

MPO Policy Board

Thursday, May 20, 2021

Dr Mae Jackson Development Center
1st Floor Main Conference Room, 2:00 p.m.
401 Franklin Ave, Waco, Texas



Waco Metropolitan Planning Organization

Summary Notes **DRAFT**

In accordance with social distancing guidelines issued by the City of Waco and McLennan County, the Waco MPO Policy Board meeting was not open to the public. Board members attended virtually. The meeting was video recorded and uploaded to the Waco MPO website following the meeting on May 20, 2021.

Members of the public were requested to submit comments on any agenda item no later than 10:00am on Thursday, May 20, 2021 via email, fax or phone call to the MPO office to be read into the official record as part of agenda item II. Members of the public desiring to address the Policy Board for specific public hearings were requested to register with MPO staff no later than 10:00am on Thursday, May 20, 2021.

Policy Board Members Present:

Ms. Andrea Barefield	Council Member, City of Waco
Mr. Jacob Bell	Citizen Representative, City of Waco
Mr. Keith Bond	City Manager, City of Lacy Lakeview
Mr. Josh Borderud	Council Member, City of Waco
Mr. Paul Cain, Proxy for Ms. Deidra Emerson	Deputy City Manager, City of Waco
Mr. Kevin Evans	City Manager, City of McGregor
Hon. Scott Felton	County Judge, McLennan County
Mr. Ross Harris	Plan Commission, City of Waco
Hon. Jim Holmes	Council Member, City of Waco
Hon. Will Jones	County Commissioner, Pct. 3, McLennan County
Hon. Dillon Meek	Mayor, City of Waco
Dr. Shawn Oubre	City Manager, City of Woodway
Mr. Joseph R. Pace	City Manager, City of Lorena
Hon. Hector Sabido	Council Member, City of Waco
Mr. Stan Swiatek	District Engineer, Texas Dept. of Transportation, Waco District
Mr. Everett "Bo" Thomas	City Manager, City of Hewitt

Policy Board Members Absent:

Hon. Bert Echterling	Mayor, City of Robinson
Hon. Travis Gibson	Council Member, City of Bellmead
Hon. Jim Jaska	Mayor, City of Ross

Staff Present:

Christopher Evilia	Director, Waco MPO
Chelsea Schultz	Planner, Waco MPO
Annette Shepherd	Planner, Waco MPO

Others Present:

Christi Bonham	Planner, Transportation Planning and Programming Division, Texas Dept. of Transportation, Waco District
Amy Burlarley-Hyland	Director of Public Works, City of Waco
Diane Cano	Planning Services, City of Waco
Bill Crowley	Project Manager, AECOM
Joseph Dvorsky	Director of Service Development, Waco Transit Systems, Inc.
Bill Frawley	Researcher, Texas A&M Transportation Institute
Buddy Freeman	Director of Maintenance and Transportation, Midway Independent School District
Brittney Gick	Researcher, Texas A&M Transportation Institute
Victor Goebel	Director, Transportation Planning and Programming Division, Texas Dept. of Transportation, Waco District
Brigida Gonzalez	Transportation Planning and Programming Division, Texas Dept. of Transportation, Headquarters
Brenton Lane	Planning & Programming Engineer, Texas Dept. of Transportation, Waco District
Francisco Leos	MPO Technical Committee, City of McGregor
Uryan Nelson	Director, Killeen-Temple MPO
Clint Peters	Director, Planning & Inspection Services, City of Waco
Michael Sexton	
Serena Stevenson	General Manager, Waco Transit Systems, Inc.
Clayton Zacha	Waco Area Engineer, Texas Dept. of Transportation, Waco District

I. Call to Order, Roll Call of Members, Proof of Posting.

Chairman Jacob Bell called the May 20, 2021 meeting of the MPO Policy Board to order at 2:00 p.m. and conducted a roll call of members attending virtually. A quorum of members was met.

Meeting agendas were posted on the MPO website on May 14, 2021 and at the City of Waco website on May 17, 2021 for a possible quorum of the Waco City Council.

Mayor Pro Tem Hector Sabido called the May 20, 2021 meeting of the City Council of the City of Waco to order at 2:01 p.m.

II. Reading of Public Comments regarding any item on this agenda.

Chairman Bell explained under social distancing guidelines, MPO staff requested visitors to submit written comments in advance to be read into the record, and to register in advance if they desired to address the Policy Board. He explained visitors were allowed to observe the meeting but they would not have an opportunity to speak unless registered.

Chairman Bell invited board members and visitors to view the staff presentation for the meeting via the MPO website under the ‘Meetings’ page and follow along with the MPO Director. Chairman Bell stated the meeting would be audio recorded and uploaded to the MPO website as soon as possible.

Chairman Bell requested Director Evilia to read into the record comments received in advance. Director Evilia stated no comments were received.

III. Approval of the April 15, 2021 meeting minutes.

Chairman Bell asked for any changes to the minutes.

No changes were voiced.

No visitors spoke for or against this item.

Minutes were approved as submitted.

IV. Presentation and Discussion from the Texas A&M Transportation Institute regarding a review of MPO processes and recommendations in preparation for a possible designation as a Transportation Management Area.

Background:

In 2019, staff from the Texas A&M Transportation Institute began a process review of the Waco MPO to provide recommendations regarding a transition to designation as a Transportation Management Area or TMA. Under federal law, TMA designation initiates several new planning requirements for the MPO. TMA designations are anticipated in the Spring of 2021 and newly designated TMAs must comply with these additional requirements within 12 months.

TTI staff has met with MPO staff, TxDOT staff and City of Waco staff to review current and projected staffing levels, MPO work tasks and the relationship between staff, the MPO Policy Board, member governments and the City of Waco as fiscal agent. A steering committee comprised of a mix of MPO Policy Board and Technical Committee members has met twice to review the TTI assessment and provide initial feedback regarding staffing and work task recommendations.

Bill Frawley from the TTI review team provided an overview of the committee's assessment of MPO process and staffing levels, recommendations from the steering committee and next steps for the process review. A white paper providing details of the TTI assessment was provided to Policy Board members.

Discussion and Next Steps:

The Policy Board discussed 3 steering committee suggestions regarding MPO staffing, office space and location, and local funding contributions. The Policy Board will determine the direction of these suggestions based on recommendations for action at a future date. The Steering Committee will consider additional issues and suggestions based on staff level working group findings.

The MPO will continue to prepare to meet federal and state requirements related to TMA designation, including but not limited to development of congestion management and project selection processes.

V. Review and Discussion of Administrative Changes and Proposed Amendment 2 to the 2021-2024 Transportation Improvement Program.

Background – Administrative Changes to the 2021-2024 Transportation Improvement Program (TIP):

Upon review of the final adopted 2021-2024 TIP, the Federal Highway Administration requested inclusion of additional description of how TIP projects would assist the region in achieving various federally required performance targets. In response, MPO staff took analysis performed from the 2045 Metropolitan Transportation Plan and created Appendix G for the TIP. Staff from the FHWA Texas reviewed Appendix G and concluded that it addresses their concerns. MPO staff has attached the

Appendix for your review and will address any comments or concerns from the Policy Board during the meeting.

Discussion - Administrative Changes to the 2021-2024 Transportation Improvement Program (TIP):

No concerns were voiced, and no discussion followed.

Background – Proposed Amendment 2 to the 2021-2024 Transportation Improvement Program (TIP):

In April, the Texas Transportation Commission awarded Transportation Alternative Program funding to the City of Waco for two bicycle and pedestrian projects; Cedar Ridge Sidewalks and MKT Trail. Before work can proceed, the MPO must accept the funding by amending the 2021-2024 TIP to include these projects.

The Cedar Ridge Sidewalks project has slightly different project limits and scope of work from what was approved within the 2045 Metropolitan Transportation Plan. Therefore, an amendment to the MTP will need to be processed concurrently with the TIP amendment.

Discussion and Next Steps – Proposed Amendment 2 to the 2021-2024 Transportation Improvement Program (TIP):

The Policy Board instructed MPO staff to initiate public involvement for both an MTP and TIP amendment to begin on May 24, 2021, to be followed by Policy Board adoption at the June 17th meeting.

VI. Consideration and Action regarding approval of Resolution 2021-7: Support for Project Applications from McLennan County for the Transportation Alternatives Call for Projects administered by the Texas Department of Transportation.

a. Staff Presentation

Background:

The Transportation Alternatives (TA) Call for Projects administered by the Texas Department of Transportation is a competitive statewide initiative providing federal dollars for locally sponsored non-automotive transportation projects. Several applications were submitted by Waco MPO member governments. Detailed applications will be submitted by several Waco MPO member governments by June 14, 2021. The Texas Transportation Commission is anticipated to identify funding awards in October 2021.

Discussion:

One requirement for TA funding is an indication of MPO support for the project application and a statement that the MPO will include the project within our Transportation Improvement Program if funding is awarded. The Policy Board discussed support for all McLennan County applications provided that each project is consistent with priorities identified within the Waco Area Active Transportation Plan (ATP).

b. Public Hearing

Chairman Bell opened the public hearing at 2:56 p.m.
No visitors submitted comments for or against this item.
Chairman Bell closed the public hearing at 2:56 p.m.

c. Consideration and Action

Motion: Approve Resolution 2021-7: Support for Project Applications from McLennan County for the Transportation Alternatives Call for Projects administered by the Texas Department of Transportation.

RESULT:	Motion Passed with a vote of 16 - 0 [Unanimous]
MOVER:	Dillon Meek, Mayor, City of Waco
SECONDER:	Jim Holmes, Council Member, City of Waco

VII. Consideration and Action regarding approval of Resolution 2021-8: Providing a letter of support for a legislative funding request by the Texas A&M Transportation Institute to conduct an Innovative Corridor Study for IH-35.

a. Staff Presentation

Background:

The Texas A&M Transportation Institute (TTI) has proposed to conduct a comprehensive evaluation and analysis of the I-35 corridor from Laredo to Oklahoma to:

- consider linking existing traveler information systems along the route into a comprehensive system to supply seamless information to enable drivers of freight and passenger vehicles to make better travel decisions and facilitate planning and mitigation of adverse events
- assess strategies to reduce congestion, improve air quality, increase supply-chain reliability and resiliency, enhance economic competitiveness, and improve quality of life for the citizens along the corridor
- determine infrastructure and operations requirements for the utilization of automated and connected vehicles and electric vehicles
- address cybersecurity concerns by investigating strategies to ensure the security of the supply chain
- assess the condition and mitigation requirements of pavements, bridges and other structures along the corridor
- build upon and leverage Texas Department of Transportation (TxDOT) programs for connected freight corridors and My35 construction zone traveler information systems

TTI is currently requesting \$7.5 million for this study from the Texas Legislature and from the US Congress. TTI has requested support for this study from each Texas MPO along and adjacent to IH-35. Approval of this resolution authorizes the Waco MPO Director to provide a letter of support on behalf of the Waco MPO Policy Board for this TTI legislative funding request.

Discussion:

No concerns were voiced, and no discussion followed.

b. Public Hearing

Chairman Bell opened the public hearing at 3:01 p.m.
No visitors submitted comments for or against this item.
Chairman Bell closed the public hearing at 3:01 p.m.

c. Consideration and Action

Motion: Approve Resolution 2021-8: Providing a letter of support for a legislative funding request by the Texas A&M Transportation Institute to conduct an Innovative Corridor Study for IH-35.

RESULT:	Motion Passed with a vote of 16 - 0 [Unanimous]
MOVER:	Hector Sabido, Council Member, City of Waco
SECONDER:	Jim Holmes, Council Member, City of Waco

VIII. Discussion and Updates from the Texas Department of Transportation regarding significant highway construction within the Waco Metropolitan Area).

Background:

The Waco District of TxDOT will provide a status briefing during each of the 2021 Policy Board meetings on each significant highway project within the Waco region.

Presentation:

Mr. Clayton Zacha, Waco Area Engineer, TxDOT, Waco District, provided a status update on significant construction projects in the Waco region. Mr. Zacha’s presentation is available by contacting the TxDOT Waco District Public Information Officer.

IX. Directors Report

- A. **Review and Discussion** regarding an MPO staff transition plan for the remainder of Fiscal Year 2021.
 - 1. Chelsea Schultz will be Interim MPO Director effective June 7th
 - 2. MPO staff has prioritized the following work tasks to be accomplished through September:
 - i. Adopt 2022-2023 UPWP
 - ii. Assist Waco Transit with Route Realignment Study
 - iii. Adopt any TIP / MTP Amendments
 - 3. Hiring of new MPO Director will follow City of Waco procedures
- B. The next meeting of the Waco MPO Policy Board is scheduled for Thursday, June 17, 2021 at 2:00pm. Format will be virtual (Zoom).
 - 1. Adoption of Fiscal Year 2022-2023 Unified Planning Work Program
 - 2. Consideration and Action regarding Amendment 2 to Connections 2045: The Waco Metropolitan Transportation Plan
 - 3. Consideration and Action regarding Amendment 2 to the 2021-2024 Transportation Improvement Program
 - 4. Update on TxDOT construction projects within Waco Region
- C. **Farewell** from outgoing MPO Director Chris Evilia.

X. Adjournment

Chairman Bell adjourned the meeting at 3:29 p.m. Mayor Pro Tem Sabido adjourned the council meeting at 3:29 p.m.