



Abilene Metropolitan Planning
Organization

Annual Performance and Expenditure Report

FY 2024



OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024

POLICY BOARD APPROVAL: April 15, 2025



Report Prepared for DECEMBER 15, 2024
Administrative Amendment February 13, 2025

PARTICIPATING AGENCIES:

The City of Abilene
The City of Impact
The City of Tye
CityLink Transit
Jones County
Taylor County
The Texas Department of Transportation

IN COOPERATION WITH:

The Federal Highway Administration
The Federal Transit Administration
The U.S. Department of Transportation

DISCLAIMER

The preparation and publication of this document was financed in part by grants provided by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the U.S. Department of Transportation (USDOT). The provision of federal financial assistance should not be construed as denoting U.S. Government approval of plans, policies, programs, or projects contained herein.

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Task 1 – ADMINISTRATION AND MANAGEMENT

TASK SUMMARY

Task 1 – Administration and Management

The purpose of this task is to provide administrative support to the transportation planning process for our area, secure necessary tools to ensure success, provide opportunities for public input, and to facilitate interagency cooperation and coordination. This task addresses general operations of the MPO, as well as administrative and managerial activities, financial management, interagency coordination, travel, procurement, transportation planning, development of Title VI implementation, and miscellaneous administrative support

Subtask 1.1 - Program Support and Administration

- Management of the MPO to fulfill the goals and objectives of the Unified Planning Work Program (UPWP).
- Maintain and update the UPWP as needed to reflect current plans, programs, and regional priorities, and develop the Annual Performance and Expenditure Report (APER).
- Develop and update the FYs 2024-2025 UPWP.
- Coordination and monitoring of the transportation planning activities including compliance with the Federal and State requirements. This could include preparing and submitting reports, documents, and correspondence; maintaining and updating records; administering planning funds and financial information; maintaining the transportation grants - timesheet and billing submittal, budgeting, and financial planning; ensuring the development and delivery of required reports for transit and transportation activities.
- Providing support and facilitating the Technical Advisory Committee, Policy Board meetings, and other committees/subcommittees. This could include providing food and non-alcoholic beverages, pending TxDOT approval, at meetings and events when deemed appropriate.
- Prepare, and administer contracts, or agreements between the MPO, local agencies, and private consultants.
- Engage in staff supervision, personnel administration, and other miscellaneous administrative tasks that support the function of the MPO.
- Purchase or lease of office supplies, materials, furniture, equipment, computers, monitors, printers, plotters, support/maintenance agreements, and related computer software/equipment along with insurance, advertising, meeting facilities, etc. as necessary to provide transportation planning for the MPO area. A Plotter HP Design jet might need to be replaced for the printing of large maps with a cost around \$10,000. New computers for MPO staff may be needed at an estimated cost of \$12,000. Equipment and software purchases over \$5,000 per unit require prior State and Federal approval.
- Facilitation of program activities through acquisition of long-term working and meeting space readily accessible to the general public and other public agencies including but not limited to the

following: lease of workspace, electric and water utilities, acquisition, repair, and maintenance of office furnishings and non-computer equipment appropriate to program needs, local and long-distance telephone utilities, janitorial services.

- Indirect Cost Allocation Plan - City of Abilene staff and independent auditors will do the following work with TPF funding: financial, administrative, and managerial support functions of the fiscal agent necessary for the financial oversight and facilitation of the planning activities, including both internal and independent audits. The City of Abilene has a Cost Allocation Plan for indirect services provided by central departments. This plan is the product of an independent firm acting on the request of the City of Abilene. Actual expenditure information is obtained from the City's financial statements for the year-end. Statistics used to allocate costs are taken by performing one-hundred percent counts or in some cases conducting a representative sample period count.

Work Performed and Status: Management of the Metropolitan Planning Organization (MPO) was completed in compliance with State and Federal requirements. The Fiscal Years (FYs) 2024-2025 Unified Planning Work Program (UPWP) was amended on December 19, 2023 and February 20, 2024. The FY 2023 Annual Performance and Expenditure Report (APER) was completed and submitted to TxDOT on December 15, 2023. We received comments back from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) on January 25, 2024. Those comments were addressed on January 29, 2024 and final acceptance was received from FHWA/FTA on January 30, 2024. This was presented and acknowledged at the February 20, 2024 Policy Board meeting.

The City of Abilene, along with MPO Staff, prepared TxDOT monthly billings, financial status updates, and reviewed/reconciled budget information including purchasing cards, bills, and updated the daily budget. The MPO prepared information, conducted meetings, and evaluated transportation needs brought to the attention of the MPO staff throughout the fiscal year.

In regards to the internal City of Abilene's budget process, the following were accomplished: closed out FY 2023 (October 1, 2022 to September 30, 2023) budget reports and moved them to storage; compiled, revised, and began the close-out of the FY 2024 (October 1, 2023 to September 30, 2024) budget spreadsheets; created, compiled, and submitted the FY 2025 (October 1, 2024 to September 30, 2025) budget thru the City's process. Staff updated the FY 2025 budget forms, added in the new Tyler Budget Codes, and compiled the accounting information needed to track bills, payments, and other miscellaneous items.

The MPO created PowerPoint presentations, meeting handouts, agenda packets, project maps, detailed spreadsheets, and a variety of materials for the MPO Policy Board (PB) and Technical Advisory Committee (TAC). Additional data was provided as requested. Meeting minutes were taken and recorded. All the PB meetings were livestreamed; recordings of those meetings are on the City's website for ease of access at the following link <https://abilenetx.gov/561/Live-Archived-Video>. The MPO website was updated with pertinent information as needed. Documentation requested by the Policy Board was prepared, including - but not limited to - information on the MPO budget, staffing and job descriptions, project updates, and work tasks. The MPO also researched, prepared documentation, coordinated speakers, and hosted a Metropolitan Transportation Plan (MTP) Delphi Panel and a combined Policy Board/Technical Advisory

Committee (PB/TAC) Workshop. The purchase of food and non-alcoholic beverages for the MPO meetings, Delphi Panel, and the workshop were done in accordance with TxDOT policies.

Abilene MPO PB/TAC Workshop – August 20, 2024



An Abilene MPO fully staffed would be represented by a part-time office assistant, a transportation planner, and an executive director. Going as far back as 2010 under a MPO Management Review, three full-time staff members were recommended. The MPO has looked at hiring three full-time staff members due to the continually increasing workload. This was researched and presented in 2022 to the Policy Board but currently there is not sufficient annual funding to sustain three full-time employees. Personnel administration has been a challenge, same as it has been in the past reports, due to lack of staff. The Transportation Planner position has been vacant since June 10, 2022. That job was posted on the City of Abilene, Texas MPOs, Association of MPOs, Texas Municipal League (TML), and Strategic Government Resources (SGR) websites. It was also posted on the Handshake platform and information was submitted to Abilene Christian University, Hardin-Simmons University, Texas State Technical College, McMurry University, and Cisco College. Over that two-plus year timeline, we interviewed numerous applicants for the position and made a job offer to a few. Those applicants declined the position due to better pay/benefits/acceptance elsewhere. We revised the job description to include on-the-job training for the Geographic Information Systems (GIS) and TransCAD software applications. We received more applications and interviewed numerous applicants. In October 2024, we offered the Transportation Planner position to an applicant, and it was accepted with a start date of November 4, 2024. All information and documentation related to staffing was completed, including Human Resources (HR) paperwork for the transportation planner position.

The MPO purchased miscellaneous and general office supplies necessary for the day-to-day efficient operation of the MPO. No single purchase for equipment exceeding \$5,000 was made. A purchase of a Dell 38" curved monitor was made in May 2024. The MPO renewed the Liability and Property Insurance for the office location as required by the lease agreement. The building lease was extended for a one-year term on June 20, 2024 and will expire on June 30, 2025. The landlord is discontinuing janitorial services for individual offices in all new building leases thus the MPO became responsible for disposing of trash and cleaning their offices.

The MPO's website was maintained, including renewal of the Deluxe Linux website hosting, Managed Secure Sockets Layer (SSL) certification, and the domain names renewal. The MPO did not purchase legal services, nor were the rental of meeting facilities/equipment needed. Internet,

rent, copier, and phone services continue to be monthly charges. All purchases were in accordance with the MPO and City of Abilene purchasing procedures. The MPO paid for advertising of public meetings and required notices as needed according to the Public Participation Plan.

The City of Abilene provided budget and financial information to auditors, but the MPO was not officially audited during this report period. The auditors rotate their selection of grants every year. The City of Abilene has a Cost Allocation Plan for indirect services provided by central departments. This plan is the product of an independent firm acting at the request of the City of Abilene. Actual expenditure information is obtained from the City's financial statements for the year-end. Statistics used to allocate costs are taken by performing one-hundred percent counts or, in some cases, conducting a representative sample period count. For Fiscal Year 2024, the amount of indirect cost charged to the MPO was \$5,000. Shown in the chart below are the indirect costs charged from 2011 to 2024.

YEAR	INDIRECT COST
2011	\$8,055
2012	\$19,544
2013	\$21,615
2014	\$31,920
2015	\$31,921
2016	\$23,090
2017	\$7,310
2018	\$4,780
2019	\$2,890
2020	\$1,850
2021	\$3,800
2022	\$4,310
2023	\$4,750
2024	\$5,000

Subtask 1.2 - Professional Development Training and Travel

- MPO staff will attend meetings, workshops, seminars, and conferences to develop and maintain a professional and competent staff. This training may entail regional, state, or national conferences conducted by the American Planning Association, the Association of Metropolitan Planning Organizations, the Texas Association of Metropolitan Planning Organizations, Texas Department of Transportation, National Highway Institute, GIS software including ESRI User Conference, ArcGIS South Central Area Users' Group (SCAUG), ESRI training workshops, and other related organizations as deemed necessary or mandated for professional development purposes. This task may include travel costs of elected officials. The MPO will obtain prior approval from TxDOT for out-of-state travel.
- Participation in meetings including but not limited to City Council and County Commissions; along with boards and commissions; other stakeholders meetings; business associations and developers' meetings; and many others both local and regional to keep informed and

disseminate information and/or data on transportation emerging trends and patterns. This task may also include attendance at meetings and trainings that coordinate with the Department of Defense (DOD) on the Strategic Highway Network (STRAHNET) that connects to DOD facilities and coordination with the Federal Land Management Agency (FLMA) on infrastructure and connectivity needs related to access routes and other public roads/transportation services that connect to Federal lands.

Work Performed and Status: MPO Staff participated in the following trainings.

DATES	COURSE	LOCATION	STAFF PRESENT
November 3, 2023	Tyler Training - Purchasing Card- Remote with City Finance	Google Meet	2
November 16, 2023	Texas Pedestrian Safety Coalition Meeting	Webinar	1
November 30 and December 1, 2023	Texas MPO (TEMPO) Meeting	Austin	1
December 14, 2023	Texas Motorcycle Coalition Meeting	Webinar	1
January 18, 2024	Texas Cybersecurity Awareness Training - KnowBe4	Webinar	2
February 6, 2024	Paradigm First Responder Pipeline Training	Abilene	2
February 8, 2024	Statewide Transportation Improvement Program (STIP) Exception Review	Webinar	1
February 8, 2024	FHWA Performance Measures (PM) Proposed Rulemaking	Webinar	1
March 21, 2024	TxDOT Safety Planning Meeting	Austin	1
March 21-22, 2024	TEMPO Meeting	Austin	1
April 1, 2024	Transportation Planning and Programming (TPP) 2023 Traffic Monitoring Information Session	Webinar	1
April 3, 2024	Code Red Tornado Drill	N/A	2
April 22, 2024	Travel Survey Information Session	Webinar	2
June 28, 2024	TEMPO Virtual Meeting	Webinar	2
September 3-5, 2024	Transportation Planning Conference - Dallas	Dallas	1
September 5-6, 2024	TEMPO Meeting - Arlington	Arlington	1
September 26, 2024	Decision Lens Information Training	Webinar	1
September 26, 2024	2050 Metropolitan Transportation Plan (MTP) Roundtable Discussion Series (Integrating Safety into the Planning Process)	Webinar	2

MPO Staff Total Training Hours: 73.5 (for two employees)

The MPO also participated in city council, county commissioners, and school board meetings as needed to disseminate information. The Dyess Air Force Base has members that are part of the

TAC and keep the MPO informed on the Strategic Highway Network (STRAHNET). Additional meetings and training opportunities that staff attended are listed under the next task.

Subtask 1.3 - Public Participation, Education, Title VI, and Environmental Justice

- Maintain and keep updated the Public Participation Plan.
- Conduct public outreach and provide support for public meetings. Includes publishing legal notices, press releases, advertisements, along with securing meeting arrangements, producing materials and data for distribution.
- Provide newsletters, update MPO website, use of social media, workshops, and development of pertinent publications to disseminate information and educate on programs. Work toward more virtual public involvement possibilities.
- Continue to identify and analyze Title VI Civil Rights in the planning process and identify strategies to better reach minority and low-income groups.
- Continue to strive towards consistent and systematically fair, just, and impartial treatment of all individuals throughout the planning process.
- Continue to share as much data as possible to improve the policy and decision making of all parties involved in transportation planning.
- MPO staff will maintain the MPO website and provide updates to enhance public participation in the MPO processes. This is a continual project that will evolve as technology changes to provide the best possible use of resources.

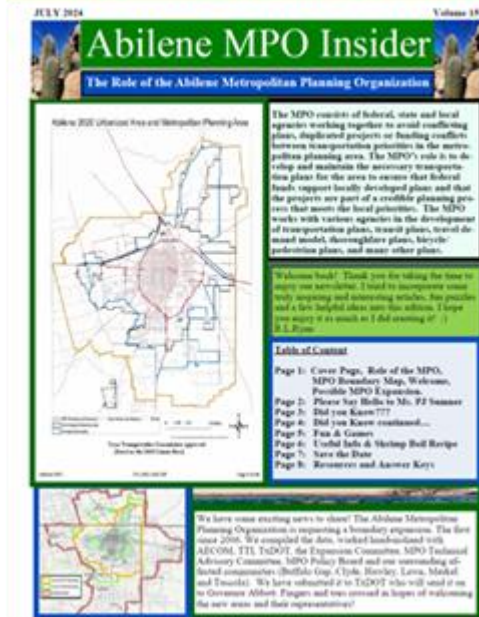
Work Performed and Status: The Public Participation Plan was not updated during this period. The plan was evaluated and various needed updates were recognized such as adding in a virtual meeting option and clarification on newspapers of mass circulation. Due to lack of staffing, this was not completed during this period. Staff will begin working on those updates in the future.

The MPO worked with the Texas Department of Transportation (TxDOT), West Central Texas Council of Government (WCTCOG), Dyess Air Force Base, Abilene Chamber of Commerce, CityLink, City of Abilene, City of Tye, Taylor County, Jones County, citizens, and others on the coordination of bicycle/pedestrian planning, regional transit coordination, overall planning coordination, and other transportation information sharing events through one-on-one meetings, group meetings, and public meetings. Public outreach was conducted throughout the year for various projects and media events. At each of the Policy Board meetings project information was disseminated and updates were provided by TxDOT, City of Abilene Public Works, and CityLink Transit. This allowed the Policy Board and citizens to ask questions about ongoing and future projects at each meeting. All required legal notices were published in the Abilene Reporter News. All meeting locations were through partnerships, so no funding outlay was required. Some of the Technical Advisory Committee meetings were conducted through Google Meet which allowed more participation for the members.

Abilene MPO Insider Newsletters were published in December 2023 and July 2024. Each of the newsletters spotlights a member of the Policy Board or the Technical Advisory Committee to encourage the public to get to know them better. The newsletters are interactive to capture interest and engage the community in our planning efforts. They discuss topics that pertain to work the

MPO is performing or events that are happening. The MPO has a X (Twitter) account and Facebook page to disseminate information as needed. X and Facebook have been used to share project updates, public participation opportunities, and other items of interest.

Abilene MPO Insider New sletter – July 2024



Abilene MPO Facebook



Abilene MPO X (Twitter)

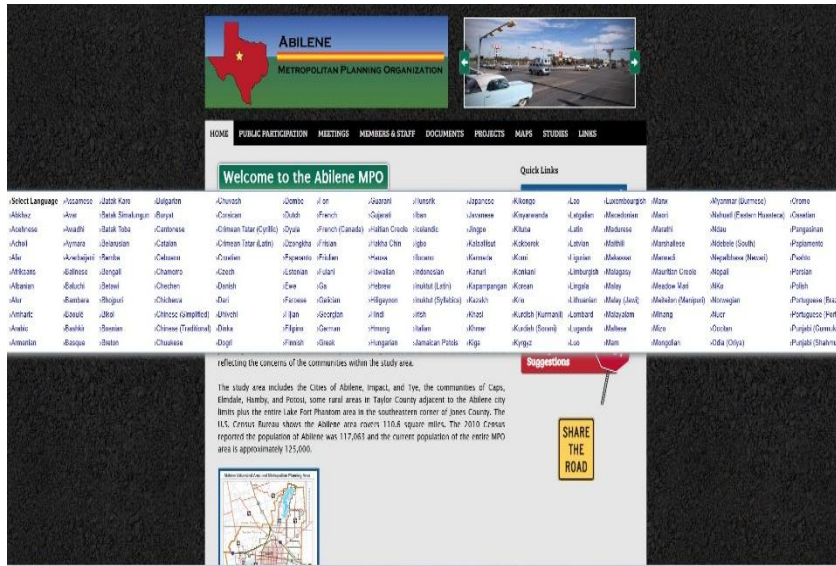


The MPO participates with various committees (Disability in Action, Citizen's Advisory Board for People with Disabilities, and the Regionally Coordinated Transportation Plan) discussing the transportation needs of the disabled community and participates in forums listening to concerns and issues that might arise. The MPO is a member of the Decisions, Responsibilities, Initiatives, Visions, Education (D.R.I.V.E.) Safe Coalition, which is made up of a diverse group of individuals from many different organizations whose mission is "to create a partnership to raise public awareness and reduce the number of traffic related incidents throughout our communities." The MPO has been a part of this coalition since its inception in 2013.

As part of the Metropolitan Transportation Plan (MTP), the consultants put together maps of minority, low income, Limited English Proficiency, and low automobile ownership areas. As part of the planning process, outreach was attempted to those areas through emails, online mapping, surveys, and public meetings.

The MPO website has a Google Translator that allows the site to be converted to various languages. This is extremely helpful for our Limited English Proficiency Plan and is another step to ensure communication is not unreasonably impaired as a result of the limited English proficiency of our constituents.

Abilene MPO Website Google Translator



We worked with our community partners on the “Share the Road” Ride of Silence that was held on May 15th at McMurry University. This is an event hosted by Steamboat Cycling Club with many partners including the Abilene Police Department, Bike Town, TxDOT D.R.I.V.E. Safe Coalition, McMurry University, Abilene Bicycle Club, and the Abilene Metropolitan Planning Organization. It honors those cyclists who have lost their lives in cycling-related accidents in Taylor and Jones Counties. The Ride of Silence is a free ride that asks its cyclists to ride between 10-12 mph on a short route and remain silent during the entire ride. The ride hopes to raise awareness during National Bicycle Month to all motorists that we share the road. This event has been held every year in Abilene since 2016 (except for 2020). On May 9, 2024, we appeared before the Abilene City Council with some of our partner agencies and received a proclamation for “Bicycle Awareness Month and Ride of Silence Day.” This Ride of Silence event garnered excellent media coverage throughout our area. There were numerous media events leading up to the ride (both radio and television) including an appearance on KTAB 4U which can be found at the following link:

<https://www.youtube.com/watch?v=Z-Tw4AihWjI>.

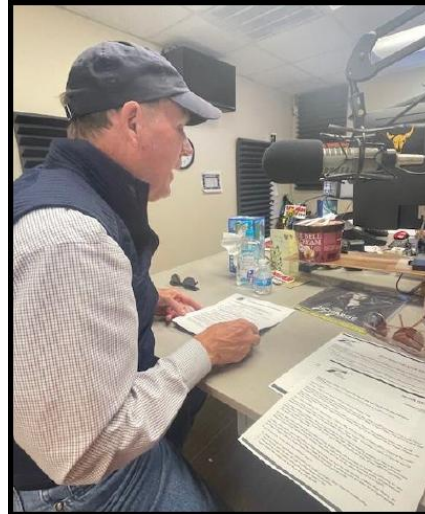
Ride of Silence Event May 15, 2024 McMurry University



**Ride of Silence Event - May 15, 2024
McMurry University**



**Ride of Silence Event
Cumulus Radio - May 10, 2024
Mark Spurlock – Steamboat Cycling Club
(Photo courtesy of TxDOT)**



The Ride to Work is an event that advocates and supports the use of motorcycles for transportation and provides awareness that we all share the road so “Look Twice, Save a Life”. Ride to Work has been held in Abilene every year since 2012 (except for 2020). This year’s event was held on June 21, 2024 with a ride from Taylor County Expo Center to Kent’s Harley Davidson for a free lunch (sponsored by Kent’s). Many partners came together to make this event possible: D.R.I.V.E. Safe Coalition, Kent’s Harley Davidson, Abilene Metropolitan Planning Organization, City of Abilene, Texas Department of Transportation, Abilene Police Department, Abilene Safety Instruction, Texas Department of Public Safety (DPS), and the Expo Center of Taylor County. The Abilene Police Department provided an escort throughout the Ride to Work route and did a wonderful job of keeping everyone together and safe. The ride highlighted great partnerships that really displayed the power of a positive message and an outstanding group coming together for a cause.

Sergeant Marc Couch with the Texas DPS worked with Brooks Hansen, the owner of Abilene Safety Instruction, to take the Motorcycle Safety Course as part of the Ride to Work event. The media actively covered the safety course and allowed

**Ride to Work Event
Abilene City Council Proclamation - June 13, 2024**



potential attendees to see what it was all about. The hope was that this would encourage more riders to take the course and get their motorcycle license.

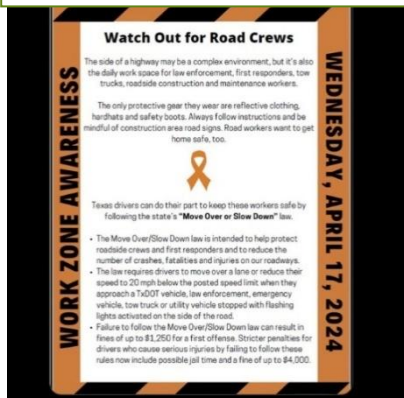
**Ride to Work Event - Motorcycle Safety Course
Sergeant Couch (Texas DPS) and Brooks Hansen (Abilene Safety Instruction)**



**Ride to Work Event – June 21, 2024
Taylor County Expo Center**



**Work Zone Safety Press
Conference – April 15, 2024
Abilene MPO X (Twitter)**



The MPO worked with TxDOT in the “End the Streak Texas” Campaign in November 2023 through press releases and social media outlets. This was part of an awareness and safety campaign throughout the entire TxDOT district.

TxDOT invited the MPO and other community partners to participate in a Work Zone Safety Press Conference on April 15, 2024 in an effort to get travelers to slow down, stay alert, and watch out for road crews, tow truck drivers, and safety personnel in the roadways.

The MPO participated in the D.R.I.V.E. Safe Car Seat Check-up Event and Resource Fair on September 21 at Goodwill West Texas. This event provided instructions on correctly placing a child in a child safety seat, assisted parents/caregivers with installation of their

child's safety seat, offered tips on the child's safety seat based on their child's age, height, and weight, and ensured that the child's safety seat had not been recalled or expired. There were 32 car seats checked and 12 car seats discarded due to having a recall or being expired. Numerous community booths provided valuable information on public resources. This included Goodwill West Texas, BCFS Health and Human Services, First Care Health Plans, Wellpoint, Big Country Court Appointed Special Advocates (CASA), Alliance for Women and Children, 2Ingage, Abilene Recovery Council, and Maximus Inc.

The MPO updated the website with pertinent information, such as minutes, board meeting notices, public meeting notices, reports, upcoming MPO events, and many other items, in an effort to keep the public involved in our process and generate interest in the MPO. Draft documents were posted on the website to allow better access by the public. The MPO prepared information, conducted meetings, and evaluated transportation needs brought to the attention of the MPO staff. Citizens with traffic count requests were directed to the interactive map that is available through the MPO website.

D.R.I.V.E. Safe Car Seat Check-up Event and Resource Fair - September 21, 2024



To coordinate planning efforts, the MPO participated in, presented at, or hosted the following events:

EVENT	DATES
Abilene 2050 Forecast Model Meeting	10/11/23
Abilene Metropolitan Planning Area (MPA) Boundary Expansion	10/11/23, 11/01/23, 11/27/23, 12/06/23, 12/20/23, 01/03/24, 02/07/24, 02/14/24, 03/01/24, 03/13/24, 03/27/24, 04/11/24, 04/24/24, 05/08/24
Abilene MPO – Census Urban Area Review with TxDOT - Austin and FHWA	10/12/23
D.R.I.V.E. Safe Coalition Meeting	10/17/23, 11/21/23, 03/19/24, 04/16/24, 05/21/24, 06/18/24, 07/16/24, 8/20/24, 9/17/24
Abilene MPO Policy Board Meeting	10/17/23, 12/19/23, 02/20/24, 04/16/24
City Administrator Field Meeting - Public Works Meeting	11/01/23
Regionally Coordinated Transportation Plan (RCTP) Meetings	11/08/23, 02/14/24, 05/08/24, 08/14/24
TxDOT, City, MPO Projects Meeting	11/21/23

Abilene MPO Technical Advisory Committee (TAC) Meetings	11/28/23, 01/30/24, 03/26/24, 06/30/24, 9/24/24
Subcommittee TAC Boundary Expansion Meeting	12/12/23, 01/12/24, 01/30/24
City of Tye and MPO Meeting	01/08/24
Friends of the Safety Committee – Texas	01/25/24
IH 20 Project Stakeholder Meeting	02/07/24
IH 20 Project Public Meeting	02/08/24
Transit Information Meeting	02/13/24
Carbon Reduction Projects Meeting	02/20/24
Old Anson Walkability Project Meeting	02/27/24
STIP Workshop Teams Meeting	03/05/24
Abilene Bike Route Map Meeting	03/08/24
MPO Project Selection Subcommittee Meeting	03/08/24
Bike/Pedestrian Planning Meeting	03/13/24
City of Abilene GIS meeting	03/19/24
Mid-West Texas Rural Transportation Council (MWTRTC) name change to Texas Midwest Rural Transportation Council Meeting (TMRTC)	04/04/24, 07/17/24
MPO MTP Consultant Meeting	04/08/24
Abilene Carbon Reduction Projects Meeting	04/09/24
Annual Average Daily Traffic (AADT) Review	04/11/24
Ride of Silence Planning Meeting	04/19/24
Travel Survey Meeting	04/22/24
Statewide Active Transportation Plan (SATP) Multimodal Integration Working Group Meeting	04/25/24, 07/15/24
Ride to Work Planning Meeting	04/26/24
MPO Metropolitan Transportation Plan (MTP) FYs 2025-2050 Bi-Weekly Meeting	04/29/24 kickoff meeting, 05/16/24, 05/30/24, 06/17/24, 07/11/24, 07/22/24, 08/08/24, 08/15/24, 9/19/24
MPO Information Technology/Geographic Information Systems (IT/GIS) Meeting	05/02/24, 05/15/24, 07/26/24, 08/01/24, 08/07/24
Employee Planning Committee Meeting	05/03/24, 05/25/24
Abilene City Council – Proclamation Ride of Silence	05/09/24
Cumulus Radio Media Interview-Ride of Silence	05/10/24
KEAN Radio Media Interview – Ride of Silence	05/14/24
KTAB 4U Media Interview –Ride of Silence	05/14/24
Ride of Silence Event	05/15/24
Ride to Work Planning Meeting	05/29/24
Ride to Work Proclamation	06/13/24

KEAN Radio Media Interview – Ride to Work	06/13/24
KTAB 4U Media Interview – Ride to Work	06/14/24, 06/20/24
Cumulus Radio Media Interview – Ride to Work	06/20/24
Ride to Work Event	06/21/24
Planning at WCTCOG for Metropolitan Transportation Plan (MTP) Delphi Meeting	06/18/24, 06/24/24
MTP FYs 2025-2050 Delphi Panel Meeting	06/25/24
MTP FYs 2025-2050 Public Meeting	06/25/24
STIP Meeting	07/24/24
Texas Pedestrian Safety Coalition Meeting	07/30/24
Abilene MPO Policy Board and Technical Advisory Committee Workshop	08/20/24
FHWA/FTA/TxDOT 2024 Enhanced Planning Review Audit	08/21/24
TxDOT and MPO Senior Leadership Meeting (Austin, TX)	08/22/24
MPO/GIS Meeting	08/26/24, 09/17/24
City of Abilene (COA) Insurance Meetings	08/27/24
TxDOT Statewide Multimodal Transit Plan (SMTP) Meeting	09/09/24
COA Active Working Group Information Sharing Meeting	09/18/24
TxDOT Americans with Disabilities Act (ADA) Outreach Awareness Meeting	09/24/24
FHWA/TxDOT/MPO monthly Meeting	09/25/24
Statewide Active Transportation Plan Meeting	09/25/24

Subtask 1.4 - Transit Planning Management

CityLink staff with FTA Section 5307 funding will do the following work:

- Participation with the Citizen’s Advisory Board for People with Disabilities as a vehicle for public involvement.
- Review and analysis of any future fare changes or route planning.
- Continue employee development through training courses and certification of both supervisory staff and employees.

Work Performed and Status: CityLink continues to attend and participate in quarterly scheduled meetings of the Mayor's Advisory Board for People with Disabilities.

There were no fare or route changes during this fiscal year.

CityLink employees continue to attend training opportunities on an individual basis in addition to group and classroom activities.

Task 1 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)*	\$ 155,000.00	\$ 124,828.17	\$ 30,171.83	80.53%
Local Planning Funds	\$ 1,000.00	\$ 1,000.00	\$ -	100.00%
FTA Section 5307	\$ 4,000.00	\$ 4,000.00	\$ -	100.00%
Congestion Mitigation/Air Quality (CMAQ)	\$ -	\$ -	\$ -	0.00%
STP MM	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 160,000.00	\$ 129,828.17	\$ 30,171.83	81.14%

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

Task 2 – DATA DEVELOPMENT AND MAINTENANCE

Task 2 – Data Development and Maintenance

The purpose of this task is to support those planning activities that generate or collect critical transportation data. Transportation planning requires the development of detailed databases and maps that describe the primary aspects of the transportation system and maintenance of the Geographic Information Systems (GIS) to aid in data development and tracking. This data is used in the development of the Metropolitan Transportation Plan, Transportation Improvement Program, and many other reports and studies.

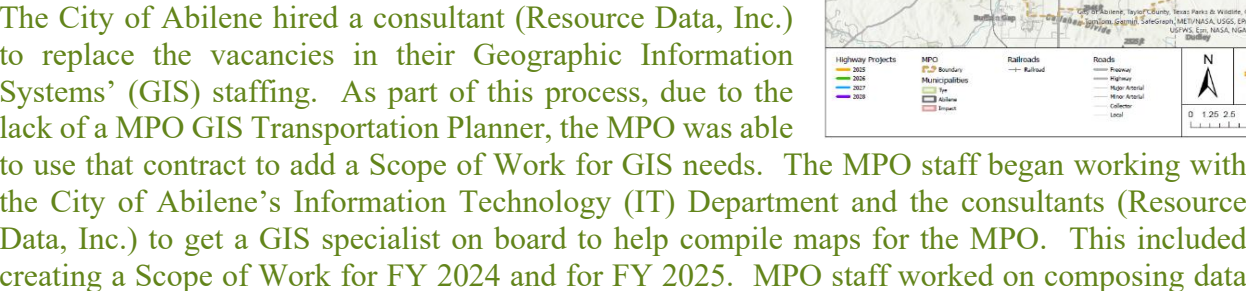
Subtask 2.1 - Geographic Information System (GIS) and Data Development

This task will use MPO staff and could include assistance from the City of Abilene and/or a consultant to complete.

- Maintenance of physical inventories along with on-going data gathering, updates, and maintenance of databases and maps related to transportation planning.
- Management and organization of internal internet GIS data, enhance the GIS resources available to the public, advance the mapping functionality, and augment the use of GIS visualization techniques.
- Evaluation/analysis of the existing and planned transportation system with regard to issues related to emergency evacuation, hazardous materials transportation, and other emergency response situations. Coordination with the STRAHNET and with FLMA will help promote a useful planning network that shows connections to Federal lands and advocates for the best use of resources.
- Identify and analyze Title VI Civil Rights in the planning process by focusing on enhancing analytical capability for assessing impact distributions by utilizing Census data and other means for production of maps of minority, elderly, and low-income persons along with striving

- Analysis and mapping of the environmental and economic areas (Planning and Environmental Linkages - PEL) which will help ensure that the needs of our community are met while avoiding/minimizing the impacts on human and natural resources.

- Thoroughfare Map
- Urban Area Boundary Map
- Adjusted Urban Area Boundary Map
- FYs 2023-2026 Transportation Improvement Program (TIP) Project Map
- Metropolitan Planning Area (MPA) Boundary
- Census 2020 Adjusted Urban Areas
- Updates to Metropolitan Transportation Plan (MTP) Funded, Unfunded, and All Projects Maps
- Comparisons of the Metropolitan Planning Area Boundary Map and Travel Demand Model Maps
- Amendments to the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) Maps
- Comparisons of the 2020 Urbanized Area and Metropolitan Planning Area Boundary
- Thoroughfare Map
- Ride to Work Route Map
- Pedestrian map (citizen)
- Traffic Count Map (citizen)
- Sidewalk Map
- Bicycle Facilities Map
- Transit Map
- TIP FYs 2023-2026 Projects Map



for mapping needs. The consultants (Resource Data, Inc.) compiled numerous maps including the Transportation Improvement Program (TIP) FYs 2025-2028 Project map, updated the online FYs 2021-2022 Traffic Count Data Map, and began updating the Sidewalk Layer Map.

MPO staff worked on compiling mapping information for the Metropolitan Transportation Plan for the consultants (Huitt-Zollars, Inc.) for sidewalks, bicycle, parks plan, MPO boundary, bus routes, projects, etc.

Subtask 2.2 - Performance Measures

- The MPO will monitor and update performance measures/targets as needed. Continue implementation of the performance-based planning and programming process including working with TxDOT to monitor and evaluate the performance measures.

Work Performed and Status: The MPO currently has all the performance measures up-to-date and they have been incorporated into the planning documents as needed. The FY 2024 Safety Performance Measure (PM 1) resolution was presented and approved at the December 19, 2023 Policy Board meeting. The Pavement and Bridge Condition Performance Measure (PM 2) was presented and approved at the Policy Board May 1, 2023 meeting. The System Performance Measures pertaining to the National Highway System Travel Time Reliability, Freight Movement, and Traffic Congestion (PM 3) was presented and approved at the Policy Board June 20, 2023 meeting.

The Transit Asset Management (TAM) Plan was presented and approved/acknowledged at the Policy Board October 17, 2023 meeting. CityLink's most recent Public Transportation Safety Plan was adopted on June 25, 2020. The MPO Policy Board acknowledged the plan at their June 15, 2021 meeting, and on October 17, 2023, the Policy Board acknowledged an Addendum to the Transit Public Transportation Agency Safety Plan that demonstrated compliance with the public safety committee meeting requirement.

The Metropolitan Transportation Plan FYs 2025-2050 has a chart that shows how the projects affect the performance measures. The transportation projects are evaluated in relationship to each of the performance measures and ranked per those same set of standards with our Project Selection Process along with using the Decision Lens software.

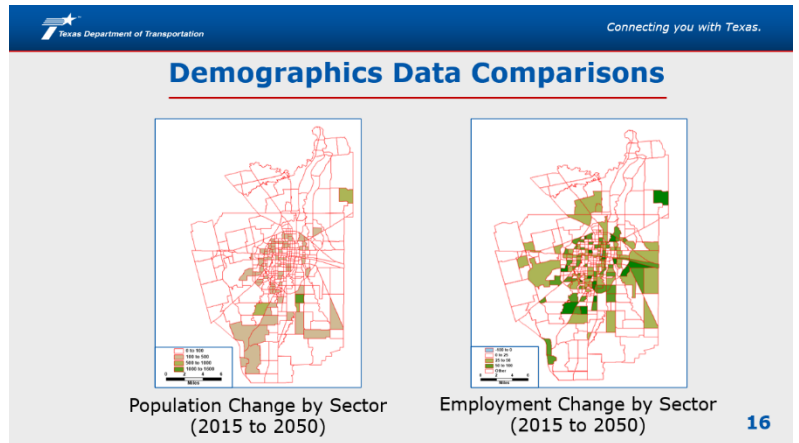
Subtask 2.3 – Travel Demand Model

This task will use MPO staff and could include assistance from TxDOT, the Transportation Institute and/or a consultant to complete.

- Travel Demand Model (TDM) maintenance.
- Review of data, socioeconomic data collection, roadway network analysis, alternative analysis, and other work associated with the TDM.
- Updates to the GIS data pertaining to the Travel Demand Model including roadway network database development, Traffic Analysis Zone (TAZ) structure development, monitoring of regional growth through data collection of new residential development, acquisition of employer information, acquiring land-use data, and creating organized databases for this data for transportation and land-use analysis, and demographic database development to obtain and maintain a working model.

Work Performed and Status: Through a TxDOT contract, a team was put together that consisted of: Ardurra Group, Inc., CDM Smith, and the University of Texas at San Antonio (UTSA) – Institute for Demographic and Socioeconomic Research (IDSER) along with TxDOT staff. This team assisted with our Travel Demand Model update. The work began in the previous fiscal year and continued into the 2024 fiscal year. MPO staff looked at all 461 Traffic Analysis Zones (TAZ) for the 2050 TAZ level demographic forecasts, 2050 area type estimates, and 2050 master network development. The Household and Employment data for each of those TAZs were researched and updated as needed. There were multiple Teams meetings with the TDM team. Data was checked and compiled numerous times. The model was completed on October 31, 2023 by the team and submitted to TxDOT for their review and calibration. TxDOT delivered a 2050 Forecast Travel Demand Model to the MPO in March 2024. On August 20, 2024, at the MPO Policy Board/Technical Advisory Committee (PB/TAC) Workshop, the final TDM was presented.

**Abilene MPO Travel Demand Model
Presentation by TxDOT at the MPO PB/TAC Workshop August 20, 2024**



Subtask 2.4 – Transit Planning Data

CityLink staff with FTA Section 5307 funding will do the following work:

- Provision of monthly operational and statistical and financial reports.
- Development and incorporation of information, data and statistical analysis to address short range transit needs as it relates to fare changes, route changes, bus stop evaluations, and bus stop amenities.
- Compile data for the Triennial Review.

Work Performed and Status: CityLink captures daily and monthly statistics and data to provide periodic reporting to the City, State, and Federal entities as required.

Ongoing data analysis has provided opportunities to improve services, implement minor fixed route changes, and complete bus stop/bus shelter placement recommendations. Installation of new bus shelters have been completed.

Task 2 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)*	\$ 100,000.00	\$ 49,874.54	\$ 50,125.46	49.87%
Local Planning Funds	\$ 800.00	\$ 800.00	\$ -	100.00%
FTA Section 5307	\$ 3,200.00	\$ 3,200.00	\$ -	100.00%
Congestion Mitigation/Air Quality (CMAQ)	\$ -	\$ -	\$ -	0.00%
STP MM	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 104,000.00	\$ 53,874.54	\$ 50,125.46	51.80%

**TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables. TPF was under 75% due to vacancy of MPO staff.*

TASK 3 – SHORT RANGE PLANNING

Task 3 – Short Range Planning

The purpose of this task is to undertake planning activities both local and regional that are associated with short range or immediate implementation. This could include facilitating the implementation of transportation projects and programs in the TIP; providing for multimodal planning to improve the overall system; and supporting the development of short-range planning.

Subtask 3.1 - Transportation Improvement Program (TIP)

- The MPO will monitor and amend the current TIP as needed and conduct project development meetings/presentations to educate and receive public participation as needed. Provide support, review and incorporate transit activities for more coordinated transit efforts.
- Development of the new TIP for FYs 2025-2028.
- Development of the Annual Listing of Obligated Projects.
- Working with partner agencies to plan for and to promote greenhouse gas reductions, cleaner energy transportation options, and a resiliency to extreme weather events and other disasters.

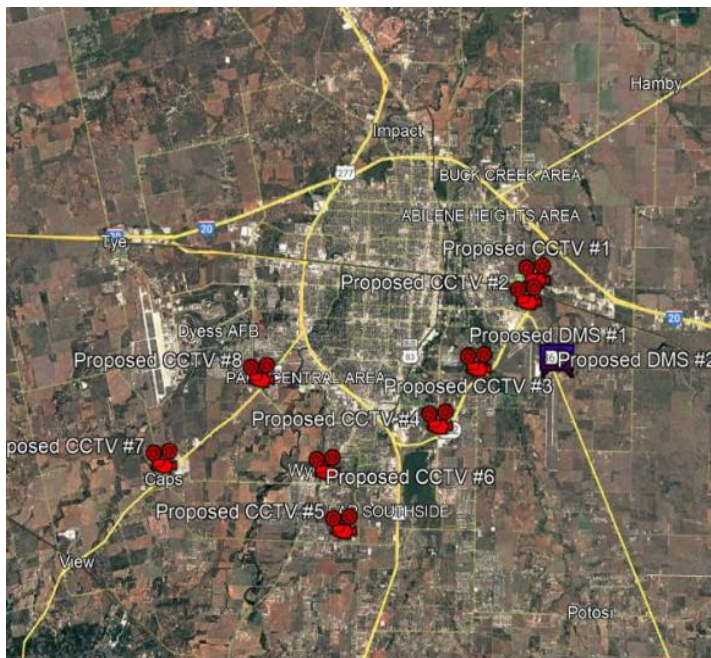
Work Performed and Status: The Transportation Improvement Program (TIP) FYs 2023-2026 was amended on October 17, 2023, administratively amended on February 1, 2024, and amended on April 16, 2024. The FYs 2025-2028 TIP was created and then subsequently approved at the April 16, 2024. It was administratively amended on May 13, 2024 and July 31, 2024. The forms were uploaded into the Electronic Statewide Transportation Improvement Program (ESTIP) portal and submitted. All public participation aspects were completed. At each of the MPO Policy Board meetings, project updates are given to the citizens and board members with the opportunity to ask questions pertaining to the current projects. In addition, these project updates are included in the

board packets and available via the online video archives. The MPO supports early and continuous public involvement, open public meetings, open access to the transportation planning and decision-making process, and effective involvement processes that are designed to be responsive to local conditions. Project request forms and planning documents are distributed at meetings and are available on our website. Comments and suggestions on any metropolitan transportation issue are solicited at every meeting of the Policy Board thus providing opportunity for public comments on the Transportation Improvement Program (TIP).

The Annual Listing of Obligated Projects (ALOP) was due on December 15, 2023 to TxDOT. Data for the highway projects is compiled by TxDOT. On July 31, 2024, information was provided by TxDOT on the FY 2022 ALOP and information requested by August 31st. The MPO sent in the FY 2022 ALOP information with the FHWA approval to TxDOT. We are still waiting for the FY 2023 information to complete that year-end report.

The Abilene MPO has been working on greenhouse gas reductions and cleaner energy transportation options through the carbon reduction program. Numerous meetings were held with TAC and PB members on selection of projects that will involve a reduction in air emissions. A variety of projects were evaluated spanning different categories including sidewalks/bicycle paths, intelligent transportation systems, and green buses. For the FYs 2022-2024 Carbon Reduction Program funding, the MPO Policy Board at their October 17, 2023 meeting selected intelligent transportation systems as the carbon reduction project. Numerous locations throughout the MPO area received closed-circuit television cameras and dynamic message signs. This was through a partnership with TxDOT implementing the projects.

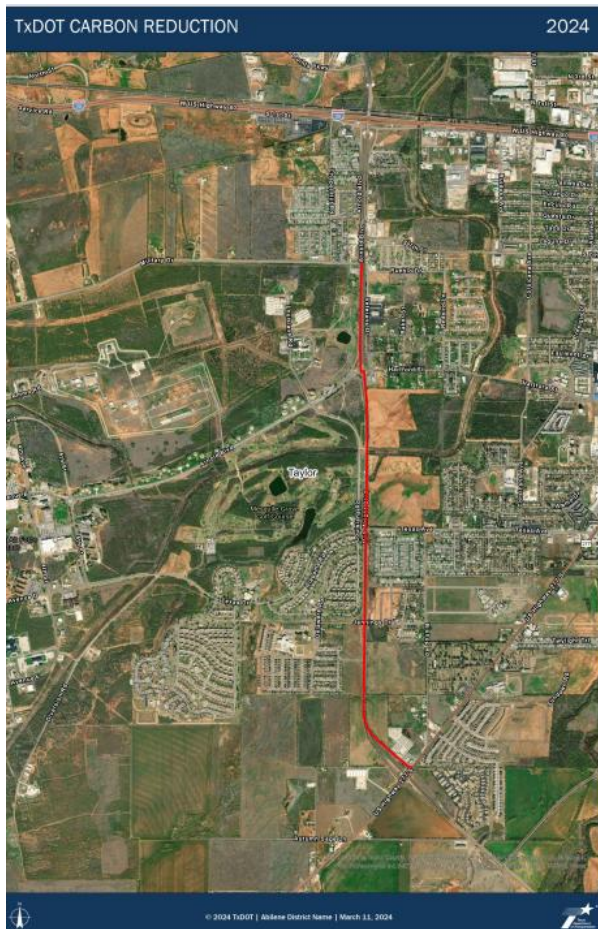
**Abilene MPO Carbon Reduction Program (FYs 2022-2024)
Closed-Circuit Television Cameras and Dynamic Message Signs**



- 8 CCTV Cameras
- 2 Dynamic Message Signs (DMS)
- Associated poles, mounting trusses, electrical services, etc.

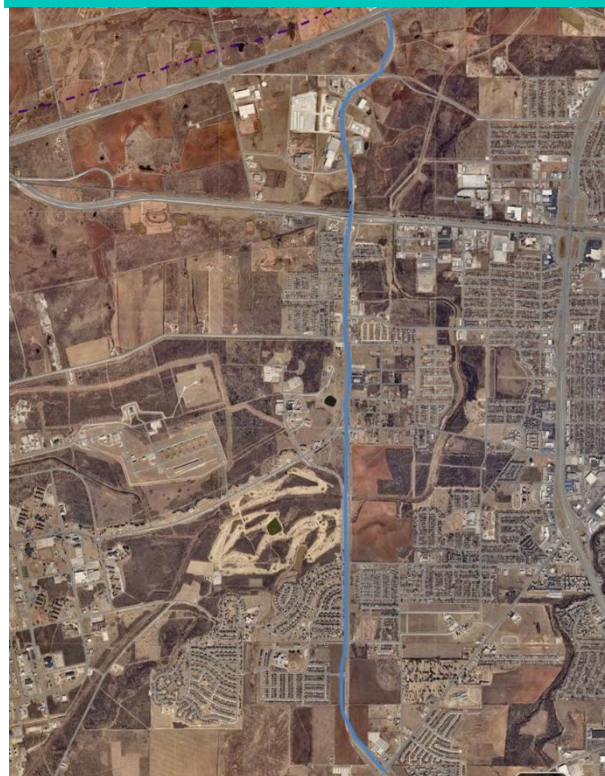
For the FYs 2025-2028 funding, the MPO PB at their April 16, 2024 meeting, approved a shared use path on Dub Wright (FM 3438) from US 277 to Military Drive as Phase I. The full project scope for the path will eventually run from US 277 to IH 20 to connect to a proposed path along IH 20. This will provide a much-needed connection to Dyess Air Force Base and allow other options for personnel to access the base.

Abilene MPO Carbon Reduction Program (FYs 2025-2028)
Dub Wright (FM 3438) Shared Use Path



**CARBON REDUCTION PROJECT PROPOSAL
FOR FUNDING**

Shared Use Path on Dub Wright (FM 3438) from US
277 to IH 20 (Broken into phases)



Subtask 3.2 - Transit, Bicycle, and Multimodal Planning

- Work with public transportation providers to coordinate transportation efforts and participate in the regional planning process of the multi-county regional planning area.
- Work with transit providers, the City of Abilene, and others on continuation of the Multimodal Terminal planning for the Abilene area.
- Continue to work with CityLink Transit to ensure efficient operations and planning.
- Conduct planning activities as needed to evaluate traffic patterns, needs analysis, and service standards on transit services.
- Provide support for the implementation of planning activities in the City of Abilene's Bicycle Plan.

- Work with local government and community organizations to access grants and other funding opportunities to develop bicycle and pedestrian modes of transportation.
- Work with the local transit agency to incorporate a more congruent transit, bicycle, and pedestrian method of transportation.
- Provide support and work with partner agencies to create a network of active transportation facilities (sidewalks, bikeways, trails, transit routes) to places of interest such as work, school, retail, recreation areas, community activity centers, and healthcare facilities. This may include a complete streets holistic approach in planning efforts and it could provide safe and accessible transportation options to our community. Ensure at a minimum that 2.5% of PL funds will be used to increase safe and accessible options for multiple travel modes for people of all ages and abilities as described in Section 11206(b) of the Infrastructure Investment and Jobs Act.

Work Performed and Status: The MPO participated in the Regional Coordination Transportation Plan (RCTP) Stakeholders Group. Quarterly meetings were held – some within the MPO offices. The MPO provided input on the Multimodal Terminal planning, that CityLink was undertaking, as needed. MPO and CityLink staff worked on a variety of projects throughout the year. These included the Regional Coordination Transportation Plan, Transportation Improvement Program (TIP), the Annual Performance and Expenditure Report (APER), the Annual Listing of Obligated Projects (ALOP), the Metropolitan Transportation Plan (MTP), and many others. In addition, the MPO participated in the Citizens Advisory Committee for People with Disabilities as they were held throughout the year. At these meetings, transit numbers, questions/concerns, and other topics were discussed.

Throughout the year, the MPO has been working with numerous entities on an active transportation network. Data pertaining to the City of Abilene's Bicycle Plan has been shared and disseminated. The MPO has a sidewalk layer map created utilizing Google aerial imagery to capture sidewalks located in the MPO area. The GIS consultants, Resource Data, Inc., has begun the process of updating the sidewalk layer map for use by the MPO and the City of Abilene. The MPO has also shared the map layers with the City of Abilene to help facilitate the connectivity of the sidewalk network.

As discussed in the prior year's Annual Performance and Expenditure Report, the MPO worked with the City of Abilene, CityLink, TxDOT, and many other partners on the 2023 Call for Projects for the Transportation Alternatives (TA) Program – Old Anson Walkability Project. The City of Abilene was notified that they received the funding for the Old Anson Walkability Project on November 2, 2023.

The 2021 TA project (South 14th Street Walkability Project) is in the final stages of implementation. The last remaining portion of that project, which is a pedestrian bridge, should be completed shortly. This project runs from Barrow Street to Pioneer Drive on South 14th Street and provides a sidewalk connection to numerous shopping centers and grocery stores. It also provides a traffic island for safe passage across a very busy intersection located at Pioneer Drive and South 14th Street.

**2021 Transportation Alternatives Program
South 14th Street Walkability Project
Intersection of Pioneer Drive and South 14th Street Traffic Island**



The MPO over a span of many years, has partnered with others, including the City of Abilene, Abilene Independent School District and Wylie Independent School District to access grants and other funding opportunities to develop bicycle and pedestrian modes of transportation. This has provided Safe Routes to School connections along with access to many citizens that rely on active transportation and transit as a way to access grocery stores, shopping centers, and medical facilities.

**Years 2012 - 2023 Transportation Alternatives Program
List of Projects and Safe Routes to Schools Options**

RECEIVED	TRANSPORTATION FUNDING PROGRAMS	PROJECTS	AMOUNT	TOTAL ESTIMATED PROJECT COST	Abilene Independent School District and Wylie Independent School District
YES	2012 – Transportation Enhancement Program	South 11 th Street Transportation Alternatives Project (South 11 th Street from South Treadaway Blvd. to Elmwood Drive)	\$946,220	\$1,182,775	Letter of Support Dr. Burns Superintendent
NO	2015 - Transportation Alternatives Program	US 277 Pedestrian & Bicycle Safety Project (US 277 from S. Danville Dr. to Rebecca Lane and to Catclaw)	\$1,462,208	\$1,827,761	Resolution AISD School Board - Bassetti Elementary School and Clack Middle School
YES	2017 - Transportation Alternatives Set-Aside Program	Abilene US 83/84 Bike/Ped Improvements (US 83/84 from SH 277 to Catclaw Road and US 277 to Texas Avenue to Corsicana Ave.)	\$504,129	\$1,008,258	Resolution AISD School Board - Reagan Elementary School, Clack Middle School, Bassetti Elementary School
(NO) TxDOT picked up the project with their funds (Statewide Curb Ramp and Pedestrian Improvement Program)	2019 - Transportation Alternatives and Safe Routes To Schools	Abilene South 11th Street Sidewalk Improvement (South 11th Street from S. Treadaway Blvd to Oldham Lane)	\$521,820	\$652,275	Resolution AISD School Board - Bassetti, Bowie, Craig, Jackson, Long, Lee, Martinez, RAC, Ortiz, Reagan, Taylor, and Ward.
NO	2019 - Transportation Alternatives and Safe Routes To Schools	Abilene School Zone Flasher Upgrade Program (numerous locations around Abilene)	\$487,126	\$487,126	Resolution AISD School Board - Bassetti, Bowie, Craig, Jackson, Long, Lee, Martinez, RAC, Ortiz, Reagan, Taylor, and Ward. Resolution Wylie School Board - Wylie Early Childhood Learning Center and Wylie Junior High School
NO	2021 - Transportation Alternatives	Old Anson Road Walkability Project (Old Anson Road from W. Stamford Street to Ambler Avenue)	\$644,266	\$805,332	Resolution AISD School Board - Ortiz Elementary Schools and Mann Middle School, along with the Long Early Learning Center.
YES	2021 - Transportation Alternatives	South 14th Street Walkability Project (South 14th Street from Barrow Street to Pioneer Drive)	\$1,749,126	\$2,186,407	Resolution AISD School Board - Reagan Elementary, Clack Middle, Austin Elementary, and Bonham Elementary.
YES	2023 – Transportation Alternatives Set-Aside Program	Old Anson Road Walkability Project (Old Anson Road from W. Stamford Street to Ambler Avenue)	\$1,957,043	\$2,445,397	Resolution AISD School Board - Ortiz Elementary School, and Mann Middle School, along with the Long Early Learning Center.
OVERALL TOTAL FOR 6 YEARS OF FUNDING OPPORTUNITIES			\$8,271,938	\$10,595,331	
OVERALL RECEIVED FUNDING			\$5,678,338	\$7,475,112	

Subtask 3.3 – Short-Term Transit Planning

CityLink staff with FTA funding will do the following work:

- Short range planning projects needed to meet federal/state requirements.
- Provide funding projections and budgetary planning for incorporation of transit projects in the TIP and UPWP.
- Bus Stop identification, GIS database compiling and integration, inventory, and shelter locations.
- Analysis of effectiveness of routes.
- Mobile fare applications and improved payment systems analysis.
- Participate in the Regional Planning Process.
- Continue Lead Agency duties for the Regional Coordination Planning efforts through quarterly stakeholder meetings. (*FTA Section 5304*)

Work Performed and Status - CityLink staff have completed extensive planning throughout the year. Some of those planning efforts include General Transit Feed Specification (GTFS) data monitoring and revisions as needed and monitoring of data to aid in making effective changes to routes and improved services. The Transit Asset Management Plan was updated. CityLink provided funding projection information and budgetary planning data for inclusion in the TIP and UPWP as needed.

CityLink staff continues to participate in the Regional Coordination Transportation Planning process by serving as the lead agency for West Central Texas Region 7. Numerous tasks have been performed in that role to assist TXDOT in their statewide coordination of transportation services including hosting meetings, providing data to participants, compiling statistics and funding information, and maintaining a regional website for access by all the partners and the riders throughout the Region 7 area.

West Central Texas Regional Coordination Transportation Planning - Region 7 Website



This service is brought to you by



Click the logo to visit each organization's website for more information

Task 3 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)*	\$ 40,000.00	\$ 19,560.33	\$ 20,439.67	48.90%
Local Planning Funds	\$ 800.00	\$ 800.00	\$ -	100.00%
FTA Section 5307	\$ 3,200.00	\$ 3,200.00	\$ -	100.00%
FTA Section 5304	\$ 18,950.00	\$ 18,775.00	\$ 175.00	99.08%
Congestion Mitigation/Air Quality (CMAQ)	\$ -	\$ -	\$ -	0.00%
STP MM	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 62,950.00	\$ 42,335.33	\$ 20,614.67	67.25%

**TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables. TPF was under 75% due to vacancy of MPO staff.*

TASK 4 – METROPOLITAN TRANSPORTATION PLAN

Task 4 – Metropolitan Transportation Plan

The purpose of this task is to encompass all activities associated with maintaining the Metropolitan Transportation Plan (MTP). The MTP identifies long-range transportation needs within the MPO boundary for a 25-year horizon. To develop, monitor, adopt, and publish the Metropolitan Transportation Plan (MTP). Provide updates to the Ten-Year Plan. Identify long-range transportation needs within the MPO boundary. To focus on having an integrated multimodal transportation system. To incorporate performance measures into the plan.

Subtask 4.1 - Metropolitan Transportation Plan (MTP)

This task will use MPO staff and could include assistance from TxDOT, the Transportation Institute and/or a consultant to complete.

- Ongoing MPO support of the social and economic vitality of the metropolitan area through any needed updates or revisions to the current MTP. Focus on incorporating performance measures into the MTP. Focus on a proactive public participation along with assessment of the social impacts of transportation projects in low-income and minority areas to make certain that Title VI and Environmental Justice guidelines are met.
- Working with partner agencies to plan for and to promote greenhouse gas reductions, cleaner energy transportation options, and a resiliency to extreme weather events and other disasters.
- Develop and maintain the FYs 2025-2050 MTP.

Work Performed and Status: The Metropolitan Transportation Plan (MTP) is due on December 17, 2024 and covers years 2025 to 2050. The Policy Board at their April 16, 2024 meeting approved Huitt-Zollars, Inc. as the consultant to complete the MTP. There have been numerous

biweekly meetings between MPO staff and the consultants. There has been data sharing with the citizens including two public meetings (June 25 and October 10) and a Delphi Panel meeting (June 25). A presentation of the MTP status was given at the August 20, 2024 workshop to the PB and TAC members. At the September 24, 2024 Technical Advisory Committee (TAC) and the October 15, 2024 Policy Board (PB) meeting, the goals and action steps of the MTP were presented for input. The consultants, Huitt-Zollars, Inc., has compiled the MTP for public review. A notice was placed in the Abilene Reporter News on Sunday, November 24, 2024 for members of the public to review the document and make comments until midnight on December 14, 2024. It also stated that comments will be accepted and a public hearing held at the December 17, 2024 PB meeting. The TAC at their November 19, 2024 meeting went through the project listings (Funded On-System, Illustrative On-System, Off-System Projects, and Other). The Funded On-System and the Illustrative On-System projects were ranked by the TAC. These same projects were also ranked using the Decision Lens Software. The final document will be presented to the Policy Board at their December 17, 2024 meeting.

Subtask 4.2 - Long-Range Transit Planning

CityLink staff with FTA funding will do the following work:

- Provide support for long-term planning projects.
- Focus on modernization of the transit system, facilities and fleet through the Transit Asset Management Plan.
- As the Lead Agency for Region 7, facilitate the 5-year Plan update for the Regional Coordination Planning program. (*FTA Section 5304*)

Work Performed and Status: CityLink participates in the MPO Technical Advisory Committee and presents program updates for the MPO Policy Board as part of its long-term planning functions. Continuous fleet replacement planning with appropriate funding sources is another aspect of long-term planning and coincides with the Transit Asset Management Plan. Periodic system analysis is conducted to determine service effectiveness and to generate recommendations for change. CityLink continues long-term planning activities including discussions relating to feasibility studies, land acquisition and use of current property. CityLink continues the transportation program for Senior Citizens, using an FTA 5310 grant and matching funds from the West Central Texas Council of Governments (WCTCOG) Area Agency on Aging.

Subtask 4.3 – Complete Streets

Provide support and work with partner agencies to create a network of active transportation facilities (sidewalks, bikeways, trails, transit routes) to places of interest such as work, school, retail, recreation areas, community activity centers, and healthcare facilities. This may include a complete streets holistic approach in planning efforts and it could provide safe and accessible transportation options to our community. Ensure at a minimum that 2.5% of PL funds will be used to increase safe and accessible options for multiple travel modes for people of all ages and abilities as described in Section 11206(b) of the Infrastructure Investment and Jobs Act.

- Staff will compile and share data and information on active transportation.
- Evaluate active transportation system to understand system performance needs to identify regional activities.
- Hold public outreach sessions to share information and encourage active transportation.

- Work with other interested parties to advance and improve the program.
- Look for innovative ways to optimize funding for active transportation projects.
- Support and align statewide and regional active transportation strategies and actions.

Work Performed and Status: Numerous aspects of the complete streets are covered under Subtask 3.1 - Transportation Improvement Program (TIP) and Subtask 3.2 - Transit, Bicycle, and Multimodal Planning. Both the City of Abilene and TxDOT strive to incorporate sidewalks, multi-use paths, and/or bicycle facilities within their projects. This project information is disseminated during TAC and PB meetings. Opportunities for grant funding for active transportation is shared via emails, social media, and at meetings with interested parties. The MPO actively engages with the Steamboat Cycling Club and the Abilene Bicycling Club through emails, meetings, and social media outlets to disseminate information on upcoming projects, plans, and ideas.

Task 4 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)*	\$ 193,000.00	\$ 133,217.13	\$ 59,782.87	69.02%
Local Planning Funds	\$ 15,400.00	\$ 15,400.00	\$ -	100.00%
FTA Section 5307	\$ 1,600.00	\$ 1,600.00	\$ -	100.00%
FTA Section 5304	\$ 40,600.00	\$ 40,225.00	\$ 375.00	99.08%
Congestion Mitigation/Air Quality (CMAQ)	\$ -	\$ -	\$ -	0.00%
STP MM	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 250,600.00	\$ 190,442.13	\$ 60,157.87	75.99%

**TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables. TPF was under 75% due to vacancy of MPO staff.*

TASK 5 - SPECIAL STUDIES

Task 5 – Special Studies

The purpose of this task is special studies of transportation and transportation related topics that support the development and maintenance of the planning process. Activities might include consultant contracting, research and data analysis. Documents produced in this task are intended to supplement information for other tasks as well as contribute to the revision of the MTP and help in prioritizing transportation improvement projects. It involves special one-time planning activities and major corridor analyses.

Subtask 5.1 - Comprehensive Growth Scenario Transportation Study - MPO Boundary Expansion

This task is a carryover from the previous UPWP. It will use MPO staff and a consultant to complete. Evaluate potential MPO Boundary expansion to capture transportation needs.

Work Performed and Status: No funding was utilized for a consultant. The only expenditures were staff time captured under previous tasks. The Abilene Metropolitan Planning Organization (MPO) currently utilizes a Metropolitan Planning Area (MPA) boundary that was last revised in 2006. This existing boundary encompasses the entirety of the Abilene Urbanized Area (UZA), as designated by the US Census Bureau through the 2020 Census, which is the minimum area required to be included within the MPA under federal planning guidelines. In early 2022, the MPO began a process of reviewing its MPA boundary in partnership with the Texas A&M Transportation Institute (TTI). TTI facilitated the creation of an advisory committee (Boundary Expansion Committee) for the project and hosted Committee meetings in February and March 2022. These meetings allowed the Committee to review information on how the region has changed since 2006, provide their insights on where future growth may occur, and discuss a range of potential boundary options. This process resulted in the creation of two draft boundary options. Neither of these boundary options were advanced to completion.

In September 2023, AECOM was recruited by TxDOT to provide support to the Abilene MPO to finish the boundary revision process. Further research was done to understand the changes in the region since 2006 and to engage MPO staff and the Committee in getting additional feedback on a potential new boundary. During this time, AECOM held a series of biweekly coordination meetings with MPO staff to discuss research findings and priorities for the new boundary. A Committee meeting was held on December 12, 2023, to discuss findings to-date and an initial draft boundary. The draft was then refined based on Committee feedback and shared with the Committee at a second meeting on January 12, 2024. At this meeting, the Committee provided additional comments on the draft boundary and arrived at consensus on an agreed-upon draft to be shared with the Technical Advisory Committee (TAC). The draft boundary includes several municipalities that are not currently located within the existing MPA boundary. These include Hawley in Jones County and Buffalo Gap, Tuscola, Lawn, and Merkel in Taylor County. The draft boundary also incorporates portions of Callahan County for the first time, including the municipality of Clyde. Because Callahan County is not currently represented on the MPO's TAC and Policy Board, adding the county into the MPA boundary will require an additional seat on these bodies for a Callahan County representative. On January 30, 2024, the draft boundary was presented to the TAC for discussion and approval. It was then taken to the Policy Board at their April 16, 2024 meeting where it was approved along with a draft By-Laws amendment to incorporate the changes.

On June 25, 2024, the technical memo and revised boundary information was submitted to TxDOT. We were notified on October 3, 2024 that TxDOT has submitted the boundary expansion request to the Governor's Office and they are in the process of reviewing the submittal and providing the final sign-off. On November 20, 2024, TxDOT informed us that the Governor's legal staff is reviewing and we should know something shortly on the approval.

Subtask 5.2 - Resiliency Plan

The MPO, in cooperation with TxDOT, FHWA, and local planning partners along with the possibility of a consultant will develop a plan to make the local transportation network resilient to natural disasters with an emphasis on network redundancy during extreme weather events.

Work Performed and Status: No work was performed on a formal resilience plan during this fiscal year; however, numerous aspects of resiliency were incorporated into the planning process and documents (TIP and MTP) through the project selections.

Subtask 5.3 – Transit Multimodal Facility

CityLink staff with FTA funding will complete the following task. A consultant will be used. This study will determine how a multimodal facility could help urban and rural transit providers to better serve their passengers and operate more efficiently. It will include the Planning and Scoping phase of the project all the way through Preliminary Engineering, Environmental, and initial Design phase of the project. *(FTA Section 5304)*

Work Performed and Status: CityLink, through the City of Abilene, contracted with the Goodman Corporation for engineering and architectural activities to complete the advanced planning and preliminary engineering services to produce the conceptual design of a new multimodal facility. This project was completed in October 2024.

Subtask 5.4 – Safety Action Plan

MPO staff will work with TTI to document the types of data and information the MPO uses for safety planning activities; how the MPO works with partner agencies and stakeholders to communicate safety-related information to decision makers and the public; and current and planned initiatives, projects, strategies, and counter measures to address transportation safety in the Metropolitan Planning Area.

Work Performed and Status - A new requirement for MPOs is to develop a Safety Action Plan. The funding of \$50,000 is from the Federal State Planning and Research Funds (SPR) and is to develop a Statewide Safety Plan designed with local data and priorities. The MPO started working with TxDOT and the Texas A & M Transportation Institute (TTI) on a Safety Action Plan in February of 2023. In July 2023, information was provided on the baseline Safety Plan for the Abilene MPO. In January 2024, the MPO Safety Planning Contract between TxDOT and TTI was executed. There was a kick-off meeting on March 21, 2024. In April 2024, numerous documents were uploaded into the Sharepoint Safety Planning site and a Draft Safety Plan was provided to the Abilene MPO from TTI. The continuance of this planning effort will recommence in January of 2025.

Subtask 5.5 – Microtransit Services Study

CityLink staff with FTA funding will complete the following task. A consulting firm will conduct a strategic evaluation of fixed-route to microtransit system conversion. The primary aim of this evaluation is to explore the feasibility of transitioning from the City's current fixed-route transit

system to a more flexible and efficient microtransit system. This analysis is crucial in determining the best approach to adapt and enhance the City’s transit services to better align with the evolving transportation needs of the community. The primary goals are to optimize existing microtransit services, further improve operational efficiency, and develop a strategic, comprehensive plan for the expansion and refinement of microtransit services throughout the City.

Work Performed and Status – No work was completed on this task during this fiscal year. This task is projected to begin January 2025.

Task 5 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)*	\$ 75,000.00	\$ -	\$ 75,000.00	0.00%
Local Planning Funds	\$ -	\$ -	\$ -	0.00%
FTA Section 5307	\$ 200,000.00	\$ -	\$ 200,000.00	0.00%
FTA Section 5304	\$ 238,200.00	\$ 236,000.00	\$ 2,200.00	99.08%
Congestion Mitigation/Air Quality (CMAQ)	\$ -	\$ -	\$ -	0.00%
STM MM	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 513,200.00	\$ 236,000.00	\$ 277,200.00	45.99%

**TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables. TPF was under 75% due to not starting the studies in this fiscal year and TxDOT helping with the studies which resulted in no MPO funds being utilized.*

BUDGET SUMMARY

Budget Summary

Total Transportation Planning Funds (TPF) Budgeted and Expended FY 2024

UPWP TASK	DESCRIPTION	AMOUNT BUDGETED	AMOUNT EXPENDED	BALANCE	% Expended
1.0	Administration-Management	\$ 155,000.00	\$ 124,828.17	\$ 30,171.83	80.53%
2.0	Data Development and Maintenance	\$ 100,000.00	\$ 49,874.54	\$ 50,125.46	49.87%
3.0	Short Range Planning	\$ 40,000.00	\$ 19,560.33	\$ 20,439.67	48.90%
4.0	Metropolitan Transportation Plan	\$ 193,000.00	\$ 133,217.13	\$ 59,782.87	69.02%
5.0	Special Studies	\$ 75,000.00	\$ -	\$ 75,000.00	0.00%
TOTAL	TOTAL	\$ 563,000.00	\$ 327,480.17	\$ 235,519.83	58.17%

Local Planning Funds Budgeted and Expended FY 2024

UPWP TASK	DESCRIPTION	AMOUNT BUDGETED	AMOUNT EXPENDED	BALANCE	% Expended
1.0	Administration-Management	\$ 1,000.00	\$ 1,000.00	\$ -	100.00%
2.0	Data Development and Maintenance	\$ 800.00	\$ 800.00	\$ -	100.00%
3.0	Short Range Planning	\$ 800.00	\$ 800.00	\$ -	100.00%
4.0	Metropolitan Transportation Plan	\$ 15,400.00	\$ 15,400.00	\$ -	100.00%
5.0	Special Studies	\$ -	\$ -	\$ -	0.00%
TOTAL	TOTAL	\$ 18,000.00	\$ 18,000.00	\$ -	100.00%

**FTA (Sec. 5307) Funds
Budgeted and Expended FY 2024**

UPWP TASK	DESCRIPTION	AMOUNT BUDGETED	AMOUNT EXPENDED	BALANCE	% Expended
1.0	Administration-Management	\$ 4,000.00	\$ 4,000.00	\$ -	100.00%
2.0	Data Development and Maintenance	\$ 3,200.00	\$ 3,200.00	\$ -	100.00%
3.0	Short Range Planning	\$ 3,200.00	\$ 3,200.00	\$ -	100.00%
4.0	Metropolitan Transportation Plan	\$ 1,600.00	\$ 1,600.00	\$ -	100.00%
5.0	Special Studies	\$ 200,000.00	\$ -	\$ 200,000.00	0.00%
TOTAL	TOTAL	\$ 212,000.00	\$ 12,000.00	\$ 200,000.00	5.66%

**FTA (Section 5304) Funds
Budgeted and Expended FY 2024**

UPWP TASK	DESCRIPTION	AMOUNT BUDGETED	AMOUNT EXPENDED	BALANCE	% Expended
1.0	Administration-Management	\$ -	\$ -	\$ -	0.00%
2.0	Data Development and Maintenance	\$ -	\$ -	\$ -	0.00%
3.0	Short Range Planning	\$ 18,950.00	\$ 18,775.00	\$ 175.00	99.08%
4.0	Metropolitan Transportation Plan	\$ 40,600.00	\$ 40,225.00	\$ 375.00	99.08%
5.0	Special Studies	\$ 238,200.00	\$ 236,000.00	\$ 2,200.00	99.08%
TOTAL	TOTAL	\$ 297,750.00	\$ 295,000.00	\$ 2,750.00	99.08%

Abilene 2020 Urbanized Area and Metropolitan Planning Area Map

Abilene 2020 Urbanized Area and Metropolitan Planning Area

