

***GAINESVILLE HALL TRANSPORTATION STUDY
UNIFIED PLANNING WORK PROGRAM***

For
Fiscal Year 2005

July 1, 2004 through June 30, 2005

Prepared by: Gainesville Hall Transportation Study

In Cooperation With:
Georgia Department of Transportation
Federal Highway Administration
Federal Transit Administration

FY 2005 PL Project #: PL-0005-00-998

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INTRODUCTION

The U.S. Bureau of the Census following the 2000 Census designated the Gainesville/Hall County area as an "Urbanized Area". At that time the area came under the provisions of the Federal-Aid Highway Act and the Urban Mass Transportation Act of 1964, as amended, which require a "continuing, comprehensive, and cooperative (3C)" planning process in all urban areas of more than 50,000 population.

In keeping with these provisions, the Gainesville-Hall Metropolitan Planning Organization (MPO) has been designated by the Governor as the MPO for the Gainesville urbanized area in February 2003. The process uses three committees (Policy Committee – the decision making body, Technical Coordinating Committee – the staff, and Citizen's Advisory Committee), 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 Citizens Advisory Committee (CAC) consists of volunteer members who are interested in transportation issues and they are appointed by their member jurisdictions. The CAC is responsible for ensuring that values and interests of the citizens in Hall County are taken into consideration in the transportation planning process.

The Technical Coordinating Committee (TCC) membership includes staff from the member jurisdictions, various federal, state, and local agencies and associations who 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 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 CAC and the TCC when adopting plans or setting policy.

Scope of the Unified Planning Work Program

The Fiscal Year 2005 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, 2004 through June 30, 2005. The document is organized into four major sections entitled:

- Part I - Administration*
- Part II – Public Involvement*
- Part III – Data Collection*
- Part IV- System Planning*

The four 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 a 20 year horizon, which is updated at least every five years. Public involvement is an integral part of throughout the planning process.

In April of 2004, Hall County will be designated as part of the 20 county Atlanta non-attainment area for ozone under the 8 hour standard. This will require the Gainesville-Hall MPO (GHMPO) to participate in air quality activities for a non-attainment area under the Clean Air Act. It will also require coordination with the applicable local, regional, state and federal agencies. Also as the Atlanta Urban Area extends into Hall County, the GHMPO will coordinate with the Atlanta Regional Commission relative to federal requirements for a Transportation Management Area. As part of a non-attainment area, the GHMPO will have to demonstrate conformity for all LRTPs and Transportation Improvement Programs.

Funding

The Gainesville Hall Transportation Study receives funding from two federal reimbursement programs, GDOT and from Hall County. The Federal Transit Administration is the source of Section 5303 Program funds, which are primarily for transit planning. Federal Highway Administration is the source of Planning (PL) funds, which are to be used for providing local information to the Department of Transportation to ensure a continuing transportation planning process. The County provides ten percent of total funds expended for transportation planning. The County requests reimbursement for the remaining ninety- percent of the total funds expended. The Georgia Department of Transportation reimburses the County for ten percent of the total funds expended while the Federal Highway Administration and the Federal Transit Administration pay for the remaining eighty percent.

The Georgia DOT participation is 10% of total PL and Section 5303 funds and 20% of total SPR funds. The FHWA (PL) and FTA (Section 5303) provide 80% of the total funding.

TASK # 1.1 Administration

Sub-element: Study Coordination and Operations

➤ **OBJECTIVE**

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

➤ **PREVIOUS WORK**

A Memorandum of Understanding amongst the member jurisdictions was signed and the committee bylaws were adopted. The three GHTS committees met twice since their initial meeting in January. The UPWP was approved and progress was accomplished on developing the TIP and the Long Range Plan. A Progress Reports and reimbursable forms were submitted to GDOT Planning Office.

➤ **PROJECT DESCRIPTION**

The MPO has the responsibility to manage the Gainesville Hall Transportation Study Program. The activities of the Policy, Technical Coordinating and Citizens Advisory Committees will be coordinated, including arranging meetings and preparing meeting minutes. The staff will insure the preparation of proper study records for the development of progress and performance reports, certification, and reimbursement procedure. The MPO also monitors all consultant contracts performed as part of the GHTS process.

➤ **PRODUCT**

GHTS committee meetings and minutes, Quarterly Reports, and an Annual Report to GDOT, Accounting Narratives and Invoices.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START AND
END DATES**

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE	AMOUNT
FHWA-PL	\$28,000.00
STATE-PL	\$3,500.00
LOCAL	\$3,500.00
FHWA (SPR)	\$11,390.00
STATE (SPR)	\$2,757.00
TOTAL	\$49,147.00

TASK # 1.2 Administration

Sub-element: Staff Education

➤ **OBJECTIVE**

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

➤ **PREVIOUS WORK**

Transportation Planner attended classes offered by GDOT on Air Quality, Transit Funding and development of the Long Range Transportation Plan.

➤ **PROJECT DESCRIPTION**

MPO staff may attend transportation-related conferences, seminars and courses offered by the National Highway Institute, Federal Highway Administration, Federal Transit Administration and GDOT. To be eligible for reimbursement, MPO staff shall seek prior written approval from GDOT before charging to this element if the courses involve reimbursable expenses for fees, registration, travel, per diem, lodging, etc.

➤ **PRODUCT**

Ongoing staff improvement and education.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE

AMOUNT

FHWA-PL	\$6,400.00
STATE-PL	\$800.00
LOCAL	\$800.00
FHWA (SPR)	\$3,797.00
STATE (SPR)	\$949.00
TOTAL	\$12,746.00

TASK # 1.3 Administration

Sub-element: 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 GIS software and application materials for system planning.

➤ **PREVIOUS WORK**

A desktop computer with software was acquired for the MPO staff.

➤ **PROJECT DESCRIPTION**

Maintain computer systems used by the MPO in line of relevant transportation planning activities. A laptop and LCD projector will be acquired to be used for the MPO Committee meetings.

➤ **PRODUCT**

Adequate technology to operate the MPO.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE

AMOUNT

FHWA-PL	\$4,800.00
STATE-PL	\$600.00
LOCAL	\$600.00
FHWA (SPR)	\$3,404.00
STATE (SPR)	\$891.00
TOTAL	\$10,255.00

TASK # 1.4 Administration

Sub-element: UPWP

➤ **OBJECTIVE**

Collect public and committee input on a proposed FY 2006 UPWP. Take into consideration MPO progress made on FY 2005 UPWP. Develop and draft final UPWP.

➤ **PREVIOUS WORK**

Staff developed initial UPWP. Program was reviewed and approved by committees.

➤ **PROJECT DESCRIPTION**

The MPO will identify priority transportation planning work tasks, prepare a descriptive narrative and cost estimate for each work task, coordinate input from other agencies, and prepare the FY 2006 UPWP.

➤ **PRODUCT**

FY 2006 UPWP Document

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

10/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE	AMOUNT
FHWA-PL	\$5,600.00
STATE-PL	\$700.00
LOCAL	\$700.00
FHWA (SPR)	\$6,961.00
STATE (SPR)	\$1,740.00
TOTAL	\$15,701.00

TASK # 2.1 Public Involvement

Sub-element: Community Outreach and Education

➤ **OBJECTIVE**

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

➤ **PREVIOUS WORK**

The Citizen Advisory Committee was formulated and preliminary public meetings were held for the Long Range Transportation Plan.

➤ **PROJECT DESCRIPTION**

The MPO staff will meet with community groups and individuals to provide information on current transportation planning programs. Develop and adopt a Public Involvement Program, a document that will serve as the guideline for public involvement and ways to increase public involvement in the transportation planning process. Staff and members will continue to address Environmental Justice and Title VI issues by insuring that groups that have been traditionally underserved by the transportation planning process be identified and included in the decision making process. Develop a website as part of the MPO's outreach efforts.

➤ **PRODUCT**

Ongoing community outreach and education. Development and adoption of a Public Involvement Plan and an MPO website.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE	AMOUNT
FHWA-PL	\$12,000.00
STATE-PL	\$1,500.00
LOCAL	\$1,500.00
FHWA (SPR)	\$7619.00
STATE (SPR)	\$1,904.00
TOTAL	\$24,524.00

TASK # 3.1 Data Collection

Sub-element: System Monitoring

➤ **OBJECTIVE**

Use Average Daily Traffic data with GIS road data to analyze changes. Use the information to guide development of the Transportation Improvement Program and the Long Range Transportation Plan. Maintain a database for transportation planning and transportation modeling process for determining the impact of future growth on the transportation system.

➤ **PREVIOUS WORK**

Preliminary work on the GIS database.

➤ **PROJECT DESCRIPTION**

Street usage will include the collection of Average Daily Traffic (ADT) data provided by GDOT, and inclusion of this data into the GIS database. Maintain and enhance socioeconomic database using the most recent available socioeconomic data.

➤ **PRODUCT**

Complete a report that illustrates changes in ADT. Develop a database with attributes such as households, population, school enrollment, employment and motor vehicles.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO
GDOT

FUNDING SOURCE	AMOUNT
FHWA-PL	\$4,800.00
STATE-PL	\$600.00
LOCAL	\$600.00
FHWA (SPR)	\$3,876.00
STATE (SPR)	\$969.00
TOTAL	\$10,846.00

TASK # 4.1 Transit/Paratransit

Sub-element: System Monitoring

➤ **OBJECTIVE**

To perform a public transit operations, administration and maintenance facility feasibility study.

➤ **PREVIOUS WORK**

None.

➤ **PROJECT DESCRIPTION**

This study will provide Hall Area Transit with a determination of the feasibility of combining Administration, Operations and Maintenance into one facility. The study will identify reasons for consolidation of these activities into one site and will determine the parameters needed. Once this step is complete, the study will identify parcels available within a selected geographic range and rank them for viability. It will also identify any issues associated with a separate facility, including financial constraints and land availability.

➤ **PRODUCT**

A final facility feasibility study will be produced.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

10/01/04 – 3/31/05

LEAD AGENCY

Hall Area Transit/Hall County

FUNDING SOURCE	AMOUNT
FTA -5303	\$40,675.00
STATE	\$5,084.38
LOCAL	\$5,084.38
FHWA (SPR)	\$0.00
STATE (SPR)	\$0.00
TOTAL	\$50,843.76

TASK 4.2 System Planning

Sub-element: GIS Development and Applications

➤ **OBJECTIVE**

Maintain a GIS transportation layer showing roads, airports, rail, transit, bikeways, sidewalks and freight transfer points as applicable.

➤ **PREVIOUS WORK**

Preliminary work was completed by GIS staff.

➤ **PROJECT DESCRIPTION**

Create and maintain a digital street and highway layer and land use layer.

➤ **PRODUCT**

Current road and transportation facilities information available on server.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE	AMOUNT
FHWA-PL	\$4,000.00
STATE-PL	\$500.00
LOCAL	\$500.00
FHWA (SPR)	\$3,404.00
STATE (SPR)	\$851.00
TOTAL	\$9,255.00

TASK #4.3 System Planning

Sub-element: Long Range Plan

➤ **OBJECTIVE**

Develop and review inputs for the eventual creation and adoption of a long-range, multi-modal Long Range Transportation Plan (LRTP) for the study area.

➤ **PREVIOUS WORK**

In the previous year a needs assessment was completed that came up with a preliminary list of projects developed from output from the travel demand model.

➤ **PROJECT DESCRIPTION**

The LRTP provides project descriptions and cost estimates for proposed long range transportation projects. The document also contains information and plans for potential multimodal projects, transit, Transportation Enhancement projects, GDOT and local maintenance projects.

➤ **PRODUCT**

A complete, reviewed and board adopted Long Range Transportation Plan.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES
Hall County and City of Gainesville	Comprehensive Plan

TARGET START AND END DATES	7/01/04 – 6/30/05	LEAD AGENCY	GHMPO
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FUNDING SOURCE	AMOUNT
FHWA-PL	\$12,240.00
STATE-PL	\$1,530.00
LOCAL	\$1,530.00
FHWA (SPR)	\$9,492.00
STATE (SPR)	\$2,373.00
TOTAL	\$27,165.00

TASK #4.4 System Planning

Sub-element: Transportation Improvement Program

➤ **OBJECTIVE**

Undertake transportation planning activities that will lead to the development and implementation of a short-range transportation plan.

➤ **PREVIOUS WORK**

Preliminary work was completed on developing the Transportation Improvement Program through a Needs Assessment.

➤ **PROJECT DESCRIPTION**

Produce the draft FY 2005-2007 TIP for review by the public and MPO Committees prior to submission to GDOT.

A completed, reviewed and adopted Transportation Improvement Program.

➤ **PRODUCT**

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE	AMOUNT
FHWA-PL	\$9,600.00
STATE-PL	\$1,200.00
LOCAL	\$1,200.00
FHWA (SPR)	\$10,125.00
STATE (SPR)	\$2,531.00
TOTAL	\$24,656.00

TASK #4.5 System Planning

Sub-element: Special Transportation Studies

➤ **OBJECTIVE**

To provide appropriate transportation related studies during FY 2004.

➤ **PREVIOUS WORK**

No special study was conducted in a previous fiscal year, FY2003.

➤ **PROJECT DESCRIPTION**

The MPO may periodically be asked to conduct special studies, prepare reports for participants, other agencies, or the public or to analyze data not otherwise covered in the UPWP. Under this element the MPO will fund and/or negotiate with outside consultants or prepare in-house any transportation or traffic studies, which may be needed. These studies may include intersection signalization studies, trip generation for unanticipated land use changes, a bicycle and pedestrian plan, congestion management or special studies and/or planning efforts required by air quality designations.

➤ **PRODUCT**

Development of a Congestion Management System in coordination with ARC. Studies as appropriate.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

7/01/04 – 6/30/05

LEAD AGENCY

GHMPO

FUNDING SOURCE	AMOUNT
FHWA-PL	\$24,000.00
STATE-PL	\$3,000.00
LOCAL	\$3,000.00
FHWA (SPR)	\$3,284.00
STATE (SPR)	\$821.00
TOTAL	\$34,105.00

**Gainesville Hall Transportation Study
Fiscal Year 2005
Budget Summary & Source of Funds**

TASK	PL Funds				SPR Funds			Section 5303 Funds				Total
	BUDGET AMOUNT	FHWA PL	GDOT MATCH	LOCAL MATCH	BUDGET AMOUNT	FHWA	GDOT MATCH	BUDGET AMOUNT	FTA 5303	GDOT MATCH	LOCAL MATCH	
1.1 STUDY COORDINATION AND OPERATIONS	\$35,000.00	\$28,000.00	\$3,500.00	\$3,500.00	\$14,147.00	\$11,317.60	\$2,829.40	\$0.00	\$0.00	\$0.00	\$0.00	\$49,147.00
1.2 STAFF EDUCATION	\$8,000.00	\$6,400.00	\$800.00	\$800.00	\$4,746.00	\$3,796.80	\$949.20	\$0.00	\$0.00	\$0.00	\$0.00	\$12,746.00
1.3 EQUIPMENT AND SUPPLIES	\$6,000.00	\$4,800.00	\$600.00	\$600.00	\$4,255.00	\$3,404.00	\$851.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,255.00
1.4 UPWP	\$7,000.00	\$5,600.00	\$700.00	\$700.00	\$8,701.00	\$6,960.80	\$1,740.20	\$0.00	\$0.00	\$0.00	\$0.00	\$15,701.00
2.1 COMMUNITY OUTREACH AND EDUCATION	\$15,000.00	\$12,000.00	\$1,500.00	\$1,500.00	\$9,524.00	\$7,619.20	\$1,904.80	\$0.00	\$0.00	\$0.00	\$0.00	\$24,524.00
3.1 SYSTEM MONITORING	\$6,000.00	\$4,800.00	\$600.00	\$600.00	\$4,846.00	\$3,876.80	\$969.20	\$0.00	\$0.00	\$0.00	\$0.00	\$10,846.00
4.1 TRANSIT/PARATRANSIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,843.76	\$40,675.01	\$5,084.38	\$5,084.38	\$50,843.76
4.2 GIS DEVELOPMENT AND APPLICATIONS	\$5,000.00	\$4,000.00	\$500.00	\$500.00	\$4,255.00	\$3,404.00	\$851.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,255.00
4.3 LONG RANGE PLAN	\$15,300.00	\$12,240.00	\$1,530.00	\$1,530.00	\$11,865.00	\$9,492.00	\$2,373.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,165.00
4.4 TRANSPORTATION IMPROVEMENT PROGRAM	\$12,000.00	\$9,600.00	\$1,200.00	\$1,200.00	\$12,656.00	\$10,124.80	\$2,531.20	\$0.00	\$0.00	\$0.00	\$0.00	\$24,656.00
4.5 SPECIAL TRANSPORTATION STUDIES	\$30,000.00	\$24,000.00	\$3,000.00	\$3,000.00	\$4,105.00	\$3,284.00	\$821.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,105.00
TOTALS	\$139,300.00	\$111,440.00	\$13,930.00	\$13,930.00	\$79,100.00	\$63,280.00	\$15,820.00	\$50,843.76	\$40,675.01	\$5,084.38	\$5,084.38	\$269,243.76