



**Unified Planning Work Program
For The
Waco Metropolitan Planning Organization**

Fiscal Years 2010 & 2011

October 1, 2009 to September 30, 2011

Submitted By

The Waco Metropolitan Planning Organization

Prepared In Cooperation With

The Member Governments Of

Bellmead
Beverly Hills
Bruceville-Eddy
Crawford
Gholson
Golinda
Hallsburg
Hewitt
Lacy-Lakeview
Leroy
Lorena

Mart
McGregor
Moody
Riesel
Robinson
Ross
Waco
West
Woodway
McLennan County

and

The Heart Of Texas Council Of Governments
Texas Department Of Transportation
US Department of Transportation
Federal Highway Administration
Federal Transit Administration

Draft Document – Produced by the MPO Staff on May 12, 2009

**FY 2010 & FY 2011 Unified Planning Work Program
Waco Metropolitan Planning Organization**

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I. INTRODUCTION

The formalized urban transportation planning process was initiated in the Waco area in the early 1960s in response to Title 23, US Code, Section 134. That law required a cooperative, comprehensive, continuing (3C) transportation planning process as a condition for federal participation in urban transportation programs. The end product of the process was a recommended multi-modal transportation plan accepted by all local governments and participating agencies as a guide for future transportation improvements. The continuing process provides for systematically monitoring the elements affecting transportation and for updating the plan as conditions and requirements change.

The planning activities included in the 2010 / 2011 Unified Planning Work Program (UPWP) are coordinated with participating agencies to ensure that the short-range and long-range transportation needs of the Waco Metropolitan Area are met. This ongoing planning activity is required by the Federal Highway Act of 1962, the Urban Mass Transportation Act of 1964, as amended, the Airport and Airways Development Act of 1970, the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991, the Transportation Equity Act for the 21st Century (TEA 21) of 1998 and the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU identifies eight planning factors for the metropolitan transportation planning process which are listed below. The principles of these factors are incorporated throughout this document.

1. Support the economic vitality of the metropolitan planning area;
2. Increase the safety of the transportation system;
3. Increase the security of the transportation system;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the efficient preservation of the existing transportation system.

DISCLAIMER

The contents of this document reflect the views of the authors who are responsible for the opinions, findings and conclusions presented herein. The contents do not necessarily reflect the views or policies of the Federal Highway Administration, Federal Transit Administration or the Texas Department of Transportation.

A. PURPOSE

Each section of the UPWP describes the tasks and planning activities to be performed in fiscal years 2010 and 2011. The UPWP serves as a base document for carrying on the continuing, cooperative, and comprehensive (3C) transportation planning process in the urbanized area, as well as documenting consideration of all applicable transportation modes. This document is proposed in accordance with guidelines furnished by modal agencies of the U.S. Department of Transportation, and with guidance from appropriate state and local agencies. Public involvement has been obtained from all the jurisdictions comprising the Metropolitan Planning Organization (MPO).

B. DEFINITION OF AREA

The metropolitan study area (see map in Appendix B) is coextensive with McLennan County and encompasses the Waco Metropolitan Statistical Area (MSA) as defined by the US Census Bureau. The study area includes the cities of Bellmead, Beverly Hills, Bruceville-Eddy, Crawford, Gholson, Hallsburg, Hewitt, Lacy-Lakeview, Leroy, Lorena, Mart, McGregor, Moody, Riesel, Robinson, Ross, Waco, West, Woodway and portions of Golinda, as well as the adjacent unincorporated areas of McLennan County. The metropolitan area encompasses 1,060 square miles and supports an estimated population of 226,456*. This results in an average density of 214 persons per square mile.

*2008 estimate from the Texas Data Center – University of Texas at San Antonio.

C. ORGANIZATION

The MPO's organizational structure and planning objectives are included in the Prospectus and Bylaws.

The MPO Policy Board is responsible for providing policy guidance to the

planning process, to review and recommend current integrated transportation plans, including the Unified Planning Work Program, the Transportation Improvement Program and the Metropolitan Transportation Plan, to the local governments and to promote the implementation of such plans. A listing of the Policy Board members can be found in Appendix A on page 21.

The MPO Policy Board is composed of elected officials, or their designated representatives from the local governments involved in the MPO along with representation from the Texas Department of Transportation. There are also a number of ex-officio members representing federal, state and regional agencies, as well as members of Congress, State Senators and State Representatives. These ex-officio members serve in an advisory capacity and do not have voting privileges.

The MPO Technical Committee is a working committee comprised of a cross section of individuals with knowledge and some degree of expertise in the field of transportation planning. This committee is made up of staff members from the MPO, TxDOT, McLennan County, business leaders, and representatives of the other local governments in the area. The technical committee is responsible for providing recommendations to the Policy Board on the various plans and programs implemented by the MPO. This committee coordinates with the various agencies involved in the MPO and is responsible for the development of the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). A listing of the Technical Committee membership can be found in Appendix A on page 21.

Management - Staff direction of the planning process rests with the MPO Director. The MPO staff is supported by the City of Waco that functions as the fiscal agent for the MPO. The day-to-day administration of the MPO is accomplished by the MPO Director and staff and is responsible for all MPO activities. The MPO Director is also responsible for scheduling and recording committee meetings, maintaining and disseminating data collected by the MPO and coordinating efforts to encourage citizen participation in the planning process. The Waco District Office of TxDOT will continue fulfilling the State's role of joint responsibility with the MPO for carrying on the planning process.

D. PRIVATE SECTOR INVOLVEMENT

Private sector involvement will be utilized in section 4.2 – Thoroughfare Plan, and section 5.1 - Bi-Annual Survey on Relevant Transportation Issues.

E. PLANNING ISSUES AND EMPHASIS

Emphasis for Fiscal Years 2010 and 2011 will be completing updates to the Metropolitan Transportation Plan to a forecast year of 2035. Additional areas of emphasis will be the updating of the Waco Metropolitan Thoroughfare Plan and development of the 2011 – 2014 Transportation Improvement Program.

For both fiscal years the MPO staff will continue to maintain and improve data with it's Geographic Information System and NEPAassist Software as well as improving project visualization techniques.

II. TASK 1.0 - ADMINISTRATION / MANAGEMENT

A. OBJECTIVE

The objective for this task is to ensure continuing, cooperative and comprehensive transportation planning for the Waco Urban Transportation Study. This objective is accomplished by providing for the management and administration of work tasks and funding sources and by providing for and soliciting public participation. In addition, this task requires that all federal, state, and local guidelines and regulations are followed and met.

B. EXPECTED PRODUCTS

Sustainment of the transportation planning process and enhancement of transportation planning services within the Metropolitan Area.

C. PREVIOUS WORK

1. FY 2008-2009 UPWP
2. FY 2008 & FY 2009 Annual Performance & Expenditure Reports preparation and submission.
3. Public Notification and Participation.
4. Annual Listing of Projects – Federal Obligations for FY 2008 and FY 2009.
5. Conducted Policy Board, Technical Committee and Policy Board Subcommittee meetings.
6. Attended local and statewide MPO meetings, various training courses and annual conferences.
7. Maintained data on minority and disadvantaged population for Environmental Justice purposes.
8. Translated several key documents into Spanish and advertised all public hearings in Spanish.

D. SUBTASKS

1.1 Unified Planning Work Program - FHWA, FTA, TxDOT and MPO

The MPO staff will maintain and revise the current UPWP to meet the changing dynamics of the MPO and its study area. The staff will prepare a new UPWP for Fiscal Years 2012 & 2013 and ensure that it is developed with sufficient input from all appropriate and interested parties. Prior to any revision or new UPWP's adoption, it will be submitted to TxDOT for

review. Once adopted or revised by the MPO Policy Board, TxDOT is responsible for approval. All UPWP documents produced will be duplicated and distributed to appropriate agencies. Extra copies will be made available to all interested parties. A public hearing will also be conducted prior to adoption or any revisions.

1.2 Public Involvement - TxDOT and MPO

The MPO will continue to evaluate its Public Participation Plan 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 purpose for this will be to inform the general public and receive their input on multi-modal transportation planning efforts in the Waco Metropolitan Area. When appropriate the MPO staff will prepare and present briefings and presentations on transportation issues. The MPO will post and advertise public notices of meetings as required. The MPO will maintain a website to further capabilities of disseminating information to the public. As requested the MPO will provide information to the public. As needed, the MPO will revise the public involvement procedures as necessary.

1.3 Administrative and Management Duties - TxDOT and MPO

The MPO Director will administer all aspects of the day-to-day operation of the MPO. Administrative functions will include: preparation and submittal of reports, document management, recording of meetings, update and review of procedures, preparation of contract proposals and solicitation of services, supervision of contract performance, and the purchase of supplies, equipment, furniture, computer hardware and software. The MPO Director will obtain all necessary prior approvals before all purchases totaling over \$5,000. MPO staff members will maintain and enhance their knowledge of all governing regulations and procedures. The MPO Director will prepare budgets, maintain financial records, and ensure funds are expended properly. The MPO staff will coordinate activities with participating agencies and other public and private interests and assist them as needed.

1.4 Policy Board and Technical Committee Support, TxDOT and MPO

The MPO staff will coordinate and/or provide all aspects of support for both the Policy Board and the Technical Committee. In addition, the MPO will provide the same support for any other committee or sub-

committee appointed by the Policy Board on a provisional basis.

1.5 Training and Travel - FHWA, FTA, TxDOT and MPO

To ensure professional development and appropriate representation, the MPO staff will attend relevant training, meetings, and conferences. Emphasis for staff training will be on developing skills to provide better visualization techniques for transportation projects. Sustaining knowledge on pertinent rules, required procedures, and regulations will continue to be an area of emphasis.

1.6 Title VI Civil Rights Evaluation - FHWA, FTA, TxDOT and MPO

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 Waco metropolitan area have an opportunity to participate in the planning process and to meet the requirements of U.S. Title VI compliance. The MPO staff will periodically review the Public Participation Plan to monitor its effectiveness in obtaining input from citizens with minority, ethnic, racial or low income backgrounds. The MPO will revise the Public Participation Plan as necessary based on these reviews. The MPO will review and utilize various analysis tools as related to Title VI and will base those strategies on selected performance measures and indicators as selected by the MPO. 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.

E. FUNDING SUMMARY

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
1.1	MPO	\$12,500	\$0	\$0	\$12,500
1.2	MPO	\$34,000	\$0	\$0	\$34,000
1.3	MPO	\$44,000	\$0	\$0	\$44,000
1.4	MPO	\$26,000	\$0	\$0	\$26,000
1.5	MPO	\$16,000	\$0	\$0	\$16,000
1.6	MPO	\$26,000	\$0	\$0	\$26,000
TOTAL		\$158,500	\$0	\$0	\$158,500

TxDOT Non-Federal Share Utilizing Transportation Development Credits	\$31,700
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(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

TASK 2.0 - DATA DEVELOPMENT AND MAINTENANCE

A. OBJECTIVE

To provide and analyze current and projected demographic, employment and socioeconomic data for the Study Area which will assist in production and modification of the Metropolitan Transportation Plan, Transportation Improvement Program and will assist public transportation planning.

B. EXPECTED PRODUCTS

The MPO staff will collect and analyze socio-economic data necessary to the development of a travel demand forecast model with a base year of 2005 and forecast year of 2035. Existing databases will be updated and maintained.

C. PREVIOUS WORK

1. MPO staff utilized TransCad software for travel demand modeling.
2. Updated geodatabases for the travel demand forecast model and GIS.
3. Reviewed, analyzed, and incorporated Census 2000, Census American Community Survey & Census Transportation Planning Package data.
4. MPO staff changed the Traffic Analysis Zone geography in preparation for the 2005 base year travel demand forecast model.

D. SUBTASKS

2.1 Demographic Data Activities – MPO

The MPO will collect and analyze necessary demographic data in support of the update to the Metropolitan Transportation Plan. Analysis will include the study of updated population and migration trends and reviewing how projects proposed for the 2005 update to the MTP comply with the requirements of Title VI of the Civil Rights Act. Data regarding the various modes of transportation will also be updated in preparation for the update to the MTP. The MPO will estimate 2035 socio-economic data forecasts by traffic analysis zone for use in the MPO's travel demand forecast model.

2.2 Geographic Information System - MPO

In conjunction with the City of Waco, the MPO staff will continue to operate,

maintain, evaluate, and improve the Geographic Information System as maintained by the City of Waco. Specific geodatabases that will receive focus are: Low Income and Minority Neighborhoods, Streets, Railways, Rail Crossings, Aviation Facilities, Census Geography, Transit, Vehicle Crashes, Signals, Land Uses (existing and forecasted), Municipal Boundaries, Highway Functional Classification, Bridge Ratings, Environmentally Sensitive Areas, Potential Locations for Environmental Mitigation and Traffic Counts (current and forecasted). The MPO will continue to develop geodatabases for environmental aspects that affect transportation planning.

E. FUNDING SUMMARY

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
2.1	MPO	\$38,500	\$0	\$0	\$38,500
2.2	MPO	\$45,000	\$0	\$0	\$45,000
TOTAL		\$83,500	\$0	\$0	\$83,500

TxDOT Non-Federal Share Utilizing Transportation Development Credits	\$16,700
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(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

III. TASK 3.0 – SHORT RANGE PLANNING

A. OBJECTIVE

To provide innovative and integrated planning for the current transportation needs of the Waco Metropolitan Area. Additionally, the MPO staff will provide a systematic approach to planning for the provision of transit services to improve the overall transit system.

B. EXPECTED PRODUCTS

1. Program highway, transit, bicycle and pedestrian projects that are ready to be implemented or constructed.
2. Provide more efficient transportation services and transit operations and furnish better service to public transportation consumers.
3. Provide safe, clean, reliable and affordable public transportation within the Waco Metropolitan Area.

C. PREVIOUS WORK

1. Revisions to 2008 - 2011 TIP
2. Adoption of the 2008 - 2011 TIP
3. Transit Route Reviews
4. Transit Education Program to Third Grade Classes
5. Adoption of changes to the Functional Classification System
6. Revisions to the Coordinated Regional Public Transportation Plan for the Heart of Texas Region.

D. SUBTASKS

3.1 Transportation Improvement Program - FTA, FHWA, TxDOT, MPO, Waco Transit

The MPO staff, in conjunction with the Waco District of TxDOT and Waco Transit, will develop the TIP for fiscal years 2011 through 2014. The MPO will revise the existing TIP for fiscal years 2008 through 2011 as required. The TIP adoption and revision processes will follow approved public participation procedures and review by the Technical Committee prior to adoption by the Policy Board.

3.2 Grant Preparation - FTA, Waco Transit

Waco Transit will develop in coordination with the FTA an application for a Section 5307 Grant for fiscal years 2011 and 2012. Waco Transit will manage the FY 2010 and FY 2011 grants to ensure that funds are expended effectively and in accordance with federal requirements. Documents, certifications and quarterly

reports will be prepared and submitted to the FTA and TxDOT. Waco Transit will prepare updates to Title VI, National Transit Database, Disadvantaged Business Enterprise listings and Public Participation documents and analyze effectiveness of current policies related to meeting these requirements.

3.3 Performance and Quality Evaluation - FTA, MPO, Waco Transit

Waco Transit will continue to put into practice activities that assure transit services are efficiently and effectively provided to the community through:

- In depth research on demographic, geographic, and changing needs of the communities served.
- Analysis of route viability including passenger trips, vehicle miles, vehicle hours, passengers per mile, passengers per hour, cost per mile/hour and operating ratio.
- Service analysis indicators including on-time performance, miles between road calls and miles between preventable accidents.
- Marketing research through cooperation with Baylor University and the Texas State Technical College (TSTC) administrators. Public hearings will also be conducted to gather further insight.
- Analysis of security for the Waco Transit facilities and rolling stock. Recommendations on addressing weaknesses will be developed.

3.4 Education and Training - FTA, Waco Transit

Waco Transit personnel will attend workshops and seminars related to transit planning in the State and Southwest Region. Staff will continue to maintain their knowledge on all pertinent regulations and changes.

3.5 Americans with Disabilities Act Planning - FTA, Waco Transit

Waco Transit will continue to evaluate conformance with ADA requirements and local service provisions relating to those requirements. Corrections to identified problems areas will be addressed as required. Staff will evaluate overall accessibility issues including transit facilities and employment opportunities. In addition, staff will attend training to ensure they are current on all ADA requirements.

3.6 Public Transit Education Programs - Waco Transit, Waco ISD

Waco Transit will continue to develop and distribute audio-visual materials for broadcast on the City of Waco Cable Channel and for public service announcements. Waco Transit will develop educational items that promote public transportation and will distribute these items at special events. Waco Transit will continue involvement with student / parent organizations to help

develop knowledge of the transit system and how it functions. These organizations will also be given opportunities to give input on how they would like Waco Transit to better serve their children.

3.7 Welfare to Work Efforts - FTA, MPO, Waco Transit, TxDOT, Waco Housing Authority

Waco Transit will review its routes and schedules for appropriate changes, if necessary. The goal is to provide the best possible public transportation to area employers and increase the ability for persons to access employment opportunities using public transportation. Continued evaluation of expanding demand response and fixed route service will also be considered by the MPO and Waco Transit. Waco Transit will also continue the Highway 6 to Success program that provides transportation from Falls County to Waco that allows riders to work in Waco and continue their education.

3.8 Road and Highway Functional Classification - FHWA, TxDOT, MPO

The MPO will review and revise the existing Road and Highway Functional Classification System as necessary.

3.9 Coordination of Public Transportation Services – MPO, Waco Transit, Heart of Texas Council of Governments, FTA, TxDOT

The MPO and Waco Transit will assist the Heart of Texas Council of Governments (HOTCOG) in maintaining the current Coordinated Regional Public Transportation Plan and in producing an update to this plan. The MPO will assist HOTCOG and other transit providers in McLennan County in grant applications to fund projects identified within the plan. In addition, the MPO will be an active participant in the Regional Transportation Coordination Committee for the Heart of Texas Region.

E. FUNDING SUMMARY

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
3.1	FTA, FHWA, TxDOT, MPO, Waco Transit	\$60,000	\$0	\$0	\$60,000
3.2	FTA, Waco Transit	\$0	\$4,000	\$1,000	\$5,000
3.3	FTA, MPO, Waco Transit	\$0	\$120,000	\$30,000	\$150,000
3.4	FTA, Waco Transit	\$0	\$4,000	\$1,000	\$5,000
3.5	FTA, Waco Transit	\$0	\$4,000	\$1,000	\$5,000
3.6	FTA, Waco Transit	\$0	\$4,000	\$1,000	\$5,000
3.7	FTA, MPO, Waco Transit	\$12,000	\$4,000	\$1,000	\$17,000
3.8	FHWA, MPO, TxDOT	\$7,000	\$0	\$0	\$7,000
3.9	MPO, HOTCOG, Waco Transit, TxDOT, FTA	\$46,700	\$0	\$0	\$46,700
TOTAL		\$125,700	\$140,000	\$35,000	\$300,700

TxDOT Non-Federal Share Utilizing Transportation Development Credits	\$25,140
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(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

IV. TASK 4.0 – LONG RANGE TRANSPORTATION PLANNING

A. OBJECTIVE

To prepare an updated long-range transportation plan for the Waco metropolitan area, in cooperation with the participating agencies, which will meet the current and future transportation needs for the Metropolitan Area and the requirements of federal, state and local agencies.

B. EXPECTED PRODUCTS

1. Long-range transportation plans which are feasible, viable, and meet the objectives and needs of federal, state, and local agencies.
2. Provide transportation planning resources to all participating and affected agencies to assist in the implementation of the long-range plan and by which to measure accomplishment of local needs and planned goals.
3. Continue to foster the cooperative comprehensive planning process.
4. Update, revise and approve the 2030 Waco Metropolitan Transportation Plan.
5. Update, revise and approve the Waco Metropolitan Bicycle & Pedestrian Plan.

C. PREVIOUS WORK

1. Adopted the 2030 Waco Metropolitan Transportation Plan.
2. Amended the 2030 Waco Metropolitan Transportation Plan.
3. Developed an update to the Waco Metropolitan Bicycle & Pedestrian Plan.
4. Reviewed and maintained the MPO Thoroughfare Plan.
5. Reviewed and maintained the Bicycle and Pedestrian Plan.

D. SUBTASKS

4.1 Metropolitan Transportation Plan- FHWA, MPO, TxDOT, Waco Transit

The MPO staff will update the MTP to a forecast year of 2035. The update to the plan will follow the adopted public participation plan and review by the Technical Committee prior to approval by the Policy Board. The MPO staff will incorporate recommendations from the draft bicycle and pedestrian plan and

the Coordinated Regional Public Transportation Plan into the MTP.

4.2 Thoroughfare Plan – MPO, TxDOT, Consultant

The MPO staff will update the MPO Thoroughfare Plan to reflect changing development trends, shifts in traffic patterns, real population numbers and estimates, landuse forecasts and other relevant factors that would impact future thoroughfare planning. The update to the plan will also develop context sensitive design standards for thoroughfares throughout the region. Projects within the Metropolitan Transportation Plan must conform to these standards. The plan revisions will follow approved public participation procedures and review by the Technical Committee prior to adoption by the Policy Board.

E. FUNDING SUMMARY

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
4.1	FHWA, MPO, TxDOT, Waco Transit	\$103,300	\$0	\$0	\$103,300
4.2	MPO, TxDOT	\$75,000	\$0	\$0	\$75,000
TOTAL		\$178,300	\$0	\$0	\$178,300

TxDOT Non-Federal Share Utilizing Transportation Development Credits	\$35,660
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(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

VI. TASK 5.0 - SPECIAL STUDIES

A. OBJECTIVE

To provide objective, thorough and innovative solutions for meeting current and future transportation needs in the Metropolitan Study Area and to provide current analysis and data which assists in updating the Transportation Plan.

B. EXPECTED PRODUCTS

1. Measure of public opinion

C. PREVIOUS WORK

1. Completed study of future landuses within of McLennan County.
2. TxDOT completed special generator travel surveys within McLennan County.

D. SUBTASKS

5.1 Bi-Annual Survey on Relevant Transportation Issues - MPO, Consultant

The MPO staff, with the assistance of survey consultants, will develop a survey to gauge public opinion within the Waco Metropolitan Area on issues impacting the provision of transportation infrastructure and services. Surveys will be developed in such a way as to eliminate potential biases in responses. Survey participants will be chosen at random and in sufficient number in order to ensure that results are scientifically valid. Surveys will be conducted once every 2 years with results presented to the Policy Board prior to development of the draft Transportation Improvement Program.

5.2 Safe Routes to Schools Plans – MPO, Various Independent School Districts, TxDOT

The MPO will assist school districts in McLennan County in developing Safe Routes to School Plans for one or more schools in their districts. The MPO staff will provide assistance in data acquisition, identifying impediments to walking or bicycling to school and identifying projects and / or strategies to address

problems. The staff will provide assistance for up to 4 separate Safe Routes to Schools Plans.

E. FUNDING SUMMARY

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
5.1	MPO, TxDOT, Consultant	\$48,500	\$0	\$0	\$48,500
5.2	MPO, Various ISD's, TxDOT	\$10,000	\$0	\$0	\$10,000
TOTAL		\$58,500	\$0	\$0	\$58,500

TxDOT Non-Federal Share Utilizing Transportation Development Credits	\$11,700
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(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

BUDGET SUMMARY

TABLE 1 - URBAN TRANSPORTATION STUDY

UPWP Task	FTA Task	Description	TPF ¹ Funds	FTA Sect. 5307	Local Funds	Total Funds
1.0	44.21.00	Administration-Management	\$158,500	\$0	\$0	\$158,500
2.0	44.22.00	Data Development and Maintenance	\$83,500	\$0	\$0	\$83,500
3.0	44.24.00 44.25.00	Short Range Planning	\$125,700	\$140,000	\$35,000	\$300,700
4.0	44.23.01	Metropolitan Transportation Plan	\$178,300	\$0	\$0	\$178,300
5.0	44.22.00	Special Studies	\$58,500	\$0	\$0	\$58,500
Total			\$604,500	\$140,000	\$35,000	\$779,500

¹TRANSPORTATION PLANNING FUNDS

FHWA (PL-112) ²	\$262,440
FTA Section 5303 (Sect. 8)	\$142,060
Estimated Unexpended Carryover	<u>\$200,000</u>
TOTAL TPF	\$604,500

² Estimate based on prior years authorizations

By minute order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT's non-Federal share for FHWA (PL-112) and FTA 5303 funds.

Total TxDOT Non-Federal Share Utilizing Transportation Development Credits	\$120,900
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APPENDIX A

Policy Board Membership

Mr. Keith Bond	Supervisor, Streets and Utilities, City of Lacy-Lakeview
Hon. Russell Devorsky (Vice-Chair)	Council Member, City of Bellmead
Hon. Virginia DuPuy	Mayor, City of Waco
Dr. William Falco	Director, Planning Services, City of Waco
Mr. R. C. Fletcher	City Manager, City of Robinson
Mr. Larry D. Groth, P.E.	City Manager, City of Waco
Mr. Chris Gutierrez	City of Waco Plan Commission Member
Hon. Jim Jaska	Mayor, City of Ross
Hon. Jim Lewis	County Judge, McLennan County
Hon. Joe Mashek (Chair)	County Commissioner, McLennan County
Mr. Adam Miles	City Manager, City of Hewitt
Hon. Randy Riggs	Council Member, City of Waco
Hon. Alice Rodriguez	Council Member, City of Waco
Mr. Richard J. Skopik, P.E.	District Engineer, Waco District, TxDOT
Mr. Jed Walker	Chair, City of Waco Transportation Committee
Mr. Yousry Zakhary	City Manager, City of Woodway

Technical Committee Membership

Hon. Mike Alton	Mayor, City of Moody
Hon. Jarrell Bolton	Mayor, City of West
Mr. Keith Bond	Supervisor, Streets and Utilities, City of Lacy-Lakeview
Hon. Richard Bryant	Mayor, City of Mart
Mr. Rick Charlton	Traffic Supervisor, City of Waco
Ms. Sheila Childs	Assistant to the City Manager, City of Woodway
Hon. Rick Eaton	Mayor, City of Bruceville-Eddy
Mr. Christopher Evilia, AICP	Director, Waco Metropolitan Planning Organization
Mr. Clark Gauer, P.E.	City Engineer, City of Robinson
Hon. Mike Glockzin	Mayor, City of Hallsburg
Hon. David Guenat, Jr.	Council Member, City of Riesel
Mr. Steve Hendrick, P.E.	County Engineer, McLennan County
Mr. John Hendrickson	General Manager, Waco Transit
Mr. Mark Hines, P.E.	Public Works Director, City of Waco
Mr. John R. Jasek, P.E.	Waco Area Engineer, Waco District TxDOT
Mr. Edward A. Kabobel, Jr.	District Transportation Planning Administrator, Waco District TxDOT
Mr. Joel Martinez	Airport Manager, Waco Regional Airport

Mr. John Moran	City Administrator, City of Lorena
Ms. Lori Morel	Metropolitan Planner, TP&P Division, TxDOT
Ms. Paula Owen	Transportation Director, Meals & Wheels
Mr. Albin Petter, P.E.	Director, TP&D Division, Waco District, TxDOT
Ms. Alisa Polansky	IH-35 Project Coordinator, TxDOT
Mr. Joseph Portugal	City Manager, City of McGregor
Hon. David Posten	Mayor, City of Crawford
Mr. Scooter Radcliffe	City Manager, City of Bellmead
Mr. Gary Rushing	Transportation Operations Coordinator, Heart of Texas Council of Governments

Technical Committee Membership (continued)

Mr. James G. Vaughan, Jr.	President, Greater Waco Chamber of Commerce
Hon. David Williams	Mayor, City of Leroy
Hon. Douglas Woodward	Mayor, City of Beverly Hills

MPO Ex-Officio Membership

Hon. John Cornyn	U.S. Senate
Hon. Kay Bailey Hutchison	U.S. Senate
Hon. Chet Edwards	U.S. House of Representatives
Hon. Kip Averitt	Texas Senate
Hon. Jim Dunning	Texas House of Representatives
Hon. Charles 'Doc' Anderson	Texas House of Representatives
Ms. Barbara Maley, AICP	Federal Highway Administration
Mr. Tony Ogboli	Federal Transit Administration

MPO Staff

Christopher Evillia, AICP	Director
Ruth Fajardo	Staff Assistant

APPENDIX B

METROPOLITAN AREA BOUNDARY MAP

APPENDIX C

DEBARMENT CERTIFICATION (Negotiated Contracts)

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

*federal, state or local

Hon. Joe Mashek – Chair, MPO Policy Board

Commissioner – McLennan County
Title

Date

APPENDIX D

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

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

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

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

Hon. Joe Mashek – Chair, MPO Policy Board

Commissioner
Title

McLennan County
Agency

Date

APPENDIX E

Certification of Compliance

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

Date

Hon. Joe Mashek - Chair, MPO Policy Board

Attest:

Christopher Evilia, AICP

MPO Director

Title

APPENDIX F

MPO SELF-CERTIFICATION FOR ATTAINMENT AREAS

In accordance with 23 CFR Part 450.334 and 450.220 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the Texas Department of Transportation, and the Waco Metropolitan Planning Organization for the Waco urbanized area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (3) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (4) Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (5) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (6) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (7) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (8) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (9) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding

discrimination against individuals with disabilities.

TEXAS DEPARTMENT
OF TRANSPORTATION
WACO DISTRICT

WACO METROPOLITAN
PLANNING ORGANIZATION
POLICY BOARD CHAIRPERSON

Richard J. Skopik, P.E.
District Engineer

Hon. Joe Mashek
Chair, MPO Policy Board

Date

Date

APPENDIX G

MPO SELF-CERTIFICATION SUMMARY

Each year Metropolitan Planning Organizations must certify their compliance with federal, state, environmental and civil rights regulations. The purpose of this document is to summarize the Waco Metropolitan Planning Organization's compliance with these regulations. Connections 2030 - The Waco Metropolitan Transportation Plan, the 2008 -2011 Transportation Improvement Program, and the 2008 / 2009 Unified Planning Work Program were developed in accordance with requirements governing Metropolitan Transportation Planning.

METROPOLITAN AND STATEWIDE PLANNING:

Each year when signing the self-certification, the MPO Director explains each provision of the Self-Certification document to the Policy Board Members. The MPO maintains the continuing, coordinated and cooperative planning process with the Texas Department of Transportation, Federal Highway Administration, Federal Transit Administration, Waco Transit, Inc., Cities of Bellmead, Beverly Hills, Bruceville-Eddy, Crawford, Hewitt, Lacy-Lakeview, Leroy, Lorena, Mart, McGregor, Moody, Riesel, Robinson, Ross, Waco, West, Woodway, McLennan County, the Heart of Texas Council of Governments, rural and elderly and disabled transportation providers, local bicycle club, transit riders and freight haulers. The MPO also complies with the eight (8) factors listed in SAFETEA-LU in the UPWP, TIP and Metropolitan Transportation Plan. Additionally, the MPO complies with the public

involvement requirements of SAFETEA-LU.

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 AND ENVIRONMENTAL JUSTICE:

The Waco Metropolitan Planning Organization in coordination with the Waco District of the Texas Department of Transportation actively addresses environmental justice issues. Foremost is the publication of information concerning transportation projects and meetings in multiple media outlets that maximizes the potential of reaching low-income and minority populations. Meetings for MTP and TIP revisions, updates, and adoptions, are held at transit-accessible locations and at times that allow transit-dependent citizens to attend the meetings. Drafts of the MTP, TIP, UPWP, Bicycle and Pedestrian Plan and proposed revisions are made available for viewing at several locations throughout the Metropolitan Area during regular business hours. At least two of these locations are also transit-accessible. Additionally all meetings at which decisions are made impacting transit services are held in transit accessible locations. The MPO staff has also translated key documents into Spanish and advertises all meeting and public hearings in Spanish language media.

The MPO has developed and will maintain current data and maps to show minority, low-income, and non-English speaking sectors of the Waco urban area.

DISADVANTAGED BUSINESS ENTERPRISES:

The Disadvantaged Business Enterprise (DBE) program ensures equal opportunity in transportation contracting markets, addresses the effects of discrimination in transportation contracting, and promotes increased participation in Federally funded contracts by small, socially and economically disadvantaged businesses, including minority and women-owned enterprises. The statute provides that at least 10% of the amounts made available for any Federal-aid highways, mass transit, and transportation research and technology program be expended with certified DBEs. As Requests of Proposals, Request for Quotations are mailed out to prospective vendors and consultants, the Waco MPO researches prospective vendors and consultant DBEs, which, in turn, are added to the mailing list. As of July, 2007, the MPO does not have any active contracts.

AMERICANS WITH DISABILITIES ACT OF 1990:

All meetings of the Waco Metropolitan Planning Organization are held in locations that are in compliance with ADA regulations. In addition, the offices of the MPO are in compliance with ADA regulations. All meetings are posted and advertised with information regarding how to arrange for special needs when required.

RESTRICTIONS ON INFLUENCING CERTAIN FEDERAL ACTIVITIES:

No MPO funds are used to influence or lobby federal employees or elected officials with regard to the award of federal contracts, grants, loans or cooperative agreements.

APPENDIX H

FTA / TxDOT Section 5303 Worksheet

FTA/TxDOT Section 5303 Budget Worksheet for FY2010

MPO: Waco

PART A. TECHNICAL ACTIVITIES

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

		Section 5303 Federal Share
Metropolitan Planning		
44.21.00	Program Support and Administration	\$ <u>37,260</u>
44.22.00	General Development and Comprehensive Planning	\$ <u>33,400</u>
44.23.01	Long Range System Level Planning	\$ <u>41,900</u>
44.23.02	Long Range Project Level Planning	\$ <u>0.00</u>
44.24.00	Short Range Transportation Planning	\$ <u>15,400</u>
44.25.00	Transportation Improvement Program	\$ <u>14,100</u>
Other		
44.27.00	Other Activities	\$ <u>0.00</u>
TOTAL (Section 5303 Funding)		\$<u>142,060</u>

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

PART B. FUND ALLOCATIONS

How will the MPO's FTA funds be allocated:

A) Metropolitan Planning Organization	<u>\$142,060</u>
B) Transit Agencies (Pass-through Funds)	<u>\$0.00</u>
C) State/Local Agencies (Pass-through Funds)	<u>\$0.00</u>

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

_____ \$ _____

_____ \$ _____

TOTAL (matches the total on pg 1) \$142,060

Person to contact regarding this worksheet:

Name: Christopher Evilia, AICP

Phone: (254) 750-5666

E-Mail cevia@ci.waco.tx.us

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