

**MINUTES**  
**AMARILLO METROPOLITAN PLANNING ORGANIZATION**  
**POLICY COMMITTEE MEETING**

The Policy Committee for the Amarillo Metropolitan Planning Organization met at 1:30 p.m., July 18, 2013, in Room 306 of City Hall, 509 South East 7th Avenue, Amarillo, Texas.

Voting members present were: Paul Harpole, Brian Eades, Jarrett Atkinson, Kyle Ingham, Dick Davis, and Stan Swiatek.

Voting members not present were: Ron Johnston, Arthur Ware, H.R. Kelly, Ernie Houdashell, and Mark Benton.

Staff coordinators were: Gary Holwick and Travis Muno.

**Item 1. Consider approval of the April 18, 2013 meeting minutes.**

Paul Harpole, Mayor, City of Amarillo, advised the minutes of the previous meeting on April 18, 2013 were ready for consideration. Mr. Harpole asked if there were any corrections to the minutes; there were none.

Kyle Ingham, Local Government Services Director from PRPC, made a motion to accept the minutes as presented. Dick Davis, Chamber of Commerce, seconded the motion. A vote of 6:0 carried the motion.

**Item 2. Consider the FY 2014 Unified Planning Work Program.**

Gary Holwick, MPO Director, presented the FY 2014 Unified Planning Work Program (UPWP), shown in Attachment A. He first spoke to the Committee about what purpose the MPO serves and briefly summarized the major planning programs for which the MPO is responsible. Mr. Holwick explained the purpose of the UPWP and discussed each of the work elements contained in the UPWP. He said that the UPWP is a federally required document which serves as a guide for transportation planning activities to be conducted over the course of specified fiscal year. He talked about the source of planning funds from both FHWA and FTA. He told the committee that funding was again limited and little had changed from the preceding fiscal year's UPWP. He said no comments were received during a 30-day public comment period for the FY 2014 UPWP. He told the committee that when approved, the UPWP would be submitted to TxDOT, FHWA, and FTA.

Stan Swiatek, TxDOT Amarillo District TP&D, asked about the funding levels in Task 2 and what is being done in sub-task 2.2 and 2.3. He questioned why there seemed to be no change in the funding level from year to year and what was being accomplished in the sub-tasks. Mr. Holwick stated the tasks were to collect and report on collision and traffic count data. Dick Davis said historically these tasks have always been for staff to perform the work associated with data collection. Mr. Holwick said that was true, the funding was utilized for staffing and equipment.

Mr. Swiatek asked about funding level changes in Task 4, sub-task 4.1. Mr. Holwick said efforts performed under this sub-task were for the development of the 2015-40 Metropolitan Transportation Plan (MTP).

Kyle Ingham asked about carryover funds and if those could be reclaimed by the funding source. Mr. Holwick told him that those funds had been accumulated over several years and now that funding levels were lower the MPO was using the carryover to continue operating at previous funding levels. Mr. Swiatek wanted to know if the carryover could be used for the Loop 335 Study. Mr. Holwick said yes the funds could be utilized for such a study; however the loss of that reserve could mean there would come a time when diminished funding might not support the MPO's current operating level or workload. He said at that time decisions would need to be made whether to lay off staff, go to part-time staffing, or find other sources of funding for the local transportation planning initiative. Mr. Ingham cautioned a large amount of carryover could be lost, since it may be seen by others as something to be used for their needs.

Dick Davis asked if additional funds would be needed for the preparation of the next MTP. Mr. Holwick told him that the MTP would be done in house and he felt the task was adequately funded.

Dick Davis made a motion to approve the FY 2014 Unified Planning Work Program as presented. The motion was seconded by Brian Eades, City Commissioner, and carried 6:0.

**Item 3. Consider revision of the 2013-16 Transportation Improvement Program.**

Mr. Travis Muno, MPO Senior Planner, explained the need for a revision of the 2013-16 Transportation Improvement Program. He said this revision affected the FY2013 Amarillo City Transit project, adjusting line item amounts for operating expenses and vehicle replacement. He asked Judy Phelps, Amarillo City Transit Manager to provide greater detail about public transportation funding. Ms. Phelps stated the Amarillo City Transit (ACT) will receive a \$3.382 million allocation for the 2012/13 year, \$1.585 million will be spent for capital items, and \$1.796 million in operating expenses (approximated amounts).

Mayor Harpole asked what capital items were included. Judy said the revision included line items for computer equipment & software purchases, support vehicle, increased funding for installing new bus benches, and the use of capital funding for operating expenses such as fuel & preventative maintenance.

Ms. Phelps answered questions about the items for purchase of service and travel training. She spoke of the increased demand for Spec Trans and fixed-route bus services due to state funds for agencies no longer available, increased demand for health services, aging population, and the economy. She thought the movement of rural populations into the City of Amarillo was driving this demand.

Mayor Harpole spoke about the increasing need for public transportation in the City and the current long wait times for travel by public transportation. Judy said all routes have at least 45-minute headways for travel. She said ACT receives 11,000 -14,000 calls per month for service. The Mayor said reduced funding, high operating costs, and increased demand would require a hard look at additional sources of funding for the future of Amarillo City Transit.

Mr. Muno said the revision would require action by the Committee to be implemented in the TIP. Details of the TIP revision are shown in Attachment B.

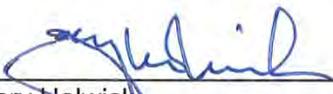
Jarrett Atkinson, City Manager, City of Amarillo, made a motion to approve the 2013-16 Transportation Improvement Program revisions as presented. The motion was seconded by Dick Davis and was approved 6:0.

**Item 4. Open Forum, time reserved for anyone to speak on any transportation related item; however, no action can be taken on items not on the agenda.**

Mayor Harpole proposed meeting with TxDOT officials to review Rails to Trails, the Old Soncy Roadbed, and future plans for bicycle/pedestrian facilities. Mayor Harpole asked to meet with TxDOT officials to discuss the weeds along the highways inside the City and the future mowing plans for Amarillo. He said he had recently received many negative telephone calls about how bad the weeds looked along the highways. Stan Swiatek offered to have Ron Johnston, the TxDOT Amarillo District Engineer, call Jarrett Atkinson to discuss these issues.

**Item 5. Adjournment.**

The meeting was adjourned with no further business to discuss.

  
\_\_\_\_\_  
Gary Holwick  
Director, Amarillo MPO

**Amarillo Metropolitan Planning Organization Policy Committee Meeting Attendance Record**

Date: July 18, 2013  
Time: 1:30 P.M.

Place: Room 306 City Hall,  
509 SE 7<sup>th</sup> Ave, Amarillo, TX

	Name	Organization Represented	Phone Number	E-mail Address
1	GARY HOLWICK	AMARILLO MPO	806 378 6293	gary.holwick@amarillo.gov
2	TRANS MUNOZ	Amarillo MPO	806-378-4219	TRANS.MUNOZ@amarillo.gov
3	JUDY PHELPS	COA-TRMINT	3786847	judy.phelps@amarillo.gov
4	<del>PHIL</del> DICK DAVIS	Chamber of Commerce	373-8300	ddavis@amnet.net
5	Jan Sanders	Planning	378-6090	
6	STAN SWIATEK	TXDOT	356-3420	
7	Paul Harpole	C.O.A.	679 0911	
8	Terry Nix	TXDOT	356-3273	
9	Kyle Schniederian	C.O.A		
10	Mark Reid	COA	378-4227	mark.reid@amarillo.gov
11	BRIAN J ENDES	City	355 6330	
12				

**Amarillo Metropolitan Planning Organization Policy Committee Meeting Attendance Record**

Date: July 18, 2013  
Time: 1:30 P.M.

Place: Room 306 City Hall,  
509 SE 7<sup>th</sup> Ave, Amarillo, TX

	Name	Organization Represented	Phone Number	E-mail Address
13	Kefle Englem	PRPC	-	-
14	Kit Black	TXDOT	806 356 3200	
15	J. ATKINSON	COA		
16	SARAH ERICSS	COA		
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**FY 2014**

**UNIFIED PLANNING WORK PROGRAM**

**AMARILLO**

**URBAN TRANSPORTATION STUDY**

ADOPTED BY MPO POLICY COMMITTEE ON: July 18, 2013

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Prepared in cooperation with the Texas Department of Transportation and the U.S. Department of Transportation, Federal Highway Administration, and Federal Transit Administration.

This report was funded in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the authors [or agency] expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

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Amarillo MPO ofrece servicios de traducción de idiomas a todos los no-clientes de habla Inglés llame al 378-6293.

## **INTRODUCTION**

The Governor of the State of Texas has designated the City of Amarillo as the fiscal agent for the Amarillo Metropolitan Planning Organization (MPO). Acting through its Transportation Policy Board, the MPO, in cooperation with the Texas Department of Transportation (TxDOT), the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Potter and Randall Counties, the Panhandle Regional Planning Commission, and the City of Amarillo, administers the transportation planning process in the Amarillo urbanized area. This designation was renewed by contract with TxDOT and executed in May 2012. The contract reflects changes in the Planning process brought about by the Moving Ahead for Progress in the 21st Century Act (MAP-21) and previous federal transportation legislation, such as ISTEA, TEA-21, and SAFETEA-LU.

The FY 2014 UPWP was developed in accordance with regulations set forth in MAP-21, which was signed into law on July 6, 2012. MAP-21 took effect October 1, 2012. The MPO is responsible, together with the State of Texas, for carrying out the provisions of MAP-21.

### **A. Unified Planning Work Program Purpose**

1. Each year the MPO shall submit to TxDOT for approval a program of work which includes goals, objectives and/or tasks required by each of the several agencies involved in the metropolitan transportation planning process. This program of work is to be called the Unified Planning Work Program (UPWP) or any name that may be specified in later federal or state regulations.
2. The UPWP will be prepared for a period of one year only. The UPWP shall reflect only that work that can be accomplished during the fiscal year.
3. The effective date of each UPWP will be October 1 of each fiscal year or the date of department approval, whichever occurs later. On that date, the UPWP shall constitute a new federal project and shall supersede the previous UPWP.
4. The UPWP shall comply with all applicable federal and state requirements and will describe metropolitan transportation and transportation-related planning activities anticipated in the area during the next one-year period.
5. The UPWP shall reflect transportation planning work tasks to be funded by federal, state, or local transportation, or transportation-related (e.g., air quality) planning funds.
6. The use of federal metropolitan transportation planning funds shall be limited to transportation planning work conducted inside the Metropolitan Area Boundary.
7. The use of federal transportation planning funds shall be limited to corridor/sub-area level planning (major investment studies and environmental studies are considered corridor level planning). The use of such funds beyond the environmental document preparation or for specific project level planning and engineering (efforts directly related to a specific project instead of a corridor) is not allowed.
8. The MPO shall not incur any costs for work outlined in the UPWP or any subsequent amendments (i.e., add new work tasks or change the scope of existing work tasks) prior to receiving approval from the department. Any costs incurred prior to receiving department approval shall not be eligible for reimbursement from federal transportation planning funds.

The UPWP work elements are developed to meet the goals and planning factors of MAP-21.

The eight planning factors are:

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 transportation system for motorized and non-motorized users
4. Increase the accessibility and mobility of people and for freight
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns
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

The seven federal goals in MAP-21 are:

1. Safety: To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
2. Infrastructure condition: To maintain the highway infrastructure asset system in a state of good repair
3. Congestion reduction: To achieve a significant reduction in congestion on the National Highway System
4. System reliability: To improve the efficiency of the surface transportation system
5. Freight movement and economic vitality: To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
6. Environmental sustainability: To enhance the performance of the transportation system while protecting and enhancing the natural environment
7. Reduced project delivery delays: To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Environmental mitigation efforts are assured at the planning stage for transportation improvements by the use of tools such as Geographic Information System Screening Tool (GISST) and Texas Ecological Assessment Protocol (TEAP), maps, and the cooperative exchange of information with Federal, State, Tribal, and Local agencies related to or interested in transportation planning.

Citizen involvement is assured in the Amarillo Urban Transportation Study (AUTS) through an adopted Public Participation Plan. MPO staff sends notification of all Policy Committee, TIP, or MTP meetings to a mailing list comprised of citizens, businesses, Federal, State, Tribal, and local agencies related to or interested in transportation planning. These meeting notices and local newspaper and media coverage encourage all citizens to attend.

## **B. Definition of Area**

The transportation planning process in the AUTS is limited to the boundaries illustrated by the map in Appendix B. The boundary includes the City of Amarillo and portions of Potter and Randall counties. It corresponds to that area of the region, which is likely to become urbanized in the next 20 years. These boundaries are within the limits of the Travel Forecasting Model prepared by the Texas Department of Transportation.

## **C. Organization**

The City of Amarillo, in cooperation with TxDOT, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Potter, and Randall Counties, and the Panhandle Regional Planning Commission carries out the urban transportation planning process. The MPO staff manages the AUTS in cooperation with TxDOT. Staff members of these two agencies work closely with the Policy Committee of the AUTS. The committee is composed of 11 voting members, 7 ex-officio members, and 7 non-voting / non-member staff advisors.

Appendix A illustrates the membership of the Policy Committee. The Policy Committee ensures that transportation plans and programs are consistent with the objectives and goals of the overall urban transportation planning process. The committee is charged with providing guidance and technical assistance for multi-modal transportation planning, reviewing recommended transportation plans and programs, and appointing technical committees as appropriate. The Policy Committee approves specific planning functions, including agency responsibility and related costs.

A Technical Advisory Committee is also composed of representatives from the City of Amarillo, City of Canyon, TxDOT, and Potter and Randall counties. The Technical Advisory Committee reviews the status of all projects within the Amarillo Study Area and performs other duties as assigned by the Policy Committee.

## **D. Private Sector Involvement**

The MPO seeks input from the private sector on local and regional transportation issues. All civic and professional groups are encouraged to participate in the planning process.

Public involvement is assured in the Amarillo Urban Transportation Study (AUTS) area through an adopted Public Participation Plan. MPO staff sends notification of all Policy Committee, TIP, MTP, or public meetings related to transportation planning to a mailing list comprised of individuals and businesses related to or interested in the transportation industry, including appropriate federal, state, tribal, and local agencies. Developers and agencies that promote economic development are encouraged to participate. Meeting notices, mailings, and local newspaper and media coverage encourage all citizens to attend. These meeting notices, agendas, and minutes are available on the MPO webpage: [www.amarillompo.org](http://www.amarillompo.org). To aid in identifying and dispersing information to disadvantaged citizens, MPO staff produces and makes use of maps showing the relation of current and future transportation projects to minority and low-income populations.

The MPO will maintain and utilize plans developed in compliance with MAP-21 for public participation. Public access to MPO documents, maps, and other visualization techniques are provided on the MPO webpage, the MPO offices, the Amarillo Public Libraries, at City Hall, or upon request by direct mail.

## **E. Planning Issues and Emphasis**

The FY 2014 UPWP addresses an integrated multimodal transportation system which strives to increase mobility and emphasize the preservation of the existing transportation infrastructure. Planning issues and emphasis include:

- Maintain compliance with state and federal regulations
- Coordinate with local, regional, state, & federal agencies toward comprehensive, accessible, and seamless transportation services are available to all citizens.
- Emphasize pedestrian and bicycle transportation where prudent and feasible
- Implement safety and security in the transportation planning process. Safety and security are a key emphasis of MAP-21; data collection and analysis are key elements to improving transportation safety
- Conduct public involvement as identified in the Public Participation Plan
- Update Metropolitan Transportation Plan as needed
- Consider Management and Operations within the Planning Process
- Continue development of socio-economic and business data for improvement & update of the Amarillo Travel Demand Model
- Continue MPO staff training with GIS, TransCad, and other planning software to enhance the technical capacity of planning processes
- Consider environmental concerns for project locations; develop environmental data for specific locations when needed
- Review Access Control as a part of the site planning review process
- Assist City of Amarillo Planning & Zoning staff with analysis of transportation and land use relationships
- Monitor planning area growth through the review of building permits and new plats
- Provide planning assistance to Amarillo City Transit fixed route & demand response transit systems

## **TASK 1.0 - ADMINISTRATION/MANAGEMENT**

### **Objective:**

To provide for the daily operation, organization, and coordination of the transportation planning process;

To provide administrative oversight that will focus on planning for a multi-modal transportation system that promotes interagency and citizen participation in the planning process;

To provide MPO staff the opportunity for professional development through attendance of training workshops, courses, and meetings.

### **Expected Work Products:**

Prepare PL and FTA Section 5303 accounting reports; grant applications and reports for FTA Section 5307 and Texas Public Transportation Funds (PTF); Annual Listing of Projects; Annual Performance & Expenditure Report; coordination of MPO Policy Committee and Technical Subcommittee; update and maintain records in accordance with federal and state regulations.

### **Previous Work:**

Coordinated MPO Policy Committee and Technical Subcommittee; prepared PL and FTA Section 5303 accounting reports, grant applications, and reports for FTA Section 5307 and Texas Public Transportation Funds (PTF); Annual Performance & Expenditure Report; Annual Listing of Projects; maintained the MPO Project Tracking Database; maintained a MAP-21 compliant Public Participation Plan (PPP); maintained the Limited English Proficiency Plan; updated and maintained state and federal records in accordance with federal and state regulations.

### **Subtask:**

#### **1.1 Program Administration:**

Activities under this element will provide oversight and coordination of the various programs contained in the work program. Accounting records of state and federal funds will be updated and maintained in accordance with federal and state regulations. Daily functions include correspondence; record keeping, public relations, meeting preparation, advertisement preparation, etc. Incorporate all MAP-21 provisions into existing MPO documents to insure all MPO documents are MAP-21 compliant as required by FHWA.

#### **1.2 Office Equipment and Supplies:**

Office supplies, postage fees, public notifications, and printing required for planning activities are charged to this element. Office furnishings, computers, support hardware, and software to facilitate work performed will be purchased by the MPO, as needed. Traffic counting equipment and/or aerial maps will be replaced, as needed. Consistent with OMB-A-87 guidelines, FHWA and/or TxDOT-TPP must approve all purchases over \$5,000 in writing.

#### **1.3 Professional Development:**

The costs of attending approved urban transportation planning workshops, conferences, technical workgroups, and MPO related meetings are charged to this element. FHWA and/or TxDOT-TPP must approve all out-of-state travel prior to any expenditure for same.

#### **1.4 Public Involvement and Title VI Civil Rights Evaluation:**

The MPO will periodically review and update its public involvement procedures for effectiveness in soliciting public comment and will make appropriate changes when necessary.

The MPO will conduct public meetings and hearings in accordance with its established policies and governing regulations. The MPO will post and advertise public notices of meetings as required. The purpose for this will be to inform the general public and receive their input on multi-modal transportation planning efforts in the Amarillo metropolitan area. When appropriate, MPO staff will prepare and present briefings and presentations on transportation issues. The MPO staff will attend planning and zoning commissions meetings, transportation advisory groups meetings, stakeholders meetings, and meetings of municipalities, providers of transportation, business associations, and other developers to keep informed about trends and activities in the region that will impact the transportation network. The MPO staff may also provide data and technical support as needed to organizations participating in the MPO transportation planning process to facilitate their making informed decisions about their development needs and the impact on the transportation network. The MPO will also consult “as appropriate” with “State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation” in developing long-range transportation plans.

The MPO will seek out and consider the needs of those traditionally underserved by existing transportation systems. The MPO staff will maintain public involvement procedures with the goal of ensuring that citizens from minority ethnic or racial backgrounds or citizens with low incomes in the Amarillo metropolitan area have an opportunity to participate in the planning process and to meet the requirements of U.S. Title VI compliance.

The MPO will maintain a Limited English Proficiency (LEP) Plan, wherein MPO information and documents are made available in other languages at no cost to the public. The MPO will provide information to the public as requested.

The MPO will maintain and utilize the Public Participation Plan developed in compliance with MAP-21. Public access to MPO documents, maps, and other visualization techniques are provided at the MPO offices, the Amarillo Public Libraries, at City Hall, or upon request by direct mail.

The MPO will maintain a website to further capabilities of disseminating information to the public. Meeting notices and agenda are available on the website. In addition, UPWP, MTP, TIP, Public Participation Plan, and other documents are available for the public review and comment. The website offers easy accessibility for MPO documents as part of our public outreach efforts.

The MPO staff will periodically review the public involvement procedures to monitor its effectiveness in obtaining input from citizens with minority, ethnic, racial, or low-income backgrounds. The MPO will revise the public involvement procedures as necessary based on these reviews. The MPO will review and utilize various analysis tools as related to Title VI and will base those strategies on selected performance measures and indicators as selected by the MPO.

The MPO will continue to analyze existing procedures for Title VI compliance using performance measures and indicators, including the following:

- Displacement of businesses or residents allocated by groups and communities;
- Eminent domain actions allocated by groups and communities;

- Availability of scheduled transit service to minority and low-income areas;
- Availability of demand-response transit service to minority and low-income groups and communities;
- Availability of alternative transportation systems, such as pedestrian and bicycle routes, allocated by groups and communities;
- Disruption or improvement of neighborhood connectivity created by proposed transportation investments allocated by groups and communities; and
- Disruption or improvement of safety or physical design and operation of system created by proposed transportation investments allocated by groups and communities

Potential analysis tool(s) will be integrated into project selection for the development of the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) and any subsequent revisions. As needed, the MPO will revise the public involvement procedures as necessary.

**Funding Summary – Task 1.0  
Amarillo MPO – FY 2014**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
1.1	MPO	\$ 141,500	\$ 0	\$ 0	\$ 141,500
1.2	MPO	\$ 4,500	\$ 0	\$ 0	\$ 4,500
1.3	MPO	\$ 3,500	\$ 0	\$ 0	\$ 3,500
1.4	MPO	\$ 8,500	\$ 0	\$ 0	\$ 8,500
<b>Total</b>		\$ 158,000	\$ 0	\$ 0	\$ 158,000

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

## **TASK 2.0 - DATA DEVELOPMENT AND MAINTENANCE**

### **Objective:**

Collect, maintain, and forecast socio-economic, land use, roadway, transit, and travel data. Utilize collection and analysis efforts to assist in developing and enhancing transportation policies and programs.

### **Expected Work Products:**

Update socio-economic data, traffic count data, land use data, transit data, and FY 2014 collision tracking. Continued updates for the transportation model are expected.

### **Previous Work:**

Various highway and transit data collection efforts including: update and maintain traffic-link count database; maintain collision database; update high collision intersection analyses; analyze census data for socio-economic groupings within the MPO boundary and urbanized area boundary.

### **Subtask:**

#### **2.1 Socio-economic Data:**

Population, housing, employment, and land use data will be collected and maintained. Information from census data, building permits data, environmental mitigation sources, and employment data will be distributed by traffic analysis zone over the transportation planning study area. Data collected on disabled, minority, and low-income groups within the MPO boundary will be evaluated with emphasis on transit analysis, transit ridership applications, and identification of trends dealing with Title VI needs. Any information collected will be utilized to expand and maintain mailing lists for public participation needs also. Efforts during FY 2014 will focus on the 2015-40 MTP development and on updating and maintaining existing information.

#### **2.2 Traffic Count Data:**

MPO staff has divided the City of Amarillo arterial and collector streets into a series of numbered links. Each link is counted every two years, thus allowing for the safeguarding of a traffic count database (with historic and current count data) for transportation planning purposes. Recognizing the impact of the installation or misplacement of additional traffic control devices on fuel consumption, air quality, and traffic movement, the MPO has increased its counts of locations for special studies. Approximately 150 link locations and 100 special study locations are counted yearly.

#### **2.3 Collision Tracking:**

Approximately 7,500 traffic collisions on streets and highways within the City of Amarillo are reviewed, diagramed, and entered in the collision database yearly. The database is used to track the location of high collision intersections for inclusion in intersection analyses. The information will also be used for near-term and long-range planning to identify facilities that need improvement.

#### **2.4 Automated Transportation Planning Data Base (Modeling):**

Data collected in subtask 2.1 will be provided to TxDOT for input into a transportation model. Information from the model will be used to project future congestion on the current roadway system.

**Funding Summary – Task 2.0**  
**Amarillo MPO – FY 2014**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
2.1	MPO	\$ 13,300	\$ 0	\$ 0	\$ 13,300
2.2	MPO	\$ 24,500	\$ 0	\$ 0	\$ 24,500
2.3	MPO	\$ 21,500	\$ 0	\$ 0	\$ 21,500
2.4	MPO	\$ 8,500	\$ 0	\$ 0	\$ 8,500
<b>Total</b>		\$ 67,800	\$ 0	\$ 0	\$ 67,800

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

## TASK 3.0 – SHORT-RANGE PLANNING

### Objective:

Develop and submit to TxDOT for approval, a program of planning work including goals, objectives, and tasks required by each of the several agencies involved in the urban transportation planning process. Submit performance reports as required to TxDOT.

Continue the development of a program of projects that will be implemented in the Transportation Improvement Program over the next four years.

Maintain and improve a program of short-range transportation planning activities that promote improvements to the overall transportation system.

### Expected Work Products

FY 2015-2018 TIP	FY 2015 ADA Update
FY 2013-2016 TIP Revisions as needed	FY 2013 Annual Listing of Projects
FY 2015 UPWP	FY 2013 High Collision Intersection Analysis
FY 2014 UPWP Revisions as needed	Special Traffic Studies

### Previous Work:

TIP, UPWP, and performance reports from previous years, various traffic studies, analysis of citizen requests, annual listing of projects, functional classification updates, urban area boundary updates, and annual high collision intersection analysis. Continuing efforts toward increasing service efficiencies via provider certification and training disabled transit riders to utilize fixed-route bus system; annual ADA update.

### Subtask:

#### 3.1 TIP Development:

Implementation and continued development of the FY 2015-2018 TIP. Revise the FY 2013-2016 TIP, as may be required by TxDOT, FHWA, and FTA. Give consideration to environmental justice, bicycle/pedestrian facilities, and safety issues on all transportation projects in the TIP.

#### 3.2 UPWP Development:

Develop planning programs, revise FY 2014 UPWP as needed, and prepare FY 2015 UPWP.

#### 3.3 Analysis of Citizen Requests:

Citizen complaints and requests related to transportation problems are examined. Give consideration to environmental justice concerns. Necessary studies are conducted and recommendations are made with regard to all complaints and requests.

#### 3.4 Traffic Studies:

Various traffic studies are conducted related to traffic movement including on-street and off-street parking, turning movements, speed data, signal warrants, saturation flow rate, travel times, volume/capacity, high collision analysis, congestion, etc. These studies are conducted continually in response to short term traffic movement and safety concerns. The data is retained for transportation planning purposes and historical studies.

### **3.5 Plat Review and Right-of-Way Review:**

An organized review process is used for all subdivision plats and right-of-way vacations to ensure that proper right-of-way widths are maintained as land is developed and vacated. Staff will not approve any plat or vacation until it meets the prescribed functional classification right-of-way width until all necessary right-of-way widths are obtained. This process will also provide up to date information relating to changes in land use that could affect the transportation system. This task is important as the AUTS area continues to expand its access management practices. Recognition of changes in land use patterns will assist staff in identifying locations where appropriate transportation needs are not being met. This activity is ongoing.

### **3.6 Transit Marketing:**

Evaluate the effects of expanding training programs to familiarize citizens on how to use the transit system. Encourage supplementary fixed-route training offered by local agencies. Work with agencies serving the elderly and people with disabilities to promote use of the fixed route system. Promote and encourage use of new transit bicycle racks & facilities. Develop additional route pictograph mapping, inclement weather planning, and multi-language maps. Continue to explore alternative methods to market and encourage the use and awareness of the local transit system, including vehicle & shelter signage. This is an ongoing activity.

### **3.7 ADA Transit Planning:**

Continue work with regional and local agencies / committees that serve people with disabilities to determine gaps in existing transportation services. Review of the demand-response system application process to better evaluate a rider's abilities. Maintain and update training presentations to new riders on flex-route system. Expand certification methods for personnel at independent living agencies in order to better assist persons with disabilities to use the demand-response transit system.

Continue review of fixed-route public transit in the faster growing portions of the city to insure these newer areas are accessible to persons with disabilities. Examine the training procedures for persons with disabilities to better utilize the fixed-route bus system. Examine flex-route performance to improve accessibility to the fixed route transit system for persons with disabilities. Prepare updates to the annual ADA plan. This is an ongoing activity.

### **3.8 Transit Studies:**

During FY 2014, the planning staff will monitor both fixed route and demand-response transit systems to determine underserved populations in the planning area. Staff will study passenger need to determine service hours/days modifications and route modifications to provide access to ADVOC, Goodwill, SNAP, & other locations. Staff members will continue to examine passenger amenity needs and continue to produce improved route information & maps for clientele.

The Amarillo MPO is an active member of regional public transportation planning efforts. In support of collaborative, regional public transportation activities, MPO staff members serve on the Panhandle Regional Organization to Maximize Public Transportation (PROMPT). This regional service planning promotes, and coordinates ways to share ridership among various community service agencies and transit partnerships in the Texas Panhandle. The MPO supports PROMPT in its examination of new initiatives promoting job accessibility and access of public transportation within the region by the elderly and disabled populations.

The MPO will participate in the collaboration to implement recommendations in the regional plan and to keep the planning process current. The MPO will also participate in PROMPT's (the Regional Transportation Advisory Group) planning effort to assure coordination with the regional plan. This is an ongoing activity.

**Funding Summary – Task 3.0**  
**Amarillo MPO – FY 2014**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
3.1	MPO	\$ 26,700	\$ 0	\$ 0	\$ 26,700
3.2	MPO	\$ 11,200	\$ 0	\$ 0	\$ 11,200
3.3	MPO	\$ 8,500	\$ 0	\$ 0	\$ 8,500
3.4	MPO	\$ 14,200	\$ 0	\$ 0	\$ 14,200
3.5	MPO	\$ 5,000	\$ 0	\$ 0	\$ 5,000
3.6	MPO	\$ 12,200	\$ 0	\$ 0	\$ 12,200
3.7	MPO	\$ 16,000	\$ 0	\$ 0	\$ 16,000
3.8	MPO	\$ 18,400	\$ 0	\$ 0	\$ 18,400
<b>Total</b>		\$ 112,200	\$ 0	\$ 0	\$ 112,200

..  
 TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

## **TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN**

### **Objective:**

Maintain and update the Amarillo Metropolitan Transportation Plan (MTP). Maintain and update corridor and regional transportation planning in the MTP.

Maintain and update the Texas Urban Mobility Plan (TUMP)

### **Expected Work Products:**

Continue the review of projects to be implemented throughout the 2010 – 2035 MTP. Revise the 2010 – 2035 MTP, as may be required.

Develop the 2015 – 2040 MTP. Ensure projects proposed for inclusion in the TIP are referenced in the plan.

Participate in corridor and regional transportation planning.

Revise the Texas Urban Mobility Plan (TUMP) as needed.

### **Previous Work:**

During FY 2013 the MPO Policy Committee revised the 2010 – 2035 MTP as needed. Development and revision of this long-range planning document continued as needed for MAP-21 compliance. Projects proposed for inclusion in the TIP were reviewed for consistency with the MTP.

The TUMP for the Amarillo MPO was reviewed. The TUMP is a needs-based comprehensive transportation plan that is not financially constrained by historically traditional funding.

The MPO participated in corridor and regional planning associated with the Panhandle Rural Planning Organization (PRPO), the Panhandle Regional Organization to Maximize Public Transportation (PROMPT) and the Ports-to-Plains Trade Corridor.

### **Subtask:**

#### **4.1 Maintain MTP:**

Revise and maintain the 2010 – 2035 MTP document as needed. Ensure projects proposed for inclusion in the TIP are referenced in the plan. Collect and maintain data from environmental mitigation resources, i.e. GISST and TEAP. Participate in corridor and regional transportation planning activities to gauge impact on the MTP.

The MPO staff will continue public outreach utilizing alternative print media, the MPO website, and radio in disseminating information about the metropolitan transportation planning process. MPO staff will incorporate public outreach tools and techniques to enhance public involvement and in particular, to focus on involving the Title VI target population. This will allow informed transportation decision-making by the MPO Technical Advisory and Policy Committees.

Develop and draft a new 2015–2040 MTP. Development will include, informing the public about the MTP, seeking potential projects, and soliciting comments during the process. MTP development will take place throughout the entire regional community: general population, traditionally underserved populations, local officials, transportation providers, freight haulers, and transportation stakeholders. The MPO staff will be enhancing public outreach techniques utilizing alternative print media, the MPO website, video presentations, and radio in disseminating information about the metropolitan transportation planning process. MPO staff will incorporate public

outreach tools and techniques to enhance public involvement and in particular, to focus on involving the Title VI target population. This will allow more informed transportation decision-making by the technical and policy committees.

Participation by all media formats will be encouraged to reach every transportation stakeholder. The MTP development process supports and seeks all public involvement in accordance with the adopted Public Participation Plan. Various public meetings, including specific public meetings for MTP development and MPO Policy Advisory Committee meetings, will be held during the development process. Financial development and project selection will be made observing total project costs, year of expenditure (YOE), fiscal constraints, safety considerations, regional needs, and public demand. A 30-day public comment period for the draft 2015–2040 MTP will notify stakeholders and seek their involvement regarding the plan. Finally, the draft 2015–2040 MTP will be presented to the MPO Policy Advisory Committee for approval. A proposed timeline for the MTP 2015-40 development follows:

July 2013

Announce to MPO policy board regarding MTP 2015-40, plan update, & procedures.  
Notify MPO policy board of staff consultation with locals regarding MTP development.

October 2013

MPO policy board meeting.  
Advertise MTP 2015-40 Public Meeting Notice in newspaper.  
Post Public Meeting Notices: City Hall & Library branches, County Courthouses, and TxDOT.

November 2013

Public Meeting to solicit comments and projects for MTP 2015-40.

January 2014

MPO policy board meeting.  
Make announcement about plans to update the MTP 2015-40.  
Make copies of the MTP 2010-35 available for review.

February 2014

Advertise MTP 2015-40 Public Meeting Notice in newspaper.  
Post Public Meeting Notices: City Hall, County Courthouses, TxDOT, and City Library branches.

March 2014

Second Public Meeting to solicit comments and projects for MTP 2015-40.  
Continue MTP process; make revisions of draft MTP 2015-40 now through mid June.

April 2014

Solicit public comments & projects this month.  
MPO policy board meeting.  
Continue MTP process; make final revisions of draft MTP 2015-40 now through mid June.

July 2014

MPO policy board meeting.  
Update the MPO policy board on draft MTP 2015-40 progress.

August 2014

Make draft 2015-40 MTP available for public comment.  
Send out notices to stakeholders.

Place copies of the draft 2015-40 MTP in Public Library branches.  
 Advertise MTP 2015-40 Public Comment Period in newspaper.  
 MTP 2015-40 Public Comment begins.  
 MTP 2015-40 Public Meeting.

September 2014  
 MTP 2015-40 Public Comment period end.  
 Revise draft MTP 2015-40 to reflect comments.

October 2014  
 MTP 2015-40 Update must be complete before 10/21/14!  
 Submit draft MTP 2015-40 to MPO policy board for review.  
 MPO policy board meeting and formal adoption of draft MTP 2015-40.  
 Submit the MTP 2015-40 to TxDOT-TPP w/ minutes from MPO policy board meeting.

**4.2 Maintain TUMP:**

Monitor and revise the Texas Urban Mobility Plan documentation as needed.  
 Participate in TUMP workshops.

**Funding Summary – Task 4.0  
 Amarillo MPO – FY 2014**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
4.1	MPO	\$ 50,000	\$ 0	\$ 0	\$ 50,000
4.2	MPO	\$ 2,000	\$ 0	\$ 0	\$ 2,000
<b>Total</b>		\$ 52,000	\$ 0		\$ 52,000

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

**Budget Summary**  
**Amarillo MPO – FY 2014**

UPWP Task	FTA Task	Description	TPF <sup>1</sup>	FTA Sect. 5307	Local Funds	Total Funds
1.0	44.21.00 44.22.00	ADMINISTRATION MANAGEMENT	\$ 158,000	\$ 0	\$ 0	\$ 158,000
2.0	44.22.00 44.27.00	DATA DEVELOPMENT & MAINTENANCE	\$ 67,800	\$ 0	\$ 0	\$ 67,800
3.0	44.24.00 44.25.00	SHORT RANGE PLANNING	\$ 112,200	\$ 0	\$ 0	\$ 112,200
4.0	44.23.01 44.23.02	METROPOLITAN TRANSPORTATION PLAN	\$ 52,000	\$ 0	\$ 0	\$ 52,000
<b>TOTAL</b>			<b>\$ 390,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 390,000</b>

<sup>1</sup> Transportation planning funds

FHWA (PL-112) <sup>2</sup>	\$ 219,370.
FTA Section 5303 <sup>2</sup>	82,962.
Estimated Unexpended Carryover	<u>\$ 448,958.</u>
<b>TOTAL TPF</b>	<b>\$ 751,290.</b>

<sup>2</sup> Estimate based on prior years authorizations

By minute order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT's non-Federal share for FHWA (PL-112) and FTA 5303 funds. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**APPENDIX A**  
**POLICY COMMITTEE MEMBERSHIP**

**AMARILLO METROPOLITAN PLANNING ORGANIZATION**  
**Amarillo MPO – FY 2014**  
**POLICY COMMITTEE**

<b>Voting Members</b>		
Paul Harpole, Chairman	Mayor	City of Amarillo
Brian Eades	City Commissioner	City of Amarillo
Jarrett Atkinson	City Manager	City of Amarillo
Ron Johnston, P.E.	District Engineer	TxDOT
Stan Swiatek, P.E.	Dir. of Transportation Planning & Development	TxDOT
Judge Arthur Ware	County Judge	Potter County
H.R. Kelly	County Commissioner	Potter County
Judge Ernie Houdashell	County Judge	Randall County
Mark Benton	County Commissioner	Randall County
Kyle Ingham	Local Government Services Director	PRPC
Dick Davis		Amarillo C of C
<b>Ex-Officio Members</b>		
The Honorable Mac Thornberry	U. S. Representative	13 <sup>th</sup> Congressional District of Texas
The Honorable Kel Seliger	State Senator	31 <sup>st</sup> Texas State Senatorial District
The Honorable Walter T. Price	State Representative	87 <sup>th</sup> Texas State Representative District
The Honorable John Smithee	State Representative	86 <sup>th</sup> Texas State Representative District
Gary Pitner	Dir. of Panhandle Regional Planning Commission	PRPC
Quinn Alexander	Mayor	City of Canyon
Randy Criswell	City Manager	City of Canyon
<b>Non-Member Advisors and Staff Coordinators</b>		
Gary Holwick	MPO Director	MPO
Travis Muno	Senior Transportation Planner	MPO
Jeni Ledbetter	Transit Planner	MPO
Kirk Fauver	Urban Transportation Planner	FHWA
Joe Clark	Transportation Planning & Program Division	TxDOT
Terry Nix	Transportation Planner	TxDOT
Susan Stockett	Public Transportation Coordinator	TxDOT

## **APPENDIX B**

### **METROPOLITAN AREA BOUNDARY MAP (GOVERNOR OR GOVERNOR'S DESIGNEE APPROVED)**

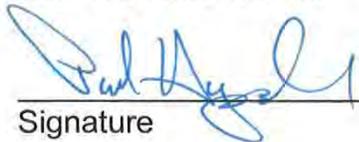


**APPENDIX C**  
**DEBARMENT CERTIFICATION**

**DEBARMENT CERTIFICATION**  
**(Negotiated Contracts)**

- (1) The Amarillo MPO as **CONTRACTOR** certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
  - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public\* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity\* with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions\* terminated for cause or default.
- (2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

\*federal, state or local

  
\_\_\_\_\_  
Signature

Policy Board Chairperson  
\_\_\_\_\_  
Title

7-18-2013  
\_\_\_\_\_  
Date

**APPENDIX D**  
**LOBBYING CERTIFICATION**

## CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



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Signature

Policy Board Chairperson

Title

Amarillo Metropolitan Planning Organization

Agency

7-18-2013

Date

**APPENDIX E**  
**CERTIFICATION of COMPLIANCE**

## Certification of Compliance

I, Paul Harpole, Chairperson, MPO Policy Committee, a duly authorized officer/representative of the Amarillo Metropolitan Planning Organization do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 49 CFR 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments," as it may be revised or superseded.

7-18-2013  
Date

  
Signature - Policy Board Chairperson

Attest:

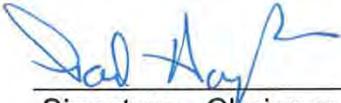
Frances Hobbs  
Name

Secretary, City of Amarillo  
Title

## Certification of Internal Ethics and Compliance Program

I, Paul Harpole, Chairperson, MPO Policy Committee a duly authorized officer/representative of the Amarillo Metropolitan Planning Organization, do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of by 43 TAC § 31.39. "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

7-18-2013  
Date

  
Signature - Chairman, MPO Policy Committee

Attest:

Frances Hobbs  
Name

Secretary, City of Amarillo  
Title

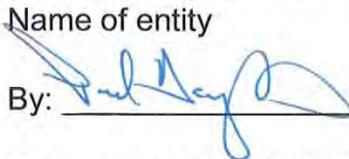
## Limited English Proficiency (LEP) Certification

Executive Order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency", indicates that differing treatment based upon a person's inability to speak, read, write or understands English is a type of national origin discrimination. It directs each federal agency to publish guidance for its' respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including transit providers and Lead Agencies which receive federal assistance through the Texas Department of Transportation (TxDOT).

The Limited English Proficiency Plan prepared by the Amarillo MPO {Agency} addresses responsibilities as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et se, and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

The undersigned, known as the Amarillo MPO {Entity}, hereby certifies that it has adopted the Amarillo MPO {Agency} LEP Plan and will take responsible steps to carry out said Plan to all counties served by entity, ensure meaningful access to the benefits, services, information and activities for individuals who are Limited English Proficient (LEP). The undersigned has agreed to work together formally with the Amarillo MPO {Agency} to coordinate activities and prevent violations of the law, including regulations applicable to this entity or its officers or employees and that the LEP program satisfies the requirements of Executive Order 13166.

Amarillo MPO  
Name of entity

By: 

Title: Policy Board Chairperson

Date: 7-18-2013

List of Counties served: Amarillo MPO jurisdiction in Potter and Randall Counties

**APPENDIX G**  
**SECTION 5303 BUDGET WORKSHEET**

<b>FTA/TxDOT Section 5303 Budget Worksheet for FY 2014</b>
--

**MPO:** Amarillo Metropolitan Planning Organization

**PART A. TECHNICAL ACTIVITIES**

Show estimated cost (Section 5303 only) by appropriate activity line item.

		<b>Section</b>
<b>5303 Metropolitan Planning Federal Share</b>		
44.21.00	Program Support and Administration	\$ <u>24,600</u>
44.22.00	General Development and Comprehensive Planning	<u>13,200</u>
44.23.01	Long Range System Level Planning	<u>12,900</u>
44.23.02	Long Range Project Level Planning	<u>13,200</u>
44.24.00	Short Range Transportation Planning	<u>9,912</u>
44.25.00	Transportation Improvement Program	<u>7,650</u>
 Other		
44.27.00	Other Activities	\$ <u>1,500</u>
<b>TOTAL (Section 5303 Funding)</b>		<b>\$ <u>82,962</u></b>

TxDOT will apply transportation development credits sufficient to provide the match for FTA Section 5303 program. As the credits reflect neither cash nor man-hours, they are not reflected in the above.

**PART B. FUND ALLOCATIONS**

How will the MPO's FTA funds be allocated?

A) Metropolitan Planning Organization	\$ <u>82,962</u>
B) Transit Agencies (Pass-through Funds)	\$ <u>0</u>
C) State / Local Agencies (Pass-through Funds)	\$ <u>0</u>

Please identify individual agency(s)/amount(s) for pass-through funds

<u>n/a</u>	\$ <u>0</u>
<u>n/a</u>	\$ <u>0</u>

**TOTAL Sec. 5303 (matches the total on pg 1)**                      \$ 82,962

**Person to contact regarding this worksheet:**

Name: Gary Holwick

Phone: (806) 378-6293

E-Mail gary.holwick@amarillo.gov

TxDOT PTN Contact:                      Karen Dunlap  
Phone: 512-374-5239  
FAX: 512-374-5244  
E-mail: kdunlap@dot.state.tx.us

# FTA BUDGET CODE EXPLANATIONS

## Metropolitan Planning

Program Support and Administration (44.21.00) Include basic overhead, program support, and general administrative costs directly chargeable to the FTA project, i.e., direct program support, administration, interagency coordination, citizen participation, public information, local assistance, UPWP development, etc. (If direct program administrative and support costs are included in each work or activity, do not enter them a second time in this category.)

General Development and Comprehensive Planning (44.22.00) Include only the costs of activities *specifically emphasizing* regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis and non-transportation modeling and forecasting activity, i.e., land use, housing, human services, environmental and natural resources, recreation and open space, public facilities and utilities, etc.

Long Range System Level Planning (44.23.01) Include only the costs of activities *specifically emphasizing* long range transportation system planning and analysis, i.e., long range travel *forecasting* and modeling including appropriate data base development and maintenance for transportation in the entire metropolitan area or state, system analysis, sketch planning, system plan development, reappraisal or revision, and all long range, Transportation System Management (TSM) activities.

Long Range Project Level Planning (44.23.02) Include only the costs of activities *specifically emphasizing* long range project level planning and analysis, i.e., corridor and sub-area studies, cost effectiveness studies, feasibility and location studies, and the preparation of related draft environmental impact studies.

Short Range Transportation Planning (44.24.00) Include only the cost of activities *specifically emphasizing* short range transportation system or project planning and analysis proposed in the next three to five years, i.e., management analyses of internal operations such as, management/administration, maintenance, personnel, and labor relations; service planning including appropriate data base development and maintenance; TDP preparation; financial management planning, including alternative fare box policies; all short range Transportation System Management (TSM) activities including vanpool/ridesharing, high occupancy vehicles, parking management, etc.

Transportation Improvement Program (44.25.00) Include only the costs of activities *specifically emphasizing* TIP development and monitoring.

## Other

Other Activities (44.27.00) Include only the cost of those activities whose primary emphasis is unrelated to the specific types of activities described above.

**Amarillo MPO  
August 2013 Revision Cycle  
2013-16 Transportation Improvement Program**

# AMARILLO METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE MEETING

July 18, 2013

AMARILLO MPO TRANSPORTATION IMPROVEMENT PROGRAM 2013-2016 REVISION August 2013 Revision Cycle			
MPO ID Number	TxDOT CSJ Number	Location/Description	Revision
<b><i>Transit Projects</i></b>			
FY 2013			
AMA-T-01S(13)		Operating Expenses	Revise Project Amount
AMA-T-01S(13)		Preventative Maintenance (FTA Circular C9030.1D)	Revise Project Amount
AMA-T-04S(13)		Shop Equipment	Delete Project
AMA-T-04S(13)		Replace Support Vehicle	Add Project
AMA-T-04S(13)		Computer Hardware	Revise Project Amount
AMA-T-04S(13)		Computer Software	Revise Project Amount
AMA-T-05S(13)		Bench/Assemble/Install	Revise Project Amount

**FY 2013 TRANSIT PROJECT DESCRIPTIONS**  
**AMARILLO TRANSPORTATION IMPROVEMENT PROGRAM**

Amarillo		YOE = Year of Expenditure	
<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Amarillo City Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)	A0AT01S(13)	Federal (FTA) Funds	\$1,796,762
		State Funds from TxDOT	\$403,966
		Other Funds - Local Match	\$1,392,796
Apportionment Year	2013	Fiscal Year Cost	\$3,593,524
Project Phase			
Brief Project Description	Operating Expenses	Total Project Cost	\$3,593,524
		Trans. Dev. Credits Requested	\$0
Sec 5309 ID Number	N.A.	(Date & Amount)	
		Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			
<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Amarillo City Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)	A0AT01S(13)	Federal (FTA) Funds	\$717,452
		State Funds from TxDOT	
		Other Funds - Local Match	\$179,363
Apportionment Year	2013	Fiscal Year Cost	\$896,815
Project Phase			
Brief Project Description	Preventative Maintenance (FTA Circular C9030.1D)	Total Project Cost	\$896,815
		Trans. Dev. Credits Requested	\$0
Sec 5309 ID Number	N.A.	(Date & Amount)	
		Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			
<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Amarillo City Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)	A0AT04S(13)	Federal (FTA) Funds	\$20,000
		State Funds from TxDOT	
		Other Funds - Local Match	\$5,000
Apportionment Year	2013	Fiscal Year Cost	\$25,000
Project Phase			
Brief Project Description	Replace Support Vehicle	Total Project Cost	\$25,000
		Trans. Dev. Credits Requested	\$0
Sec 5309 ID Number	N.A.	(Date & Amount)	
		Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			
<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Amarillo City Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)	A0AT04S(13)	Federal (FTA) Funds	\$32,000
		State Funds from TxDOT	
		Other Funds - Local Match	\$8,000
Apportionment Year	2013	Fiscal Year Cost	\$40,000
Project Phase			
Brief Project Description	Computer Hardware	Total Project Cost	\$40,000
		Trans. Dev. Credits Requested	\$0
Sec 5309 ID Number	N.A.	(Date & Amount)	
		Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			

**FY 2013 TRANSIT PROJECT DESCRIPTIONS**  
**AMARILLO TRANSPORTATION IMPROVEMENT PROGRAM**

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Amarillo City Transit	Federal Funding Category	<b>5307</b>
MPO Project Information (reference number, etc)	A0AT04S(13)	Federal (FTA) Funds	\$8,000
		State Funds from TxDOT	
		Other Funds - Local Match	\$2,000
Apportionment Year	2013	Fiscal Year Cost	<b>\$10,000</b>
Project Phase			
Brief Project Description	Computer Software	Total Project Cost	\$10,000
		Trans. Dev. Credits Requested (Date & Amount)	\$0
Sec 5309 ID Number	N.A.	Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Amarillo City Transit	Federal Funding Category	<b>5307</b>
MPO Project Information (reference number, etc)	A0A-T-05S(13)	Federal (FTA) Funds	\$4,000
		State Funds from TxDOT	
		Other Funds - Local Match	\$1,000
Apportionment Year	2013	Fiscal Year Cost	<b>\$5,000</b>
Project Phase			
Brief Project Description	Passenger Amenities Bus Benches/Shelters	Total Project Cost	\$5,000
		Trans. Dev. Credits Requested (Date & Amount)	\$0
Sec 5309 ID Number	N.A.	Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Amarillo City Transit	Federal Funding Category	<b>5307</b>
MPO Project Information (reference number, etc)	A0A-T-05S(13)	Federal (FTA) Funds	\$803,885
		State Funds from TxDOT	
		Other Funds - Local Match	\$200,971
Apportionment Year	2013	Fiscal Year Cost	<b>\$1,004,856</b>
Project Phase			
Brief Project Description	Passenger Amenities Bench Assemble/Install	Total Project Cost	\$1,004,856
		Trans. Dev. Credits Requested (Date & Amount)	\$0
Sec 5309 ID Number	N.A.	Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor		Federal Funding Category	<b>5310</b>
MPO Project Information (reference number, etc)	A0ASEC5310-1S(13)	Federal (FTA) Funds	\$179,842
		State Funds from TxDOT	
		Other Funds - Local Match	\$35,968
Apportionment Year	2013	Fiscal Year Cost	<b>\$215,810</b>
Project Phase			
Brief Project Description	Purchase of Service Transportation	Total Project Cost	\$215,810
		Trans. Dev. Credits Requested (Date & Amount)	\$0
Sec 5309 ID Number	N.A.	Trans. Dev. Credits Awarded	\$0
Amendment Date & Action			

**FY 2013 TRANSIT PROJECT DESCRIPTIONS**  
**AMARILLO TRANSPORTATION IMPROVEMENT PROGRAM**

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
<b>Project Sponsor</b>	Panhandle ILC	<b>Federal Funding Category</b>	<b>5317</b>
<b>MPO Project Information (reference number, etc)</b>	A0AT04S(13)	<b>Federal (FTA) Funds</b>	\$79,095
		<b>State Funds from TxDOT</b>	
		<b>Other Funds - Local Match</b>	\$20,524
<b>Apportionment Year</b>	2013	<b>Fiscal Year Cost</b>	<b>\$99,619</b>
<b>Project Phase</b>			
<b>Brief Project Description</b>	Travel Training	<b>Total Project Cost</b>	\$99,619
		<b>Trans. Dev. Credits Requested</b>	\$0
<b>Sec 5309 ID Number</b>	N.A.	<b>(Date &amp; Amount)</b>	
		<b>Trans. Dev. Credits Awarded</b>	\$0
<b>Amendment Date &amp; Action</b>			

**Transit Financial Summary**  
**AMARILLO MPO**  
**FY 2013 - 2016 Transportation Improvement Program**

All Figures in Year of Expenditure (YOE) Dollars

Current as of July 11, 2013

Transit Program	FY 2013			FY 2014			FY 2015		
	Federal	State/Other	Total	Federal	State/Other	Total	Federal	State/Other	Total
1 Sec. 5307 - Urbanized Formula >200K			0			0			0
2 Sec. 5307 - Urbanized Formula <200K	3,382,099	2,193,096	5,575,195	2,799,717	2,500,394	5,300,111	2,799,717	2,520,320	5,320,037
3 Sec. 5309 - Discretionary			0			0			0
4 Sec. 5310 - Elderly & Individuals w/Disabilities	179,842	35,968	215,810	179,842	35,968	215,810	179,842	35,968	215,810
5 Sec. 5311 - Nonurbanized Formula			0			0			0
6 Sec. 5316 - JARC >200K			0			0			0
7 Sec. 5316 - JARC <200K			0			0			0
8 Sec. 5316 - JARC Nonurbanized			0			0			0
9 Sec. 5317 - New Freedom >200K			0			0			0
10 Sec. 5317 - New Freedom <200K	79,095	20,524	99,619						
11 Sec. 5317 - New Freedom Nonurbanized			0			0			0
12 Other FTA			0			0			0
13 Regionally Significant or Other			0			0			0
<b>Total Funds</b>	<b>\$3,641,036</b>	<b>\$2,249,588</b>	<b>\$5,890,624</b>	<b>\$2,979,559</b>	<b>\$2,536,362</b>	<b>\$5,515,921</b>	<b>\$2,979,559</b>	<b>\$2,556,288</b>	<b>\$5,535,847</b>
Transportation Development Credits									
Requested			\$0			\$0			\$0
Awarded			\$0			\$0			\$0

All Figures in Year of Expenditure (YOE) Dollars

Transit Program	FY 2016			Total		
	Federal	State/Other	Total	Federal	State/Other	Total
1 Sec. 5307 - Urbanized Formula >200K			0	0	0	0
2 Sec. 5307 - Urbanized Formula <200K	2,799,717	2,553,298	5,353,015	11,781,250	9,767,108	21,548,358
3 Sec. 5309 - Discretionary			0	0	0	0
4 Sec. 5310 - Elderly & Individuals w/Disabilities	179,842	35,968	215,810	719,368	143,872	863,240
5 Sec. 5311 - Nonurbanized Formula			0	0	0	0
6 Sec. 5316 - JARC >200K			0	0	0	0
7 Sec. 5316 - JARC <200K			0	0	0	0
8 Sec. 5316 - JARC Nonurbanized			0	0	0	0
9 Sec. 5317 - New Freedom >200K			0	0	0	0
10 Sec. 5317 - New Freedom <200K			0	79,095	20,524	99,619
11 Sec. 5317 - New Freedom Nonurbanized			0	0	0	0
12 Other FTA			0	0	0	0
13 Regionally Significant or Other			0	0	0	0
<b>Total Funds</b>	<b>\$2,979,559</b>	<b>\$2,589,266</b>	<b>\$5,568,825</b>	<b>\$12,579,713</b>	<b>\$9,931,504</b>	<b>\$22,511,217</b>
Transportation Development Credits						
Requested			\$0			\$0
Awarded			\$0			\$0