

FY 2024 (and FY 2025)

UNIFIED PLANNING WORK PROGRAM (UPWP)

Waco Metropolitan Planning Organization

Non-Transportation Management Area (Non-TMA)

AIR QUALITY STATUS:
Attainment

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WACO METROPOLITAN PLANNING ORGANIZATION

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- G. **(Optional)** UPWP Amendment Summary (*list amendments in sequential order*)
- H. **(Optional)** List of Acronyms (*for the purpose of providing context for work in UPWP*)
- I. **(Optional)** Links to relevant MPO Agreements, MPO/TxDOT/Transit MOU, core MPO documents
(*for purposes of providing context for work in UPWP*)

EXECUTIVE SUMMARY (Optional)

To be drafted for the final document

DRAFT

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 2024 / 2025 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, the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Moving Ahead for Progress in the 21st Century (MAP-21), the Fixing America's Surface Transportation Act (FAST), and the Bipartisan Infrastructure Law (BIL).

FAST refocuses the Federal-aid highway program on seven national transportation goals which are listed below (in 23 US Code § 150). The intent is to increase accountability and transparency of the program and to improve project decision-making through performance-based planning and programming. The principles of these goals are incorporated throughout this document.

1. **Safety** — To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
2. **Infrastructure condition** — To maintain the highway infrastructure asset system in a state of good repair.
3. **Congestion reduction** — To achieve a significant reduction in congestion on the National Highway System.
4. **System reliability** — To improve the efficiency of the surface transportation system.
5. **Freight movement and economic vitality** — To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
6. **Environmental sustainability** — To enhance the performance of the transportation system while protecting and enhancing the natural environment.
7. **Reduced project delivery delays** — To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

On December 30, 2021, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning jointly issued updated Planning Emphasis Areas (PEAs). FHWA and FTA encouraged MPOs to identify and develop tasks associated with the PEAs in the Unified Planning Work Program. The 2021 Planning Emphasis Areas are:

1. **Tackling the Climate Crisis** – Transition to a Clean Energy, Resilient Future Help to ensure the national greenhouse gas reduction goals of 50-52% below 2005 levels by 2030, and net-zero

emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from climate change. **Equity and Justice⁴⁰ in Transportation Planning** – Advance racial equity and support for underserved and disadvantaged communities to help ensure public involvement in the planning process and that plans reflect various perspectives, concerns, and priorities from affected areas.

2. **Complete Streets** – Review current policies, rules, and procedures to determine their impact on safety for all road users, including providing provisions for safety in future transportation infrastructure, particularly those outside automobiles. To be considered complete, roads should include safe pedestrian facilities, safe transit stops, and safe crossing opportunities at an interval necessary for accessing destinations.
3. **Public Involvement** – Conduct early, effective, and continuous public involvement that brings diverse viewpoints into the decision-making process, including integrating virtual public involvement tools while also ensuring access to opportunities for individuals without access to computers and mobile devices.
4. **Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination** – Coordinate with US Department of Defense representatives in transportation planning and programming processes on infrastructure and connectivity needs for STRAHNET routes and other roads that connect to DOD facilities.
5. **Federal Land Management Agency (FLMA) Coordination** – Coordinate with FLMA in transportation planning and programming processes on infrastructure and connectivity needs related to access routes and other public roads that connect to Federal lands, including exploring opportunities to leverage transportation funding to support access and transportation needs of FLMA before projects are programmed into the TIP.
6. **Planning and Environment Linkages (PEL)** – Implement Planning and Environment linkages as part of the overall transportation planning and environmental review process.
7. **Data in Transportation Planning** – Incorporate data sharing and consideration into the transportation planning process through developing and advancing data sharing principles among the MPO, state, regional, and local agencies.

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.

In addition, the funding of tasks identified within this document are contingent upon necessary funds being authorized and appropriated by the United States Congress and does not commit either the Federal Highway Administration, Federal Transit Administration, or the Texas Department of Transportation to provide funds to accomplish the tasks contained herein in the absence of such authorization.

A. PURPOSE -

Each section of the UPWP describes the tasks and planning activities to be performed by the MPO and partner entities utilizing federal planning dollars in fiscal years 2024 and 2025. 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).

23 US Code § 134 identifies ten planning factors that must be considered as part of the metropolitan transportation planning process as required by FAST. Each work task and planning activity in the UPWP satisfies at least one element listed below.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve quality of life and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

23 USC § 150 further refocuses on national transportation goals to transform the Federal-aid highway program and provide a means to the most efficient investment of Federal transportation funds by identifying seven national goals. Each work task and planning activity in the UPWP satisfies at least one element listed below.

- (1) Safety — To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- (2) Infrastructure Condition — To maintain the highway infrastructure asset system in a state of good repair.
- (3) Congestion Reduction — To achieve a significant reduction in congestion on the National Highway System.
- (4) System Reliability — To improve the efficiency of the surface transportation system.
- (5) Freight Movement and Economic Vitality — To improve the National Highway Freight Network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- (6) Environmental Sustainability — To enhance the performance of the transportation system while protecting and enhancing the natural environment.

(7) Reduced Project Delivery Delays — To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

B. DEFINITION OF AREA –

The metropolitan study area (see map in Appendix B) is coextensive with McLennan County, Texas. 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 study area encompasses 1,060 square miles and supports an estimated population of 263,115*. This results in an average density of 248 persons per square mile.

*US Dept of Commerce: Bureau of the Census – 2021 American Community Survey 1-year Estimates.

C. ORGANIZATION –

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

1. MPO Policy Board – The 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 28.**

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.

2. MPO Technical Advisory Committee¹ – The Technical Advisory 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 participating in the MPO. The Technical Advisory 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 Advisory Committee membership can be found in **Appendix A on page 28.**

3. 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

¹ The Waco MPO Policy Board, during its monthly meeting on March 17, 2022, adopted the bylaws for its Technical Advisory Committee, which until then was called "Technical Committee."

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. A listing of MPO staff is found in **Appendix A on page 28**.

D. PRIVATE SECTOR INVOLVEMENT –

The MPO may utilize private sector consultants to assist with Tasks 1 through 5. Special studies utilizing private sector consultants is identified in task 5.1 – Development of a Regional Vision, Call for Proposals, and Project Selection Criteria for 2050 Metropolitan Transportation Plan.

E. PLANNING ISSUES AND EMPHASIS –

Emphasis for Fiscal Years 2024 and 2025 will be the following:

1. Development and adoption of the Waco Metropolitan Transportation Plan for 2050
2. Update the Waco Metropolitan Area Alternative Transportation Plan
3. On-going maintenance and development of the 2023 – 2026 Transportation Improvement Program
4. Development and adoption of 2025-2028 Transportation Improvement Program
5. On-going maintenance and development of the Fiscal Years 2024 and 2025 Unified Planning Work Program
6. Development and adoption of a regional vision, call for proposal and proposal evaluation system for 2050 Metropolitan Transportation Plan
7. Development and adoption of a Comprehensive Safety Action Plan (CSAP) funded with Safe Streets for All (SS4A) grant

For both fiscal years, the MPO staff will continue to maintain and improve data with its Geographic Information System and to improve participation by the public within the transportation planning process.

F. USDOT PLANNING EMPHASIS AREAS

The US Department of Transportation (USDOT) issued guidance in March, 2015 regarding three objectives for federal planning funds. Those objectives were: 1.) MAP-21 implementation, more specifically a transition to performance-based planning and programming; 2.) Regional Models of Cooperation, planning and cooperation across transit agency, MPO & State Boundaries; and 3.) Ladders of Opportunity, identifying and addressing connectivity gaps in accessing essential services. In December 2021, USDOT issued new planning emphasis areas. Therefore, both sets of planning emphasis areas (2015 and 2021), and associated UPWP tasks, are summarized below. MPO staff may continue to adjust tasks and if necessary, develop an amendment to the UPWP for Policy Board consideration to further address the 2021 planning emphasis areas for work to be completed in FY 2023.

2015 USDOT Planning Emphasis Areas	UPWP Tasks Intended to Partially Address Planning Emphasis Areas
FAST ACT Implementation	2.2, Geographic Information System 2.3, Air Quality Data 3.1, Transportation Improvement Program 4.1, Metropolitan Transportation Plan
Regional Models of Cooperation	3.9, Public Transportation Coordination 3.10, Air Quality Planning 4.1, Metropolitan Transportation Plan
Ladders of Opportunity	3.5, Americans with Disabilities Act Planning 3.6, Public Transit Education Programs 3.7, Welfare to Work Efforts 5.1, Waco Transit System Fixed Route Realignment Study

2021 USDOT Planning Emphasis Areas	UPWP Tasks Intended to Partially Address Planning Emphasis Areas
Tackling the Climate Crisis	2.3, Air Quality Data 3.1, Transportation Improvement Program 4.1, Metropolitan Transportation Plan 3.9, Public Transportation Coordination 3.10, Air Quality Planning 4.2, Thoroughfare Plan 4.3, Active Transportation Plan 5.1, Waco Transit System Low/Zero Emission Propulsion Study, Infrastructure Assessment, and Transition Plan
Equity and Justice 40	2.1, Demographic Data Activities 2.3, Air Quality Data 3.5, Americans with Disabilities Act Planning 3.6, Public Transit Education Programs 3.7, Welfare to Work Efforts 3.9, Public Transportation Coordination 3.10, Air Quality Planning 4.1, Metropolitan Transportation Plan 4.3, Active Transportation Plan 5.1, Waco Transit System Low/Zero Emission Propulsion Study, Infrastructure Assessment, and Transition Plan
Complete Streets	2.2, Geographic Information System 4.1, Metropolitan Transportation Plan 4.2, Thoroughfare Plan 4.3, Active Transportation Plan
Public Involvement	1.2, Public Involvement 1.6, Title VI Civil Rights Evaluation 2.1, Demographic Data Activities
Strategic Highway Network / US DOD Dept of Defense Coordination	3.1, Transportation Improvement Program 4.1, Metropolitan Transportation Plan 4.2, Thoroughfare Plan
Federal Land Management Agency Coordination	4.1, Metropolitan Transportation Plan

Planning and Environmental Linkages	4.1, Metropolitan Transportation Plan
Data in Transportation Planning	2.1, Demographic Data Activities 2.2, Geographic Information System 4.1, Metropolitan Transportation Plan

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II. TASK 1.0 – ADMINISTRATION AND 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. The MPO may use consultants to assist in the completion of a task. In addition, this task requires that all federal, state, and local guidelines and regulations are followed and met.

B. EXPECTED PRODUCTS:

1. Sustainment of the transportation planning process and enhancement of transportation planning services within the Metropolitan Area.
2. Preparation and adoption of the FY 2024 – 2025 Unified Planning Work Program (UPWP).
3. Refinement and improvement of the MPO Public Participation Plan (PPP).
4. Refinement and improvement of the MPO Limited English Proficiency Plan (LEP).
5. Submission of the FY 2023 & FY 2024 Annual Performance and Expenditure Reports (APER).
6. Revision and submission of the FY 2023 & FY 2024 Annual Project Listings (APL).
7. Preparation for and follow up on redesignation of the MPO from the City of Waco to the Waco MPO Policy Board.

C. PREVIOUS WORK:

1. Adoption of the FY 2022-2023 UPWP.
2. FY 2021 and FY 2022 Annual Performance & Expenditure Reports preparation and submission.
3. Public Notification and Participation.
4. Annual Listing of Projects – Federal Obligations for FY 2021 and FY 2022.
5. Conducted Policy Board, Technical Advisory Committee, and Work Group meetings on Bicycle + Pedestrian (BAP), and Connected and Automated Vehicles (CAV).
6. Attended local and statewide MPO meetings, various training courses, and annual conferences.
7. Maintained data on minority and disadvantaged populations for Environmental Justice purposes.
8. Translated several key documents into Spanish and advertised all public hearings in Spanish.
9. Updated four factor analysis for the Limited English Proficiency Plan for the MPO.
10. Refined and amended the MPO Public Participation Plan in 2022.
11. Reviewed and prepared for redesignation of the Waco MPO in 2022. With support from TxDOT, staff collaborated with a strategic planning work group and Texas Transportation Institute (TTI) to conduct a Process Review to position the Waco MPO for expanded opportunities under Infrastructure and Jobs Act (IIJA).

D. SUBTASKS:

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

In FY 2023, the staff will prepare the new UPWP for Fiscal Years 2024 & 2025, in cooperation with TxDOT and Waco Transit System, Inc. The MPO staff will continue to maintain and revise the adopted UPWP (FY 2024 – 2025) to meet the changing dynamics of the MPO and its study area as needed. The MPO will collaborate on the format and timeline with TxDOT, and the MPO Policy Board must

approve the UPWP and any subsequent revisions. Once adopted or revised by the MPO Policy Board, USDOT is responsible for approval. All UPWP documents produced will be submitted electronically to appropriate agencies, and hard copies may be duplicated and distributed as requested. 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 (PPP) 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 disseminate information to the public. In addition, the MPO will also more extensively utilize electronic media, including social media in conjunction with the City of Waco, and virtual meetings and tools, as additional methods of soliciting public comment and feedback regarding various plans, programs and amendments under consideration by the MPO Policy Board. As requested, the MPO will provide information to the public. The MPO will review and 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, updating and reviewing procedures, preparation of contract proposals and solicitation of services, supervision of contract performance, and the purchase of supplies, equipment, furniture, computer hardware and software (including annual maintenance agreements). The MPO Director will obtain all necessary prior approvals for all purchases totaling over \$5,000. The MPO Director will also prepare budgets, maintain financial records, and ensure funds are expended properly.

MPO staff members will maintain and enhance their knowledge of all governing regulations and procedures. 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 Advisory 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 Advisory 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, as well as any subject matter work group.

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 the measurement of transportation performance and improving efforts to solicit public involvement. Sustaining knowledge on pertinent rules, required procedures, and regulations will also continue to be an area of emphasis. MPO staff will obtain TxDOT approval in advance of any out of state travel.

At a minimum, MPO staff are authorized by the MPO Policy Board for the following out of state travel

but does not constitute TxDOT approval:

September 2023 – Association of MPOs Annual Conference in Cleveland, OH

Fall 2024 – Association of MPOs Annual Conference at a location yet to be determined.

Spring 2024 – Association of MPOs Planning Tools & Training Symposium, at a location yet to be determined.

MPO staff may travel to other out of state conferences or workshops as authorized in advance through appropriate fiscal agent processes and by TxDOT.

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, citizens with low incomes in the Waco Metropolitan Area and those who have limited proficiency in speaking the English language 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.

The MPO will also update as necessary the Limited English Proficiency (LEP) Plan which identifies the potential need for translation services or the translation of MPO documents for those within the Metropolitan Area who have limited ability to speak English. The MPO will translate appropriate documents in Spanish or other languages as determined by the LEP Plan and provide interpretative services for Spanish, sign language or other languages as necessary.

E. FUNDING SUMMARY – *[Embed Excel generated/calculated funding tables]* Include the following table to illustrate the various source(s) of funding utilized by your MPO for the Task/Subtasks.

Task 1.0 – 1-Year Funding Summary Table

FY 2024

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Section 5307 Funds	Local Funds	Total Funds
		FY 2024	FY 2024	FY 2024	
1.1	FHWA, FTA, TxDOT, MPO	\$7,500	\$0	\$0	\$7,500
1.2	FHWA, FTA, TxDOT, MPO	\$30,500	\$0	\$0	\$30,500
1.3	FHWA, FTA, TxDOT, MPO	\$30,250	\$0	\$0	\$30,250
1.4	FHWA, FTA, TxDOT, MPO	\$37,500	\$0	\$0	\$37,500
1.5	FHWA, FTA, TxDOT, MPO	\$18,750	\$0	\$0	\$18,750
1.6	FHWA, FTA, TxDOT, MPO	\$26,500	\$0	\$0	\$26,500
Total:		\$151,000	\$0	\$0	\$151,000

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Task 1.0 – 2-Year Funding Summary Table

FY 2024 and FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		FTA Section 5307 Funds		Local Funds		Total Funds SPLIT into 2 years	
		FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025
1.1	FHWA, FTA, TxDOT, MPO	\$7,500	\$8,950	\$0	\$0	\$0	\$0	\$7,500	\$8,950
1.2	FHWA, FTA, TxDOT, MPO	\$30,500	\$36,750	\$0	\$0	\$0	\$0	\$30,500	\$36,750
1.3	FHWA, FTA, TxDOT, MPO	\$30,250	\$36,800	\$0	\$0	\$0	\$0	\$30,250	\$36,800
1.4	FHWA, FTA, TxDOT, MPO	\$37,500	\$43,750	\$0	\$0	\$0	\$0	\$37,500	\$43,750
1.5	FHWA, FTA, TxDOT, MPO	\$18,750	\$22,960	\$0	\$0	\$0	\$0	\$18,750	\$22,960
1.6	FHWA, FTA, TxDOT, MPO	\$26,500	\$30,500	\$0	\$0	\$0	\$0	\$26,500	\$30,500
Total:		\$151,000	\$179,710	\$0	\$0	\$0	\$0	\$151,000	\$179,710

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

III. 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 the production and modification of the Metropolitan Transportation Plan, Transportation Improvement Program, and will assist public transportation planning. The MPO may use consultants to assist in the completion of a task.

B. EXPECTED PRODUCTS –

The MPO staff continue to analyze data released from the 2020 decennial Census and the subsequent American Community Survey data. Existing databases will be updated and maintained to incorporate Census 2020, the Census American Community Survey, and the Census Transportation Planning Package. MPO staff will also update databases and GIS layers resulting from development and maintenance of Comprehensive Safety Action Plan, reviews of highway functional classification, updates of the Thoroughfare Plan and the Active Transportation Plan, and changes in land use. MPO staff will also begin performing analysis regarding travel time data made available through the Texas A&M Transportation Institute (TTI) Congestion Management Process Assessment Tool (COMPAT).

C. PREVIOUS WORK –

1. MPO staff utilized TransCad software for travel demand modeling.
2. Updated ArcGIS layers for the travel demand forecast model and GIS.
3. Assisted in 2020 Base Year and 2050 Forecast Year Socio-economic data by Traffic Analysis Zone for use in travel demand modeling.
4. Reviewed, analyzed, and incorporated Census 2020, Census American Community Survey & Census Transportation Planning Package data.
5. Updated the Adjusted Urbanized Boundary for the Waco Urbanized Area.
6. Updated GIS databases as necessary.

D. SUBTASKS –

2.1 Demographic Data Activities – MPO

The MPO will collect and analyze necessary demographic data in support of any revisions of the current Metropolitan Transportation Plan, the Regional Public Transportation Coordination Plan, and the Regional Thoroughfare Plan. Analysis will include the study of updated population and migration trends from the most current data available from the US Census Bureau. Analysis will also include further review of how identified demographic changes impact how projects comply with Title VI of the Civil Rights Act. Data regarding the various modes of transportation will also be updated.

A primary focus for FY 2024 will be analysis of forecasts of socio economic and demographic data based on the 2020 Census.

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, Traffic Signals, Land Uses (existing and forecasted), Municipal Boundaries, Highway Functional Classification, Bridge Ratings, Environmentally Sensitive Areas, Potential Locations for Environmental Mitigation, Traffic Counts (current and forecasted) and travel time analysis for arterial corridors. The MPO will continue to develop geodatabases for environmental aspects which affect transportation planning.

In addition, the MPO will continue to develop and monitor data necessary for performance-based planning evaluations and target setting including: travel time reliability, transit asset condition, pavement and bridge conditions, highway crash performance, and transit safety.

2.3 Air Quality Data – MPO, HTCOG, TCEQ, Consultant

The Waco MPO, in coordination with the Heart of Texas Council of Governments and the Texas Commission on Environmental Quality, will assist in the collection of and subsequent analysis of ozone readings from monitors located within the MPO jurisdiction.

E. FUNDING SUMMARY –

Task 2.0 – 1-Year Funding Summary Table

FY 2024

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Section 5307 Funds	Local Funds	Total Funds
		FY 2024	FY 2024	FY 2024	
2.1	MPO	\$55,400	\$0	\$0	\$55,400
2.2	MPO	\$73,000	\$0	\$0	\$73,000
2.3	MPO	\$2,600	\$0	\$0	\$2,600
Total:		\$131,000	\$0	\$0	\$131,000

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Task 2.0 - 2-Year Funding Summary Table

FY 2024 and FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		FTA Section 5307 Funds		Local Funds		Total Funds SPLIT into 2 years	
		FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025
2.1	MPO	\$55,400	\$95,408	\$0	\$0	\$0	\$0	\$55,400	\$95,408
2.2	MPO	\$73,000	\$92,800	\$0	\$0	\$0	\$0	\$73,000	\$92,800
2.3	MPO	\$2,600	\$3,000	\$0	\$0	\$0	\$0	\$2,600	\$3,000
Total:		\$131,000	\$191,208	\$0	\$0	\$0	\$0	\$131,000	\$191,208

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

IV. 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. The MPO may use consultants to assist in the completion of a task.

B. EXPECTED PRODUCTS -

1. Program highway, transit, bicycle and pedestrian projects that are ready to be implemented or constructed (Subtask 3.1).
2. Manage and amend (as necessary) a Transportation Improvement Program (TIP) that once implemented, makes progress toward achieving federal performance targets for fiscal years 2023 through 2026 (Subtask 3.1).
3. Plan for more efficient transportation services and transit operations, and better service to public transportation consumers (Subtasks 3.1 through 3.7, and 3.9).
4. Plan for safe, clean, reliable, and affordable public transportation within the Waco Metropolitan Area (Subtasks 3.1 through 3.7, and 3.9).
5. Continued analysis of the annual ridership survey of Waco Transit System (Subtask 3.3).
6. Expand Transit Education Program to Grade School Classes (Subtask 3.6).
7. Continued Life Skills Classes and Transit Education Program with local ISDs (Subtask 3.6).
8. Continue assisting Waco Transit System in their planning efforts to assist welfare recipients obtain employment (Subtask 3.7).
9. Continue to assist regional public transportation providers in planning efforts to streamline and coordinate their services (Subtasks 3.1 through 3.7, and 3.9).

C. PREVIOUS WORK –

1. Approved Revisions to the 2021 – 2024 TIP.
2. Adoption of the 2023 – 2026 TIP.
3. Transit Education Program to Third Grade Classes.
4. Transit Education Program with WISD.
5. Adoption of revisions to Highway Functional Classification System.
6. Approval of recommended changes to the National Highway System

D. SUBTASKS –

3.1 Transportation Improvement Program (TIP) – FTA, FHWA, TxDOT, MPO, Waco Transit System

The MPO staff, in conjunction with the Waco District of TxDOT and Waco Transit System (WTS), will implement, manage and amend the TIP for fiscal years 2023 through 2026, and develop and adopt the TIP for fiscal years 2025 through 2028. The TIP will describe the anticipated effect toward achieving performance targets and demonstrate the link between the investment priorities of those performance targets. The TIP amendments and revision processes will follow approved public participation procedures and review by the Technical Advisory Committee prior to adoption by the Policy Board.

3.2 Grant Preparation – FTA, Waco Transit System

Waco Transit System will develop in coordination with the FTA an application for a Section 5307 Grant for fiscal years 2024 and 2025. Waco Transit System will manage the FY 2024 and FY 2025 grants to ensure 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 System 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. Waco MPO will provide planning services as requested by Waco Transit System in support of Waco Transit System planning efforts.

3.3 Performance and Quality Evaluation – FTA, MPO, Waco Transit System

Waco Transit System 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 System facilities and rolling stock. Recommendations on addressing weaknesses will be developed.

3.4 Education and Training – FTA, Waco Transit System

Waco Transit System 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 System

Waco Transit System will continue to evaluate conformance with ADA requirements and local service provisions relating to those requirements. Corrections to identified problem 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 System, Various School Districts

Waco Transit System 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 System will develop educational items that promote public transportation and will distribute these items at special events. Travel Training videos are also available on the website. Waco Transit System 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 System to better serve area youths. Waco Transit System's staff is involved in several community organizations.

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

Waco Transit System 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 System. Waco Transit System will also continue the LINK program which provides transportation from Falls County to Waco that allows riders to work in Waco and continue their education. MPO Participation with the LINK program is limited to the portion providing service to communities within McLennan County.

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

The MPO will update and revise as necessary the existing Road and Highway Functional Classification System in FY 2024. The MPO staff will also review, in coordination with TxDOT and FHWA, the classification of non-NHS facilities and update as appropriate.

3.9 Coordination of Public Transportation Services – MPO, Waco Transit System, McLennan County, HOTCOG, FTA, TxDOT

The MPO and Waco Transit System will assist Waco Transit System and the Rural Transportation Board for McLennan County in reviewing and updating the McLennan County Transit Need Study. The MPO will assist transit providers in McLennan County in grant applications to fund projects identified within the plan that impact residents within the MPO jurisdiction.

3.10 Air Quality Planning – MPO, FHWA, FTA, TxDOT

The MPO will continue monitoring air quality for the Waco Region and provide status updates during the May through October ozone season.

E. FUNDING SUMMARY -

Task 3.0 – 1-Year Funding Summary Table

FY 2024

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Section 5307 Funds	Local Funds	Total Funds
		FY 2024	FY 2024	FY 2024	
3.1	FTA, FHWA, TxDOT, MPO, WTS	\$82,000	\$0	\$0	\$82,000
3.2	FTA, WTS	\$0	\$4,700	\$1,200	\$5,900
3.3	FTA, MPO, WTS	\$0	\$93,600	\$23,400	\$117,000
3.4	FTA, WTS	\$0	\$5,200	\$1,300	\$6,500
3.5	FTA, WTS	\$0	\$4,700	\$1,200	\$5,900
3.6	WTS, ISDs	\$0	\$4,700	\$1,200	\$5,900
3.7	FTA, MPO, WTS, WHA	\$12,000	\$5,200	\$1,300	\$18,500
3.8	FHWA, MPO, TxDOT	\$29,000	\$0	\$0	\$29,000
3.9	MPO, WTS, TxDOT, FTA	\$22,000	\$4,700	\$1,200	\$27,900
3.10	MPO, HOTCOG, WTS, TxDOT, FHWA, FTA	\$9,000	\$0	\$0	\$9,000
Total:		\$154,000	\$122,800	\$30,800	\$307,600

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Task 3.0 – 2-Year Funding Summary Table

FY 2024 and FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		FTA Section 5307 Funds		Local Funds		Total Funds SPLIT into 2 years	
		FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025
3.1	FTA, FHWA, TxDOT, MPO, WTS	\$82,000	\$80,000	\$0	\$0	\$0	\$0	\$82,000	\$80,000
3.2	FTA, WTS	\$0	\$0	\$4,700	\$4,900	\$1,200	\$1,250	\$0	\$0
3.3	FTA, MPO, WTS	\$0	\$0	\$93,600	\$97,400	\$23,400	\$24,350	\$0	\$0
3.4	FTA, WTS	\$0	\$0	\$5,200	\$5,400	\$1,300	\$1,350	\$0	\$0
3.5	FTA, WTS	\$0	\$0	\$4,700	\$4,900	\$1,200	\$1,250	\$0	\$0
3.6	WTS, ISDs	\$0	\$0	\$4,700	\$4,900	\$1,200	\$1,250	\$0	\$0
3.7	FTA, MPO, WTS, WHA	\$12,000	\$23,728	\$5,200	\$5,400	\$1,300	\$1,350	\$12,000	\$23,728
3.8	FHWA, MPO, TxDOT	\$29,000	\$90,000	\$0	\$0	\$0	\$0	\$29,000	\$90,000
3.9	MPO, WTS, TxDOT, FTA	\$22,000	\$22,000	\$4,700	\$4,900	\$1,200	\$1,250	\$22,000	\$22,000
3.10	MPO, HOTCOG, WTS, TxDOT, FHWA, FTA	\$9,000	\$9,500	\$0	\$0	\$0	\$0	\$9,000	\$9,500
Total:		\$154,000	\$225,228	\$122,800	\$127,800	\$30,800	\$32,050	\$154,000	\$225,228

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

V. TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

A. OBJECTIVE –

To prepare an updated long-range transportation plan for the Waco Metropolitan Area, in cooperation with participating agencies, which will meet the current and future transportation needs for the Metropolitan Area and the requirements of federal, state, and local agencies. The MPO may use consultants to assist in the completion of a task.

B. EXPECTED PRODUCTS –

1. Revise and amend Connections 2045: The Waco Metropolitan Transportation Plan as necessary.
2. Development and adoption of the Waco Metropolitan Transportation Plan for 2050.
3. Development and adoption of a regional vision for 2050 and a corresponding call for proposal and project selection criteria.
4. Continue to connect transportation investments to regional system performance.
5. Continue to foster the cooperative comprehensive planning process.
6. Revise the Regional Thoroughfare Plan as needed.
7. Revise the Waco Metropolitan Area Active Transportation Plan as needed

C. PREVIOUS WORK –

1. Revised and amended Connections 2045: The Waco Metropolitan Transportation Plan
2. Performed ongoing maintenance of the Waco Metropolitan Area Active Transportation Plan
3. In cooperation with TxDOT, reviewed and recommended changes to the National Highway System and corresponding principal arterial designations

D. SUBTASKS –

4.1 Metropolitan Transportation Plan – FHWA, FTA, MPO, TxDOT, Waco Transit System

The MPO will review and amend as necessary, Connections 2045: The Waco Metropolitan Transportation Plan. Revisions to the plan will reflect the connection between transportation investments and regional system performance and will follow approved public participation procedures and review by the Technical Advisory Committee prior to approval by the Policy Board.

During fiscal years 2024 and 2025, the MPO will develop and adopt the Waco Metropolitan Transportation Plan for 2050. This plan will reflect the regional vision for the MPO planning area, match the transportation investments with adopted performance targets and will follow approved public participation procedures and review by the Technical Advisory Committee prior to approval by the Policy Board by January 2025.

4.2 Thoroughfare Plan – MPO, TxDOT

The MPO staff will use information provided from the City of Waco's impact fee study process to update the Waco Metropolitan Area Thoroughfare Plan to reflect changing development trends, shifts in traffic patterns, real population numbers and estimates, land use forecasts, and other relevant factors that would impact future thoroughfare planning. All plan revisions will follow approved public participation procedures and review by the Technical Advisory Committee prior to adoption by the Policy Board.

4.3 Active Transportation Plan – MPO, TxDOT, Waco Transit System

MPO Staff will review and update the adopted active transportation plan as necessary. All plan revisions will follow approved public participation procedures and review by the Technical Advisory Committee prior to adoption by the Policy Board.

E. FUNDING SUMMARY -

Task 4.0 – 1-Year Funding Summary Table

FY 2024

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Section 5307 Funds	Local Funds	Total Funds
		FY 2024	FY 2024	FY 2024	
4.1	MPO, WTS, TxDOT, FHWA, FTA	\$102,000	\$0	\$0	\$102,000
4.2	MPO, TxDOT	\$15,000	\$0	\$0	\$82,000
4.3	MPO, WTS, TxDOT	\$77,000	\$0	\$0	\$10,000
Total:		\$194,000	\$0	\$0	\$194,000

¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Task 4.0 – 2-Year Funding Summary Table

FY 2024 and FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		FTA Section 5307 Funds		Local Funds		Total Funds SPLIT into 2 years	
		FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025
4.1	MPO, WTS, TxDOT, FHWA, FTA	\$102,000	\$104,000	\$0	\$0	\$0	\$0	\$102,000	\$104,000
4.2	MPO, TxDOT	\$82,000	\$25,000	\$0	\$0	\$0	\$0	\$82,000	\$25,000
4.3	MPO, WTS, TxDOT	\$10,000	\$65,043	\$0	\$0	\$0	\$0	\$10,000	\$65,043
Total:		\$194,000	\$194,043	\$0	\$0	\$0	\$0	\$194,000	\$194,043

¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

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 Metropolitan Transportation Plan. The MPO may use consultants to assist in the completion of a task.

B. EXPECTED PRODUCTS –

1. Complete work on the development of a call for proposal and project evaluation criteria for the 2050 Metropolitan Transportation Plan.
2. Complete a “Comprehensive Safety Action Plan for Waco Metropolitan Area” as a part of the Safe Street for All (SS4A) grant.
3. Assist Texas Transportation Institute in completing an MPO Safety Action Plan.
4. Assist Waco Transit System in completing a Low/Zero Emission Propulsion Study, Infrastructure Assessment, and Transition Plan.

C. PREVIOUS WORK –

1. Completed work on a study to realign the Waco Transit System Fixed Route System

D. SUBTASKS –

5.1 Waco MPO 2050 Metropolitan Transportation Plan – MPO, Waco Transit System, Consultant, TxDOT

Waco MPO, with the assistance of consultants, Waco Transit System, TxDOT and MPO staff, will develop and adopt the 2050 Metropolitan Transportation Plan through a new “Call for Proposal and Project Evaluation System.”

5.2 Waco MPO Comprehensive Safety Action Plan – MPO, Waco Transit System, Consultant, TxDOT

Waco MPO with the assistance of consultants, Waco Transit System, TxDOT and MPO staff, will develop and adopt a Comprehensive Safety Action Plan.

5.3 Waco MPO Safety Action Plan – MPO, Texas Transportation Institute, TxDOT

Texas Transportation Institute, under contract from TxDOT, and with assistance from Waco MPO will develop an MPO Safety Action Plan.

5.4 Waco Transit System Low/Zero Emission Propulsion Study, Infrastructure Assessment, and Transition Plan – Waco Transit System, Consultant, MPO, TxDOT

Waco Transit System with the assistance of consultants, MPO, and TxDOT will develop and adopt a Low/Zero Emission Propulsion Study, Infrastructure Assessment, and Transition Plan.

E. FUNDING SUMMARY -

Task 5.0 – 1-Year Funding Summary Table

FY 2024

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Section 5307 Funds	Local Funds	Total Funds
		FY 2024	FY 2024	FY 2024	
5.1	MPO, WTS, Consultant, TxDOT	\$100,000	\$0	\$0	\$100,000
5.2	MPO, WTS, Consultant	\$0	\$0	\$0	\$0
5.3	Texas Transportation Institute, TxDOT, MPO	\$0	\$0	\$0	\$0
5.4	WTS, MPO, Consultant	\$0	\$150,000	\$37,500	\$187,000
Total:		\$100,000	\$150,000	\$37,500	\$287,000

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Task 5.0 – 2-Year Funding Summary Table

FY 2024 and FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		FTA Section 5307 Funds		Local Funds		Total Funds SPLIT into 2 years	
		FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025
5.1	MPO, WTS, Consultant, TxDOT	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0
5.2	MPO, WTS, Consultant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5.3	Texas Transportation Institute, TxDOT, MPO	\$0	\$0	\$0	\$0	\$0	\$0		
5.4	WTS, MPO	\$0	\$0	\$150,000	\$0	\$37,500	\$0	\$187,000	\$0
Total:		\$0	\$0	\$150,000	\$0	\$37,500	\$0	\$287,000	\$0

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

VII. BUDGET SUMMARY - Include the following table which provides a summary of all funding requirements for this UPWP by task and source. Include sources of funding (*including carryovers*).

1-Year Funding Summary - FY 2024

UPWP Task	FTA Task (Activity Line-Item Codes)	Description	TPF ¹ Funds	FTA Sec 5307	SS4A	Local Funds	Total Funds
1.0	44.21.00	Administration-Management	\$151,000	0	\$32,000	\$8,000	\$191,000
2.0	44.22.00	Data Development & Maintenance	\$131,000	0	\$56,000	\$14,000	\$201,000
3.0	44.24.00 44.25.00	Short Range Planning	\$154,000	\$122,800	\$64,000	\$46,800	\$387,600
4.0	44.23.00	Metropolitan Transportation Plan	\$194,000	0	\$8,000	\$2,000	\$204,000
5.0	44.22.00	Special Studies	\$100,000	0	\$400,000	\$100,000	\$600,000
FY 2024 Total			\$730,000	\$122,800	\$560,000	\$170,800	\$1,583,600

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Combined Transportation Planning Funds ²	\$445,000
Estimated Unexpended Carryover	\$1,050,000
TOTAL TPF:	\$1,495,000

² Estimate based on prior years' authorizations.

1-Year Funding Summary - FY 2025

UPWP Task	FTA Task (Activity Line-Item Codes)	Description	TPF ¹ Funds	FTA Sec 5307	SS4A	Local Funds	Total Funds
1.0	44.21.00	Administration-Management	\$179,710	0	\$0		\$179,710
2.0	44.22.00	Data Development & Maintenance	\$191,208	0	\$0		\$191,208
3.0	44.24.00 44.25.00	Short Range Planning	\$225,228	0	\$0		\$225,228
4.0	44.23.00	Metropolitan Transportation Plan	\$194,043	0	\$0		\$194,043
5.0	44.22.00	Special Studies	\$0	0	\$0		\$0
FY 2024 Total			\$790,188	\$0.00	\$0		\$790,188

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Combined Transportation Planning Funds ²	\$445,000
Estimated Unexpended Carryover	\$765,000
TOTAL TPF:	\$1,210,000

² Estimate based on prior years' authorizations.

2-Year Funding Summary - FY 2024 and FY 2025

UPWP Task	FTA Task (Activity Line-Item Codes)	Description	TPF Funds	FTA Sec 5307	SS4A	Local Funds	Total Funds
1.0	44.21.00	Administration-Management	\$330,710	\$0	\$32,000	\$8,000	\$370,710
2.0	44.22.00	Data Development & Maintenance	\$322,208	\$0	\$56,000	\$14,000	\$392,208
3.0	44.24.00 44.25.00	Short Range Planning	\$379,228	\$122,800	\$64,000	\$46,800	\$612,828
4.0	44.23.00	Metropolitan Transportation Plan	\$388,043	\$0	\$8,000	\$2,000	\$398,043
5.0	44.22.00	Special Studies	\$100,000	\$0	\$400,000	\$100,000	\$600,000
FY 2024 Total			\$1,520,189	\$122,800	\$560,000	\$170,800	\$2,373,788

¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.

Combined Transportation Planning Funds ²

\$890,189

Estimated Unexpended Carryover

\$1,050,000

TOTAL TPF:

\$1,940,189

² Estimate based on prior years' authorizations

DRAFT

APPENDIX A: COMMITTEE MEMBERSHIP AND MANAGEMENT

WACO MPO POLICY BOARD – FISCAL YEAR 2023

Chair

Jim Holmes

Council Member, District 5, City of Waco

Vice Chair

Josh Borderud

Council Member, District 3, City of Waco

Members

Andrea Barefield

Council Member, District 1, City of Waco

Jacob Bell

Citizen Representative, City of Waco

Deidra Emerson

Deputy City Manager, City of Waco

Kevin Evans

City Manager, City of Waco

Scott Felton

County Judge, McLennan County

Ross Harris

Plan Commission, City of Waco

Calvin Hodde

City Manager, City of Lacy Lakeview

Jim Jaska

Mayor, City of Ross

Will Jones

County Commissioner, Pct. 3, McLennan County

Craig Lemin

City Manager, City of Robinson

Dillon Meek

Mayor, City of Waco

Shawn Oubre

City Manager, City of Woodway

Alice Rodriguez

Council Member, District 2, City of Waco

Stan Swiatek

District Engineer, Texas Dept of Transportation

Yost Zakhary

City Manager, City of Bellmead

Everett "Bo" Thomas

City Manager, City of Hewitt

Ex-Officio Members

Charles "Doc" Anderson, State of Texas House of Representatives, District 56

Brian Birdwell, State of Texas Senator, District 22

John Cornyn, United States Senator

Ted Cruz, United States Senator

Pete Sessions, United States Congressman, District 17

Kyle Kacal, State of Texas House of Representatives, District 12

Barbara Maley, Federal Highway Administration

Tony Ogboli, Federal Transit Administration

WACO MPO TECHNICAL ADVISORY COMMITTEE – FISCAL YEAR 2023

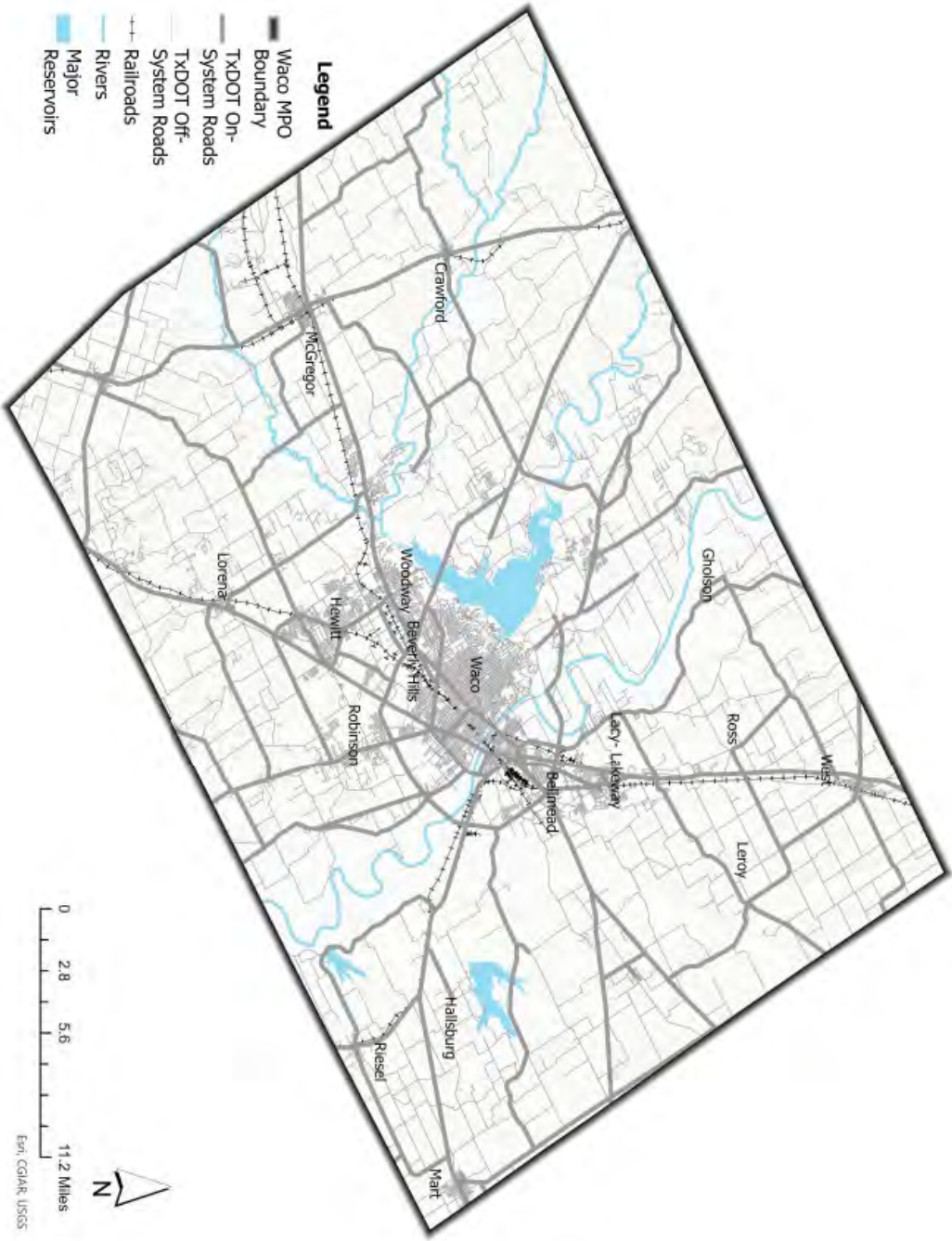
Amy Burlarley-Hyland	Director of Public Works, City of Waco
Mitch Davison	City Engineer, City of Woodway
Tom Dickson	Chief of Police, City of Lorena
	Small Cities South Representative
Zane Dunnam	County Engineer, McLennan County
Victor Goebel	Director of Transportation Planning & Development,
	Texas Dept of Transportation, Waco District
Jim Devlin	City of Hewitt
Brenton Lane	Planning & Programming Engineer,
	Texas Dept of Transportation, Waco District
Francisco Leos	Citizen Representative, City of McGregor
Matt Meadors	President/CEO,
	Greater Waco Chamber of Commerce
Andy Moore	Director of Public Works, City of Lacy Lakeview
Erasmo “Mo” Olivarez	Code Enforcement Officer, City of Beverly Hills
	Small Cities North Representative
Matt Penney	Director of Parking & Transportation Services,
	Baylor University
Serena Stevenson	General Manager, Waco Transit System, Inc.
Beatriz Wharton	Planning Services Manager, City of Waco
Clayton Zacha	Waco Area Engineer, Texas Dept of Transportation
(Vacant)	Director of Planning & Community Development,
	City of Robinson
(Vacant)	City of Bellmead
(Vacant)	Water Utilities, City of Waco
(Vacant)	Waco MPO Citizen’s Participation Work Group
Ex-Officio Members	
Brigida C. Gonzalez	Transportation Planner – MPO Coordinator,
	Transportation Planning & Programming
Jeff Jackson	Deputy Waco Area Engineer,
	Texas Dept of Transportation
Joel Martinez	Airport Manager, Waco Regional Airport
(Vacant)	Public Transportation Coordinator,
	Texas Dept of Transportation, Waco District
Barbara Maley	Federal Highway Administration
Tony Ogboli	Federal Transit Administration

Dr. Mukesh Kumar
Daniela Gallegos
Arthur Chambers
Annette Polk
Nora Roy

WACO MPO STAFF

Director
Engagement Specialist
Senior Planner
Senior Planner
Senior Planner

APPENDIX B: WACO URBANIZED AND METROPOLITAN AREAS



APPENDIX C: DEBARMENT CERTIFICATION

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*

*Jim Holmes / Council Member, District 5, City of Waco
Waco MPO Policy Board – Chair
Waco MPO*

Date

APPENDIX D: LOBBYING CERTIFICATION

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

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

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

Jim Holmes / Council Member, District 5, City of Waco
Waco MPO Policy Board – Chair
Waco MPO

Date

APPENDIX E: CERTIFICATION OF COMPLIANCE

CERTIFICATION OF COMPLIANCE

I, Jim Holmes, Council Member, District 5, City of Waco, a duly authorized officer/representative of the Waco MPO, do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR §200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” as it may be revised or superseded.

Jim Holmes / Council Member, District 5, City of Waco
Waco MPO Policy Board – Chair
Waco MPO

Date

Attest:

Dr. Mukesh Kumar

Director, Waco MPO

APPENDIX F: CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

I, Jim Holmes, Council Member, District 5, City of Waco, a duly authorized officer/representative of the Waco MPO, do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of 43 TAC § 31.39 “Required Internal Ethics and Compliance Program” and 43 TAC § 10.51 “Internal Ethics and Compliance Program” as it may be revised or superseded.

Jim Holmes / Council Member, District 5, City of Waco
Waco MPO Policy Board – Chair
Waco MPO

Date

Attest:

Dr. Mukesh Kumar

Director, Waco MPO

APPENDIX G

AMENDMENT SUMMARY

MPO Name
FY 20XX (and 20XX) UPWP Amendment Summary
(Optional)

Policy Board Action DATE	Federal Approval DATE	UPWP Amendment Resolution Number	UPWP Page #	CIV Reporting – DBE Goal	UPWP Amendment Summary
10/1/20XX	10/15/20XX	20XX.001	58 of 75	9/9/20XX	Amend FY 20XX funds to Task 5.2 Project Prioritization from \$35,000 to \$100,000

APPENDIX H

LIST OF ACRONYMS *(Optional)*

DRAFT