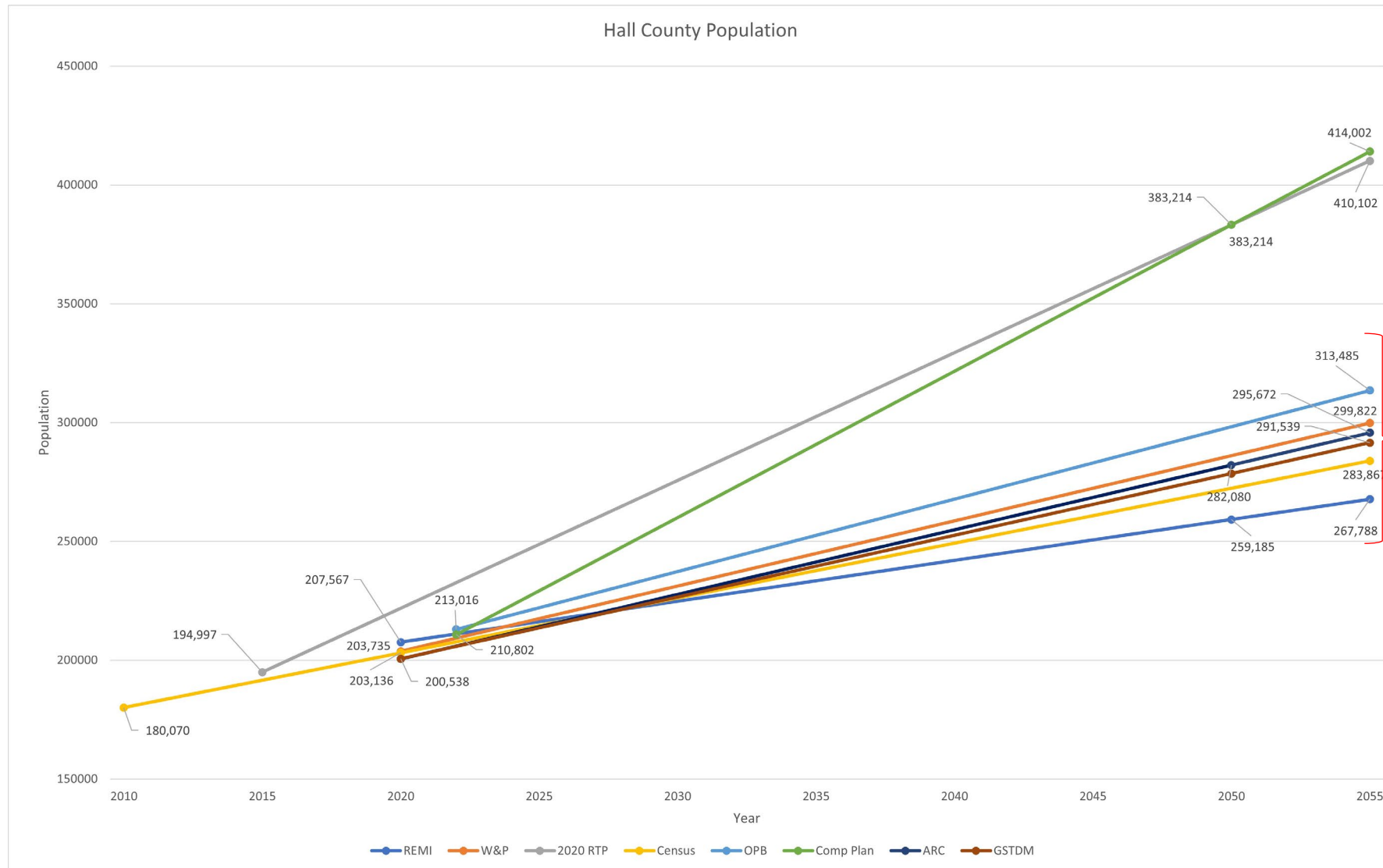
Employment



TCC 174



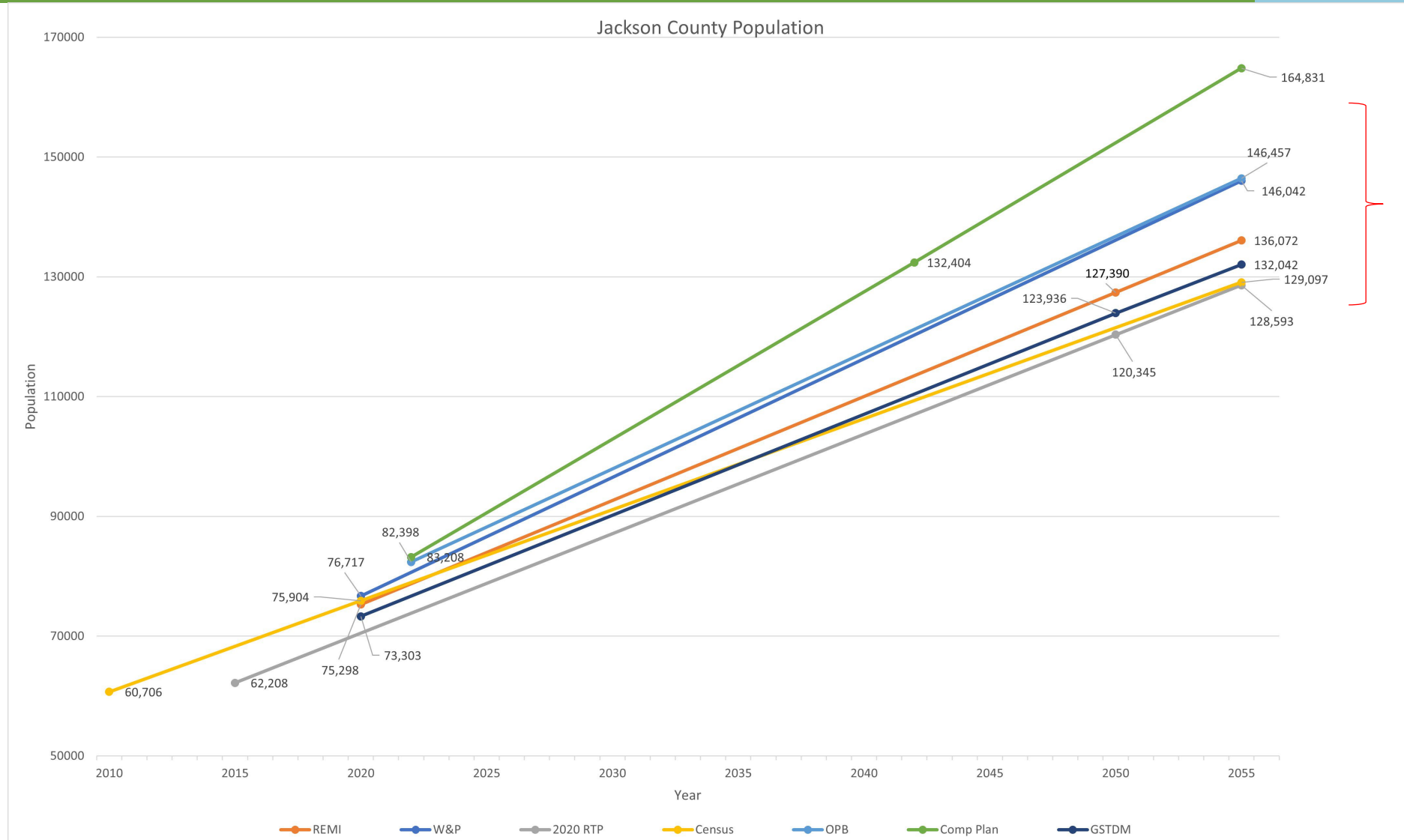
# Hall County – Population Projections



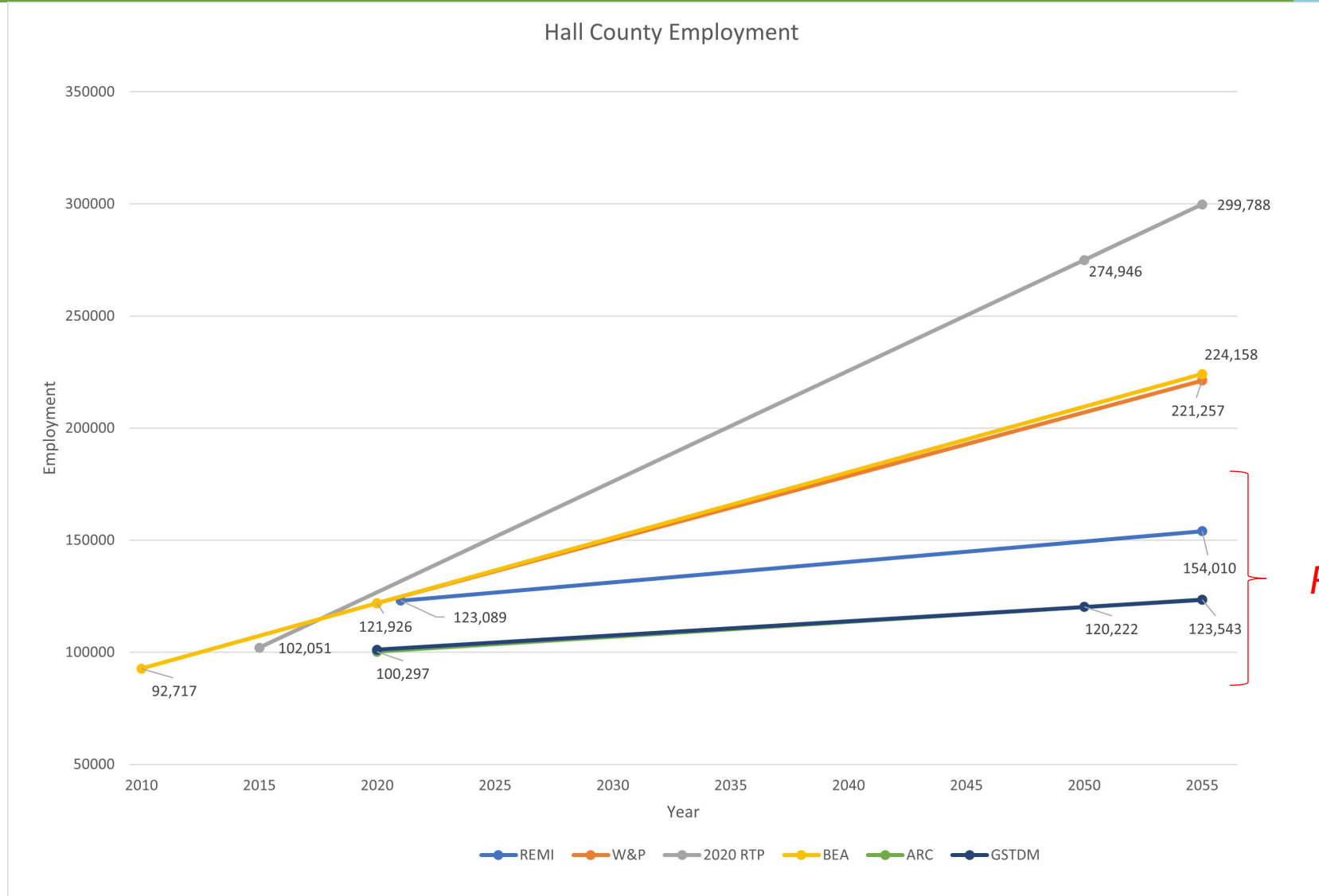
2055  
Forecast:  
292,096

TCC 175

# Jackson County – Population Projections

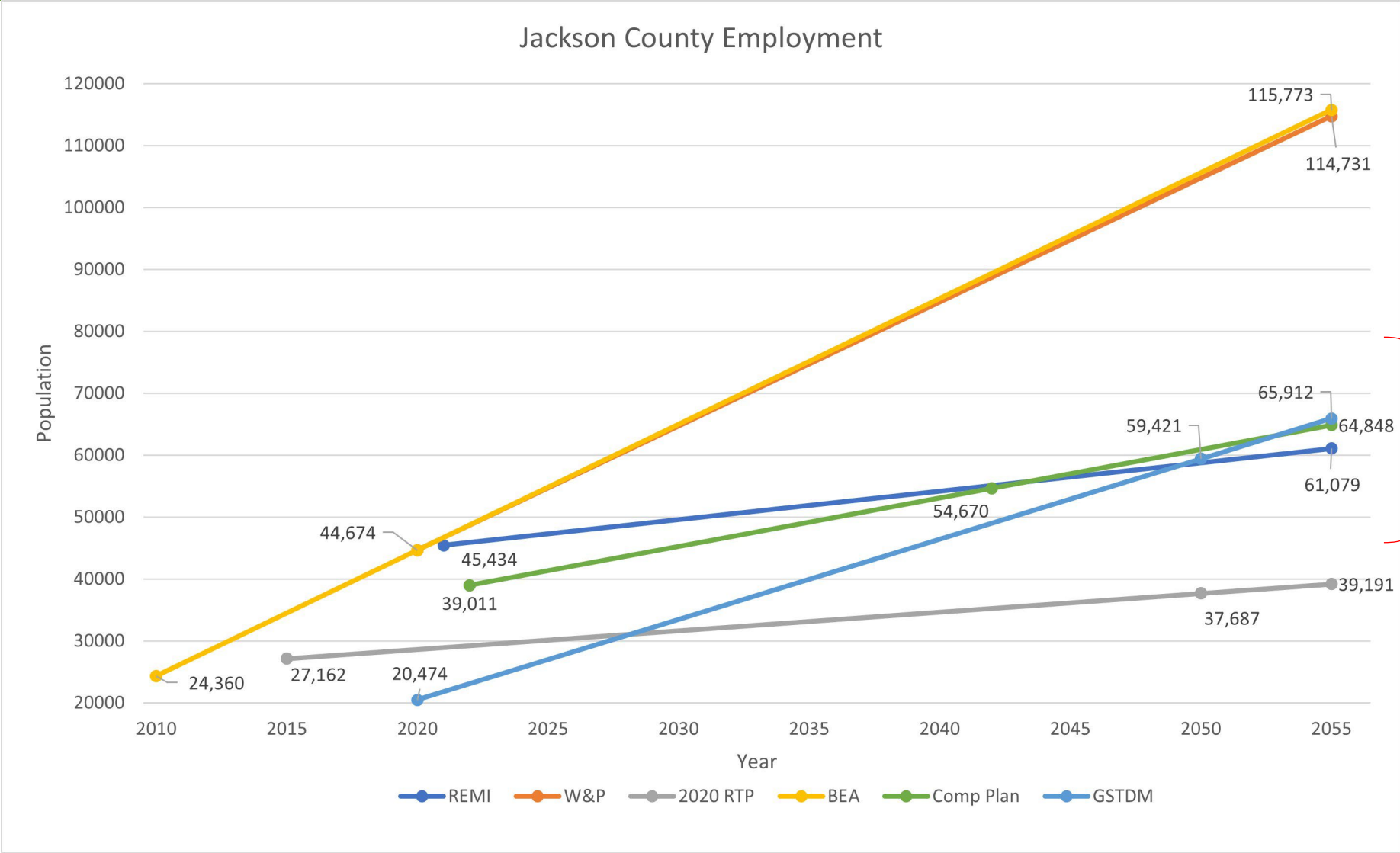


# Hall County – Total Employment



TCC 177

# Jackson County – Total Employment



2055  
Forecast:  
**63,497**

TCC 178

# 2055 Future Year SE Data

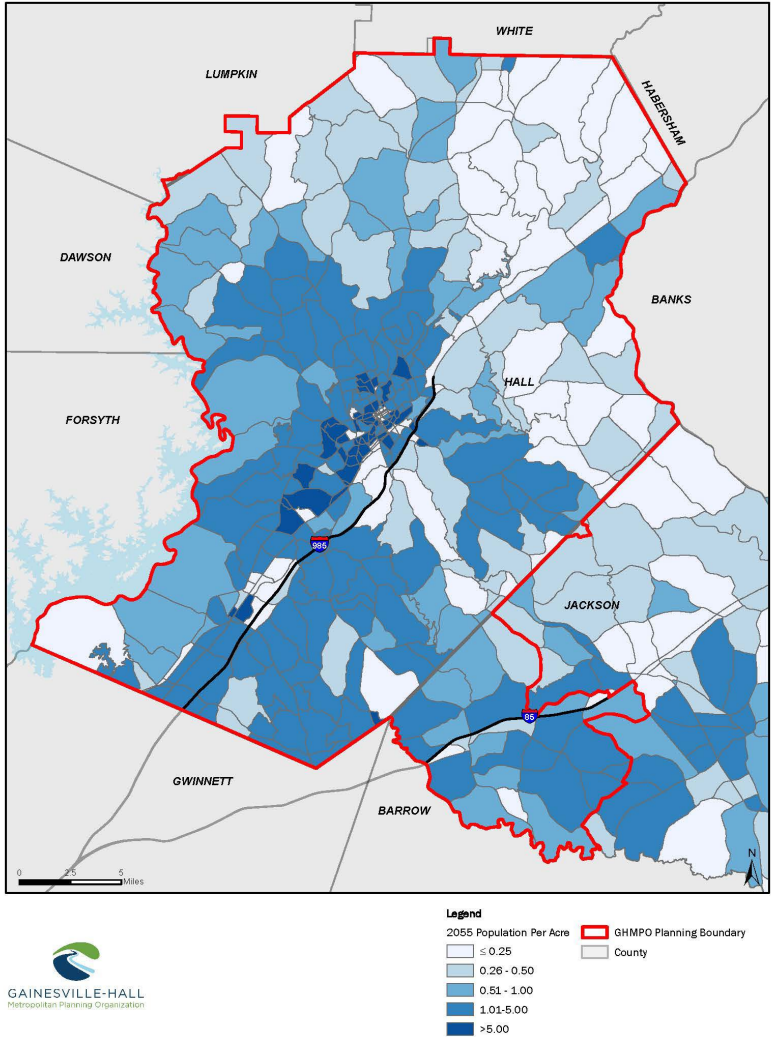
County	Population	Households	Employment	Students (K-12)	University Enrollment
Hall	292,096	101,043	133,643	49,645	14,876
Jackson	140,451	48,601	63,497	29,946	150
Jackson (portion within GHMPO)	41,009	13,737	14,296	15,883	-

TCC 179

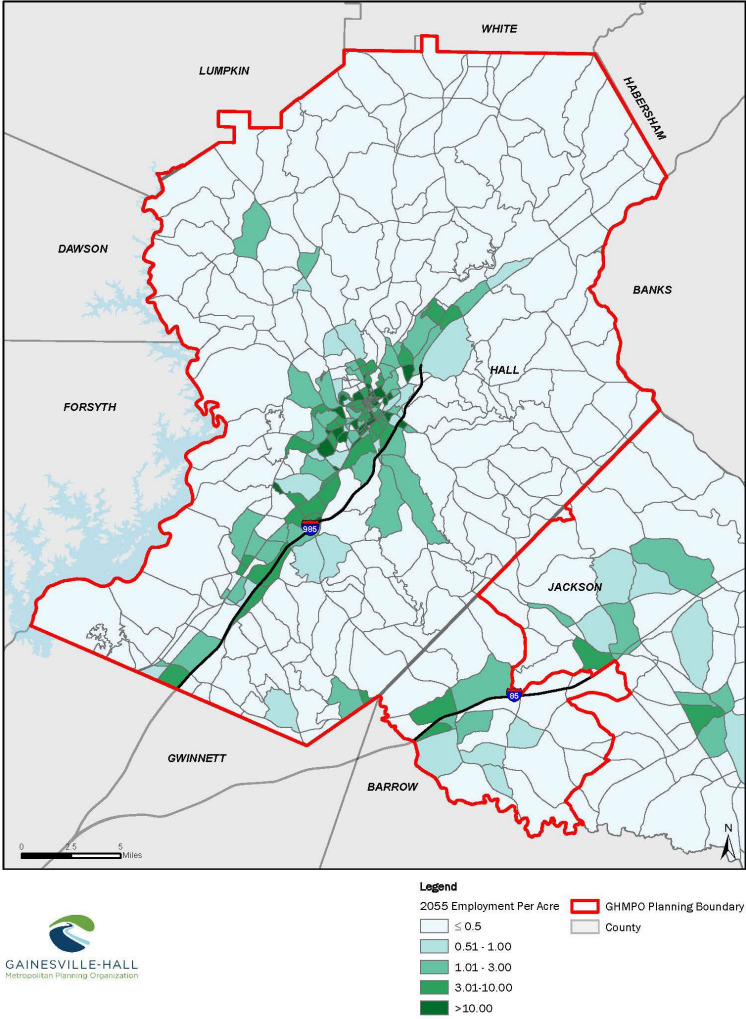


# 2055 Future Year SE Data

Population

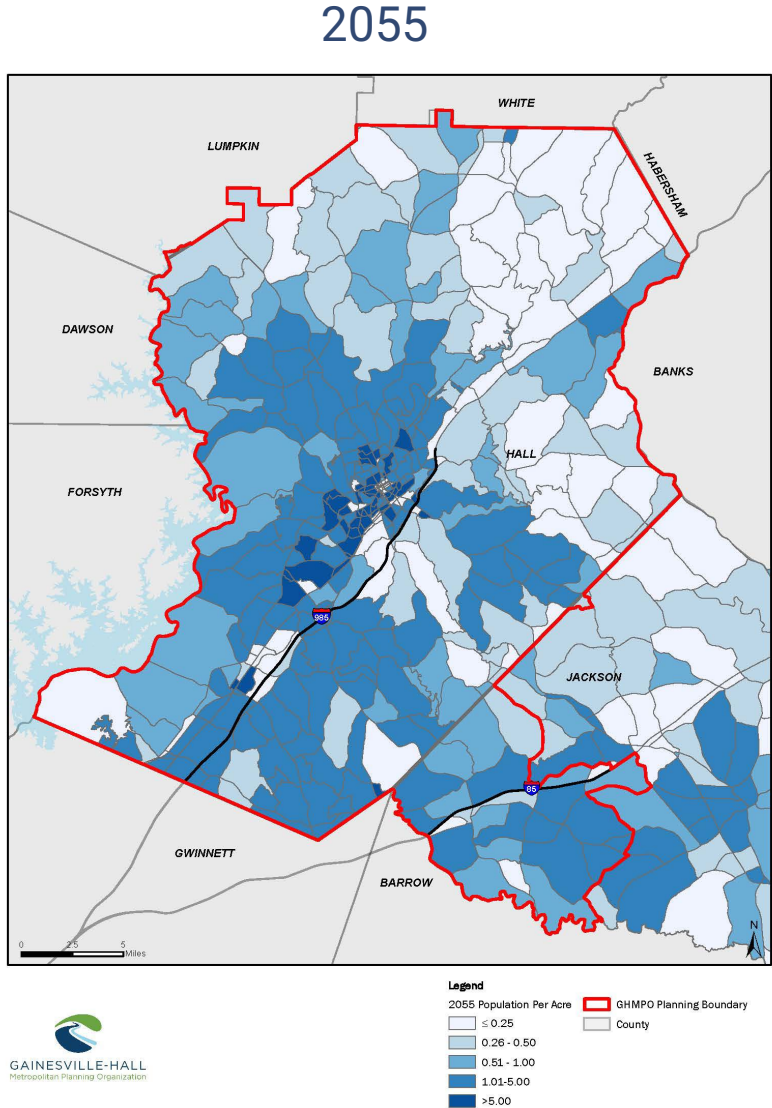
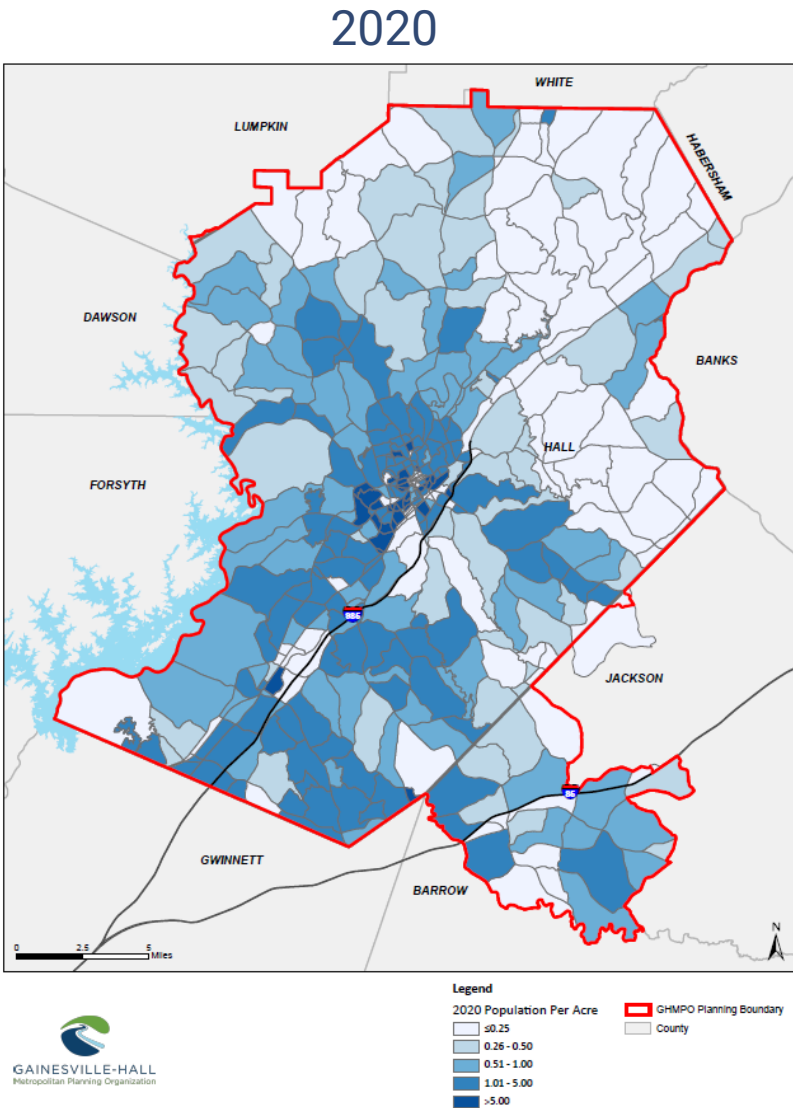


Employment



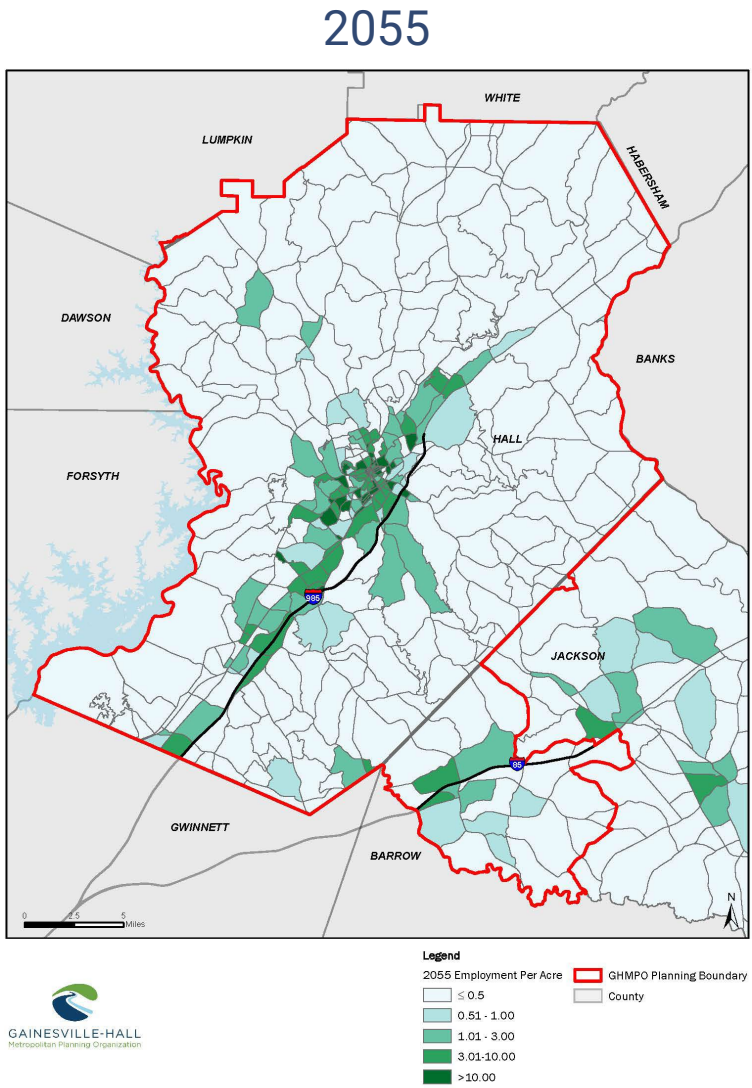
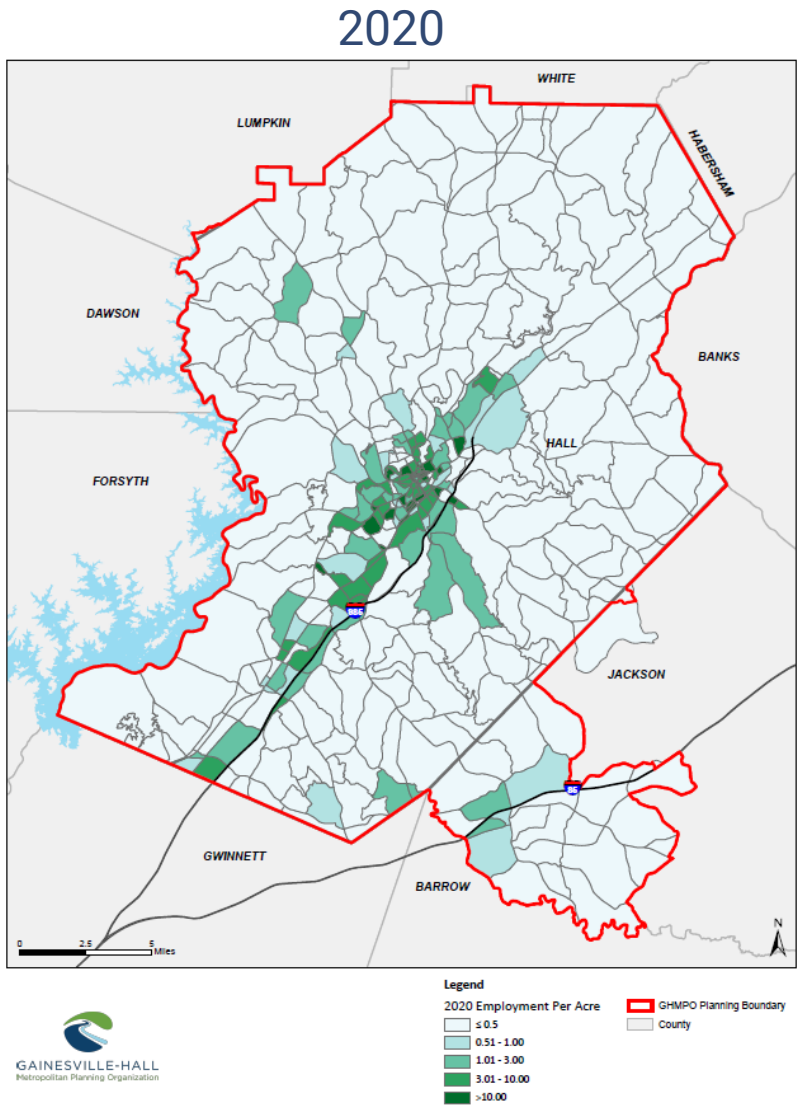
TCC 180

# 2020 to 2055 Population Density Change



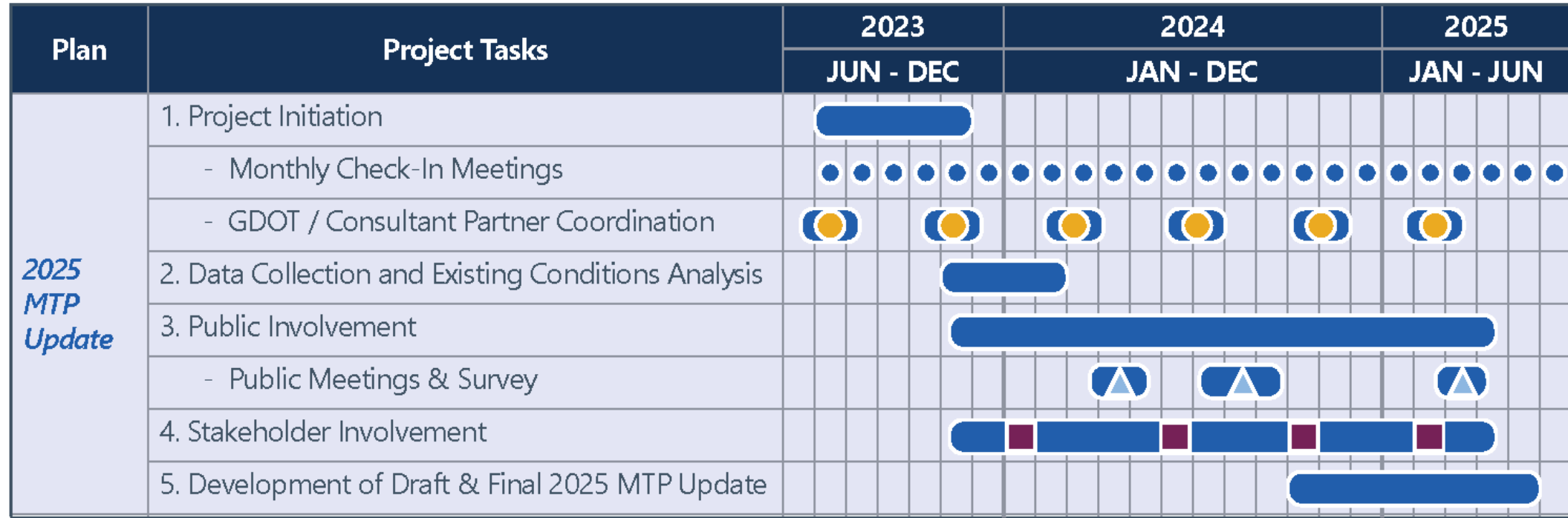
TCC 181

# 2020 to 2055 Employment Density Change



TCC 182

# Schedule



- Stakeholder Advisory Committee (SAC)  
 - Public Meeting or Survey  
 - GDOT / Consultant Partner Collaboration

TCC 183

# Thank you!



## **Technical Coordinating Committee**

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## **9. Jurisdiction and Agency Reports**

- City of Flowery Branch
- City of Gainesville
- City of Oakwood
- City of Buford
- Town of Braselton
- Federal Highway Administration
- Georgia Department of Transportation
- Georgia Mountains Regional Commission
- Northeast Georgia Regional Commission
- Hall Area Transit
- Hall County
- Jackson County

## **10. Public Comment**

## **11. Upcoming Meeting Date: April 24, 2024**

## **12. Adjourn**

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