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January 29, 2025

Mr. Al Alonzi
Division Administrator
Federal Highway Administration
300 East Eighth Street, Suite 826
Austin, TX 78701

ATTN: Babatunde Tugbobo

Waco MPO FY 2024 Annual Performance & Expenditure Report

Dear Mr. Alonzi:

Attached for your review and acceptance is a copy of the Annual Performance and Expenditure Report for the Waco MPO. I have reviewed the document and recommend acceptance by the Federal Highway Administration and Federal Transit Administration.

Should you need additional information, I may be reached at
Todd.Gibson@txdot.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Gibson", with a horizontal line extending to the left.

Todd Gibson
Transportation Planner – MPO Coordinator
Transportation Planning & Programming Division

Attachment

cc:

Tony Ogboli, Federal Transit Administration
Victor Goebel, Transportation Planning and Development Director, Waco District,
TxDOT
Casey Wells, Section Director, Transportation Planning and Programming Division,
TxDOT
Mukesh Kumar, MPO Director, Waco MPO

Waco Metropolitan Planning Organization



Annual Performance and Expenditure Report

Fiscal Year 2024

October 1, 2023, to September 30, 2024

Prepared and Submitted: October 2024

FTA/FHWA Review and Acceptance: *pending*

MPO Policy Board Acceptance: *pending FTA/FHWA acceptance*

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(d)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation

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TASK 1.0

ADMINISTRATION / MANAGEMENT

TASK SUMMARY

This task aims to ensure continuing, cooperative, and comprehensive transportation planning for the Waco Urban Transportation Study. It accomplishes this objective by managing and administering work tasks and funding sources and facilitating and soliciting public participation. The MPO may use consultants to assist in completing a task. In addition, this task requires that all federal, state, and local guidelines and regulations are followed and met.

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

In FY 2025, the staff will prepare the new UPWP for Fiscal Years 2026 & 2027 in cooperation with TxDOT and WTS, 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 before adoption or any revisions.

Subtask 1.1 Work Performed and Status

The MPO staff prepared and acted upon one revision to the FY 2024 & 2025 UPWP and presented the document to the MPO Technical Advisory Committee (TAC) and Policy Board following the timelines within Table 1. Amendment 1 amends the FY 2024 & 2025 UPWP to reflect the MPO receiving additional funding for safety planning activities and making minor changes to its operational strategies, which impact the existing UPWP. Information regarding public informational meetings and public hearings can be found within Subtask 1.2.

The MPO staff prepared and submitted the FY 2023 Annual Performance and Expenditure Report to the Texas Department of Transportation in December 2023.

Table 1 – FY 2024 & 2025 UPWP Amendment 1 Work Timeline

Committee / Group	Work Performed	Date(s)
MPO Staff	Public Comment Period	June 10 to June 19, 2024
MPO Staff	Public Informational Meeting - 10:30 AM	June 10, 2024*
MPO Technical Advisory Committee	Adoption Recommendation	June 6, 2024*
MPO Policy Board	Final Public Hearing and Adoption	June 20, 2024*

*Meetings are conducted in person and virtually by the Texas Open Meetings Act.

Subtask 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 on its established policies and governing regulations. This will inform the public and receive their input on multi-modal transportation planning efforts in the Waco Metropolitan Area. The MPO staff will prepare briefings and presentations on transportation issues when appropriate. The MPO will post and advertise public notices of meetings as required. The MPO will maintain a website to disseminate information to the public further. 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.

Subtask 1.2 Work Performed and Status

The MPO conducted all meetings and public hearings by requirements identified within the approved MPO Public Participation Plan. Significant policy actions, as determined in the PPP, require a combination of public comment periods, public informational meetings, and hearings, each identified in Tables 3, 4, and 5. Presentations made to public interest groups are listed in Table 6. Additionally, as a matter of policy, public hearings are also conducted during each Policy Board meeting to allow visitors to speak on any matter of MPO business regardless of whether the item is on the agenda.

The Waco MPO Policy Board adopted revisions to the Waco MPO PPP to authorize MPO staff to make necessary administrative modifications and clarify the public hearing process.

During FY 2024, Policy Board and TAC meetings were conducted in person, and voting members and the public wishing to address the Board were required to be physically present, following the Texas Open Meetings Act. However, stakeholders and interested

citizens were offered a virtual option to attend whenever technically feasible. Public hearings were also conducted in person. However, the Waco MPO utilized videoconference tools to conduct public informational meetings by the Texas Open Meetings Act.

Table 2 – Public Comment Periods Conducted or Commenced During FY 2024

Period	Effective Dates	Proposed Action	Adoption	Adoption Date
1	January 17, 2024, to February 9, 2024	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 5	<u>Resolution 2024-1</u>	January 18, 2024
2	January 17, 2024, to February 9, 2024	Adopt 2023-2026 Transportation Improvement Program (TIP) Amendment 2	<u>Resolution 2024-2</u>	January 18, 2024
2	January 29, 2024, to February 7, 2024	Support TxDOT's 2024 Roadway Safety Targets	<u>Resolution 2024-4</u>	February 15, 2024
3	January 29, 2024, to February 7, 2024	Support Waco Transit System Inc.'s 2024 Public Transportation Agency Safety Plan (PTASP)	<u>Resolution 2024-5</u>	February 15, 2024
4	March 31, 2024, to April 29, 2024	Adoption of 2024 Comprehensive Safety Action Plan (CSAP)	<u>Resolution 2023-7</u>	April 29, 2024
5	March 31, 2024, to April 29, 2024	Adopt 2025-2038 Transportation Improvement Program (TIP) Amendment 1	<u>Resolution 2024-8</u>	May 16, 2024
6	June 10, 2024, to June 19, 2024	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 6	<u>Resolution 2024-9</u>	June 20, 2024
7	June 10, 2024, to June 19, 2024	Adoption of 2024 Comprehensive Safety Action Plan (CSAP) Amendment 1	<u>Resolution 2024-10</u>	June 20, 2024
8	June 10, 2024, to June 19, 2024	Adopt FY 2024-2025 UPWP Amendment 1	<u>Resolution 2024-11</u>	June 20, 2024

Table 3 – Public Informational Meetings Conducted During FY 2024

Meeting Date/Time	Location	Proposed Action	Adoption	Adoption Date
January 8, 2024, 12 noon	In Person/Virtual Conference Call	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 5	<u>Resolution 2024-1</u>	January 18, 2024
January 8, 2024, 5:30 PM	In Person/Virtual Conference Call	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 5	<u>Resolution 2024-1</u>	January 18, 2024
January 8, 2024, 12 noon	In Person/Virtual Conference Call	Adopt 2023-2026 Transportation Improvement Program (TIP) Amendment 2	<u>Resolution 2024-2</u>	January 18, 2024
January 8, 2024, 5:30 PM	In Person/Virtual Conference Call	Adopt 2023-2026 Transportation Improvement Program (TIP) Amendment 2	<u>Resolution 2024-2</u>	January 18, 2024
January 29, 2024 5:30 PM	In Person/Virtual Conference Call	Support TxDOT's 2024 Roadway Safety Targets	<u>Resolution 2024-4</u>	February 15, 2024
January 29, 2024 5:30 PM	In Person/Virtual Conference Call	Support Waco Transit System Inc.'s 2024 Public Transportation Agency Safety Plan (PTASP)	<u>Resolution 2024-5</u>	February 15, 2024
April 9, 2024 12 noon	In Person/Virtual Conference Call	Adoption of 2024 Comprehensive Safety Action Plan (CSAP)	<u>Resolution 2023-7</u>	April 29, 2024
April 9, 2024 5:30 PM	In Person/Virtual Conference Call	Adoption of 2024 Comprehensive Safety Action Plan (CSAP)	<u>Resolution 2023-7</u>	April 29, 2024
April 9, 2024 12 noon	In Person/Virtual Conference Call	Adopt 2025-2038 Transportation Improvement Program (TIP) Amendment 1	<u>Resolution 2024-8</u>	April 29, 2024
April 9, 2024 5:30 PM	In Person/Virtual Conference Call	Adopt 2025-2038 Transportation Improvement Program (TIP) Amendment 1	<u>Resolution 2024-8</u>	April 29, 2024
June 10, 2024, 10:30 AM	In Person/Virtual Conference Call	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 6	<u>Resolution 2024-9</u>	June 20, 2024

Meeting Date/Time	Location	Proposed Action	Adoption	Adoption Date
June 10, 2024, 10:30 AM	In Person/Virtual Conference Call	Adoption of 2024 Comprehensive Safety Action Plan (CSAP) Amendment 1	<u>Resolution 2024-10</u>	June 20, 2024
June 10, 2024, 10:30 AM	In Person/Virtual Conference Call	Adopt FY 2024-2025 UPWP Amendment 1	<u>Resolution 2024-1</u>	June 20, 2024

Table 4 – Public Hearings Conducted During FY 2024

Date	Proposed Action	Adoption
January 18, 2024	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 5	<u>Resolution 2024-1</u>
January 18, 2024	Adopt 2023-2026 Transportation Improvement Program (TIP) Amendment 2	<u>Resolution 2024-2</u>
February 15, 2024	Support TxDOT's 2024 Roadway Safety Targets	<u>Resolution 2024-4</u>
February 15, 2024	Support Waco Transit System Inc.'s 2024 Public Transportation Agency Safety Plan (PTASP)	<u>Resolution 2024-5</u>
April 29, 2024	Adoption of 2024 Comprehensive Safety Action Plan (CSAP)	<u>Resolution 2023-7</u>
May 16, 2024	Adopt 2025-2038 Transportation Improvement Program (TIP) Amendment 1	<u>Resolution 2024-8</u>
June 20, 2024	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 6	<u>Resolution 2024-9</u>
June 20, 2024	Adoption of 2024 Comprehensive Safety Action Plan (CSAP) Amendment 1	<u>Resolution 2024-10</u>
June 20, 2024	Adopt FY 2024-2025 UPWP Amendment 1	<u>Resolution 2024-11</u>

When requested, the MPO staff provided the public with information on meetings, demographics, transportation statistics, project and plan status, etc. In addition, MPO staff prepared and presented additional presentations upon request to various groups addressing specific topics identified in Table 6.

Table 5 – MPO Staff Presentations to Citizen / Interest Groups

Group	Topic	Date
Waco Chamber of Commerce	Waco MPO Presentation	May 21, 2024
Baylor University iEngage Summer Civics Institute	How can middle school students engage with local planners and decision-makers to improve transportation and mobility in their communities	July 22, 2024
City of Waco Sustainability Board	2045 MTP and Sustainability Efforts	June 13, 2024
Waco Sustainability Network's Green Communities Annual Conference	Carbon reduction opportunities in communities in the Waco area	September 10-11, 2024
Cooper Foundation Luncheon	Waco MPO Presentation	September 18, 2024

Subtask 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 (including annual maintenance agreements). The MPO Director will obtain all necessary prior approvals before all purchases totaling over \$5,000. The MPO Director will also prepare budgets, maintain financial records, and ensure funds are appropriately expended.

MPO staff members will maintain and enhance their knowledge of all governing regulations and procedures. They will also coordinate activities with participating agencies and other public and private interests and assist them as needed.

Subtask 1.3 Work Performed and Status

The annual budget was administered for FY 2024. The MPO purchased miscellaneous supplies and equipment using approved purchasing procedures. All required reports and public notices were prepared, filed, and maintained as appropriate or required by the MPO Staff. No individual purchases of more than \$5,000 were made during FY 2024.

MPO staff prepared and submitted grant proposals for Safe Streets and Roads for All, RAISE Grant, and Strengthening Mobility and Revolutionizing Transportation Grant applications.

Subtask 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 and any subject matter work group.

Subtask 1.4 Work Performed and Status

MPO Staff provided the Technical Advisory Committee and Policy Board with information as requested or needed. All MPO Policy Board and Technical Advisory Committee meetings were conducted according to requirements identified within the approved MPO Public Participation Plan. Table 7 identifies the meetings conducted for the Policy Board and Technical Advisory Committee during FY 2024. Table 8 lists the Work Group meetings conducted during FY 2024.

Table 6 – MPO Technical Committee & Policy Board Meetings during FY 2024

Committee / Group	Date
Technical Advisory Committee	November 2, 2023
Policy Board	November 16, 2023
Technical Advisory Committee	January 4, 2024
Policy Board	January 18, 2024
Technical Advisory Committee	February 1, 2024
Policy Board	February 15, 2024
Technical Advisory Committee	March 7, 2024
Policy Board	March 21, 2024
Technical Advisory Committee	April 4, 2024
Policy Board	April 18, 2024
Policy Board – Special Meeting	April 29, 2024
Technical Advisory Committee	May 2, 2024
Policy Board	May 16, 2024
Technical Advisory Committee	June 6, 2024
Policy Board	June 20, 2024
Technical Advisory Committee	September 5, 2024
Policy Board	September 19, 2024

Table 7 – MPO Work Group Meetings during FY 2024

Committee / Group	Date
Bicycle/Pedestrian Work Group Meeting	November 15, 2023
Connected Automated Work Group Meeting	January 17, 2024
Bicycle/Pedestrian Work Group Meeting	February 21, 2024
Connected Automated Work Group Meeting	April 17, 2024
Bicycle/Pedestrian Work Group Meeting	May 15, 2024
Connected Automated Work Group Meeting	July 17, 2024
Bicycle/Pedestrian Work Group Meeting	August 21, 2024

Subtask 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 Waco MPO Policy Board for the following out of state travel but does not constitute TxDOT approval:

Spring 2024 – Association of MPOs Planning Tools & Training Symposium, May 6-9, 2024, Albuquerque, NM.

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

Spring 2025 – Association of MPOs Planning Tools & Training Symposium, at a location yet to be determined.

Fall 2025 – Association of MPOs Annual Conference 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.

Subtask 1.5 Work Performed and Status

Table 9 identifies the training MPO staff members attended during FY 2024.

Table 8 – Training Events and Travel for MPO Staff during FY 2024

Event	Staff	Location	Date(s)
Hispanic Leaders Qualified Community Interpreter Course & Certification	1	Virtual-Flex	October 1, 2023-March 1 2024
SMART Grant Touch Point Meeting	2	Virtual	October 2, 2023
Utah Connected Webinar Series	1	Virtual	October 4, 2023
SMART Grant Touch Point Meeting	1	Virtual	October 5, 2023

EOC Information Center Training	1	Waco, TX	October 16, 2024
Travel Demand Model Training	1	Austin, TX	October 17, 2023
Safe-D Webinar: Real-Time Risk Prediction at Signalized Intersection Using Graph Neural Network	1	Virtual	October 24, 2023
Equity in Roadway Safety Workshop: Public Involvement Strategies	2	Virtual	October 24, 2023
APA Texas Conference	1	Corpus Christi, TX	November 8-11, 2023,
Transportation and Blindness Webinar	1	Virtual	November 13, 2023
Safe-D Webinar: Connected Vehicle Data Safety Applications	1	Virtual	November 15, 2023
TxDOT Digital Roadway Data User Group	1	Virtual	November 21, 2023
TEMPO Executive Directors Fall 2023 Meeting	1	Virtual	November 30, 2024 - December 1, 2024
25 th Street Corridor Stakeholder Meeting	2	Waco, TX	December 11, 2023
Waco Regional Data & GIS Group	3	Virtual	December 12, 2023
Decision Lens Training Workshop	5	Waco, TX	December 13, 2024
TxDOT Digital Roadway Data User Group	2	Virtual	December 19, 2023
Smart City, Cyber Complexities, and Legal Framework Training	1	Virtual	January 10, 2024
TxDOT Digital Roadway Data User Group	1	Virtual	January 16, 2024
Waste in Transit Webinar – Exploration	3	Virtual	January 19, 2024
Introductory Webinar for FY23 SS4A Grant Recipients	2	Virtual	January 23, 2024
HR Training	1	Waco, TX	January 31, 2024
TxDOT Digital Roadway Data User Group	2	Virtual	February 20, 2024
Waco MPO Weight Exercise Workshop	3	Virtual	March 1, 2024
Decision Lens Workshop	4	Virtual	March 4, 2024
Spring 2024 STIP Workshop	4	Virtual	March 5, 2024
Waco Regional Data & GIS Group	3	Virtual	March 12, 2024
Hispanic Leader Network	1	Waco, TX	March 14, 2024
Decision Lens Workshop	5	Hybrid	March 15, 2024
TxDOT Digital Roadway Data User Group	2	Virtual	March 19, 2024
TEMPO Executive Directors Meeting	1	Austin, TX	March 21, 2024
Safe-D Webinar: Micromobility Regulation Best Practices Review: Scoot Now, Regulate Later	1	Virtual	March 26, 2024

Equity in Roadway Safety Webinar Series	2	Virtual	March 27, 2024
Hispanic Leaders Network	1	Waco, TX	April 4, 2024
ATIIP Discretionary Grant NOFO Information Session	2	Virtual	April 9, 2024
TxDOT Digital Roadway Data User Group	1	Virtual	April 16, 2024
Social Media Training	1	Waco, TX	April 25, 2024
Social Media Luncheon	1	Virtual	May 1, 2024
RITIS User Group Web Mtg	2	Virtual	May 7, 2024
TxDOT Digital Roadway Data User Group	2	Virtual	May 21, 2024
Equity in Roadway Safety Webinar Series	2	Virtual	May 22, 2024
Statewide Resiliency Plan MPO Workshop	1	Virtual	May 22, 2024
SMART Grant FY24 Stage 1 NOFO: How to Apply	1	Virtual	May 28, 2024
2024 TxDOT TSMO Summit	1	Austin, TX	June 4 - June 6, 2024
Waco Regional Data & GIS Group	3	Virtual	June 11, 2024
TxDOT Digital Roadway Data User Group	2	Virtual	June 18, 2024
TEMPO Webinar	2	Virtual	June 28, 2024
Safe Streets for All – Vision Zero Training	1	Waco, TX	June 26, 2024
TxDOT Digital Roadway Data User Group	2	Virtual	July 16, 2024
Using Data to Effectively Tell Your Community's Story (DOT Navigator Two-Part Webinar Series)	2	Virtual	July 22, 2024
Equity in Roadway Safety Webinar Series	1	Virtual	July 24, 2024
TPP TDM Training (TDM 101)	4	Virtual	July 30, 2024
TPP TDM Training (Networks & TAZs)	4	Virtual	July 30, 2024
TPP TDM Training (Scenario Analysis)	4	Virtual	August 1, 2024
TPP TDM Training (Model Outputs)	4	Virtual	August 2, 2024
Public Transportation Connectivity & Informational Forum	2	Waco, TX	August 6, 2024
Public Transportation Connectivity & Informational Forum	2	Waco, TX	August 8, 2024
Hispanic Leader Network	1	Waco, TX	August 15, 2024
TxDOT Digital Roadway Data User Group	1	Virtual	August 20, 2024
TxDOT & MPO Senior Leadership Meeting	1	Austin, TX	August 22, 2024
2024 TxDOT Transportation Planning Conference	2	Austin, TX	September 3 - 5, 2024
FHWA ITS Architecture Workshop	2	Austin, TX	September 3, 2024

Equity in Roadway Safety Webinar Series: Roadway Safety for People Experiencing Homelessness	1	Virtual	September 4, 2024
TEMPO: September 2024 Executive Director's Meeting	2	Arlington, TX	September 5-6, 2024
Waco Regional Data & GIS Group	2	Virtual	September 10, 2024
Green Communities Conference	4	Waco, TX	September 10-11, 2024
Decision Lens Product Talks Webinar	2	Virtual	September 12, 2024
Hispanic Leader Network	1	Waco, TX	September 13, 2024
Shape the Future of STIP: North-Central Region Focus Group Invitation	2	Virtual	September 13, 2024
Association of MPOs (AMPO) Annual Conference	1	Salt Lake City, Utah	September 24- 27, 2024
2050 MTP Roundtable Discussion Series (Integrating Safety into the Planning Process)	2	Virtual	September 26, 2024

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

The MPO staff will maintain public involvement procedures to ensure 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. Based on these reviews, the MPO will revise the Public Participation Plan as necessary. The MPO will review and utilize various analysis tools 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), as well as 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 cannot 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.

Subtask 1.6 Work Performed and Status

MPO staff conducted all public informational meetings, public hearings, Policy Board, Policy Board Subcommittee, and Technical Advisory Committee (TAC) meetings during FY 2024 by requirements identified within the Public Participation Plan (PPP) and Limited English Proficiency Plan. All public hearings, Policy Board, and TAC meetings were conducted in person and held at locations within ¼ mile of the Waco Transit System fixed route system.

All solicitations of public comment identified in Subtask 1.2 included at least one public informational meeting conducted within ¼ mile of the Waco Transit System fixed route system. A hybrid meetings system was used to conduct public informational meetings and solicitations of public comment to allow the public to participate virtually or in person. By the Texas Open Meetings Act requirements, specifically Section 551.127 regarding videoconference calls, the MPO Director and staff were physically present at the meeting location, and members of the public were invited to attend in person or by videoconference. Public comments could be submitted in person, by mail, email, and via the MPO website.

The MPO staff also reviewed the LEP in FY 2024 and concluded no amendments were required. A four-factor analysis was re-evaluated by staff in July of 2024. There were no significant changes to the concentration of LEP populations. The MPO advertised each solicitation of public comment, public informational meetings, public hearings, and MPO Policy Board meetings in Spanish through social media outlets provided by the Waco Hispanic Chamber of Commerce and La Ley Radio Spanish station. The MPO staff provided comment forms and other important documents in Spanish at all public informational meetings, whether in-person or virtually. A Spanish translator was made available for meetings conducted in communities with a high percentage of persons speaking Spanish, for which there was a likely need for Spanish translations. For all other meetings, the provision of a Spanish translator with advance notice was advertised. All meetings additionally advertised that the MPO would accommodate any special requests for people requiring special assistance with 24-hour advance notification.

The MPO staff continued the consideration of demographic characteristics, including race/ethnicity, poverty, automobile availability, persons over age 65, and persons with a mobility disability. These data were utilized during development of performance targets related to roadway safety, pavement and bridge condition, public transit safety and public transportation asset condition, and support of Transportation Alternatives (TA) grant applications. MPO staff conducted a call for proposals and project selection for Carbon Reduction Program projects. MPO staff continued utilizing the latest US Census Bureau and American Community Survey (ACS) data for these considerations.

During FY 2024, the Waco MPO reviewed the Title VI Program and Implementation Plan for the Waco Urbanized Area and concluded no amendments were required at this time. The Title VI Program organizes the MPO's nondiscrimination practices already in place and incorporates them into one document. The Program identifies how Title VI

procedures and actions are to be used and followed by the MPO and how they are communicated to staff, stakeholders, subcontractors, and the public.

TASK 1.0 FUNDING SUMMARY

Funding Source	Amount Budgeted	Amount Expended	Balance	Percent Expended
Transportation Planning Funds (TPF)	\$151,000	\$139,527.00	\$11,473.00	92.4%
General Transportation Planning Funds (GTPF)	\$0.00	\$0.00	\$0.00	0%
Local Funds	\$0.00	\$0.00	\$0.00	0%
FTA	\$0.00	\$0.00	\$0.00	0%
Congestion Mitigation / Air Quality (CMAQ)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Surface Transportation Program (STP) / Metro Mobility (MM)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Total	\$151,000	\$139,527.00	\$11,473.00	92.4%

TASK 2.0

DATA DEVELOPMENT AND MAINTENANCE

TASK SUMMARY

To provide and analyze current and projected demographic, employment, and socioeconomic data for the Study Area, which will assist in producing and modifying the Metropolitan Transportation Plan and Transportation Improvement Program and will assist in public transportation planning. The MPO may use consultants to assist in completing a task.

Subtask 2.1 Demographic Data Activities – MPO

The MPO will collect and analyze necessary demographic data in support of the development of 2050 MTP, and any revisions of the current MTP, 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.

Subtask 2.1 Work Performed and Status

The MPO Staff has submitted all data and reports to the Texas Department of Transportation as required. MPO staff provided traffic counts and model forecasts when requested, as well as technical assistance regarding analysis produced by the MPO when requested. MPO staff analyzed 2020 census data to evaluate possible Transportation Management Area (TMA) designation and to prepare socio-economic data forecasts for the Waco travel demand model update in FY 2024. A major focus for FY 2024 was to complete extensive data analysis in support of the development of 2050 MTP.

Subtask 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 maintained by the City of Waco. Specific geodatabases that will receive focus are Low Income and Minority Neighborhoods, Areas of Persistent Poverty, 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.

Subtask 2.2 Work Performed and Status

For FY 2024, the MPO Staff provided GIS support to the MPO as required. Each GIS database layer maintained by the MPO was updated when necessary and accurately verified. The MPO staff updated the following layers to incorporate changes during FY 2024: highway functional classification, traffic crashes, Bike Crashes, Pedestrian Crashes, Carbon Reduction Program Projects, Areas of Persistent Poverty, Smart Location Index, Annual Average Daily Traffic, 2020 Adjusted Urbanized Areas, Transportation Improvement Program Projects.

Subtask 2.3 Air Quality Data – MPO, TCEQ, HOTCOG, Consultant

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

Subtask 2.3 Work Performed and Status

Waco MPO staff regularly monitored air quality data for the region in fiscal year 2024, as described in Subtask 3.10. No data collection or technical assistance requests related to air quality were made to the MPO this fiscal year.

TASK 2.0 FUNDING SUMMARY

Funding Source	Amount Budgeted	Amount Expended	Balance	Percent Expended
Transportation Planning Funds (TPF)	\$131,000	\$114,917.95	\$16,082.05	87.7%
General Transportation Planning Funds (GTPF)	\$0.00	\$0.00	\$0.00	0%
Local Funds	\$0.00	\$0.00	\$0.00	0%
FTA	\$0.00	\$0.00	\$0.00	0%
Congestion Mitigation / Air Quality (CMAQ)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
STP/MM	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Total	\$131,000	\$114,917.95	\$16,082.05	87.7%

TASK 3.0

SHORT RANGE PLANNING

TASK SUMMARY

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 providing transit services to improve the overall transit system. The MPO may use consultants to assist in the completion of a task.

Subtask 3.1 Transportation Improvement Program (TIP) – FTA, FHWA, TxDOT, MPO, WTS

The MPO staff, in conjunction with the Waco District of TxDOT and WTS, will implement, manage and amend the TIP for fiscal years 2024 through 2028, 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.

Subtask 3.1 Work Performed and Status

In conjunction with the Waco District of TxDOT and WTS, the MPO staff will implement, manage, and amend the TIP for fiscal years 2024 through 2028 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 be reviewed by the Technical Advisory Committee before adoption by the Policy Board. The MPO staff reviewed the 2023-2026 Transportation Improvement Program (TIP) and prepared one amendment during FY 2024. The work timeline for the amendments is summarized in Table 10.

MPO staff reviewed and verified the accuracy of the June 2024 Annual Listing for FY 2023 provided by TxDOT's Transportation Planning and Programming Division.

Table 9 – 2023-2026 TIP Amendment 2 Work Timeline

Committee / Group	Work Performed	Date(s)
TxDOT / Waco District Staff	Discussion regarding projects to include within TIP Amendment 2	June-November 2023
MPO Technical Advisory Committee	Review draft TIP	January 4, 2024

MPO Staff	Public Comment Period	January 8, 2024, to January 17, 2024
MPO Staff	Public Informational Meeting – 12 noon	January 8, 2024*
MPO Staff	Public Informational Meeting – 5:30pm	January 8, 2024*
MPO Technical Advisory Committee	Adoption Recommendation	May 2, 2024
MPO Policy Board	Final Public Hearing and Adoption	May 16, 2024

*Meetings are conducted in person and virtually by the Texas Open Meetings Act.

Subtask 3.2 Grant Preparation – FTA, WTS

WTS will develop in coordination with the FTA an application for a Section 5307 Grant for fiscal years 2024 and 2025. WTS 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. WTS 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 WTS in support of transit planning efforts.

Subtask 3.2 Work Performed and Status

WTS developed, in coordination with the FTA, applications for Section 5307 Grant for fiscal years 2024 and 2025. WTS managed the FY 2024 and FY 2025 grants to ensure funds are expended effectively and by federal requirements. Documents, certifications, and quarterly reports were prepared and submitted to the FTA and TxDOT. WTS staff also prepared updates to Title VI, National Transit Database, Disadvantaged Business Enterprise listings, and Public Participation documents and analyzed current policies' effectiveness in meeting these requirements. Waco MPO provided planning services as requested by WTS in support of transit planning efforts. No major changes were made to the current policies.

Subtask 3.3 Performance and Quality Evaluation- FTA, MPO, WTS

WTS 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 WTS facilities and rolling stock. Recommendations on addressing weaknesses will be developed.

Subtask 3.3 Work Performed and Status

Waco Transit System analyzed route viability for all operational routes, including all Fixed Routes, Baylor University service, and Marlin. Waco Transit System produced an analysis of its service each month during FY 2024 and submitted the results to the National Transit Database.

Monthly ridership for Baylor was recorded, and regular meetings were held with Baylor administrators to assess shuttle service and determine Baylor's future transportation needs.

During FY 2024, the City of Waco/Waco Transit System renewed interlocal agreements with McLennan County Rural Transit District. This agreement renewed the rural transit service agreement for an additional three-year period. This extended the agreement through September 30, 2027.

Waco Transit System and the City of Waco continued to utilize the interlocal agreement with McLennan Community College, Waco ISD, and TSTC and will continue through the end of FY2025.

Waco Transit System also released a Request for Proposals (RFP) in FY2024 requesting a 3rd party service provider to provide and implement new scheduling software and services for WTS and MCRTD and which was awarded as of FY2025.

Waco Transit System staff worked with TxDOT regarding transit asset management (TAM) targets for FY 2023-2026 and became part of the TxDOT Group Sponsored Plan. FTA requires compliance with the TAM Rule (49 CFR Part 625) for any recipients or sub-recipients that own, operate, or manage capital assets for public transportation. Participation in the TxDOT Group Sponsored TAM Plan ensures compliance with the TAM Rule.

Waco Transit System staff reviewed the Public Transit Agency Safety Plan (PTASP) and updated it based on new provisions under 49 U.S.C 5329d. The PTASP was initially certified by TxDOT on July 15, 2020. The Waco City Council adopted Transit Asset Management and Safety targets for FY 2024 in December 2023 and the Waco MPO Policy Board in February 2024.

Subtask 3.4 Education and Training - FTA, WTS

WTS 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.

Subtask 3.4 Work Performed and Status

WTS personnel attended workshops and seminars on transit planning in the State and Southwest Region. Staff will continue to maintain their knowledge of all pertinent regulations and changes.

Subtask 3.5 Americans with Disability Act Planning - FTA, WTS

WTS will continue to evaluate conformance with Americans with Disability Act (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.

Subtask 3.5 Work Performed and Status

Waco Transit System continued to evaluate conformance with ADA requirements and local service provisions relating to those requirements. Corrections to identified problem areas were addressed as required. Staff continued to evaluate overall accessibility issues, including transit facilities and employment opportunities. The Waco Transit System Demand Response Service (DRS) Policy was audited by TxDOT Compliance and passed all ADA requirements.

Subtask 3.6 Public Transit Education Programs - WTS, Various School Districts

WTS will continue to develop and distribute audio-visual materials for broadcast on the City of Waco Cable Channel and for public service announcements. WTS 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. WTS 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 WTS to better serve area youths. WTS's staff is involved in several community organizations.

Subtask 3.6 Work Performed and Status

The Waco Transit System continued developing and distributing audiovisual materials for broadcast on the City of Waco Cable Channel and public service announcements through local media outlets. In addition to advertisements and digital outlets, the Waco Transit System worked alongside the City of Waco's IT department to update the new website for the Waco Transit System, which will be implemented in FY 2024.

Waco Transit System has developed educational items that promote public transportation and distributed these items at special events. Also, the Waco Transit System has continued to translate vital documents such as transit maps to the Spanish Language. Waco Transit System continued involvement with various organizations to help deliver knowledge of the transit system and how it functions with various agencies such as Heart of Texas (HOT) Workforce, Family Abuse Center of Waco, Care Net Pregnancy Center, McLennan Community College, Texas State Technical College, and Waco Independent School Districts. These events were conducted in person as well as virtually.

Subtask 3.7 Welfare to Work Efforts – FTA, MPO, WTS, TxDOT, Waco Housing Authority

WTS 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 WTS. WTS 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.

Subtask 3.7 Work Performed and Status

Waco Transit System reviewed its routes and schedules based on an analysis of ridership and passenger surveys collected during FY 2023 and implemented appropriate changes. The system ascertained the need to engage the suburban communities of Waco to educate potential customers on employment and educational opportunities that are accessible through the local transit system. Additionally, Waco Transit System staff reviewed the Evening Link Service and concluded that no changes are needed.

In September 2022, the Waco Transit System issued a Request for Proposals (RFP No. 2022-898) to procure a fleet transition study. The purpose of this study was to analyze the costs, benefits, timelines, and risks of various low/zero emission fleet propulsion options, assess existing infrastructure, assess the need to transition to various powering fueling options, and make recommendations to develop a transition plan by requirements of the Bipartisan Infrastructure Law. This analysis that was awarded (2023-096) to the Alliance Transportation Group, LLC, assisted Waco Transit System in the competitive grant application opportunity by performing a LOW/Zero Emission Propulsion study, infrastructure assessment, and transition plan that would support the LOW/NO Grant Application that was submitted and awarded to Waco Transit System for \$3,133,129.00 (2023-957). In FY2024 Waco Transit System agreed to a free pilot program providing micro transit services to the urbanized Waco area and entered into a six-month contract with the Routing Company with the use of the Pingo app, began providing this new service as of April 29, 2024.

Subtask 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.

Subtask 3.8 Work Performed and Status

At the request of TxDOT, the MPO Policy Board concurred with recommendation on STRAHNET designations within the Waco MPO planning area. The MPO staff reviewed the functional classification system with the Waco District of TxDOT and determined that no changes were required during FY 2024.

Subtask 3.9 Coordination of Public Transportation Services – MPO, WTS, McLennan County, HOTCOG, FTA, TxDOT

The MPO and WTS will assist WTS 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.

Subtask 3.9 Work Performed and Status

As shown in Table 11, MPO staff attended six HOTCOG Regional Transportation Coordination Council (RTCC) meetings during FY 2024.

Table 10 - Regional Transportation Coordination Council (RTCC) Meetings

Committee / Group	Date
Regional Transportation Coordination Council	February 22, 2024
Regional Transportation Coordination Council	March 28, 2023
Regional Transportation Coordination Council	April 25, 2024
Regional Transportation Coordination Council	June 25, 2024
Regional Transportation Coordination Council	July 26, 2024
Regional Transportation Coordination Council	September 25, 2024

Subtask 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.

Subtask 3.10 Work Performed and Status

MPO staff continued monitoring air quality data and provided periodic reports regarding trends to the MPO Policy Board and TAC. As of September of 2024, the Waco Metropolitan Area remained in attainment for all air pollutants by the Environmental Protection Agency (EPA).

TASK 3.0 FUNDING SUMMARY

Funding Source	Amount Budgeted	Amount Expended	Balance	Percent Expended
Transportation Planning Funds (TPF)*	\$154,000.00	\$137,649.25	\$16,350.75	89.4%
General Transportation Planning Funds (GTPF)	\$0.00	\$0.00	\$0.00	0.00%
Local Funds	\$39,200.00	\$11,107.32	\$28,092.68	28.3%
FTA	\$156,800.00	\$44,429.30	\$112,370.70	28.3%
Congestion Mitigation / Air Quality (CMAQ)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
STP/MM	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Total	\$350,000.00	\$193,185.87	\$156,814.13	55.70%

*The City contracts with RATP Dev, USA to provide management of its fixed-route and ADA complementary paratransit systems, as well as maintenance of the City's FTA-funded assets. Waco Transit employs all transit personnel except for the General Manager, who is employed by RATP Dev, USA. No TPF funds were used for training and education of staff from Waco Transit System or RATP Dev.

TASK 4.0

LONG RANGE TRANSPORTATION PLANNING

TASK SUMMARY

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.

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

The MPO will review and amend Connections 2045: The Waco Metropolitan Transportation Plan as necessary. Revisions to the plan will reflect the connection between transportation investments and regional system performance. They will follow approved public participation procedures and be reviewed by the Technical Advisory Committee prior to approval by the Waco MPO 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 follow approved public participation procedures and review by the Technical Advisory Committee before approval by the Policy Board by January 2025.

Subtask 4.1 Work Performed and Status

During FY 2024, MPO staff developed and adopted two amendments to Connections 2045: The Waco Metropolitan Transportation Plan (2045 MTP) with revisions to meet FAST Act requirements regarding public transportation safety performance targets and to update project recommendations to maintain consistency with the FY 2023-2026 TIP. The adoption of Amendment 5 to the 2045 MTP followed approved public participation procedures and was reviewed by the TAC before approval by the Policy Board. Table 12 provides a timeline of work tasks for adopting Amendment 5 to the 2045 MTP.

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 follow approved public participation procedures and review by the Technical Advisory Committee before approval by the Policy Board by January 2025.

Table 11 – 2045 MTP Amendment 5 Work Timeline

Committee / Group	Work Performed	Date(s)
MPO Staff	Public Comment Period	January 17 to February 9, 2024
MPO Staff	Public Informational Meeting – 12:00 PM	January 8, 2024
MPO Staff	Public Informational Meeting – 5:30 PM	January 8, 2024
MPO Technical Advisory Committee	Recommendations for Approval	January 4, 2024
MPO Policy Board	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 5 <u>Resolution 2024-1</u>	January 18, 2024

Table 12 – 2045 MTP Amendment 6 Work Timeline

Committee / Group	Work Performed	Date(s)
MPO Staff	Public Comment Period	June 10 to 19, 2024
MPO Staff	Public Informational Meeting – 10:30 PM	June 10, 2024
MPO Technical Advisory Committee	Recommendations for Approval	June 6, 2024
MPO Policy Board	Adopt Connections 2045: The Waco Metropolitan Transportation Plan (MTP) Amendment 6 Resolution 2024-9	June 20, 2024

In addition to the MTP efforts, the MPO Policy Board acted on the following targets related to FAST Act performance measures:

- Acknowledge and Accept Waco Transit System Inc.’s Public Transportation Agency Safety Plan (PTASP) and support adopted safety targets for 2024
- Support Waco Transit System’s 2024 transit asset condition targets
- Support 2024 statewide roadway safety targets

Tables 13 and 14 identify the timeline of significant work tasks associated with approving 2024 performance measure targets.

Table 13 – 2050 MTP Work Timeline

Committee / Group	Work Performed	Date(s)
MPO Staff / Steering Committee	Public Agency Listening Session	October 9, 2023
MPO Staff / Steering Committee	Regional Visioning Workshop All Day	October 19, 2023
MPO Staff / Steering Committee	MTP Committee Meeting	January 8, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	February 12, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	March 11, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	April 15, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	May 13, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	June 10, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	July 8, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	August 12, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	September 9, 2024
MPO Staff / Steering Committee	MTP Committee Meeting	October 14, 2024
MPO Staff	Public Informational Meeting – 11 AM to 1 PM	September 11, 2024
MPO Staff	Public Informational Meeting – 5-7 PM	September 17, 2024

Subtask 4.2 Thoroughfare Plan - MPO, TxDOT

The MPO staff will use the information provided by 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 be reviewed by the Technical Advisory Committee before adoption by the Policy Board.

Subtask 4.2 Work Performed and Status

The MPO staff engaged with the City of Waco staff in their 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. No major changes were considered. All future plan revisions, as needed, will follow approved public participation procedures and be reviewed by the Technical Advisory Committee before adoption by the Policy Board.

Subtask 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 be reviewed by the Technical Advisory Committee before adoption by the Policy Board.

Subtask 4.3 Work Performed and Status

Waco MPO, with the assistance of WTS, TxDOT, and MPO staff, will develop and adopt the 2050 Metropolitan Transportation Plan through a new “Call for Proposal and Project Evaluation System.”. For a list of Bicycle/Pedestrian Work Group meetings, see Table 8 in Subtask 1.4. Waco MPO staff facilitated public information exchange between the Bicycle/Pedestrian Work Group and TxDOT consultants developing the Texas Statewide Active Transportation Plan.

TASK 4.0 FUNDING SUMMARY

Funding Source	Amount Budgeted	Amount Expended	Balance	Percent Expended
Transportation Planning Funds (TPF)	\$194,000	\$185,041.62	\$8,958.38	95.4%
General Transportation Planning Funds (GTPF)	\$0.00	\$0.00	\$0.00	0%
Local Funds	\$0.00	\$0.00	\$0.00	0%
FTA	\$0.00	\$0.00	\$0.00	0%
Congestion Mitigation / Air Quality (CMAQ)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
STP/MM	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Total	\$194,000	\$185,041.62	\$8,958.38	95.4%

TASK 4.0 FUNDING SUMMARY (Revised July 2024 via Amendment 1)

Funding Source	Amount Budgeted	Amount Expended	Balance	Percent Expended
Transportation Planning Funds (TPF)	\$269,000*	\$185,041.62	\$83,958.38	68.8%
General Transportation Planning Funds (GTPF)	\$0.00	\$0.00	\$0.00	0%
Local Funds	\$0.00	\$0.00	\$0.00	0%
FTA	\$0.00	\$0.00	\$0.00	0%
Congestion Mitigation / Air Quality (CMAQ)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
STP/MM	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Total	\$269,000	\$185,041.62	\$83,958.38	68.8%

* Since all the work on the 2050 MTP was done by the MPO staff without assistance from consultants, the originally allocated amount of \$100,000 was transferred from Task 5 to Task 4 via Amendment 1 of the UPWP.

TASK 5.0

SPECIAL STUDIES

TASK SUMMARY

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

TASK SUMMARY

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

Subtask 5.1 Waco MPO 2050 Metropolitan Transportation Plan – MPO, WTS, Consultant, TxDOT

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

Subtask 5.1 Work Performed and Status

Waco MPO with assistance from TxDOT and WTS has completed the work on the development of 2050 Metropolitan Transportation Plan. Named “Convey 2050: Shaping Regional mobility across McLennan County,” it is scheduled to be adopted by the Policy Board at its January 2025 meeting. The 2050 MTP was completed without assistance from consultants.

Subtask 5.2 Waco MPO Comprehensive Safety Action Plan – MPO, WTS, Consultant, TxDOT

Waco MPO with the assistance of consultants, WTS, TxDOT and MPO staff, will develop and adopt a Comprehensive Safety Action Plan. (Note: Funding for this task is provided by SS4A grant as reflected in the summary funding table.)

Subtask 5.2 Work Performed and Status

Waco MPO, with the assistance of consultants, WTS, TxDOT, and MPO staff, developed and adopted its Comprehensive Safety Action Plan in May 2024. This plan was funded with a grant from the Safe Streets for All (SS4A) Program.

TASK 5.0 FUNDING SUMMARY

Funding Source	Amount Budgeted	Amount Expended	Balance	Percent Expended
Transportation Planning Funds (TPF)	\$100,000.00*	\$0.00	\$100,000.00	0.0%
General Transportation Planning Funds (GTPF)	\$0.00	\$0.00	\$0.00	0.0%
Local Funds	\$0.00	\$0.00	\$0.00	0.0%
FTA	\$0.00	\$0.00	\$0.00	0.0%
Congestion Mitigation / Air Quality (CMAQ)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
STP/MM	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Total	\$100,000.00	\$0.00	\$100,000.00	0.0%

* Since all the work on the 2050 MTP was done by the MPO staff without assistance from consultants, the originally allocated amount of \$100,000 was transferred to Task 4 via Amendment 1 of the UPWP.

**TOTAL TRANSPORTATION PLANNING FUNDS (TPF)
BUDGETED AND EXPENDED FOR FY 2024**

UPWP Task	Description	Amount Budgeted	Amount Expended	Balance	Percent Expended
1.0	Administration-Management	\$151,000.00	\$139,527.00	\$11,473.00	92.4%
2.0	Data Development and Maintenance	\$131,000.00	\$114,917.95	\$16,082.05	87.7%
3.0	Short Range Planning	\$154,000.00	\$137,649.25	\$16,350.75	89.4%
4.0	Metropolitan Transportation Plan	\$194,000.00	\$185,041.62	\$8,958.38	95.4%
5.0	Special Studies	\$100,000.00	\$0.00	\$100,000.00	0%
TOTAL		\$730,000.00	\$577,135.82	\$152,864.18	79.1%

**TOTAL FEDERAL TRANSIT ADMINISTRATION SECTION 5307 (9) AND
CARRYOVERSFUNDS
BUDGETED AND EXPENDED FOR FY 2024**

UPWP Task	Description	Amount Budgeted	Amount Expended	Balance	Percent Expended
1.0	Administration-Management	\$0.00	\$0.00	\$0.000	0.00%
2.0	Data Development and Maintenance	\$0.00	\$0.00	\$0.00	0.00%
3.0	Short Range Planning	\$156,800	\$44,429.30	\$112,370.7	28.3%
4.0	Metropolitan Transportation Plan	\$0.00	\$0.00	\$0.00	0.00%
5.0	Special Studies	\$0.00	\$0.00	\$0.00	0.00%
TOTAL		\$156,800	\$44,429.30	\$112,370.70	28.3%

**TOTAL LOCAL PLANNING FUNDS
BUDGETED AND EXPENDED FOR FY 2024**

UPWP Task	Description	Amount Budgeted	Amount Expended	Balance	Percent Expended
1.0	Administration-Management	\$0.00	\$0.00	\$0.00	0.00%
2.0	Data Development and Maintenance	\$0.00	\$0.00	\$0.00	0.00%
3.0	Short Range Planning	\$39,200.00	\$11,107.32	\$28,092.68	28.3%
4.0	Metropolitan Transportation Plan	\$0.00	\$0.00	\$0.00	0.00%
5.0	Special Studies	\$0	\$0	\$0	0%
TOTAL		\$39,200.00	\$11,107.32	\$28,092.68	28.3%

**TOTAL GENERAL PURPOSE TRANSPORTATION PLANNING FUNDS
BUDGETED AND EXPENDED FOR FY 2024**

UPWP Task	Description	Amount Budgeted	Amount Expended	Balance	Percent Expended
1.0	Administration-Management	\$151,000.00	\$139,527.00	\$11,473.00	92.4%
2.0	Data Development and Maintenance	\$131,000.00	\$114,917.95	\$16,082.05	87.7%
3.0	Short Range Planning	\$350,000.00	\$193,185.87	\$156,814.13	55.2%
4.0	Metropolitan Transportation Plan	\$194,000.00	\$185,041.62	\$8,958.38	95.4%
5.0	Special Studies	\$100,000.00	\$00.00	\$100,000.00	00.0%
TOTAL		\$926,000.00	\$632,672.44	\$293,327.56	68.3%

NOTES ON CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS

The Waco Metropolitan Area is in attainment for all air pollutants by the EPA. As a result, the Waco MPO is not eligible for CMAQ funds.

NOTE ON SURFACE TRANSPORTATION PROGRAM / METROPOLITAN MOBILITY FUNDS (STP/MM)

Metropolitan areas where the urbanized area population is less than 200,000 are not eligible for STP/MM funds. According to the U.S. Census Bureau, the Waco Urbanized Area had a population less than 200,000 for 2020 and is therefore not eligible for STP/MM funds.