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FEDERAL HIGHWAY ADMINISTRATION
300 E. 8TH STREET, ROOM 826
AUSTIN, TEXAS 78701-3225

February 5, 2024

Refer to: HPP-TX

Review and Approval of the FY 2023 Annual Performance
and Expenditures Report for Amarillo Metropolitan Planning
Organization (MPO)

Mr. Phillip Tindall
Metropolitan Planning Branch Manager -Transportation Planning & Programming
Texas Department of Transportation
125 E. 11th Street
Austin, TX 78701-2483

Dear Mr. Tindall:

We (Federal Highway Administration and Federal Transit Administration) have reviewed the Amarillo MPO FY 2023 Annual Performance and Expenditure Report (APER) transmitted January 26, 2024 and again February 26, 2024. Based upon our review, we find Amarillo MPO's FY 2023 APER acceptable.

Should you have any questions or issues please contact me at (512) 536-5936.

Sincerely,

Krystal Lastrape,
Transportation Planner

cc:

Marc Oliphant, Federal Transit Administration
Kit Black, P.E., Amarillo District, Transportation Planning and Development Director, TxDOT
Casey Wells, Transportation Planning & Programming Division, Director, TxDOT
Phillip Tindall, Metropolitan Planning Branch Manager, TxDOT
Travis Muno, Amarillo, MPO Director

Amarillo MPO

Annual Performance and Expenditure Report

FY 2023

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.

Task 1 ADMINISTRATION AND MANAGEMENT

TASK SUMMARY

Task 1 – Overall Description

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.

Subtask 1.1 – Program Administration:

Activities under this element will provide oversight and coordination of the various programs contained in the work program. This includes development of the Annual Performance and Expenditure Report (APER) and the Annual Listing of Obligated Projects. 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 FAST Act provisions into existing MPO documents to insure all MPO documents are FAST Act compliant as required by FHWA.

Work Performed and Status

In FY 2023, the UPWP needed two revisions to reallocate funds to various tasks. This was due to the MPO adding a Safe and Accessible Transportation Options subtask and also adding Safety Actions Plan subtask. Five months of FY 2023 the MPO was short a staff member. The MPO continued to work on preparing to become a TMA. This included working with TTI to identify documents and processes needed when we become a TMA.

The ALOP and APER were both submitted to TxDOT. The Policy Committee had several additional meetings this year to work through funding increases on projects. Being short staffed allowed us to be under budget.

Grants

During FY 2023, the planning staff completed grant applications and reports for the following.

- Section 5303 – Annual Listing of Projects, Annual Performance and Expenditure Report, monthly billing statements, and FY 2023 grant application.
- Section 5307 – FY 2022 4th quarter report; FY 2023 1st, 2nd, and 3rd quarter reports; FY 2023 grant application.

- Disadvantaged Business Enterprise – Semi-annual reports were revised and updated for submission to FTA for approval.

Meetings

Dates	Meetings	Location
October 20, 2022	Policy Committee meeting	Simms Bldg.
January 9, 2023	Policy Committee meeting	Simms Bldg.
February 2, 2023	Policy Committee meeting	Simms Bldg.
April 20, 2023	Policy Committee meeting	Simms Bldg.
July 20, 2023	Policy Committee meeting	Simms Bldg.
March 23, 2023	Policy Committee Workshop	Simms Bldg.
September 14, 2023	Policy Committee Workshop	Amarillo City Hall

Regular meetings of the MPO staff ensured progress of transportation planning activities as described in the FY 2023 UPWP. The committee met to discuss, review, or approve various aspects of transportation planning, including the status of TIP/STIP projects; adoption of 2023 Safety Performance Measure targets; revision of the FY2020-2045 MTP; revisions of the FY2023-2026 TIP; adoption of the FY2024 UPWP. MPO staff meets with the Policy Chair prior to each Policy Committee meeting to discuss the agenda. In addition, two workshops were held with the Policy Committee and Technical Advisory Committee, for project prioritization and discuss becoming a TMA.

Dates	Meetings	Location
October 5, 2022	Technical Advisory Committee	Simms Bldg.
November 2, 2022	Technical Advisory Committee	Simms Bldg.
December 7, 2022	Technical Advisory Committee	Simms Bldg.
January 4, 2023	Technical Advisory Committee	Simms Bldg.
February 1, 2023	Technical Advisory Committee	Simms Bldg.
March 1, 2023	Technical Advisory Committee	Simms Bldg.
April 5, 2023	Technical Advisory Committee	Simms Bldg.
May 3, 2023	Technical Advisory Committee	Simms Bldg.
June 14, 2023	Technical Advisory Committee	Simms Bldg.
July 5, 2023	Technical Advisory Committee	Simms Bldg.
August 2, 2023	Technical Advisory Committee	Simms Bldg.
September 6, 2023	Technical Advisory Committee	Simms Bldg.

MPO staff organized and conducted MPO Technical Advisory committee meetings to review MTP and TIP projects. As well as other transportation related items.

Staff organized and participated in preparatory work for transition to a Transportation Management Area with oversight by TxDOT TTP and the Texas A&M Transportation Institute on November 7-10; January 24-26, 2023. Staff held or attended other meetings to aid in development of alternative transportation modes. Concerning transit-related planning projects, staff members met with the City of Amarillo Advisory Committee for People with Disabilities throughout the year. Staff met monthly with TxDOT, Staff members met with the Panhandle Regional Organization to Maximize Public Transportation group on November 8, 2022, and March 29, 2023. MPO staff participated in meetings, webinars, teleconferences, and various meetings related to public transportation planning and promotion, such as National Transit Institute Title 6 training, Safe Haven Transit training, Annual Caregiver’s conference AAA, IBI transit data tool training, Blaise Transit info webinar, Electrifying transit learning from cities, Texas Tech University School of Veterinary Medicine discussion on Transit and TTU, Pilot Program for Transit-Oriented Development Planning webinar, and City Plan engagement meetings. Staff meet with transit on UPWP planning activities on March 21st, and May 22.

Staff attended other meetings and webinars to aid development of transportation-related planning, or project development.

These meetings and webinars include:

April 27, 2023	Amarillo City Council Meetings
April 10, 2023	MTP Public Meetings
April 13, 2023	MTP Public Meetings
May 23, 2023	Panhandle Regional Planning Organization Meeting
August 3, 2023	Resiliency Improvement Plan Best Practices Webinar
August 2, 2023	SS4A & Vision Zero Workshop
December 19 February 22 March 3 & 17 April 10 & 13 May 26 June 5 & 14 July 31 August 25 September 22	TPP & Texas State Demography Center to develop Travel Demand model Meetings
May 8	CRIS data Training Webinar
June 7 & 8	Congestion Management Process Workshop
July 17	Demographic data for use in travel Demand Models Training
June 2, 6, 12, & 20	Emergency Support Meetings through the Emergency Operations Center for the City of Amarillo for flooding
	TxDOT SHSP Vulnerable Road User Assessment Meetings
August 29	2024 Long range Planning Revenue Forecast Webinar

April 27, May 2	Safe Streets for All Webinar
December 8, March 24, July 13	Quarterly TEMPO Meetings
August 16,	FHWA Federal Mock Certification
May 17	NPMRDS Data Users Group
	TxDOT Traffic Data Monthly meetings
	On-line Cyber Security Training Course
October 24	PROTECT formula Program Grant Webinar
November 2	Governor's Community Achievement Webinar
February 13	Building & Sustaining Innovation in Transportation Webinar
February 28	Civic Clerk Agenda Training
July 11	Reconnecting Communities Webinar
September 6	Active Transportation Webinar
November 15	Mental Health First Aid Training
March 7 & May 2	City Plan Public Meetings

The meetings followed all MPO public involvement procedures, as required.

Subtask 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.

Equipment purchases – §200.2 Acquisition cost – MEANS THE NET INVOICE PRICE OF THE EQUIPMENT, INCLUDING THE COST OF ANY MODIFICATIONS, ATTACHMENTS, ACCESSORIES, OR AUXILIARY APPARATUS NECESSARY TO MAKE IT USABLE FOR THE PURPOSE FOR WHICH IT IS ACQUIRED. IF EQUIPMENT WOULD, IN COMBINATION, FUNCTION AS A UNIT AND TOTAL COSTS WOULD EXCEED \$5000, PRIOR APPROVAL IS NEEDED.

Work Performed and Status

The MPO had expenditures for office supplies, printing, and postage slightly higher than last year. We also purchased a new laptop this year to coincide with some IT changes our fiscal agent made. We also had more advertising cost this year due to MTP development and updating our public participation plan.

Subtask 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.

Work Performed and Status:

During FY 2023, MPO staff incurred more expenses for travel to conferences, workshops, and seminars related to transportation planning. This year unlike last, we were able to travel again, due to most Covid restrictions being relaxed and most training, workshop and conferences being held in person. We were unable to attend two planned TEMPO meetings due to scheduling conflicts. Also due to staff positions being vacant we did not attend a two trainings that were budgeted for. Professional development is an ongoing process.

Subtask 1.4 – 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, as requested, 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 Advisory Commission for People with Disabilities (ACPD) continues to provide Amarillo City Transit (ACT) with a forum to obtain public input and distribute information about the public transit system. During the past year the ACPD assisted with public input related to passenger amenities, accessible routes, curb cuts, ramps at bus stop locations and fare change proposals.

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 the FAST Act. 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 monitor, and review citizen participation and attendance related to Title VI and will base community engagement strategies on performance outcomes.

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. Utilize a GIS mapping system to evaluate EJ and Title VI issues as part of the metropolitan area planning process. Utilize methods to show how effective the efforts to include low-income and EJ communities in the public involvement process for the MTP and TIP planning are addressed. Continue to make certain all vital documents: include recent changes to the Americans with Disabilities Act, are translated in Spanish and Vietnamese, and posted to the ACT website. This is an ongoing activity.

Work Performed and Status:

Staff members use the MPO Public Participation Plan Handbook (PPP), to assist citizens that want to participate in or learn more about local transportation planning related issues. Staff routinely reviews the established public participation policies found in the PPP and continues to assess and improve its strategies. This work sets the stage for developing a more defined presence on the organizations' social media and web pages.

During the year, staff reviewed and updated the Amarillo MPO PPP. Due to receiving comments late on the draft update of the PPP, the final document took a couple months longer than expected to finish. During the year staff also began on developing better branding to help identify the MPO to the community. The MPO is developing a new logo to assist with the branding. The LEP Plan addresses public involvement with

the goal of ensuring that citizens from low income, minority, ethnic, or racial backgrounds have an equal opportunity to participate in the planning process. Continued development of the MPO's contact mailing list of regional transportation stakeholders, this allows staff to engage the public early and often in the decision-making process. This expanded list of transportation stakeholders includes groups such as Native-American tribal organizations, focus groups for the elderly and disabled, Federal and State agencies, and other individuals or corporate entities that have an expressed interest in regional transportation planning issues. The mailing list has grown and developed significantly during the past years. The MPO also is developing an email and text list to help initiate, interaction with citizens.

Review and maintenance of the MPO's Public Participation Plan Handbook, the Limited English Proficiency Plan, and the contact mailing list is an ongoing and continuing part of MPO staff responsibility.

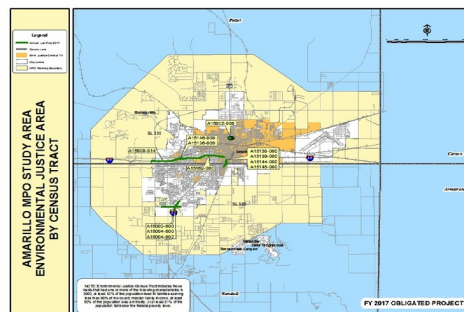
As citizens request information about the transportation planning process, staff responds directly to the inquiry. MPO staff works to improve use of the analytical tools related to Title VI to better identify EJ populations. Discussions with regional transportation stakeholders, FHWA, and TxDOT TPP throughout the fiscal year yielded greater development of the use of maps and other visualization materials the MPO's public participation activities. These efforts and use of websites, such as EPA's EJ Screen, help identify EJ populations with relation to projects in the study area. Staff was also introduced to new demographic tools that help with identifying EJ populations. During the year MPO staff worked closely with local committees and sponsored public meetings with other public agencies, including the City of Amarillo, the Panhandle Regional Organization to Maximize Public Transportation, the Panhandle Rural Planning Organization, and the Texas Department of Transportation, in an effort to stimulate minority and lower-income citizen attendance and awareness of regional transportation issues.

Subtask 1.5 UPWP Development:

Develop planning programs, revise FY2023 UPWP as needed, and prepare FY2024 UPWP. This subtask is the responsibility of Amarillo MPO.

Work Performed and Status

During the year, the FY 2023 Unified Planning Work Program was reviewed for possible revisions of the original document. During FY 2023, staff worked with Amarillo City Transit and the TxDOT District office and developed and then presented the FY 2024 UPWP to the Policy Committee for approval at the quarterly meeting on July 20, 2023.



Task 1 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)	\$ 230,000.00	\$ 206,805.73	\$ 23,194.27	89.92%
Local Planning Funds	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
FTA (Sec. 5309)	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
CMAQ	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
STP MM	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
TOTAL	\$ 230,000.00	\$ 206,805.73	\$ 23,194.27	89.92%

Task 2

DATA DEVELOPMENT AND MAINTENANCE

TASK SUMMARY

Task 2 – Overall Description

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. Develop and maintain GIS Databases.

Subtask 2.1 – Geographic Information Systems and Socio-economic Data

Population, housing, employment, and land use data will be collected and maintained. Information from census data, environmental health, 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. Data in the GIS databases will be updated, and Mapping will be done as needed. As adjustments are needed for the Urbanized Area Boundary and federal functional classification system, these will be conducted under this subtask also. Any information collected will be utilized to expand and maintain mailing lists for public participation needs.

Work Performed and Status

Information was collected and updated for fatalities, accidents, and various other data used for performance measures within the Amarillo Urban Transportation Study Area. Data was obtained from FARS, CRIS, NPMRDS, TxDOT, and various other sources. This information is routinely analyzed to aid in development of performance measures within the MPO boundary. In addition, recommendations from FHWA, TxDOT TPP, Texas Transportation Institute, TxDOT, and the local TxDOT District office continues to build and aid the use and development of analysis tools for identification of lower income, disabled, elderly, and minority populations with relation to projects in the study area. These considerations allow at-risk populations the use of visual aids, mapping, and the MPO website as a way to better utilize information about transportation-planning related issues. This data was also developed and used in the update of the MPO's 2025-2050 MTP.

Subtask 2.2 – 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.

Work Performed and Status

During FY 2023 MPO staff worked with TxDOT and TTI to address demographic data pertinent to the workplace survey, saturation counts, and the regional model. Due to the MPO having low staffing levels the MPO worked with Texas State Data Center on developing our demographic data as inputs for the travel demand model this year. Again, due to the low staffing levels, staff is having to be trained to work with the model and it is slowly moving forward, staff was not able to get as much completed and originally planned. The MPO is still working with TTP to get our new model developed and delivered. MPO staff worked with TxDOT on data used to evaluate performance measures. Throughout the fiscal year efforts to update local MPO maps, roadway functional classification, and information necessary to advance the regional MPO model was a focal point of this subtask.

Task 2 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)	\$ 28,000.00	\$ 24,334.41	\$ 3,665.59	86.91%
Local Planning Funds	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
FTA (Sec. 5309)	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
CMAQ	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
STP MM	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
TOTAL	\$ 28,000.00	\$ 24,334.41	\$ 3,665.59	86.91%

Task 3

SHORT-RANGE PLANING

TASK SUMMARY

Task 3 – Short-Range Planning

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 performance-based 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 based on performance.

Subtask 3.1 TIP Development:

Revise the Transportation Improvement Program, as may be required by TxDOT, FHWA, and FTA. This will be handled through revisions to the FY 2023-2026 TIP. In preparation to become a TMA the MPO will continue addressing the need for a Congestion Management Process. Consideration will be given to corridor planning, environmental justice, bicycle/pedestrian facilities, freight mobility, access management and safety issues on all transportation projects in the TIP. Work done to update the 10-year plan required by HB 20 will also be given consideration in this subtask. Performance measures will be evaluated so that they can be used in the determination of projects for the TIP. This subtask is the responsibility of Amarillo MPO.

Work Performed and Status

During the fiscal year, the 2023-2026 TIP was revised by the Policy Committee in January and August of this year. MPO staff worked with City of Amarillo, City of Canyon & TxDOT Amarillo District staff, the MPO Policy & Technical Advisory Committees, bicycle & pedestrian groups, and citizens of the regional community for continued review and improvement of the 2023-2026 TIP. Revisions of the 2023-26 TIP were reviewed and approved by the MPO Policy Committee at its quarterly meetings in January 2023 and July 2023. The MPO only had one individually listed project and it let in January. Then the MPO added a project in July. Since there was a small list of projects there was little need for revisions to this document. The MPO did however work to maintain the 10 year project list.

Subtask 3.2 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. Develop measures of effectiveness to show that low-income and EJ communities are included in the public

involvement process for the MTP and TIP planning initiatives. This subtask is the responsibility of Amarillo MPO.

Work Performed and Status

During the year, staff responded to complaints or comments from citizens in regard to transportation activities. Amarillo transit continues the service to Amarillo College this year in response to comments from past years. During the year new bus stops were installed due to comments and many stops are being evaluated for upgrades. These stops are continually being monitored and are ongoing in nature. Due to reduced staff work beyond what was necessary was not initiated.

Subtask 3.3 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 or vacated. Staff will not approve any action until it meets the prescribed functional classification right-of-way width, and all necessary rights-of-way 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. This subtask is the responsibility of Amarillo MPO.

Work Performed and Status

Staff reviewed new subdivision plats, ensuring that proper right-of-way widths were addressed and maintained as property developed. Plat and right-of-way review continued during fiscal year 2023. Residential development in the city is steady. Residential and commercial development continues to the west and southwest just outside SL335 in the Hillside Terrace, Town Square, and Heritage Hills subdivisions, as well as just inside Loop 335 at the City View subdivision. Additional growth continues further south of the Loop including the Pinnacle subdivision, as well as the rural area between Amarillo and Canyon. Another area of growth is in the unincorporated area known as Bushland to the West of Amarillo. The continued residential development has stimulated retail and commercial construction near these locations. Commercial development is generally scattered across the area, while the area around the medical center is still experiencing some commercial expansion. Inventory adjustment of all existing collectors and arterials within the Amarillo City Limits was made as changes occurred. Commercial property development is reviewed with concern for parking standards and handicap accessibility. Staff completed plat reviews and made recommendations to the city planning department. MPO, City, and TxDOT staff continues to work with developers to find acceptable solutions for access management along SL335. Being short a staff position did not

allow time to fully research the new growth areas. Also growth is still happening in areas outside of city limits but is not increasing at the rate it was.

Subtask 3.4 Transit Studies:

The MPO will coordinate and provide local planning assistance to Amarillo City Transit (ACT). The MPO will also assist with connectivity to other transportation modes, such as pedestrian, rail, and air; assistance with the fixed route transit system and review of bus routes, fixed route expansions, bus stops, handicapped ramps, bus shelters; safety planning for transit passengers, review of underserved populations such as low income, minority, elderly, disabled; assistance with transit ridership studies to determine system deficiencies and assess customer needs; and provide assistance with transit studies.

The Amarillo MPO is an active member of regional public transportation planning efforts. The MPO staff will coordinate and provide regional public transportation planning through participation in the Panhandle Regional Organization to Maximize Public Transportation (PROMPT), this collaboration to implement recommendations in the regional plan and to keep the planning process current. In support of collaborative, regional public transportation activities, MPO staff members serve on 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 elderly and disabled populations.

The MPO will also participate in PROMPT's planning effort to assure coordination with the regional plan. To create and connect a comprehensive, flexible and sustainable public transportation throughout the Texas Panhandle, Coordinate and assist with regional project submissions to TxDOT's Coordinated Call for Projects. This is an ongoing activity. This subtask is the responsibility of Amarillo MPO.

Work Performed and Status

Planning staff worked closely with community members that represent minorities and immigrant populations.

Staff continues to present a bi-monthly progress report to the Advisory Commission for People with Disabilities. Each meeting is open to all public transportation customers, generating suggestions and more importantly creating an open dialogue between decision-makers and members of the community.

MPO Staff and the regional transportation advisory group, PROMPT, continue to meet and seek ways to improve collaboration between all providers. PROMPT also has explored transportation services for Veterans and continues to work with senior populations in the Amarillo area. PROMPT is working on a new initiative for returning low-income citizens to their home from the hospital. Due to turn over, staff was only able to attend two meetings. While there were fewer PROMPT meetings due to turn over, there was also scheduling conflicts.

Subtask 3.5 Transit Planning:

Plan for and manage federal compliance in the areas of Transit Asset Management, Civil Rights and DBE. Implement federal requirements for Safety Management System (SMS). ACT will work with TXDOT, but ACT developed its own compliance plan. ACT needs to develop an Outreach and Communications Plan to market our service to increase ridership.

Work with local and state agencies to develop a funding strategy for providing Public Transportation post 2020.

Ongoing review of how well ACT fixed-route network meets the needs of the community. ACT will focus on ways to address the service needs in the fastest growing portions of the city. Explore ways to implement evening service needs identified in the Transit Master Plan.

Work Performed and Status

The Transit Asset Management targets were updated in November by ACT. Then those targets were adopted by the MPO at the January meeting. ACT is working with the Advisory Committee for People with Disabilities to develop an Outreach and Communications Plan. Over the course of this year ACT and the MPO have made adjustments to have better outreach to the communities served by fixed route and demand response. As well as trying to identify and better serve the EJ population that uses transit. This is an area that needed more work. In trying to reach people, you really need to meet them where they are. We are going into neighborhoods, to schools and community events to get input. Fixed routes were reexamined, and bus stops were studied. As the MPO transitions to a TMA, we will have access to additional funding categories, and we are identifying projects to address transit needs.

3.6 Congestion Management Process:

Develop a Congestion Management Process (CMP) for the Amarillo Urban Transportation Study area. This is in preparation for the Amarillo Urban Transportation Study area to become a Transportation Management Area (TMA). The study area is expected to go over the 200,000-population mark at the 2020 Census. The study area was only 3,500 people short of this mark at the 2010 Census. The Amarillo Study Area is anticipating the posting of the 2020 Census numbers in the fall of 2022.

Work Performed and Status

MPO staff has started development of a congestion management process. This process was put on hold due to lower levels of staff. This will be picked up again toward the end of the calendar year. Due to short staffing more effort was move to the MTP development. The CMP is not due until December of 2024. This will be an ongoing task.

Task 3 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)	\$ 33,000.00	\$ 34,801.00	\$ -1,801.00	105.46%
Local Planning Funds	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
FTA (Sec. 5309)	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
CMAQ	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
STP MM	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
TOTAL	\$ 33,000.00	\$ 34,801.00	\$ -1,801.00	105.46%

Task 4

METROPOLITAN TRANSPORTATION PLAN

TASK SUMMARY

Task 4 – Metropolitan Transportation Plan

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

Maintain and update the Thoroughfare Plan for the Amarillo Urban Transportation Study area.

With the implementation of performance measures work will be done to update and monitor the performance targets. These targets will be incorporated into the selection of projects to create a better more reliable transportation system.

Subtask 4.1 – Maintain MTP

Revise and maintain the 2020–2045 MTP document as needed. Ensure projects proposed for inclusion in the TIP are referenced in the plan. Update the MTP with highway and transit-related O&M revenues and expenditures. Identify UTP funding categories for regionally significant highway projects identified in the MTP. The 2025-2050 MTP is due in October of 2024. Staff will begin development of the 2025-2050 MTP document around midpoint of FY 23.

Collect and maintain data from environmental mitigation resources, i.e., GISST and TEAP. Develop GIS mapping tools to identify congestion problems and areas of high-volume peak travel in the study area. As requested, the MPO will utilize GIS to show areas of motorized and non-motorized accident rates, fatalities, & injuries. Participate in corridor and regional transportation planning activities to gauge impact on the MTP. Performance measures will be evaluated and updated so that they can be used in the selection of projects for 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. This subtask is the responsibility of the MPO.

Work Performed and Status

During the year the MPO's Policy Committee sought participation and comments from the public, the City of Amarillo, City of Canyon, Potter, and Randall counties, and TxDOT for complete implementation of the 2020–2045 Amarillo Metropolitan Transportation Plan (MTP). With fluctuations in staffing levels throughout the year the production of the MTP varied. As elements of the MTP were transferred back and forth between available staff, production of the document slowed until staffing levels were filled. Since we are at full staff again, we are now playing catch up on activities to get back on track. During the year, Amarillo MPO staff continued review of the

projects included in the TIP to ensure that all projects were in compliance with the MTP. The MPO Policy Committee members and regional citizens received updates on progress of the MTP at the quarterly MPO Policy Committee meetings. On September 14, 2023, the MPO Policy Committee and the MPO Technical Advisory Committee met during workshops to strategize and formulate priority projects for the MPO's ten-year planning initiatives. The Policy Committee also revised the MTP and adopted revisions at the July 2023 meeting. These revisions kept the MTP fiscally constrained and IIJA compliant. The 2020-2045 MTP was adopted by the Policy Committee on October 17, 2019, and staff is developing the 2025-2050 MTP for adoption in October 2024.

Subtask 4.2 - Maintain Regional Multimodal Mobility Plan:

Revise and maintain the regional multimodal mobility plan, which contains the 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 regional multimodal mobility 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.

Work Performed and Status

During fiscal year 2023 the MPO staff continued review of the Amarillo Thoroughfare Plan. This plan provides current and future planning guidance for a variety of transportation modes, including pedestrian, bicycle, and public transit, throughout the Amarillo Urban Transportation Study area. This year has generated more conversation on multimodal projects, due to the fact the MPO will soon be receiving additional funds, through Category 7 and Category 9, that can address this area. All of our members seem to be interested in developing projects for these additional funds and have asked for meetings and presentations. This document is also used in the review of plats. Work on this Plan is ongoing.

Subtask 4.3: Safe and Accessible Transportation Options:

The MPO staff will ensure that 2.5% of its PL funds will be used to increase safe and accessible options for multiple travel modes for people of all ages and abilities as prescribed in Section 11206 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; and

- Support and align statewide and regional active transportation strategies and actions.

Work Performed and Status

This subtask was not approved by FHWA until March so we could not charge to it until then. Work prior to this was under various other subtasks (1.4,2.1,3.4,3.5 & 4.1). Work on this subtask is ongoing.

Task 4 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)	\$ 74,000.00	\$ 53,463.68	\$ 20,536.32	72.25%
Local Planning Funds	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
FTA (Sec. 5309)	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
CMAQ	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
STP MM	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
TOTAL	\$ 74,000.00	\$ 53,463.68	\$ 8,714.86	72.25%

Task 5 SPECIAL STUDIES

TASK SUMMARY

Task 5 – Special Studies

Conduct special studies which may be required to complete corridor and sub-area planning activities needed to identify and prioritize projects to be included in the TIP and MTP; and to pursue studies arising from the local evaluation of multi-modal transportation services and regional freight movement.

Subtask 5.1: Resiliency Plan:

This plan will be done in house. The plan will include both long-and short-range activities. The plan will be consistent and complementary to state and local mitigation plans. It will include a risk-based assessment of vulnerable assets. It will also include a description of how the MPO will respond to the impacts of the events. If we have full staff most of next year, we can always revise our UPWP to increase the amount of work.

Work Performed and Status

This work began in FY 2023, due to loss of staff, work was slowed down. Work will be picked up in FY 2024.

Subtask 5.2: Safety Action Plan:

Work with TTI to document (1) the types of data and information the MPO uses for safety planning activities; (2) how the MPO works with partner agencies and stakeholders to communicate safety-related information to decision makers and the public; and (3) current and planned initiatives, projects, strategies, and counter measures to address transportation safety in the Metropolitan Planning Area.

Work Performed and Status

When this work was originally announced we thought we would need more time. As the year went along and it was determined we would only be doing assessments until FY 2024, we thought this would be more in-depth than it was. Staff worked with TTI to develop the safety assessments that will lead into the safety action plans that will be conducted by TTI in FY 2024. We are excited to start the safety action plans in FY 2024.

Task 5 - Funding Summary

Funding Source	Amount Budgeted	Amount Expended	Balance	% Expended
Transportation Planning Funds (PL 112 & FTA 5303)	\$ 10,000.00	\$ 1,285.14	\$ 8,714.86	12.85%
Local Planning Funds	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
FTA (Sec. 5309)	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
CMAQ	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
STP MM	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
TOTAL	\$ 10,000.00	\$ 1,285.14	\$ 8,714.86	12.85%

BUDGET SUMMARY

Total Transportation Planning Funds (TPF) Budgeted and Expended for FY 2023

UPWP Task	Amount Budgeted	Amount Expended	Balance	% Expended
1.0	\$ 230,000.00	\$ 206,805.73	\$ 23,194.27	89.92%
2.0	\$ 28,000.00	\$ 24,334.41	\$ 3,665.59	86.91%
3.0	\$ 33,000.00	\$ 34,801.00	\$ -1,801.00	105.46%
4.0	\$ 74,000.00	\$ 53,463.68	\$ 20,536.32	72.25%
5.0	\$ 10,000.00	\$ 1,285.14	\$ 8,714.86	12.85%
TOTAL	\$ 375,000.00	\$ 320,689.96	\$ 54,310.04	85.52%

Local Planning Funds Budgeted and Expended for FY 2023

UPWP Task	Amount Budgeted	Amount Expended	Balance	% Expended
1.0	0	0	0	0
2.0	0	0	0	0
3.0	0	0	0	0
4.0	0	0	0	0
5.0	0	0	0	0
TOTAL	0	0	0	0

**FTA (Sec. 5307) Funds
Budgeted and Expended for FY 2023**

UPWP Task	Amount Budgeted	Amount Expended	Balance	% Expended
1.0	0	0	0	0
2.0	0	0	0	0
3.0	0	0	0	0
4.0	0	0	0	0
5.0	0	0	0	0
TOTAL	0	0	0	0

**CMAQ Funds
Budgeted and Expended for FY 2023**

UPWP Task	Amount Budgeted	Amount Expended	Balance	% Expended
1.0	0	0	0	0
2.0	0	0	0	0
3.0	0	0	0	0
4.0	0	0	0	0
5.0	0	0	0	0
TOTAL	0	0	0	0

**STP – MM Funds
Budgeted and Expended for FY 2023**

UPWP Task	Amount Budgeted	Amount Expended	Balance	% Expended
1.0	0	0	0	0
2.0	0	0	0	0
3.0	0	0	0	0
4.0	0	0	0	0
5.0	0	0	0	0
TOTAL	0	0	0	0

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