

## MINUTES

### AMARILLO METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE MEETING

The Policy Committee for the Amarillo Metropolitan Planning Organization met at 1:30 p.m., July 17, 2014, in Room 306 of City Hall, 509 South East 7th Avenue, Amarillo, Texas.

Voting members present were: Paul Harpole, Jarrett Atkinson, Brian Eades, Ernie Houdashell, Kyle Ingham, Gus Khankarli, and Ron Johnston.

Voting members not present were: Dick Davis, H.R. Kelly, Mark Benton, and Arthur Ware.

Staff coordinators were: Gary Holwick and Travis Muno.

#### **Item 1. Consider approval of the April 17, 2014 meeting minutes.**

Paul Harpole, City of Amarillo Mayor, advised the minutes of the previous meeting on April 17, 2014 were ready for consideration. Mayor Harpole asked if there were any corrections to the minutes; Kyle Ingham, Local Government Services Director from PRPC, requested Item 5 – Consider the draft 2015-18 Transportation Improvement Program, be amended to reflect “The Board requested a listing of funding by category going forward.”

Kyle Ingham, made a motion to accept the minutes with the revision. Brian Eades, City Commissioner, seconded the motion. A vote of 7:0 carried the motion.

#### **Item 2. Consider 2013-16 Transportation Improvement Program revision.**

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 FY2014 Amarillo City Transit projects, adjusting line item amounts to reflect funding recently awarded by FTA. He referred the Committee to the information handout. Jarrett Atkinson, City Manager, City of Amarillo, asked for further clarification of the shop equipment line item of \$225,000 and a \$353,145 grant approved by the City Council earlier in the week. Judy Phelps, Amarillo City Transit Manager, stated the \$353,145 amount is a TxDOT grant completely separate from FTA money in the TIP. The TxDOT grant will be used for improvements to the mechanics shop. The \$225,000 funding in the TIP is for a remodel and expansion of the Amarillo City Transit facility. The 2013-16 TIP revision is shown in Attachment A.

Jarrett Atkinson, City Manager, City of Amarillo, made a motion to accept the action as presented. Ron Johnston, TxDOT Amarillo District Engineer, seconded the motion. A vote of 7:0 carried the motion.

#### **Item 3. Consider 2014 Unified Planning Work Program revision.**

Gary Holwick, MPO Director, presented the Policy Committee with a revision of the FY2014 Unified Planning Work Program (UPWP) as shown in Attachment B. He told the committee that FHWA asked that a revision to the 2014 UPWP be created to reflect the Loop 335 Feasibility Study being done by the Texas Department of Transportation and their consultant. Task 5.0 – Special Studies and Subtask 5.1 – Planning Consultant Services Contract was prepared to add a work element for the description, objective, expected product, and funding summary for the Loop 335 Feasibility Study currently underway. He explained that the majority of the workload was complete. Mr. Holwick said the funding for this task was provided solely by TxDOT with no MPO participation. Mayor Harpole asked Gus Khankarli, TxDOT Director of Transportation Planning and Development, if this is the next logical step in accomplishing a controlled access loop around the city. Mr. Khankarli advised findings from the consultant reveal the feasibility of the loop could be a controlled access facility, and a presentation would be forthcoming upon completion of the study.

Brian Eades, City Commissioner, made a motion to accept the action as presented. Judge Ernie Houdashell, Randall County, seconded the motion. A vote of 7:0 carried the motion.

#### **Item 4. Consider draft 2015 Unified Planning Work Program.**

Mr. Holwick presented the FY 2015 Unified Planning Work Program (UPWP), shown in Attachment C. He 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 a 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. Mr. Holwick advised the FY 2015 Budget Summary page reflects \$390,000 in total funds, with available balance of \$302,332 from FHWA and FTA funds, and approximately \$88,000 would be drawn from carryover funds.

Mr. Ingham asked if future budget years would need to see a decrease in spending as the carryover funds are depleted. Mr. Johnston commented the new highway bill has funding in place for MPOs and he feels the MPO should continue the day-to-day operations while pursuing long range planning.

Mr. Holwick stated no comments were received during a 30-day public comment period for the FY 2015 UPWP. He told the Committee the UPWP would be submitted to TxDOT, FHWA, and FTA after action taken at today's meeting.

Jarrett Atkinson, made a motion to adopt the amendment as presented. Brian Eades seconded the motion. A vote of 7:0 carried the motion.

#### **Item 5. Presentation of draft 2015-40 Metropolitan Transportation Plan.**

Mr. Muno gave an overview of the plans and programs produced by the Amarillo MPO. He said draft 2015-40 Metropolitan Transportation Plan (MTP) is a blueprint for identifying the development of future transportation improvements for roadways, public transit services, bicycle amenities, and pedestrian facilities for the Amarillo Metropolitan area and must be updated every five years. It requires input from local and regional government, transportation providers, freight companies, merchants, and citizens to prioritize projects that will fit into available funding. The transportation funding in the plan was based on both historic and projected funding. Since long-term funding is generally unknown, financial data was extrapolated forward for the future to arrive at the projected 25-year available funding. Mr. Muno addressed projects contained in the MTP, describing the locations, limits, and scope of work. He made reference to the active list of projects and an illustrative list of projects in the MTP, the latter being projects that are identified as being important but without adequate revenue identified for development or construction.

He spoke about the development of the MTP. Mr. Muno stated that MPO staff had received input from the public, local and regional government, agency providers, and transportation stakeholders throughout the months of preparation. MPO staff conducted public meetings in November 2013 and February 2014 to prepare the content of the document. Another public meeting for draft MTP is scheduled for July 31, 2014. He said although public comment throughout development of the plan had been light, the plan was favorably received. The public input and comment that staff received have been incorporated into the document. Another 30-day public comment period for comment on the document is currently underway. He said the draft MTP had been provided to the Federal Highway Administration and TxDOT Transportation Planning and Programming Division, but no comments had been received yet.

He told the Committee that a final draft of the 2015-40 MTP would be presented for consideration by the MPO Policy Committee at its meeting on October 16, 2014.

Mayor Harpole asked if any of the Committee members had suggestions or would be interested in meeting at another date to discuss possible public transportation funding options for the City of Amarillo when its population exceeds 200,000, as federal funding will cease for the City Transit's system. Mr. Khankarli and Mr. Ingham suggested meeting at a later date to discuss specifics and each mentioned possible funding sources.

#### **Item 6. Presentation & Status Update of Projects by TxDOT – Amarillo District Staff.**

Terry Nix, TxDOT Amarillo District Planner, briefed the Committee regarding a variety of projects inside the Amarillo MPO study area. Mr. Nix advised of the tentative letting dates, project description, and status updates for the following: IH-40/IH-27 EB to SB direct connect, completing the interchange (June 2015 letting); SL335 @ BNSF RR Overpass, continuing the project currently under construction going East with full controlled access facility and frontage roads currently 60% designed and waiting on funding; SL335 – IH-27 to FM2590, an engineering study is underway for the schematic;

SL335 - FM2590 to SW 9<sup>th</sup> Ave, engineering study pending a STIP revision; SL335 – BI-40D to Hillside Rd, July 2015 letting. The original project was \$3.52 million MPO funds for full median and signal upgrade from BI-40D to SW 45<sup>th</sup> Ave. A proposed change is for full median from BI-40D to Westgate Pkwy and medians at SW 34<sup>th</sup> Ave and SW 45<sup>th</sup> Ave, full signal upgrades to SW 45<sup>th</sup> Ave, minor signal upgrade to signal at Hillside Rd., with an estimated cost of \$2.32 million. The funding would be revised as follows: MPO \$1.52 million and TxDOT \$800,000, with the remaining \$2 million of MPO funds reallocated to IH-40 – SL335 to Helium Rd. for ramp upgrades. The IH-40 – SL335 to Helium Rd. ramp upgrade project has a proposed letting date of July 2015 with estimated costs of \$3 million, (\$2 million in MPO funds and \$1 million in TxDOT funds). Mr. Johnston stated the study is still flexible in the exact location of a future SL335 corridor and will depend on the corridor alignment and public involvement. Mr. Nix stated the feasibility and timing of the remainder of raised medians along Soncy would be determined after discussions with affected stakeholders. The IH-40 ramp reversal project (SL335 to Coulter St) will let in August 2014. Mr. Nix advised the SL335 (IH 27 to FM2590) currently has FY2017 MPO funds of \$5.89 million, and FY2018 MPO funds of \$11.7 million. The proposed course of action will leave FY2017 funds of \$5.89 million to complete the engineering studies, position the project to receive additional funds, while moving the FY 18 funds of \$11.7 million to study the segment area from FM 2590 to SW 9<sup>th</sup> Ave. The consensus of the Committee members was favorable in the direction the projects were moving for a controlled access loop. More information would be forthcoming in future committee meetings regarding FY2015-18 STIP revisions, and may include projects SL335 – BI-40D to Hillside Rd, IH 40 – Helium to SL335 ramp upgrades, and SL335 – FM2590 to SW 9<sup>th</sup> Ave in the FY2015-40 MTP.

**Item 7. 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.**

No comments were received from Committee members or citizens attending the meeting.

**Item 8. Adjournment.**

Chairman Harpole adjourned the meeting with no further business to discuss.



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Gary Holwick  
Director, Amarillo MPO

Date: July 17, 2014  
Time: 1:30 P.M.

Amarillo Metropolitan Planning Organization Policy Committee Meeting Attendance Record

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

	Name	Organization Represented	Phone Number	E-mail Address
1	GARY HANCK	AMARILLO MPO	806378 6293	garyhanck@amarillo.gov
2	JOE CLARK	TxDOT - TPP	325-676-6821	joe.clark@txdot.gov
3	Paul Haggole	C.O.A.	679 0911	
4	JACQUETT AFRINSON	COA		
5	RON JOHANSON	TxDOT		
6	GUS KHAMKARLI	TxDOT		
7	LANE PROVENCE	TxDOT		
8	Jan Sanders	COA		
9	Kyle Smith	PRRC		
10	Ephraim Henderson	Randall Co.		
11	Jamie ...	FRRC		
12	JACKSON ZAHARA	COA UTILITIES	3783035	jackson.zahara@amarillo.gov

Date: July 17, 2014  
Time: 1:30 P.M.

Amarillo Metropolitan Planning Organization Policy Committee Meeting Attendance Record

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

13	Travis Muno	MPO	378-4219	Travis.Muno@Amarillo.gov
14	Blair Johnson	TxDOT	378-0071	
15	Dustin Davis	PL&W	373-5880	dustin.davis@pandaworks.com
16	BEN BROWNHARTER	FRRC	373-5820	brownhart@pandaworks.com
17	Terry Nix	TxDOT	378-3073	Terry.Nix@txdot.gov
18	Bernard ...	TxDOT	3523247	bernard.ford@txdot.gov
19	Sandra ...	COA	378 3549	sandra.gross@amarillo.gov
20				
21				
22				
23				
24				

Date: July 17, 2014  
Time: 1:30 P.M.

Amarillo Metropolitan Planning Organization Policy Committee Meeting Attendance Record

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

25	BJ Egler	COA		
26	Michael Rice	COA - Public Works	378-9337	michael.rice@amarillo.gov
27	Mark Reed	COA - Engineering	378-4227	mark.reed@amarillo.gov
28				
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**Amarillo MPO**

**July 17, 2014**

**August 2014 Revision Cycle**

**2013-16 Transportation Improvement Program REVISION**

**AMARILLO METROPOLITAN PLANNING ORGANIZATION  
POLICY COMMITTEE MEETING  
July 17, 2014**

<b>AMARILLO MPO TRANSPORTATION IMPROVEMENT PROGRAM 2013-2016 AUGUST 2014 REVISION CYCLE July 17, 2014</b>			
<b>MPO ID Number</b>	<b>TxDOT CSJ Number</b>	<b>Location/Description</b>	<b>Revision</b>
<b><i>Transit Projects</i></b>			
<b>FY 2014</b>			
AMA-T-01S(14)		Operating Expenses	<b>Revise Project Amount</b>
AMA-T-01S(14)		Preventative Maintenance (FTA Circular C9030.1D)	<b>Revise Project Amount</b>
AMA-T-04S(14)		Shop Equipment	<b>Delete Project</b>
AMA-T-04S(14)		Computer Equip/ hardware & Software	<b>Delete Project</b>
AMA-T-02S(14)		Bus Replacement	<b>Revise Project Amount</b>
AMA-T-05S(14)		Bench/Assemble/Install	<b>Revise Project Amount</b>
AMA-T-04S(14)		Expand Transit Facility	<b>Add Project</b>

**FY 2014 TRANSIT PROJECT DESCRIPTIONS**

**Attachment A**

**AMARILLO TRANSPORTATION IMPROVEMENT PROGRAM**

Amarillo YOE = Year of Expenditure

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
<b>Project Sponsor</b>	Amarillo City Transit	<b>Federal Funding Category</b>	<b>5307</b>
<b>MPO Project Information</b> (reference number, etc)	A0AT01S(14)	<b>Federal (FTA) Funds</b>	\$1,839,075
		<b>State Funds from TxDOT</b>	\$393,842
		<b>Other Funds - Local Match</b>	\$1,445,233
<b>Apportionment Year</b>	2014	<b>Fiscal Year Cost</b>	<b>\$3,678,150</b>
<b>Project Phase</b>			
<b>Brief Project Description</b>	Operating Expenses	<b>Total Project Cost</b>	\$3,678,150
		<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>			

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
<b>Project Sponsor</b>	Amarillo City Transit	<b>Federal Funding Category</b>	<b>5307</b>
<b>MPO Project Information</b> (reference number, etc)	A0AT01S(14)	<b>Federal (FTA) Funds</b>	\$625,767
		<b>State Funds from TxDOT</b>	
		<b>Other Funds - Local Match</b>	\$156,442
<b>Apportionment Year</b>	2014	<b>Fiscal Year Cost</b>	<b>\$782,209</b>
<b>Project Phase</b>			
<b>Brief Project Description</b>	Preventative Maintenance (FTA Circular C9030.1D)	<b>Total Project Cost</b>	\$782,209
		<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>			

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
<b>Project Sponsor</b>	Amarillo City Transit	<b>Federal Funding Category</b>	<b>5307</b>
<b>MPO Project Information</b> (reference number, etc)	A0AT02S(14)	<b>Federal (FTA) Funds</b>	\$415,000
		<b>State Funds from TxDOT</b>	
		<b>Other Funds - Local Match</b>	\$85,000
<b>Apportionment Year</b>	2014	<b>Fiscal Year Cost</b>	<b>\$500,000</b>
<b>Project Phase</b>			
<b>Brief Project Description</b>	Vehicle Replacement	<b>Total Project Cost</b>	\$500,000
		<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>			

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
<b>Project Sponsor</b>	Amarillo City Transit	<b>Federal Funding Category</b>	<b>5307</b>
<b>MPO Project Information</b> (reference number, etc)	A0AT04S(14)	<b>Federal (FTA) Funds</b>	\$180,000
		<b>State Funds from TxDOT</b>	
		<b>Other Funds - Local Match</b>	\$45,000
<b>Apportionment Year</b>	2014	<b>Fiscal Year Cost</b>	<b>\$225,000</b>
<b>Project Phase</b>			
<b>Brief Project Description</b>	Expand Transit Facility	<b>Total Project Cost</b>	\$225,000
		<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>			

**FY 2014 TRANSIT PROJECT DESCRIPTIONS**  
**AMARILLO TRANSPORTATION IMPROVEMENT PROGRAM**

**Attachment A**

<b>General Project Information</b>		<b>Funding Information (YOE)</b>	
<b>Project Sponsor</b>	Amarillo City Transit	<b>Federal Funding Category</b>	<b>5307</b>
<b>MPO Project Information (reference number, etc)</b>	A0AT05S(14)	<b>Federal (FTA) Funds</b>	\$108,604
		<b>State Funds from TxDOT</b>	
		<b>Other Funds - Local Match</b>	\$27,151
<b>Apportionment Year</b>	2014	<b>Fiscal Year Cost</b>	<b>\$135,755</b>
<b>Project Phase</b>			
<b>Brief Project Description</b>	Passenger Amenities Bench/Assem/Install	<b>Total Project Cost</b>	\$135,755
		<b>Trans. Dev. Credits Requested (Date &amp; Amount)</b>	\$0
<b>Sec 5309 ID Number</b>	N.A.	<b>Trans. Dev. Credits Awarded</b>	\$0
<b>Amendment Date &amp; Action</b>			



**Transit Financial Summary  
AMARILLO MPO**

**Attachment A**

**FY 2013 - 2016 Transportation Improvement Program**

All Figures in Year of Expenditure (YOE) Dollars

Current as of July 1, 2014

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	3,168,446	2,152,668	5,321,114	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>\$3,348,288</b>	<b>\$2,188,636</b>	<b>\$5,536,924</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	12,149,979	9,419,382	21,569,361
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>\$12,948,442</b>	<b>\$9,583,778</b>	<b>\$22,532,220</b>
Transportation Development Credits Requested			\$0			\$0
Awarded			\$0			\$0

**Amarillo MPO**

**July 17, 2014**

**FY 2014 Unified Planning Work Program REVISION**

**TASK 5.0 – SPECIAL STUDIES**

**Objective:**

Maintain and update corridor and regional transportation planning in the MPO.

**Expected Work Products:**

Participate in corridor and regional transportation planning.

**5.1 Planning Consultant Services Contract:**

During FY 2013, the Texas Department of Transportation retained a consultant to conduct a feasibility study to develop a Loop 335 Corridor Development Plan. The purpose of this Corridor Development Plan is to identify current and future needs for Loop 335 and provide stakeholders with a tool for prioritizing development needs for Loop 335. Completion of the study is expected during FY 2014. This study project is paid for in its entirety by the Texas Department of Transportation.

**Funding Summary – Task 5.0  
Amarillo MPO – FY 2014**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	TxDOT	Total
5.1	TxDOT	\$ 0	\$ 0	\$ 262,500	\$ 262,500
<b>Total</b>		\$ 0	\$ 0	\$ 262,500	\$ 262,500

..  
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**

**Attachment B**

UPWP Task	FTA Task	Description	TPF <sup>1</sup>	FTA Sect. 5307	TxDOT 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
5.0	44.27.00	SPECIAL STUDIES	\$ 0	\$ 0	\$ 262,500	\$ 262,500
<b>TOTAL</b>			<b>\$ 390,000</b>	<b>\$ 0</b>	<b>\$ 262,500</b>	<b>\$ 652,500</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.

**FY 2015**

**UNIFIED PLANNING WORK PROGRAM**

AMARILLO

URBAN TRANSPORTATION STUDY

ADOPTED BY MPO POLICY COMMITTEE ON: July 17, 2014

**TABLE OF CONTENTS**

**I Introduction**

A. Purpose ..... 1  
B. Definition of Area ..... 3  
C. Organization ..... 3  
D. Private Sector Involvement ..... 3  
E. Planning Issues and Emphasis ..... 3

**II Work Elements**

Task 1.0 Administration and Management ..... 5  
Task 2.0 Data Development and Maintenance ..... 8  
Task 3.0 Short Range Planning ..... 10  
Task 4.0 Metropolitan Transportation Plan ..... 13

**III Budget Summary ..... 15**

**IV Appendices**

A. Policy Committee Membership ..... 16  
B. Metropolitan Area Boundary Map ..... 18  
C. Debarment Certification ..... 20  
D. Lobbying Certification ..... 22  
E. Certifications of Compliance ..... 24

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.

Amarillo MPO offers free language translation services to all our non-English speaking clients call 378-6293.  
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 2015 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, planning factors, and planning emphasis areas 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 2015 UPWP addresses an integrated multimodal transportation system which strives to increase mobility and emphasize the preservation of the existing transportation infrastructure.

The planning emphasis areas for Federal FY2015 include:

1. *MAP-21 Implementation*  
*Transition to Performance Based Planning and Programming.* The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.
  
2. *Models of Regional Planning Cooperation*  
*Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.* This is particularly important where more than one MPO or State serves an urbanized area or adjacent urbanized areas. This cooperation could occur through the metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and across State boundaries includes the coordination of transportation plans and programs, corridor studies, and projects across adjacent MPO and State boundaries. It also includes collaboration among State DOT(s), MPOs, and operators of public transportation on activities such as: data collection, data storage and analysis, analytical tools, and performance based planning.
  
3. *Ladders of Opportunity*  
*Access to essential services - as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.* Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.

**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 2015**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
1.1	MPO	\$ 140,500	\$ 0	\$ 0	\$ 140,500
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>		\$ 157,000	\$ 0	\$ 0	\$ 157,000

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 2015 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 2015 will focus on updates for the 2015-40 MTP and maintenance of 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. A link count volume map is updated quarterly. Count data is maintained for many years. Up-to-date traffic count data, specifically targeted for precise location and time of day, is available for immediate access to be utilized by staff and other entities for a variety of planning initiatives including both short and long-range planning objectives and associated documents, e.g. TIP and MTP.

**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 2015**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
2.1	MPO	\$ 15,500	\$ 0	\$ 0	\$ 15,500
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>		\$ 70,000	\$ 0	\$ 0	\$ 70,000

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

**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 2015-2018 TIP, as may be required by TxDOT, FHWA, and FTA. Give consideration to corridor planning, environmental justice, bicycle/pedestrian facilities, and safety issues on all transportation projects in the TIP.

**3.2 UPWP Development:**

Develop planning programs, revise FY 2015 UPWP as needed, and prepare FY 2016 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:**

Work with agencies serving the elderly and people with disabilities to promote use of the fixed route system. Encourage supplementary fixed-route training offered by local agencies. Create QR code links for easy retrieval of Transit route maps and information. Evaluate the effects of expanding training programs to familiarize citizens on how to use the transit system. Within these efforts, Transit staff will consult with community outreach opportunities, including CPS agencies, foster homes, and the City Education Fair. Assist with Advisory Commission for People with Disabilities meetings and distribute information on transit programs to Amarillo citizens to encourage community involvement and public participation.

Prepare statistical, demographic, and financial brochure for previous fiscal year to show progress. 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. Establish procedures to encourage Disadvantaged Business Enterprise participation. Ensure compliance with FTA regulations and programs.

Evaluate processes that would help citizens access transit, including methods to text bus information, use i-INFO to get information out, update ACT webpage, and the feasibility of day/week passes.

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, as well as close examination of bus stops in older areas of town to comply with ADA standards. 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 2015, 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 ADVO, Goodwill, SNAP, dialysis centers, and 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 planning effort to assure coordination with the regional plan. This is an ongoing activity.

**Funding Summary – Task 3.0  
Amarillo MPO – FY 2015**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
3.1	MPO	\$ 27,500	\$ 0	\$ 0	\$ 27,500
3.2	MPO	\$ 12,500	\$ 0	\$ 0	\$ 12,500
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	\$ 12,300	\$ 0	\$ 0	\$ 12,300
3.7	MPO	\$ 16,000	\$ 0	\$ 0	\$ 16,000
3.8	MPO	\$ 18,500	\$ 0	\$ 0	\$ 18,500
<b>Total</b>		\$ 114,500	\$ 0	\$ 0	\$ 114,500

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:**

Revise and maintain the 2010 – 2035 MTP document, as needed

Review of projects to be implemented throughout the 2015 – 2040 MTP. Ensure projects proposed for inclusion in the TIP are referenced in the plan. Revise the 2015 - 2040 MTP, as may be required.

Participate in corridor and regional transportation planning.

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

**Previous Work:**

During FY 2014 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.

In addition, the MPO Policy Committee aided in the development, review, and approval the 2015-40 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 2015–2040 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.

**4.2 Maintain TUMP:**

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

**4.3 Maintain Thoroughfare Plan:**

Revise and maintain a transportation thoroughfare plan for the Amarillo Urban Transportation Study area. Provide for the orderly development of an adequate transportation network as land development occurs or as traffic increases. Ensure a continuous review of current and future planned projects within the area; maintain a thoroughfare plan map, including standard cross section by classification and local roadway guidelines for development. The thoroughfare plan will provide a long term vision of the major transportation network necessary to meet future travel needs and aid the identification of projects in the MTP.

**Funding Summary – Task 4.0**  
**Amarillo MPO – FY 2015**

Subtask	Responsible Agency	TPF <sup>1</sup>	FTA Sect. 5307	Local	Total
4.1	MPO	\$ 34,000	\$ 0	\$ 0	\$ 34,000
4.2	MPO	\$ 2,000	\$ 0	\$ 0	\$ 2,000
4.3	MPO	\$ 12,500	\$ 0	\$ 0	\$ 12,500
<b>Total</b>		\$ 48,500	\$ 0	\$ 0	\$ 48,500

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 2015**

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	\$ 157,000	\$ 0	\$ 0	\$ 157,000
2.0	44.22.00 44.27.00	DATA DEVELOPMENT & MAINTENANCE	\$ 70,000	\$ 0	\$ 0	\$ 70,000
3.0	44.24.00 44.25.00	SHORT RANGE PLANNING	\$ 114,500	\$ 0	\$ 0	\$ 114,500
4.0	44.23.01 44.23.02	LONG RANGE PLANNING	\$ 48,500	\$ 0	\$ 0	\$ 48,500
<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) & FTA (Sec. 5303) <sup>2</sup>	\$ 302,332.
Estimated Unexpended Carryover	<u>\$ 390,071.</u>
<b>TOTAL TPF</b>	<b>\$ 692,403.</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 2015**  
**POLICY COMMITTEE**

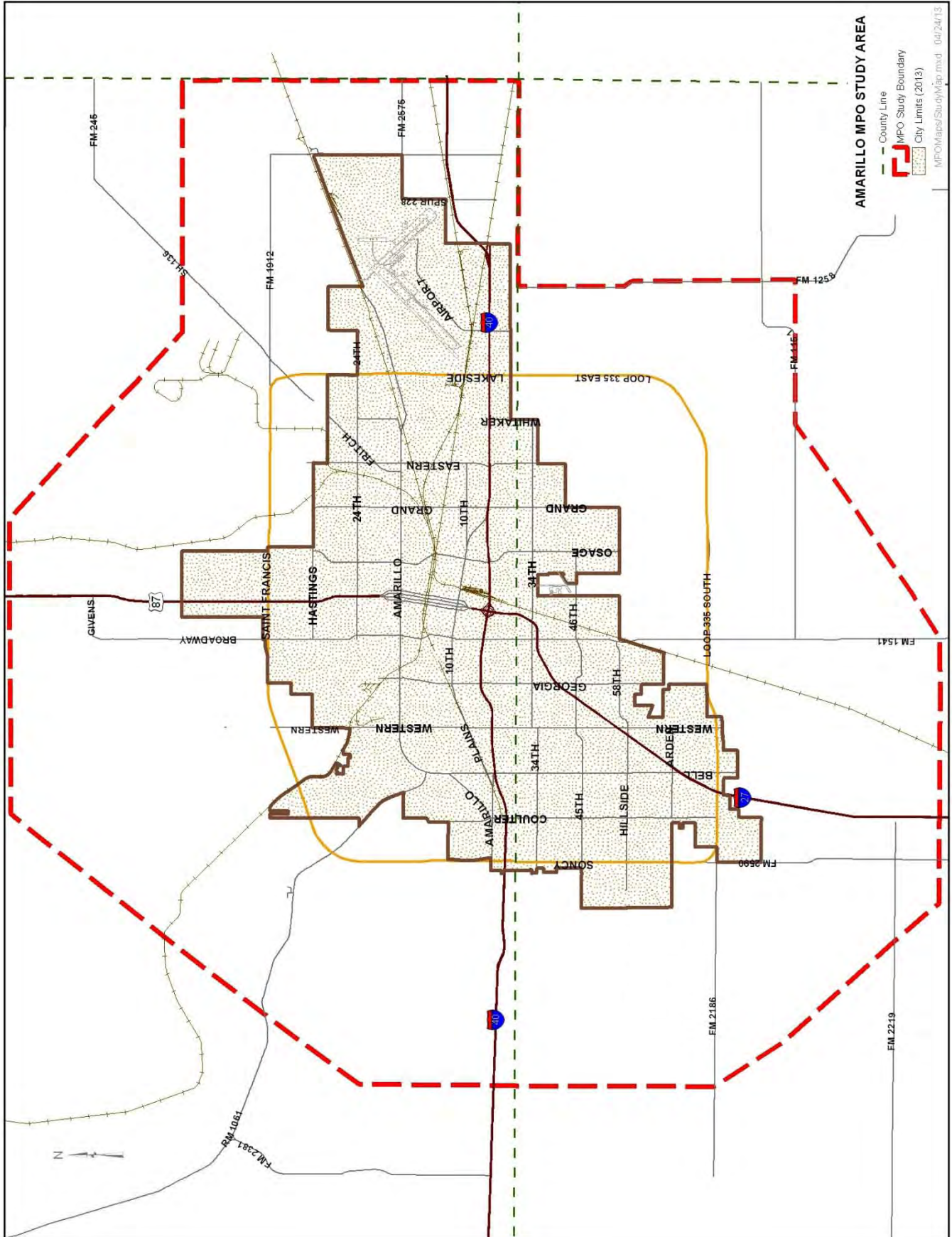
<b>Voting Members</b>		
Paul Harpole, Chairman	Mayor	City of Amarillo
Brian Eades	City Commissioner	City of Amarillo
Jarrett Atkinson	City Manager	City of Amarillo
Ron Johnston, P.E.	District Engineer	TxDOT
Gus Khankarli, P.E.	Dir. of Transportation Planning & Development	TxDOT
Judge Arthur Ware	County 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	13th Congressional District of Texas
The Honorable Kel Seliger	State Senator	31st Texas State Senatorial District
The Honorable Walter T. Price	State Representative	87th Texas State Representative District
The Honorable John Smithee	State Representative	86th 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)**



Attachment C



**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

JULY 17, 2014  
 \_\_\_\_\_  
 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.

  
\_\_\_\_\_  
Signature

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

Amarillo Metropolitan Planning Organization  
\_\_\_\_\_  
Agency

JULY 17, 2014  
\_\_\_\_\_  
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.

JULY 17, 2014  
Date

  
\_\_\_\_\_  
Signature - Policy Board Chairperson

Attest:

Frances Aldis  
\_\_\_\_\_  
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.

JULY 17, 2014  
Date

  
Signature - Chairman, MPO Policy Committee

Attest:

Frances H. H. H.  
Name

Secretary, City of Amarillo  
Title



### Limited English Proficiency (LEP) Certification

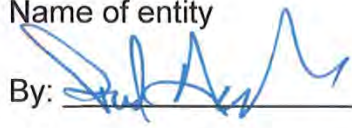
Executive Order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency", indicates that differing treatment based upon a person's inability to speak, read, write or understands English is a type of national origin discrimination. It directs each federal agency to publish 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: JULY 17, 2014

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