



Huntsville Area Metropolitan Planning Organization

November 01, 2024

Mr. Bradley B. Lindsey, P.E.
State Local Transportation Engineer
Alabama Department of Transportation
1409 Coliseum Boulevard
Montgomery, AL 36110-2060

RE: HUNTSVILLE_AREA MPO FY 2024 ANNUAL REPORT

This report is prepared to address the end of the year reporting as requested by Alabama Department of Transportation (ALDOT). As reflected in fiscal year 2024 Unified Planning Work Program (UPWP), the Huntsville Area Metropolitan Planning Organization (MPO) had a total budget of \$969,176; with \$775,341 (80%) being federal planning funds. The City of Huntsville Planning Department is responsible for providing 20% of the federal funding match, which was \$104,480. Huntsville Area MPO expended a total of \$522,398.

Huntsville-Area MPO consumed a total of \$417,918.00 in federal dollars, while \$104,480.00 was utilized in local match funding. Huntsville-Area MPO funded an average of \$43,500 each reporting period, across the board. In the following pages, please review accomplishments of the MPO and the breakdown by costs per task.

If you should have any questions, please feel free to call 256-427-5111.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dennis Madsen", with a long horizontal line extending to the right.

Dennis Madsen, AICP
Manager of Urban and Long-Range Planning
City of Huntsville, Alabama

ADMINISTRATION

Task 1.1 - Administration and Management

- All formal and other planning documents were produced in adherence to all federal mandates
- Prepared agendas, minutes, press releases, advertisements, and social media updates for all meetings concerning the Transportation Planning Process
- Prepared monthly invoices, reports, and yearly audits
- Attended other meetings concerning the Transportation Planning Process
- Prepared and submitted to ALDOT the 2023 Annual Report and other required reports
- Monitored MPO finances
- Performed other day-to-day program administration tasks

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$200,000	\$160,000	\$151,945	\$121,556	38,444

Task 1.2 - Unified Planning Work Program (UPWP)

- Staff worked on tasks included in the FY2025 UPWP
- Document compiled in accordance with BIL/IIJA Act requirements
- Staff completed the draft and final FY2025 UPWP
- Staff completed all comments from FHWA and ALDOT concerning the draft and final FY2025 UPWP
- Staff held public meetings concerning the FY2025 UPWP
- MPO board approved the Final FY2025 UPWP on August 07, 2024, for the Huntsville Area MPO (Resolution No. 12-24)
- Reviewed by advisory and planning committees prior to adoption on August 05, 2024
- Continued coordination with ALDOT on setting performance measures and targets required by the BIL/IIJA Act for inclusion in the UPWP

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$25,000	\$20,000	\$27,811	\$22,249	\$-2,249

Task 1.3 - Continuity of Operations Plan

- Staff compiled documents in accordance with BIL/IIJA Act requirements
- Staff reviewed/ updated the Continuity of Operations Plan
- Staff completed all comments from ALDOT concerning the Continuity of Operations Plan

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$500	\$400	\$468	\$375	\$25

Task 1.4 - Staff Training Activities

- Staff attended training with ALDOT using the Trans-CAD Regional Travel Demand Model
- In-person and/or virtual training sessions were conducted and local representation at transportation related seminars and training sessions will be arranged
- Current literature and periodicals for the transportation planning staff were obtained to remain informed of current planning developments
- Staff continued to participate in in-person and/or virtual training sessions concerning implementing provisions of the new surface transportation legislation
- Staff attended in-person and / or virtual conferences and training sessions (ITE, TRB, NHTSA APTA, National and State APA, AMPO, APBP, APTA etc.

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$25,000	\$20,000	\$9,032	\$7,225	\$12,775

DATA COLLECTION

Task 2.1 - Data Collection and Analysis

- Documented projections of socio-economic data by Traffic Analysis Zones (TAZ) for possible use in the 2050 LRTP update
- Prepared baseline socio-economic and demographic data for use in the 2050 LRTP Update
- Prepared an update on MPO Planning Area Boundaries based upon 2020 Census data, and coordination with FHWA and ALDOT
- Utilized information from Census Bureau and regional entities, update the MPO's inventory of land use, socio-economic, and environmental data for use in transportation modeling
- Updated methodology and software database used to develop and maintain socio-economic data
- Quarterly trained with ALDOT using the Trans-CAD Regional Travel Demand Model
- Monitor data products used by traffic engineers and Huntsville Public Transit that measure the reliability and resiliency of the transportation network, to ensure that corridors are operating at maximum efficiency
- Maintained transportation databases enhancing the agency's technical capacity to aid in the decision-making process
- Travel to and participate in necessary in person and/ or virtual training workshops

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$90,000	\$72,000	\$52,190	\$41,752	\$30,248

Task 2.2 - Computer Technical Assistance

- Upgraded Transportation modeling software to Trans-CAD
- Purchased and Updated Adobe Creative Cloud subscriptions
- The ALDOT provided technical support for maintaining the travel demand forecasting model developed for the Huntsville study area.
- Continued development of procedures and software for linkage between land use and travel demand forecasting models.
- Purchase of laptops, computers, monitors, projectors, printers, shredders, etc.

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$22,000	\$17,600	\$0	\$0	\$17,600

TRANSPORTATION SYSTEMS

Task 3.1 - Long Range Transportation Plan

- Adopted ALDOT’s Performance Measures and create a System Performance Report
- The MPO coordinated with ALDOT on setting goals, objectives, performance measures and targets required by the BIL/IIJA Act, to be amended into the TRiP 2050 LRTP
- FTA funds was used to develop and analyze transit options, safety and system performance and to research transit modeling components.
- Participated in community presentations, events, and meetings to provide information and provide reasonable opportunity for receiving, recording, and analyzing public feedback
- Monitored best practices for implementing BIL/IIJA Act requirements in advance of next major LRTP update
- Preliminary incorporation of Regional Commuter Study into the LRTP Modeling and Forecasting Updates
- Calibrated and validated the Huntsville Regional Planning Model to analyze alternative highway networks
- Assess and prioritize long-range transportation mode needs
- Public Outreach events were scheduled

UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Yearly Expenditure (Total \$)	Yearly Expenditure (Federal \$)	Unspent Funds (Federal \$)
\$160,000	\$128,000	\$49,828	\$39,863	\$88,137

Task 3.2 - Transportation Improvement Program (TIP)

- Amended the FY2024-2027 document
- Analyzed state and federal allocations available under the Transportation Alternative, Surface Transportation Block Grant Program (urban attributable), and state intermodal programs
- Investigated procedures for making the project prioritization for TIP projects more accessible
- Investigated ways to make the TIP products more accessible to the public and user friendly by utilizing web-enabled software

UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Yearly Expenditure (Total \$)	Yearly Expenditure (Federal \$)	Unspent Funds (Federal \$)
\$50,000	\$40,000	\$9,524	\$7,619	\$32,381

Task 3.3 - Safe and Accessible Transportation Options

- Supported regional bike and pedestrian connectivity goals
- Added specific bicycling, and/or pedestrian descriptive language to Capacity and Maintenance and Operations project listings for inclusion in the LRTP, TIP, Congestion Management, and all other plans employing project lists
- Coordinated Greenway master plan with all MPO member jurisdictions
- Continued to work with Huntsville Public Transit for the identification of funding for transit shelters and sidewalk development within ½ mile of stops and within 3 miles for bike facilities.
- Continued with the review of road construction projects for bike and pedestrian considerations, which along with the member jurisdictions’ bicycle and pedestrian plans will be incorporated into LRTP.
- Coordinated distribution of Transportation Alternative (TA) Set-Aside funds among all MPO jurisdictions
- Reviewed FY 2024 MPO TAP funds call for projects and applications
- Incorporate Singing River Trail and 2025 Regional Bicycle Network Plan into 2050 LRTP
- Coordinate construction of Singing River Trail projects with other MPO member jurisdictions
- Incorporate new maps of Singing River Trail projects with other MPO member jurisdictions
- Commenced the MPO bicycle plan (Bike the Rocket City)

UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Yearly Expenditure (Total \$)	Yearly Expenditure (Federal \$)	Unspent Funds (Federal \$)
\$150,000	\$120,000	\$144,902	\$115,922	\$4,078

Task 3.4 - Transit Planning

- Participated in developing MPO documents to comply with federal and state requirements, including the TIP, UPWP, and TMA Certification materials
- The MPO worked and coordinated with ALDOT on setting goals, objectives, performance measures, and targets required by the BIL/IJJA Act.
- Coordinated with any transit entities in Madison County on needs and potential service strategies
- Public Transit, with the MPO staff, will continue efforts to ensure that the needs of minority and low-income populations are considered in the planning for transit services, including performance measures, service monitoring, data collection, analysis and reporting
- Coordinated with public transit and prepare ridership and revenue forecasts for existing and proposed services
- Developed and implemented outreach activities to educate the public on transportation options and obtain input on needs and service improvement proposals
- Reviewed any NOFOs pursuant to new opportunities for obtaining additional funding for service and capital projects
- Possible travel to and participate in various in-person and /training related webinars and workshops
- Continued corridor planning based on the high-capacity transit corridors plan.

UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Yearly Expenditure (Total \$)	Yearly Expenditure (Federal \$)	Unspent Funds (Federal \$)
\$150,500	\$120,400	\$34,618	\$27,694	\$92,706

Task 3.4.1 - Transportation Planning for Disadvantage Populations

- Included transportation disadvantaged issues into local and regional Comprehensive Plans and all transportation related plans and programs
- Monitored state and federal legislation pertaining to the transportation disadvantaged population
- Coordinated with ALDOT, the designated recipient of Section 5310 funding, to add the awarded funds to the TIP as needed to be distributed to grantee

UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Yearly Expenditure (Total \$)	Yearly Expenditure (Federal \$)	Unspent Funds (Federal \$)
\$1,000	\$800	\$0	\$0	\$800

Task 3.4.2 - Transit Asset Management Planning

- Continued to coordinate on the update of Transit Asset Management (TAM) Plan
- Updated performance targets as needed for capital assets based on state of good repair (SGR) standards and measures
- Reported SGR targets as well as information related to the conditions of the capital assets to National Transit Databases.

UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Yearly Expenditure (Total \$)	Yearly Expenditure (Federal \$)	Unspent Funds (Federal \$)
\$1,000	\$800	\$0	\$0	\$800

Task 3.5 - Congestion Management Process

- Included CMP priorities in the TIP by identifying, prioritizing, and estimating the cost of projects related to congestion, maintenance, operations, security, and safety
- Produced, published, and distributed informational material outlining CMP recommendations
- STP and/or PL funds may be used to collect and analyze data and prepare plans in support of these tasks
- Added a Congestion Management section to the MPO’s website to include maps, short-term improvements, and educational information regarding demand management strategies and operational improvement

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\$50,000	\$40,000	\$40,521	\$32,417	\$7,583

Task 3.6 - Intermodal Freight Management Process

- Identify key freight industry stakeholders and opportunities to develop partnerships among business, trade, transportation, and economic development officials.
- Researched federal grants
- Maintain data regarding “bottleneck” locations, identified chokepoints, and rail crossing delays, to further monitor the transportation network for efficient freight movement.
- The MPO will work and coordinate with the Alabama Department of Transportation (ALDOT) on setting goals, objectives, performance measures, and targets required by the BIL/IJA Act activity under this task.

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\$500	\$400	\$0	\$0	\$400

Task 3.7 - Safety Management System

- CAC requested further training and understanding of the ALDOT Safety Performance Measures, MPO
- Conducted training with ALDOT for CAC on Safety Performance Measures
- Researched into developing MPO specific Safety Performance Measures; work with member jurisdictions to gather traffic incident data and determine if a local performance measure is appropriate or needed.
- The MPO will work and coordinate with the Alabama Department of Transportation (ALDOT) on setting goals, objectives, performance measures, and targets required by the BIL/IIJA Act.
- Attend TSMO meetings when necessary.

UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Yearly Expenditure (Total \$)	Yearly Expenditure (Federal \$)	Unspent Funds (Federal \$)
\$10,000	\$8,000	\$0	\$0	\$8,000

PUBLIC INVOLVEMENT

Task 4.1 - Public Participation Process

- Integrated State PIP with proposed MPO PPP
- Continued with ongoing public involvement activities
- Continued to post copies of updates to plan documents for public review at city and county government sites as indicated in the PPP
- Shared public notice of meetings and hearings with local newspapers, broadcast radio where possible, TV spot ads, and the MPO website, as well as social media
- Provided copies of all draft and final documents on the MPO website upon request, with personal copies provided by the Huntsville-Area MPO for the cost of printing
- Distributed copies of all drafts and finals to MPO subcommittees and interested parties upon request
- Reviewed the Public Participation Plan’s effectiveness in conformance with the guidance in BIL/IIJA ACT

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$7,176	\$5,741	\$1,534	\$1,223	\$5,618

Task 4.2 - Disadvantaged Business Enterprise

- The Alabama Department of Transportation will monitor the planning agency in their efforts to contract DBE enterprises and cooperate in the contractual procedures.
- The MPO staff reviews the state’s list of certified DBEs periodically to determine potential contractors

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\$500	\$400	\$0	\$0	\$400

Task 4.3 - Title VI and Environmental Justice

- Consulted with local and regional officials on developing transportation plans and programs and identifying critical transportation issues to be put on agendas and research as needed
- Ensured compliance with applicable laws, rules, and procedures when conducting meetings and board and committee business, especially when videoconferencing and voting
- Produced written records of regular and special meetings
- Facilitated virtual meetings and all obligations to the public through the Open Meeting Law Act and subsequent governor’s memos.
- Continue posting meeting calendar, agendas, agenda packets, and other meeting materials on the MPO’s website
- Created and placed legal ads and required notice for public hearings
- Consulted the public through meetings, presentations to community groups, public events, surveys and questionnaires, and other means to elicit equity impacts of transportation plans and projects
- Continued to enhance the agency’s website to expand public access to information and make use of the latest available technology for access to people with disabilities

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$500	\$400	\$0	\$0	\$400

Task 4.4 - American Disability Act Planning/Compliance – Special Services

- Staff, with assistance from local agencies and consultants, as well as the disabled community, reviewed current procedures to ensure continued compliance with the Americans with Disabilities Act.
- Procedures included ongoing monitoring and review process for all ADA regulations as well as staff training and education
- Attended further training
- Prepared documents as required by ALDOT
- MPO staff worked to ensure ADA compliance process with memos of ADA Transition Plans in FY2025

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$5,000	\$4,000	\$1,405	\$1,124	\$2,876

ENVIRONMENTAL MITIGATION AND AIR QUALITY

Task 5.1 - Air Quality Planning

- MPO staff continued to engage the public in the process of the FY2024-2027 TIP. These projects will continue our efforts at air quality planning.
- MPO staff continued training to become familiar with Air Quality terminology, monitoring methods and measurement, Conformity Process procedures and techniques, and develop interagency contacts with federal and state agencies responsible for Air Quality Conformity
- Continued to inform the public of changing issues concerning air quality using local media, TV, radio, newspapers, and the MPO website, as well as conducting public meetings
- Provide staff with the required number of public meetings and hearings to fulfill Conformity Public Involvement requirements under the cited provisions, if applicable
- Supported member jurisdictions in applications for funding such as ADECA Volkswagen grants for air quality improvement and FTA Lo-No Emissions grants

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$500	\$400	\$0.00	\$0.00	\$400

Task 5.2 - Electric Vehicles

- MPO staff engages periodically with stakeholders in the community regarding Electric Vehicle Infrastructure.
- Monitor Huntsville Utilities' efforts to expand EV infrastructure in the region.

<u>UPWP Budget (Total \$)</u>	<u>UPWP Budget (Federal \$)</u>	<u>Yearly Expenditure (Total \$)</u>	<u>Yearly Expenditure (Federal \$)</u>	<u>Unspent Funds (Federal \$)</u>
\$20,000	\$16,000	\$0.00	\$0.00	\$16,000

HUNTSVILLE AREA MPO/ FHWA PLANNING FUNDS

Summarized UPWP Expenditure - Period: Oct. 01-2023 to Sept. 30-2024

CLAIMED as of Sept. 30-2024

UPWP TASKS	UPWP Budget (Total \$)	UPWP Budget (Federal \$)	Annual Expenditure (Total \$)	Annual Expenditure (Federal \$)	Unused Funds (Federal \$)
TASK 1.0 - ADMINISTRATION					
1.1 Administration & Management	\$200,000	\$160,000	\$151,945.00	\$121,556.00	\$38,444.00
1.2 Unified Planning Work Program (UPWP)	\$25,000	\$20,000	\$27,811.00	\$22,248.80	\$ (2,248.80)
1.3 Continuity of Operation Plan (COOP)	\$500	\$400	\$468.45	\$374.76	\$25.24
1.4 Staff Training Activities	\$25,000	\$20,000	\$9,031.64	\$7,225.32	\$12,774.68
TASK 2.0 - DATA COLLECTION					
2.1 Data Collection and Analysis	\$90,000	\$72,000	\$52,189.88	\$41,751.90	\$30,248.10
2.2 Computer Technical Assistance	\$22,000	\$17,600	-	-	\$17,600.00
TASK 3.0 - TRANSPORTATION SYSTEMS					
3.1 Long Range Transportation Plan	\$160,000	\$128,000	\$49,828.24	\$39,862.59	\$88,137.41
3.2 Transportation Improvement Program TIP	\$50,000	\$40,000	\$9,523.79	\$7,619.03	\$32,380.97
3.3 Safe and Accessible Transportation Options	\$150,000	\$120,000	\$144,902.20	\$115,921.76	\$4,078.24
3.4 Transit Planning	\$150,500	\$120,400	\$34,617.97	\$27,694.37	\$92,705.63
3.4.1 Transportation Disadvantaged Planning	\$1,000	\$800	-	-	\$800.00
3.4.2 Transit Asset Management Planning	\$1,000	\$800	-	-	\$800.00
3.5 Congestion Management Process	\$50,000	\$40,000	\$40,521.00	\$32,416.80	\$7,583.20
3.6 Intermodal Freight Management Process	\$500	\$400	-	-	\$400.00
3.7 Safety Management System	\$10,000	\$8,000	-	-	\$8,000.00
TASK 4.0 - PUBLIC INVOLVEMENT					
4.1 Public Participation Process	\$7,176	\$5,741	\$153.50	\$122.80	\$5,618.00
4.2 Disadvantage Business Enterprise	\$500	\$400	-	-	\$400.00
4.3 Title VI & Environmental Justice	\$500	\$400	-	-	\$400.00
4.4 ADA Planning/Compliance-Special Services	\$5,000	\$4,000	\$1,405.36	\$1,124.29	\$2,875.71
TASK 5.0 - ENVIRONMENTAL MITIGATION & AIR QUALITY					
5.1 Air Quality Planning	\$500	\$400	-	-	\$400.00
5.2 Electric Vehicle Infrastructure Plan Development	\$20,000	\$16,000	-	-	\$16,000.00
TOTAL	\$969,176.00	\$775,340.80	\$522,398.02	\$417,918.42	\$357,422.38