

Executed on 1/10, 2024

J. A. "Amy" Herwell, County Clerk
McLennan County, Texas

By D. Diercke
Deputy



Waco Metropolitan Planning Organization

NOTICE OF PUBLIC MEETING

POLICY BOARD OF THE WACO METROPOLITAN PLANNING ORGANIZATION, AND THE CITY COUNCIL OF THE CITY OF WACO, TEXAS

1:30 P.M. Thursday, January 18, 2024
South Waco Community Center
2815 Speight Ave
Waco, Texas 76711

AGENDA

VIDEOCONFERENCE NOTICE: A quorum of the Policy Board and the City Council of the City of Waco, Texas, will meet at South Waco Community Center, 2815 Speight Ave, Waco, TX 76711. A limited number of members may attend remotely pursuant to Tex. Gov't. Code §551.127. Interested members of the public must attend the meeting in person.

1. **Call to Order, Proof of Posting.**
2. **Public Hearing** regarding any discussion or action item on this agenda.
 - a. In accordance with requirements identified in Section 551.007 of the Texas Government Code, the public is permitted to address the Policy Board regarding any action or discussion item identified on this agenda.
3. **Approval** of the November 16, 2023, meeting minutes.
4. **Review, Discussion and Action** regarding project funding strategies for immediate short-term projects.
5. **Consideration and Action** regarding approval of Resolution 2024-1: Adoption of Amendment 5 to Connections 2045: The Waco Metropolitan Transportation Plan (MTP).
 - a. **Staff Presentation**

- b. **Public Hearing**
 - c. **Consideration and Action**
- 6. **Consideration and Action** regarding approval of Resolution 2024-2: Adoption of Amendment 2 to the 2023-2026 Transportation Improvement Program (TIP).
 - a. **Staff Presentation**
 - b. **Public Hearing**
 - c. **Consideration and Action**
- 7. **Update and Discussion** on public engagement related to proposed PPP amendment.
- 8. **Review, Discussion and Action** regarding a recommendation from the Waco MPO Technical Advisory Committee (TAC) to begin public engagement (or solicit public comments) concerning proposed annual performance targets.
- 9. **Update and Discussion** on 2050 MTP Development Process.
- 10. **Update and Discussion** on current grant efforts.
- 11. **Update and Discussion** on the MPO redesignation.
- 12. **Update and Discussion** from the Technical Advisory Committee.
- 13. **Update and Discussion** from the Texas Department of Transportation regarding significant highway construction within the Waco Metropolitan Area.
- 14. **Work Group Updates.**
- 15. **MPO Monthly Report.**
 - a. **Local Fund Update**
- 16. **Announcements.**
 - a. **Next Meeting:** Thursday, February 15, 2024
 - b. **Request** for agenda items to be considered for future meetings.
- 17. **Hearing** of visitors regarding any item of MPO business not identified on this agenda.
 - a. **Note:** The Policy Board cannot respond to comments received during this public hearing.

18. Adjournment.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services should contact the MPO at (254) 750-5650 at least twenty-four (24) hours before this meeting so that appropriate arrangements can be made.

I hereby certify that this agenda was posted on the bulletin board at the McLennan County Courthouse, Waco, Texas on the _____ day of January 2024 at _____.



Mukesh Kumar
Director

Si desea dirigirse al comité representativo de la Organización de Planificación Metropolitana en una reunión pública y necesita un intérprete, llame al 254-750-5650 al menos con 24 horas de anticipación.

Si necesita información adicional o una traducción de este documento, dirija su solicitud por correo a la Organización de Planeación Metropolitana a este número telefónico: 254-750-5650, o por correo esta dirección: P.O. Box 2570 Waco, Texas 76702.

MPO Policy Board
Thursday, November 16, 2023
 South Waco Community Center
 Large Conference Room, 2:00 p.m.
 2815 Speight Ave, Waco, Texas



Waco Metropolitan Planning Organization

Summary Notes Draft

Policy Board Members Present:

Jessica Attas Proxy for Andrea Barefield	Council Member District One, City of Waco
Jacob Bell	Citizen Representative, City of Waco
Josh Borderud	Council Member District Three, City of Waco
Amy Willbanks Proxy for Deidra Emerson	Deputy City Manager, City of Waco
Kevin Evans	City Manager, City of McGregor
Darius Ewing	Council Member District Four, City of Waco
James "Jim" Smith Proxy for Scott Felton	County Judge, McLennan County
Calvin Hodde	City Manager, City of Lacy Lakeview
Jed Cole Proxy for Jim Holmes	Council Member District Five, City of Waco
Jim Jaska	Mayor, City of Ross
Will Jones	County Commissioner, Pct. 3, McLennan County
Craig Lemin	City Manager, City of Robinson
Shawn Oubre	City Manager, City of Woodway
Clayton Zacha Proxy for Stan Swiatek	District Engineer, Texas Dept. of Transportation, Waco District
Everett "Bo" Thomas	City Manager, City of Hewitt
Yost Zakhary	City Manager, City of Bellmead

Policy Board Members Absent:

Ross Harris	Plan Commission, City of Waco
Dillon Meek	Mayor, City of Waco

Staff Present:

Mukesh Kumar	Director, Waco MPO
Arthur Chambers	Senior Planner, Waco MPO
Daniela Gallegos	Public Engagement Specialist, Waco MPO
Annette Polk	Senior Planner, Waco MPO
Nora Roy	Senior Planner, Waco MPO

Others Present:

Jennifer Boen	STV Engineering Group,
Amy Burlarley-Hyland	Director of Public Works, City of Waco

Zane Dunnam	County Engineer, McLennan County
Aldo Fritz	TJKM Transportation Consultants
Victor Goebel	Director, Transportation Planning and Programming, Texas Dept. of Transportation, Waco District
Suzette May	Representative for Bicycle/Pedestrian
Barbara Maley	Transportation Planning Coordinator, Federal Highway Administration, Texas Division
Tony Ogboli	Community Planner, Federal Transit Administration, Region 6
Clayton Zacha	Waco Area Engineer, Texas Dept. of Transportation, Waco District

*Attended virtually

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

Chair Josh Borderud called the November 16, 2023, meeting of the MPO Policy Board to order at 2:00 p.m. A quorum of members was met.

Meeting agendas were posted on the MPO website on November 8, 2023 and at the City of Waco website on November 9, 2023 noting a possible quorum of the Waco City Council.

Council Member Josh Borderud called the November 16, 2023 meeting of the City Council of the City of Waco to order at 2:00 p.m. A quorum of members was met.

2. Public Hearing.

Visitors were invited to address the Policy Board regarding any action or discussion item identified on this agenda. No visitors approached the Board.

3. Approval of the October 19, 2023 meeting minutes.

Minutes were approved as submitted.

4. Consideration and Action regarding approval of Resolution 2023-17: Adoption of a Regional Vision Statement for the 2050 Metropolitan Transportation Plan (MTP).

a. [Staff Presentation](#)

b. Public Hearing

Chairman Borderud opened the public hearing at 2:05 p.m.

No visitors submitted comments for or against this item.

Chairman Borderud closed the public hearing at 2:05 p.m.

c. Consideration and Action

RESULT:	Motion to approve passed with a 15 - 0 [Unanimous]
MOVER:	Jim Smith [proxy for Scott Felton]
SECONDER:	Jacob Bell

5. Consideration and Action regarding approval of Resolution 2023-18: Authorization of MPO Director to execute contract agreement to develop the Comprehensive Safety Action Plan (CSAP) and to issue a Notice to Proceed upon execution of the contract agreement.

a. [Staff Presentation](#)

b. Public Hearing

Chairman Borderud opened the public hearing at 2:09 p.m.
No visitors submitted comments for or against this item.
Chairman Borderud closed the public hearing at 2:09 p.m

c. Consideration and Action

RESULT:	Motion to approve passed with a 15 - 0 [Unanimous]
MOVER:	Will Jones
SECONDER:	Jim Smith [proxy for Scott Felton]

6. Review, Discussion and Action regarding a recommendation from the Waco MPO Technical Advisory Committee (TAC) to solicit public comments concerning revisions to the Waco MPO Public Participation Plan (PPP).

a. [Staff Presentation](#)

Note: Kevin Evans arrived at 2:13 p.m. He participated in Item 6 vote but did not vote in Item 4 or 5 votes.

RESULT:	Approved with a unanimous yea vote
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7. Update and Discussion on 2050 MTP Development Process

For information and discussion only.

RESULT:	Discussed
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8. Update and Discussion on current grant efforts.

For information and discussion only.

RESULT:	Discussed
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9. Update and Discussion on the MPO redesignation.

For information and discussion only.

RESULT:	Discussed
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10. Update and Discussion from the Technical Advisory Committee

For information and discussion only. Update provided by Mukesh Kumar.

RESULT:	Discussed
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11. Update and Discussion from the Texas Department of Transportation regarding significant highway construction within the Waco Metropolitan Area.

For information and discussion only. Update provided by Clayton Zacha, Waco Area Engineer, TxDOT, Waco District.

RESULT:	Discussed
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12. Work Group Updates.

- Citizen’s Participation Work Group – not currently active
- Bicycle and Pedestrian Work Group – update provided by Suzette May
- Connected and Automated Vehicle Work Group – update not provided
- Mobility, Land Use and Transportation Work Group – not currently active

For information and discussion only.

RESULT:	Discussed
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13. MPO Monthly Report.

- a. Introduction of Barbara Maley and Tony Ogboli to Policy Board
- b. Enhanced Planning Review (EPR)
- c. Annual Performance and Expenditure Report (APER)
- d. Meeting Time of the Policy Board
- e. Selected Transportation Alternatives projects
- f. Local Fund update

For information and discussion only.

RESULT:	Discussed
RESULT:	Policy Board Meeting Time changed to 1:30 p.m.

14. Announcements.

- A. The next meeting of the Waco MPO Policy Board is scheduled for Thursday, January 18, 2024, at 2:00 pm
- B. No requests received for agenda items to be considered for future meetings.

15. Hearing of Visitors Regarding Any Item of Business Not Identified on This Agenda.

Chairman Borderud opened the public hearing at 2:35 p.m.

No visitors submitted comments for or against this item.

Chairman Borderud closed the public hearing at 2:35 p.m.

Note: The Policy Board cannot respond to comments received during this public hearing.

16. Adjournment.

There being no further business, the meeting was adjourned at 2:36 p.m.

DRAFT

Waco Metropolitan Planning Organization Policy Board

Meeting Date: January 18, 2024

Agenda Item: Review, Discussion, and Action Regarding Project Funding Strategies for Immediate Short-Term Projects

Comments: TxDOT maintains a Unified Transportation (UTP) plan which authorizes the distribution of construction dollars expected to be available over a 10-year period. The current UTP accounts for allocations totaling approximately \$187 M in Category 2 funds within the Waco MPO planning area over the coming decade.

There are currently \$48 M in unallocated Waco MPO Category 2 funds. These funds consist of approximately \$23 M in existing funds currently unallocated due to recent project changes and \$25 M in estimated additional funds from the new UTP. While unallocated funds are not “lost,” they may be temporarily allocated to other TxDOT projects outside of the MPO planning area.

The Policy Board is able to allocate the available Category 2 funds to immediate short-term projects in the development pipeline rather than leaving them unallocated. When determining which project should receive these funds project readiness should be considered. This action will not affect the IH 35 4C project which continues to be the top priority within the planning area.

TxDOT Waco District has proposed two projects as possible recipients of these funds, the SH 6 Twin Bridges project and the NE Loop 340 project. SH 6 Twin Bridges currently has a funding gap of \$26 M and involves reconstruction and widening of Lake Waco bridges and approaches. NE Loop 340 currently has a funding gap of \$108 M and would widen the roadway to four divided lanes between US 84 (Bellmead Dr) and SL 484 (Marlin Highway).

At its January 4, 2024 meeting, the TAC recommended that the Policy Board direct TxDOT District Staff to allocate available Category 2 dollars in their 2024 UTP first to the SH 6 Twin Bridges project with remaining funds to be allocated to the NE Loop 340 project. This action may provide TxDOT with the ability to begin construction of an additional priority project within the current 4-year TIP timeframe. If so, the project will be added and programmed for construction in the forthcoming FY 2025 -FY 2028 TIP.

Action Required:

1. Receive and discuss funding strategies
2. Consideration and directive action

Motion By:

Seconded:

Content of Motion:

Vote:

Waco Metropolitan Planning Organization Policy Board

Meeting Date: January 18, 2024

Agenda Item: Consideration and Action regarding approval of Resolution 2024-1: Adoption of Amendment 5 to Connections 2045: The Waco Metropolitan Transportation Plan (MTP)

Comments: The Waco MPO’s Metropolitan Transportation Plan (MTP) identifies regional transportation needs of the Waco Metropolitan Area through the planning horizon year of 2045 and includes a list of recommended and prioritized roadway and transit projects for the Waco metropolitan area that intend to utilize federal highway or public transportation funds.

As roadway projects move through the development process, the scope of work, extent, and cost may change. If this occurs, the MTP may need to be updated to be consistent with the project programmed into the TIP. Proposed Amendment 5 revises the estimated cost for a planned roadway construction project along US 84 (Woodway Dr) from FM 1695 (Hewitt Dr) to SS 298 (Franklin Ave) (Project S-048E).

Waco Transit System receives an annual federal formula allocation through the Federal Transit Administration’s (FTA) Grants for Buses and Bus Facilities program to be used to replace, rehabilitate, and purchase buses and bus-related equipment and facilities. Proposed Amendment 5 adds a bus purchasing categorical strategy to the MTP and estimates the amount of federal funds that will be allocated to Waco Transit during fiscal years 2021 through 2025 for bus-related purchases.

The MPO Staff conducted a 10-day public comment period and 2 public information meetings to solicit comments regarding proposed Amendment 5 to the MTP. Comments were accepted between January 8 and January 17, 2024, and the public meetings were conducted on January 8 at 12 Noon and 5:30 p.m. No formal comments were received. The MPO Technical Advisory Committee (TAC) recommends the adoption of Amendment 5 to Connections 2045: The Waco Metropolitan Transportation Plan (MTP).

- Action Required:**
1. Receive update on public engagement
 2. Conduct Public Hearing
 3. Consideration and action

Motion By:

Seconded:

Content of Motion:

Vote:

Connections 2045: The Waco Metropolitan Transportation Plan Amendment 5



Developed by the Waco Metropolitan Planning Organization
in cooperation with the following agencies:



Proposed Amendment 5: January 2024 Public Review Draft

amendment 5: January 2024

purpose and need for amendment

Revision to Short-Term Priorities in Strategy 2

Occasionally during the schematic development or environmental study phase of a transportation project, changes to the scope of work, project limits or costs are identified which are significant enough to warrant an amendment. These changes are often because the planning process often cannot anticipate all possible circumstances constraining a project or determine where logical termini ought to be located. This amendment aligns revised project costs with those identified within the engineering design phase. This amendment revises the estimated project cost for Project ID: S-048E (Priority 4).

Revisions to Short-Term Priorities in Strategy 6

The City of Waco on behalf of the Waco Transit System receives an annual federal formula allocation through the Federal Transit Administration's (FTA) Grants for Buses and Bus Facilities program (49 U.S.C. 5339) that is used to replace, rehabilitate, and purchase buses, vans, and related equipment, and to construct and modify bus-related facilities.

As a result of this funding commitment, this amendment adds Project T-5339a to the Metropolitan Transportation Plan as a funded recommendation within Strategy 6: Provide Equal Access and Benefits to ensure consistency with FTA actions, Texas Transportation Commission actions, and project programming within the Waco MPO's Transportation Improvement Program. This project is intended to advance efforts to maintain a state of good repair for transit rolling stock.

revisions to project recommendations

strategy 2: improve safety and security

short term priorities (2020 to 2030)

Priority 4A

Project ID: S-048E

Note: This is a modification of the project extent, scope of work, and cost for a previously identified priority within the original adopted MTP. The priority for this project is changed to 4A. Scoring has not changed.

Facility:	US 84 (Woodway Dr)	
Extent:	FM 1695 (Hewitt Dr) to SS 298	
Current:	4 lane freeway with continuous frontage roads	
Scope of Work:	1) Reconstruct main lanes, frontage roads, ramps, and interchanges 2) Add direct connects	
Purpose and Need:	Shift storage of traffic backing up from intersections from main lanes to frontage roads which have slower speeds and should reduce possibility of rear-end crashes.	
Project Scoring:	Good Repair:	10
	Safety:	0*
	Efficiency:	-25
	Livability:	13
	Freight / Econ Dev:	75
	Equity:	-20
	Total Score:	53

*Insufficient research has been conducted regarding quantifying the impact of changing ramp configurations on reducing crashes. Anecdotal evidence from similar projects within larger metro areas does suggest some reduction in both total crashes and severity for congested corridors.

Fiscal Constraint:	Mobility:	\$25.3
	Maintenance:	\$0.0
	Safety:	\$0.0
	Connectivity:	\$198.0

Work Phase	Cost*
Engineering	\$9.0
Right of Way	\$0.0
Construction	\$214.3 \$205.3**
Total	\$223.3 \$214.3

*In millions / **TXDOT Waco District is authorized to let between 2028 and 2033 but not yet attributed to a Funding Category.

strategy 6: provide equal access and benefits

Transit vehicle management categorical project

The Grants for Buses and Bus Facilities program (49 U.S.C. 5339) makes Federal resources available to States and designated recipients to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities. Funding is provided through formula allocations and competitive grants.

Project T-5339a identifies the federal funds provided through formula allocation from this program that will be used during fiscal years 2021 through 2025 to replace, rehabilitate and purchase transit vehicles and related equipment, as shown in Table A5-1.

table A5-1 –short term urban public transportation vehicle management categorical project

Project ID	FTA 5339 Allocation	Total Cost
T-5339a	\$2.97*	\$2.97*

*Estimated total of allocations for FYs 2021 through 2025 in millions

summary of recommendations

The follow summary tables have been updated to reflect the changes made in this amendment.

table A5-2 – changes to total costs of plan recommendations by strategy

Strategy	Short Term Cost*	Long Term Cost*	Percent of Amendment
1 - State of Good Repair	\$0.0	\$0.0	0.00%
2 - Safety	\$227.3 \$218.3	\$0.0	43.3%
3 - Efficiency	\$0.0	\$0.0	0.0%
4 - Livability	\$2.8	\$0.0	0.6%
5 - Mobility	\$276.9	\$0.0	54.9%
6 - Equity	\$3.7 \$6.7	\$0.0	1.3%

*In Millions

Note: Reduction in Long Term Costs because of the reprioritization of IH-35 4C from a long-term priority to a short-term priority

table A5-3 – changes to total costs of plan recommendations by transportation mode

Mode	Short Term Cost*	Long Term Cost*	Percent of Amendment
Highway	\$507.0 \$498.0	\$0.0	98.7%
Public Transportation	\$3.7 \$6.7	\$0.0	1.3%
Bicycle	\$0.0	\$0.0	0.0%
Pedestrian	\$0.0	\$0.0	0.0%
Passenger Rail	\$0.0	\$0.0	0.0%
Total Plan	\$510.7 \$504.7	\$0.0	100.00%

*In Millions

Note: Reduction in Long Term Costs because of the reprioritization of IH-35 4C from a long-term priority to a short-term priority

table A5-4 – total costs of plan recommendations by strategy after amendment

Strategy	Short-Term Cost*	Long-Term Cost*	Total Cost*	Percent of Plan
1 – State of Good Repair	\$467.1	\$771.9	\$1,239.0	50.7%
2 - Safety	\$265.7 \$256.7	\$20.7	\$286.4 \$277.4	11.3%
3 – Efficiency	\$33.5	\$64.1	\$97.6	4.0%
4 - Livability	\$47.0	\$7.4	\$54.4	2.2%
5 - Mobility	\$426.0	\$106.3	\$532.3	21.8%
6 – Equity	\$93.3 \$96.3	\$148.8	\$242.1 \$245.1	10.0%
Total Plan	\$1,332.6 \$1,326.6	\$1,119.2	\$2,451.8 \$2,445.8	100.0%

*In Millions

Waco Metropolitan Planning Organization Policy Board

Meeting Date: January 18, 2023

Agenda Item: Consideration and Action regarding approval of Resolution 2024-2: Adoption of Amendment 2 to 2023-2026 Transportation Improvement Program (TIP)

Comments: The Transportation Improvement Program (TIP) identifies transportation strategies from the MPO's long-range transportation plan (MTP) that will be programmed for the Waco MPO planning area over the next four years. Each strategy must have a formal commitment for all necessary funding during the 4-year timeframe. A federally approved TIP is required for projects to be eligible for federal highway or public transportation funding.

Based on recent funding commitments, the Waco MPO staff has prepared amendments to the Fiscal Year 2023 – 2025 Transportation Improvement Program (TIP) to

1. Authorize the use of federal funds through the TxDOT's Transportation Alternatives Program (TA) awarded by the Texas Transportation Commission for the cities of Mart, Waco, and Woodway to construct bicycle and pedestrian projects.
2. Authorize the City of Waco's contribution of \$1.9 million to TxDOT for design enhancements to the IH-35 4C project.
3. Authorize the use of federal funds through the Federal Transit Administration's (FTA) Grants for Buses and Bus Facilities Program (5339a formula allocation) directly apportioned to Waco Transit for transit vehicle-related capital purchases.

The MPO Staff conducted a 10-day public comment period and 2 public information meetings to solicit comments regarding proposed Amendment 5 to the MTP. Comments were accepted between January 8 and January 17, 2024, and the public meetings were conducted on January 8 at 12 Noon and 5:30 p.m. No formal comments were received. The MPO Technical Advisory Committee (TAC) recommends adoption of Amendment 2 to the 2023-2026 Transportation Improvement Program (TIP).

Action Required:

1. Receive update on public engagement
2. Conduct Public Hearing
3. Consideration and action

Motion By:

Seconded:

Content of Motion:

Vote:



The Transportation Improvement Program

Waco Urbanized Area For
Fiscal Years 2023 Through 2026

Proposed Amendment 2 – Draft Released: January 8, 2024

Prepared by the Waco Metropolitan Planning Organization in Cooperation with the Federal Highway Administration, Federal Transit Administration and the Texas Department of Transportation



Waco Metropolitan Planning Organization

Purpose for Amendment 2

1.1 Background

The 2023-2026 Transportation Improvement Program (TIP) was adopted by the Waco MPO Policy Board on May 19, 2022. The adopted TIP programmed \$50 million in highway projects and \$23 million in transit projects for the 4-year time period. This amendment identifies project programming for funding awards and formula grants received by MPO member entities and project contributions from member entities since initial adoption. A revision of the estimated cost of a previously recommended project is also identified.

1.2 Project Funding Awards

On October 26, 2023, the Texas Transportation Commission awarded Transportation Alternative Program (TA) funding to the cities of Mart, Waco and Woodway for bicycle and pedestrian projects (Minute Order 116575). The Waco MPO Policy Board determined these projects to be consistent with the goals and priorities of the Waco MPO Active Transportation Plan and Connections 2045: The Waco Metropolitan Transportation Plan (MTP) and resolved to support these applications and include them within the 2023-2026 TIP through Resolution 2023-66 in February 2023.

- City of Mart – Mart School and Neighborhood Connector Project will provide safe pedestrian connections between the downtown area of Mart, adjacent neighborhoods and schools, and the community center.
- City of Waco – The Carver Neighborhood (Dallas Street) Bike and Pedestrian Improvement Project will construct a continuous sidewalk and bike lane along Dallas Street to improve circulation within East Waco neighborhoods and provide important connections to existing active transportation corridors.
- City of Woodway – The Woodway Elementary Safety Improvement Project will construct continuous sidewalks along Midway and Estates Drives to improve pedestrian safety and ease vehicular use near the school and will connect adjacent neighborhoods to nearby retail opportunities.

In cooperation with the Federal Highway Administration, the Texas Department of Transportation (TxDOT) developed statewide programs identified by statewide control section job numbers (CSJs) to maximize the provisions for grouping projects that are not determined to be regionally significant in one line item, as allowed for in Title 23 USC Section 135 Statewide Planning. The use of statewide CSJs for these categories provides a more efficient method of programming and letting projects and decreases the necessity for TIP/STIP revisions.

The Waco MPO elects to program TA awards through the statewide Grouped CSJ Program. An illustrative listing of the grouped CSJ projects eligible to be let during the 4-year timeframe of the 2023-2026 TIP can be found in Appendix F. Grouped CSJ projects are financially constrained at the state level.

1.3 Project Selection Process

Projects scheduled for construction during fiscal year 2023 through 2026

Over the last two decades, the Waco MPO has prioritized IH-35 improvements through McLennan County to support current and future economic growth. Construction of the IH-35 4C project planned to begin in 2026 will widen the interstate from six lanes to eight lanes for approximately 3.285 miles through the City of Waco from South Loop 340 to 12th Street. In addition, bridges will be replaced and access points will be reconfigured to address congestion and improve safety of freight movement and the traveling public. In December 2023, MPO staff was informed that the City of Waco will contribute funds for project enhancements. This amendment identifies project programming for the TIP using local funds from the City of Waco, detailed in the table entitled Transportation Improvement Program FY 2023-2026, and in the Highway Financial Summary included in following pages.

Projects scheduled for engineering and right of way phases during fiscal year 2023 through 2026

The Waco MPO receives an annual allocation of federal highway funds through TxDOT. Based on the most recent federal funding commitment, the Waco MPO Policy Board elected to allocate available funds to **Project # _____**, under development for fiscal year _____. This amendment identifies project programming for the TIP using TxDOT Category 2 funds detailed in the table entitled Transportation Improvement Program FY 2023-2026, and in the Highway Financial Summary included in following pages.

Transit Projects

The City of Waco on behalf of the Waco Transit System receives an annual federal formula allocation through the Federal Transit Administration's (FTA) Grants for Buses and Bus Facilities program (49 U.S.C. 5339) that is used to replace, rehabilitate, and purchase buses, vans, and related equipment, and to construct and modify bus-related facilities. Based on this formal commitment of 5339 funds, capital purchases for buses and bus-related equipment and facilities during the 4-year scope of the TIP are proposed for inclusion and are detailed in the table entitled Transit Project Descriptions, and in the Transit Financial Summary included in following pages.

**TEXAS DEPARTMENT OF TRANSPORTATION
TRANSPORTATION IMPROVEMENT PROGRAM FY 2023-2026**

WACO METROPOLITAN PLANNING ORGANIZATION

FY 2026

TXDOT DISTRICT:	Waco	CITY:	Waco	PHASE:	E, C
COUNTY:	McLennan	LIMITS FROM:	South 12th Street	YOE COST:	\$264,427,720
HIGHWAY NUM:	IH-35	LIMITS TO:	South Loop 340		
CSJ:	0015-01-246	MPO PROJECT ID:	S-022G		
REVISION DATE:	Feb-24	PROJECT SPONSOR:	TxDOT		

DESCRIPTION: Reconstruct, widen mainlanes from 6 to 8, reconstruct and realign ramps and frontage roads

PROJECT HISTORY:

REMARKS:

CONTRACT CSJ:
 ANCESTORT CSJ: 0015-01-171
 DESCENDENT CSJ:
 ROW/CON CSJ: 0015-01-234

		AUTHORIZED FUNDING BY CATEGORY / SHARE					
			FEDERAL	STATE	LOCAL	OTHER	TOTAL
Construction:	\$264,427,720						
Preliminary Engineering:	\$12,171,000						
Right of Way Acquisition:	\$0	2U - Urban Mobility	\$51,240,000	\$12,810,000		\$0	\$64,050,000
Bond Financing:	\$0	3 - Local Contributions		\$0	\$1,927,720	\$0	\$1,927,720
Construction Engineering:	\$14,605,000	4 - Statewide Connect	\$53,760,000	\$13,440,000		\$0	\$67,200,000
Contingencies	\$24,023,000	12 - Strategic Priority	\$105,000,000	\$26,250,000		\$0	\$131,250,000
Indirect	\$7,203,000	TOTAL	\$210,000,000	\$52,500,000	\$1,927,720	\$0	\$264,427,720
Other:	\$0						
Total:	\$322,429,720						



**Waco MPO - Waco District 9
FY 2023 - 2026 Transportation Improvement Program**

Funding by Category

November 2023 Quarterly STIP Revision

Funding Category	Description	FY 2023		FY 2024		FY 2025		FY 2026		Total FY 2023 - 2026	
		Programmed	Authorized	Programmed	Authorized	Programmed	Authorized	Programmed	Authorized	Programmed	Authorized
1	Preventive Maintenance and Rehabilitation	\$0	\$0	\$0	\$0	\$0	\$0	\$1,348,150	\$1,348,150	\$1,348,150	\$1,348,150
2M or 2U	Urban Area (Non- TMA) Corridor Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$90,121,809	\$90,121,809	\$90,121,809	\$90,121,809
3	Non-Traditionally Funded Transportation Project	\$0	\$0	\$0	\$0	\$0	\$0	\$1,927,720	\$1,927,720	\$1,927,720	\$1,927,720
3DB	Design Build (DB)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Urban and Regional Connectivity	\$0	\$0	\$5,600,000	\$5,600,000	\$0	\$0	\$71,200,000	\$71,200,000	\$76,800,000	\$76,800,000
5	CMAQ	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6	Structures - Bridge	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7	Metro Mobility & Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8	Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9	TAP Set-Aside Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10	Supplemental Transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10 CBI	Corridor Border	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10 CRP	Carbon Reduction	\$0	\$0	\$2,799,849	\$2,799,849	\$0	\$0	\$0	\$0	\$2,799,849	\$2,799,849
11	District Discretionary	\$0	\$0	\$5,600,000	\$5,600,000	\$0	\$0	\$5,000,000	\$5,000,000	\$10,600,000	\$10,600,000
11	Energy Sector	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
12	Texas Clear Lanes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
12	Strategic Priority	\$0	\$0	\$0	\$0	\$0	\$0	\$131,250,000	\$131,250,000	\$131,250,000	\$131,250,000
SW PE	Statewide Budget PE	\$33,265,000	\$33,265,000	\$0	\$0	\$0	\$0	\$0	\$0	\$33,265,000	\$33,265,000
SW ROW	Statewide Budget ROW	\$1,595,000	\$1,595,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,595,000	\$1,595,000
Total		\$34,860,000	\$34,860,000	\$13,999,849	\$13,999,849	\$0	\$0	\$300,847,679	\$300,847,679	\$349,707,528	\$349,707,528

Funding Participation Source

Source	FY 2023	FY 2024	FY 2025	FY 2026	Total FY 23-26
Federal	\$0	\$8,960,000	\$0	\$265,253,148	\$274,213,148
State	\$0	\$4,340,523	\$0	\$33,666,811	\$38,007,334
Local Match	\$0	\$699,326	\$0	\$0	\$699,326
CAT 3 - Local Contributions (LC)	\$0	\$0	\$0	\$1,927,720	\$1,927,720
CAT 3 - Prop 1	\$0	\$0	\$0	\$0	\$0
CAT 3 - DB Grant	\$0	\$0	\$0	\$0	\$0
CAT 3 - Raise Grant	\$0	\$0	\$0	\$0	\$0
CAT 3 - Texas Mobility Fund	\$0	\$0	\$0	\$0	\$0
CAT 3 - Vehicle Registration Fees - VTR	\$0	\$0	\$0	\$0	\$0
CAT 3 - RTR	\$0	\$0	\$0	\$0	\$0
CAT 3 - PTF	\$0	\$0	\$0	\$0	\$0
CAT 3 - TDC	\$0	\$0	\$0	\$0	\$0
Statewide Budget PE	\$33,265,000	\$0	\$0	\$0	\$33,265,000
Statewide Budget ROW	\$1,595,000	\$0	\$0	\$0	\$1,595,000
Total	\$34,860,000	\$13,999,849	\$0	\$300,847,679	\$349,707,528

Note: Funding for projects to be completed under statewide project groupings are constrained to reasonably expected sources of Federal, State, and local funding categories consistent with the MPO's financial plan and are listed in Appendix F for informational purposes.

FY 2023 TRANSIT PROJECT DESCRIPTIONS
WACO MPO TRANSPORTATION IMPROVEMENT PROGRAM

YOE = Year of Expenditure

<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Waco Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$1,286,000
		State Funds from TxDOT	\$0
	CT-1S	Other Funds	\$350,000
Apportionment Year	2023	Fiscal Year Cost	\$1,636,000
Project Phase	n/a		
Brief Project Description		Total Project Cost	\$1,636,000
	Preventative Maintenance Expenses	Trans. Dev. Credits Requested	\$0
		Trans. Dev. Credits Awarded (Date & Amount)	\$0
Sec 5309 ID Number	n/a		
Amendment Date & Action	June, 2022 - Adoption		
<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Waco Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$350,500
		State Funds from TxDOT	\$0
	CT-2S	Other Funds	\$88,500
Apportionment Year	2023	Fiscal Year Cost	\$439,000
Project Phase	n/a		
Brief Project Description		Total Project Cost	\$439,000
	ADA Related Expenses	Trans. Dev. Credits Requested	\$0
		Trans. Dev. Credits Awarded (Date & Amount)	\$0
Sec 5309 ID Number	n/a		
Amendment Date & Action	June, 2022 - Adoption		
<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Waco Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$1,635,500
		State Funds from TxDOT	\$760,000
	CT-3S	Other Funds	\$760,000
Apportionment Year	2023	Fiscal Year Cost	\$3,155,500
Project Phase	n/a		
Brief Project Description		Total Project Cost	\$3,155,500
	Operating Expenses	Trans. Dev. Credits Requested	\$0
		Trans. Dev. Credits Awarded (Date & Amount)	\$0
Sec 5309 ID Number	n/a		
Amendment Date & Action	June, 2022 - Adoption		
<u>General Project Information</u>		<u>Funding Information (YOE)</u>	
Project Sponsor	Waco Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$163,800
		State Funds from TxDOT	\$0
	CT-4S	Other Funds	\$41,200
Apportionment Year	2023	Fiscal Year Cost	\$205,000
Project Phase	n/a		
Brief Project Description		Total Project Cost	\$205,000
	Short Range Transportation Planning	Trans. Dev. Credits Requested	\$0
		Trans. Dev. Credits Awarded (Date & Amount)	\$0
Sec 5309 ID Number	n/a		
Amendment Date & Action	June, 2022 - Adoption		

FY 2023 TRANSIT PROJECT DESCRIPTIONS
WACO MPO TRANSPORTATION IMPROVEMENT PROGRAM

YOE = Year of Expenditure

General Project Information		Funding Information (YOE)	
Project Sponsor	Waco Transit	Federal Funding Category	5307
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$58,800
	T-1	State Funds from TxDOT	\$0
Apportionment Year	2023	Other Funds	\$14,000
Project Phase	n/a	Fiscal Year Cost	\$72,800
Brief Project Description		Total Project Cost	\$72,800
	Purchase of Passenger Amenities	Trans. Dev. Credits Requested	\$0
Sec 5309 ID Number	n/a	Trans. Dev. Credits Awarded (Date & Amount)	\$0
Amendment Date & Action	June, 2022 - Adoption		
General Project Information		Funding Information (YOE)	
Project Sponsor	Waco Transit	Federal Funding Category	5339(a)
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$1,430,340
	T-5339a	State Funds from TxDOT	\$0
Apportionment Year	2023	Other Funds	\$0
Project Phase	n/a	Fiscal Year Cost	\$1,430,340
Brief Project Description		Total Project Cost	\$1,430,340
	Bus and Bus Facilities Acquisition (Formula)	Trans. Dev. Credits Requested (Date & Amount)	\$0
Sec 5309 ID Number	n/a		\$0
Amendment Date & Action	February, 2024 - Adoption; Reflects carryover funds from FY 2021 and FY 2022		
General Project Information		Funding Information (YOE)	
Project Sponsor	Waco Transit	Federal Funding Category	5339(b)
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$0
	T-5339b	State Funds from TxDOT	\$0
Apportionment Year	2023	Other Funds	\$0
Project Phase	n/a	Fiscal Year Cost	\$0
Brief Project Description		Total Project Cost	\$0
	Bus and Bus Facilities Acquisition (Discretionary)	Trans. Dev. Credits Requested (Date & Amount)	\$0
Sec 5309 ID Number	n/a		\$0
Amendment Date & Action	n/a		
General Project Information		Funding Information (YOE)	
Project Sponsor	Waco Transit	Federal Funding Category	5339(c)
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$3,133,129
	T-5U	State Funds from TxDOT	\$0
Apportionment Year	2023	Other Funds	\$546,343
Project Phase	n/a	Fiscal Year Cost	\$3,679,472
Brief Project Description		Total Project Cost	\$3,679,472
	Acquisition of Low/No Emission Vehicles (Discretionary)	Trans. Dev. Credits Requested (Date & Amount)	\$0
Sec 5309 ID Number	n/a		\$0
Amendment Date & Action	November, 2023 - Adoption		

FY 2023 TRANSIT PROJECT DESCRIPTIONS
WACO MPO TRANSPORTATION IMPROVEMENT PROGRAM

YOE = Year of Expenditure

General Project Information		Funding Information (YOE)	
Project Sponsor	McLennan County Rural Transit District	Federal Funding Category	5311
MPO Project Information (reference number, etc)		Federal (FTA) Funds	\$48,300
		State Funds from TxDOT	\$48,300
	CT-6S	Other Funds	\$0
Apportionment Year	2023	Fiscal Year Cost	\$96,600
Project Phase	n/a		
Brief Project Description		Total Project Cost	\$96,600
	Rural Transportation Program - Operating Expenses	Trans. Dev. Credits Requested	\$0
Sec 5309 ID Number	n/a	Trans. Dev. Credits Awarded (Date & Amount)	\$0
Amendment Date & Action	June, 2022 - Adoption		

Transit Financial Summary

Waco Metropolitan Planning Organization

FY 2023- 2026 Transportation Improvement Program

All Figures in Year of Expenditure (YOE) Dollars

Current as of 11/17/ 2021

Transit Program		FY 2023			FY 2024			FY 2025		
		Federal	State/Other	Total	Federal	State/Other	Total	Federal	State/Other	Total
1	Sec. 5307 - Urbanized Formula >200K	\$3,494,600	\$2,013,700	\$5,508,300	\$3,635,700	\$2,094,600	\$5,730,300	\$3,782,200	\$2,179,200	\$5,961,400
2	Sec. 5307 - Urbanized Formula <200K			\$0			\$0			\$0
3	Sec. 5309 - Discretionary			\$0			\$0			\$0
4	Sec. 5310 - Elderly & Individuals w/Disabilities			\$0			\$0			\$0
5	Sec. 5311 - Nonurbanized Formula			\$0			\$0			\$0
6	Sec. 5316 - JARC >200K			\$0			\$0			\$0
7	Sec. 5316 - JARC <200K			\$0			\$0			\$0
8	Sec. 5316 - JARC Nonurbanized			\$0			\$0			\$0
9	Sec. 5317 - New Freedom >200K			\$0			\$0			\$0
10	Sec. 5317 - New Freedom <200K			\$0			\$0			\$0
11	Sec. 5317 - New Freedom Nonurbanized			\$0			\$0			\$0
12	Other FTA - 5339(a)	\$1,430,340	\$0	\$1,430,340			\$0			\$0
13	Other FTA - 5339(c)	\$3,133,129	\$546,343	\$3,679,472			\$0			\$0
14	Regionally Significant or Other			\$0			\$0			\$0
Total Funds		\$8,058,069	\$2,560,043	\$10,618,112	\$3,635,700	\$2,094,600	\$5,730,300	\$3,782,200	\$2,179,200	\$5,961,400
Transportation Development Credits										
	Requested			\$0			\$0			\$0
	Awarded			\$0			\$0			\$0

All Figures in Year of Expenditure (YOE) Dollars

Transit Programs		FY 2026			FY 2023-2026 Total		
		Federal	State/Other	Total	Federal	State/Other	Total
1	Sec. 5307 - Urbanized Formula >200K	\$3,933,800	\$2,266,800	\$6,200,600	\$14,846,300	\$8,554,300	\$23,400,600
2	Sec. 5307 - Urbanized Formula <200K			\$0	\$0	\$0	\$0
3	Sec. 5309 - Discretionary			\$0	\$0	\$0	\$0
4	Sec. 5310 - Elderly & Individuals w/Disabilities			\$0	\$0	\$0	\$0
5	Sec. 5311 - Nonurbanized Formula			\$0	\$0	\$0	\$0
6	Sec. 5316 - JARC >200K			\$0	\$0	\$0	\$0
7	Sec. 5316 - JARC <200K			\$0	\$0	\$0	\$0
8	Sec. 5316 - JARC Nonurbanized			\$0	\$0	\$0	\$0
9	Sec. 5317 - New Freedom >200K			\$0	\$0	\$0	\$0
10	Sec. 5317 - New Freedom <200K			\$0	\$0	\$0	\$0
11	Sec. 5317 - New Freedom Nonurbanized			\$0	\$0	\$0	\$0
12	Other FTA - 5339(a)			\$0	\$1,430,340	\$0	\$1,430,340
13	Other FTA - 5339(c)			\$0	\$3,133,129	\$546,343	\$3,679,472
14	Regionally Significant or Other			\$0	\$0	\$0	\$0
Total Funds		\$3,933,800	\$2,266,800	\$6,200,600	\$19,409,769	\$9,100,643	\$28,510,412
Transportation Development Credits							
	Requested			\$0			\$0
	Awarded			\$0			\$0

Appendix F: Grouped Projects

In cooperation with the Federal Highway Administration, the Texas Department of Transportation developed statewide programs identified by statewide CSJs to maximize the provisions for grouping projects that are not determined to be regionally significant in one line item, as allowed for in Title 23 USC Section 135 Statewide Planning. A table of the eligible funding categories and corresponding CSJs can be found in this section.

Grouped CSJ projects are financially constrained at the state level. The use of statewide CSJs for these categories provides a more efficient method of programming and letting projects and decreases the necessity for TIP/STIP revisions. The Waco MPO will not have any Category 2U projects listed in this section of the TIP.

Grouped Highway Projects

Highway projects that are eligible to be grouped are not individually programmed in the TIP and are advanced as part of the STIP grouped project categories. Project identifiers are assigned by TxDOT. An illustrative listing of grouped highway projects eligible to be let during the FY 2023-2026 timeframe can be found in this section.

Grouped Bicycle and Pedestrian Projects

Most local bicycle and pedestrian projects are eligible to be grouped. These local projects are not individually programmed in the TIP and are advanced as part of the STIP grouped project categories. Note that MPO project identifiers correspond to IDs found within *Connections 2045 – The Waco Metropolitan Transportation Plan*, if applicable. The grouped bicycle and pedestrian projects are shown on Map F-1. An illustrative listing of grouped bicycle and pedestrian projects eligible to be let during the FY 2023-2026 timeframe can be found in this section.

Grouped Carbon Reduction Projects

Most local carbon reduction projects are eligible to be grouped. These local projects are not individually programmed in the TIP and are advanced as part of the STIP grouped project categories. Note that MPO project identifiers correspond to IDs found within *Connections 2045 – The Waco Metropolitan Transportation Plan*, if applicable. The grouped carbon reduction projects are shown on Map F-2. An illustrative listing of carbon reduction projects eligible to be let during the FY 2023-2026 timeframe can be found in this section.

Illustrative list of Grouped Bicycle and Pedestrian Projects

Project: MKT Trail
Program: Transportation Alternatives
Fiscal Year: 2023
Applicant: City of Waco
Extent: Purchased UPRR property from US 84 (East Waco Dr) to FM 933 (Gholson Rd)
MPO ID BP-007
TxDOT ID 5000-00-916

Construct 12-foot-wide reinforced concrete shared use trail for approximately 6,550 linear feet for bicycles and pedestrians

Project: Cedar Ridge Sidewalks
Program: Transportation Alternatives
Fiscal Year: 2024
Applicant: City of Waco
Extent: CS (N 19th St) from Lake Shore Dr to Park Lake Dr
MPO ID L-016
TxDOT ID 5000-00-916

Construct on- and off-road facilities for bicycles and pedestrians along N 19th St between Lake Shore Dr and Park Lake Dr. Construct continuous sidewalks on both sides from Park Lake Dr to Live Oak Dr.

Project: Indian Spring Pedestrian Connectivity
Program: Transportation Alternatives
Fiscal Year: 2024
Applicant: City of Waco
Extent: Jefferson Ave from N 13th St to 4th St, N University Parks Dr
TxDOT ID 5000-00-916

Construct 6-foot-wide concrete sidewalks, lighting, and curb ramps for approximately 4,600 linear feet along Jefferson Ave and 3rd St.

Project: Mart School and Neighborhood Connector
Program: Transportation Alternatives
Fiscal Year: 2025
Applicant: City of Mart
Extent: S Carpenter St from SH 164 (E Texas Ave) to E Bowie St; E Bowie St from S Carpenter St to S Lumpkin St.
TxDOT ID 5000-00-916

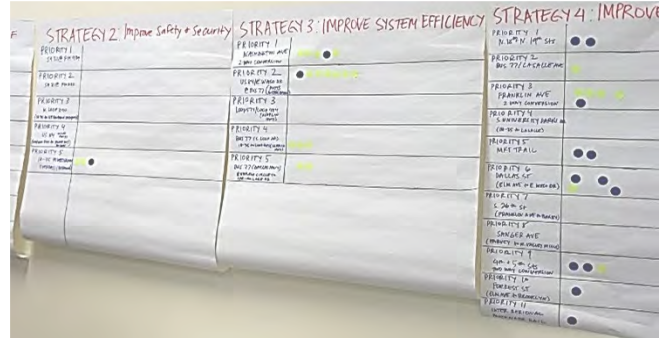
Construct 6-foot-wide sidewalk along the south side of S Carpenter St from SH 164 (E Texas Ave) to E Bowie St and along E Bowie St to from S Carpenter St to S Lumpkin St. to provide safe pedestrian connections between the downtown area of Mart, adjacent neighborhoods and schools, and the community center.

Project: Waco Carver Neighborhood (Dallas Street) Bike and Pedestrian Project
Program: Transportation Alternatives
Fiscal Year: 2024
Applicant: City of Waco
Extent: Dallas St between Elm Ave and Ashburn St
TxDOT ID 5000-00-916

Construct continuous sidewalk and bike lane along Dallas St between Elm Ave and Ashburn St to improve circulation within East Waco neighborhoods and provide important connections to existing active transportation corridors.

Project: Neighborhood and Elementary School Sidewalk Connector
Program: Transportation Alternatives
Fiscal Year: 2024
Applicant: City of Woodway
Extent: Midway Dr from Harvey Dr to Estate Dr; Estates Dr from Midway Dr to Jordan Ln
TxDOT ID 5000-00-916

Construct continuous sidewalk along Midway and Estates Drives to improve pedestrian safety and ease vehicular use near Woodway Elementary School, and to connect adjacent neighborhoods to nearby retail opportunities.



Public Participation Plan for the Waco Metropolitan Planning Organization

Adopted by the Waco MPO Policy Board on November 19, 2020

Draft Amendment for Public Review, December 26, 2024



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Section 1 – Introduction

1.1 About the Waco MPO

The Waco Metropolitan Planning Organization (MPO) was created in 1974 in order to comply with federal requirements that all areas over 50,000 population must incorporate local input into decisions involving federal highway or transit funds. Today the role of the MPO has expanded to identify all mobility needs for the Waco Region and determine regional transportation policy. Inherent within this role is the need to involve the citizens of McLennan County into the transportation planning process and incorporate their concerns into the various plans, programs and policies adopted by the MPO.

Governing the MPO is a 20-member policy board consisting of elected officials and other representatives from the 19 member cities, McLennan County and the Texas Department of Transportation (TxDOT) (See Appendix A for a map of the Waco Metropolitan Area). Assisting the Policy Board is the MPO staff and Technical Advisory Committee, producing drafts of necessary plans and programs and providing policy recommendations to the board. The staff also administers the public involvement procedures for the MPO and ensures that public concerns are voiced to the MPO Policy Board.

1.2 Purpose of Public Participation Plan

The Fixing America's Surface Transportation Act (FAST) and predecessor federal transportation acts require MPOs to develop a Public Participation Plan (PPP) to specify the MPO's efforts to involve the public in the development of the Metropolitan Transportation Plan. In addition to the FAST Act, there are several other federal acts, regulations and executive orders that include public involvement requirements for the transportation planning process. The Waco MPO adheres to federal requirements for public involvement and strives to go beyond these requirements by finding new ways to engage the public in the transportation planning and programming process. Appendix B outlines the laws and legislation relevant to public participation.

The Waco MPO recognizes that an effective public participation process is a vital element in the development and implementation of transportation plans and programs. Thus, the MPO continuously seeks to create opportunities for its citizens to participate in transportation planning activities and in reviewing its mobility projects and programs. The PPP outlines the MPO's plan of action to involve the public in the planning process and to ensure that decisions are made in consideration of and to benefit public needs and preferences. One of the primary purposes of this plan is to ensure that all policy actions of the MPO Policy Board are made only after the public and key transportation stakeholders have been informed about the issues and been given a reasonable opportunity to provide input.

1.3 MPO Plans and Processes

The MPO creates and amends many documents on a regular basis for adoption and approval by the Policy Board. The following narrative briefly describes these documents.

Metropolitan Transportation Plan (MTP)

In metropolitan areas, the MTP, or long-range plan, identifies how the region intends to invest in the transportation system. Each 5-year period, the Waco MPO produces an MTP identifying and

analyzing existing and future multi-modal mobility needs for the Waco planning area for a 25-year period. It identifies needed transportation network improvements to meet mobility requirements over that time period. It also evaluates whether the condition and performance of the transportation system is meeting performance targets.

The Waco MPO's MTP is the final product of several years of research through the continuing, comprehensive, cooperative effort of the MPO staff, MPO Policy Board, MPO Technical Advisory Committee, TxDOT, Waco Transit, and the various municipal and county governments within the MPO planning area. It is prepared through active public engagement. The MTP reflects policies and priorities of the Waco MPO Policy Board and it serves as the blueprint from which future mobility projects are developed. Only those projects that can be realistically funded during the 25-year planning period may be included in the MTP, and to be eligible for federal funding each project must be identified within the document (23 CFR 450.322).

Each project considered for inclusion in the MTP is scored and ranked through project evaluation criteria. Once projects are scored, they are recommended for inclusion within one of the MTP's six strategies based on that project's anticipated efficacy in making progress towards that strategy's guiding principle. Ultimately, the selection and prioritization of MTP projects are generally determined using the project score, Policy Board considerations, and fiscal constraint.

Transportation Improvement Plan (TIP)

MPOs use a TIP to identify the transportation projects and strategies they will pursue during the next four years, similar to a municipal or county capital improvement program. The primary purpose of the TIP is to serve as the financial programming document for the Waco MPO. Top priority projects from the MTP are proposed for inclusion within the TIP based on consensus of owners and operators of various portions of the regional transportation system and a formal commitment of necessary funds. Once programmed into the TIP, projects are cleared for phased implementation. This means that necessary environmental and engineering studies and acquisition of any necessary right-of-way may commence, followed by project construction (23 CFR 450.324).

See Figure 1A for a diagram of the MPO project development process from conception to implementation and Figure 1B for a diagram of the transportation planning process.

Figure 1A - MPO Project Development Process

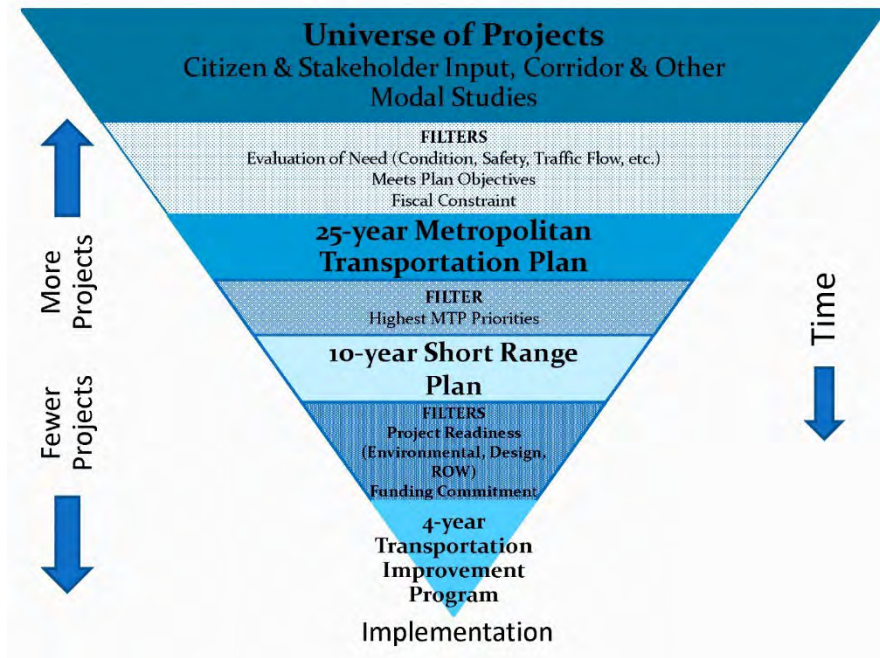


Figure 1B – Transportation Planning Process



Source: *The Transportation Planning Process Briefing Book, USDOT*

Thoroughfare Plan

The Thoroughfare Plan outlines the functional classification of existing streets and roadways and proposed thoroughfares within the Metropolitan Area based on levels of mobility and access. In addition, the thoroughfare plan proposes long-range facility improvements, and recommends conceptual design criteria for each roadway classification which vary based on the land use context area.

Unified Planning Work Program (UPWP)

The UPWP is a biennial budget report that identifies specific work tasks and mobility planning studies the Waco MPO and its partner agencies will undertake during the next 2 years. The work identified in the UPWP assist in further defining the comprehensive and multimodal transportation plans for the Metropolitan Planning Area. The funding source, responsible agency, and schedule of activities are identified for each work task. Examples of UPWP work tasks include monitoring of demographic and environmental trends; preparation of the required plans and programs; corridor or transit route studies; and public outreach conducted in study preparation.

Transportation System Performance Reports and Performance Targets

MTPs and TIPs developed by the Waco MPO are required to demonstrate a performance-based decision process that ties back to transportation system performance measures that are required by the FAST Act. These performance measures include transportation system safety (PM1), condition of pavement and bridges (PM2), system reliability and freight movement (PM3), and transit safety and asset condition (PTASP, TAM). As part of this process, the Waco MPO sets performance targets for the Waco Metropolitan Area, or supports targets set by TxDOT or Waco Transit. Targets related to PM1 and transit safety and asset condition are reassessed annually. Targets related to PM2 and PM3 are reassessed every four years, with an opportunity to adjust those targets every two years.

Transportation System Performance Reports are a series of four reports required by the FAST Act which monitor various performance metrics of the transportation system. These reports compare progress towards meeting targets established by the State of Texas, Waco Transit or the Waco MPO. These reports include the following metrics: Safety (Fatalities, Serious Injuries and Non-Motorized Fatalities & Serious Injuries), Transit Asset Condition (Vehicles, Facilities and Infrastructure), Pavement & Bridge Condition and Travel Time Reliability. Performance updates on these metrics are also incorporated into the MTP.

Active Transportation Plan (ATP)

The ATP focuses on the improvement and maintenance of non-motorized transportation facilities, in order to make biking, walking, and rolling viable transportation modes. The plan serves as a resource for MPO member governments to incorporate bicycle and pedestrian elements into roadway construction and maintenance; provides a menu of potential best practices, policies, outreach and educational activities to promote biking, walking, and rolling; and identifies regionally significant priorities for inclusion in the MTP and federal or state funding eligibility.

Annual Listing of Federal Projects (APL)

The APL is a listing of projects for which federal funding was obligated in the previous fiscal year. The APL also provides a record of project delivery and is intended to increase awareness of government spending on transportation projects. Note that per federal statute, the APL cannot be released for public review until approved by US Department of Transportation

(USDOT). As such, there is no action taken by the MPO Policy Board and the only public involvement for this document is the opportunity to review after USDOT approval.

Annual Performance and Expenditure Report (APER)

The APER is an annual work performance review of all proposed transportation planning and related activities of the Waco MPO as submitted in the UPWP. Note that per federal statute, the APER cannot be released for public review until approved by USDOT. As such, there is no action taken by the MPO Policy Board and the only public involvement for this document is the opportunity to review after USDOT approval.

1.4 Consistency with Public Transportation Planning Activities

Many of the planning activities of Waco Transit System, Inc., the public transportation provider for the Waco Metropolitan Area, overlap with the activities of the MPO. Similarly, significant public transportation projects and services are incorporated within the documents produced by the MPO. As a result, this public participation plan will be used to meet Federal Transit Administration (FTA) public participation requirements for the City of Waco, the regional recipient of federal transit funds, and Waco Transit for FTA Section 5307 funds.

Section 5307 funds refer to federal resources apportioned to urbanized areas for public transit capital and operating assistance, and for public transportation related planning efforts through the FTA's Urbanized Area Formula Funding program (49 U.S.C. 5307). The planning and programming of 5307 dollars is accomplished through MPO processes. Community desired public transportation projects are identified through the MPO's long range planning process and captured in the MTP. Then as a combination of other federal, state and local funds are made available to fund identified projects, those projects are readied for implementation through the project programming process captured in the TIP.

Although Waco Transit uses strategies outlined in the Waco MPO's Public Participation Plan and partners with the MPO during community meetings, the MPO's outreach does not satisfy the public involvement required for other planning related tasks that Waco Transit may conduct. Examples include public transportation service adjustments and operational policy modifications. The Waco Transit Advisory Board, comprised of community stakeholders, oversees these efforts by Waco Transit to ensure equitable, efficient and effective public transit operations.

The Waco MPO's public participation process does, however, satisfy the public participation process for the Program of Projects (POP), and the public notice for public involvement activities and time established for public review of and comments on the TIP, and will satisfy the POP requirements for Waco Transit System, Inc., the public transit provider for the City of Waco.

Section 2 – Public Participation Goals

This Public Participation Plan outlines the MPO's responsibility to include the public in the transportation planning and programming process. The MPO adheres to federal requirements for public involvement and strives to go beyond these requirements by finding new ways to engage the public. To accomplish this, the MPO has adopted the following goals for informing, involving, and engaging the diverse populations in the Waco Region.

Goal 1: Educate and Inform the Public

- Increase awareness and understanding of the role of the MPO and transportation planning process, including sources of funding and impacts of regional planning decisions
- Clearly define the purpose and objectives for public dialogue on transportation plans, programs, projects, policies and partnerships
- Make information accessible and understandable, and develop visual aids when appropriate to illustrate and enhance communications
- Provide timely public notice of information resources and opportunities to comment on plans, policies and programs, and decisions involving federal highway or transit funds within the Waco Metropolitan Area
- Ensure transparency and accessibility for open meetings, and provide language translation upon request

Goal 2: Engage Diverse Audiences

- Identify the affected public and other stakeholder groups with respect to the plans, programs, projects, and policies under development
- Connect with organizations and community leaders who can help reach more people and engage those individuals in the planning process
- Provide people with a variety of ways to participate and provide input, including flexible, creative, and innovative approaches
- Strive to eliminate barriers to participation by hosting public meetings at accessible locations and/or virtual meetings, and convenient times
- Post all relevant information online, including staff presentations, so that people can participate in the public process and provide input at their convenience
- Document and respond, as needed, to comments from public meetings, outreach events, mail, email, web forms, and social media.
- Share public input with the Policy Board and Technical Advisory Committee and facilitate information flow between the public and policy makers
- Consider (and when appropriate respond to) public priorities and concerns collected through the public process
- Consider public priorities and concerns during preparation of planning documents and reports

Goal 3: Meet Legal Requirements

- Meet all federal and state legal requirements for noticing meetings and providing opportunities for the public to comment on proposed actions of the MPO

Goal 4: Evaluate Public Participation Strategies and Efforts

- Regularly review quantitative and qualitative data for public input processes and adjust methods as needed to meet the goals of this plan
- Review and document how public input influenced transportation planning and programming decision-making

Section 3 – Target Audiences

One of the primary purposes of this Public Participation Plan is to ensure that all policy actions of the MPO Policy Board are made only after the public and key transportation stakeholders have been informed about mobility issues and been given a reasonable opportunity to provide input. MPO staff maintains a stakeholder contact list that is updated on a continuous basis. Individuals and groups regularly included in MPO outreach efforts are included in Table 1 below. This list is not exhaustive; it's intended to provide an overview of the various types of transportation stakeholders, or target audiences, within the Waco Region.

Table 1 – Target Audiences for Waco MPO Public Participation

Stakeholders / Target Audiences
Airport operators
Bicycle clubs and advocacy groups
Board, committee and work group members
Business and trade organizations
Civic and public interest groups
Colleges and universities
Community-based associations
Commuters
Disabled populations
Elected local, state and federal officials
Emergency response and natural disaster risk reduction agencies
Environmental and sustainability groups
Faith-based organizations
Freight shippers
Hospitals
Micromobility operators and users
Neighborhood associations
Local media outlets
Major employers
Pedestrian advocacy groups
Private transportation organizations
Providers of freight transportation services
Public agencies and staff
Public at large
Public health organizations
Public transportation providers

Table 1 – Target Audiences for Waco MPO Public Participation

Stakeholders / Target Audiences
Ride share operators and users
School districts
Social service organizations
Tourism and hospitality industry
Traditionally underserved populations
Transportation advocates
Workforce development organizations and programs

3.1 Diversity, Inclusiveness, and Equity

Designing a functional and integrated network of mobility options for residents of the Waco area should be based on the need for logical connections between roadways, transit routes, bicycle and pedestrian networks and any other future modal options regardless of the socioeconomic status or resident mix of communities in which these routes travel. Ensuring fair and equitable participation by potentially affected communities in every phase of the transportation decision-making process is essential.

As a federally sponsored agency, the Waco MPO is required to incorporate policies and procedures of Environmental Justice (EJ) and Limited English Proficiency (LEP) into its transportation planning studies and programs (see Appendix B). EJ policies ensure federally funded plans address disproportionate health or environmental effects of plan implementation on minority and low-income populations. Within the Waco area, EJ populations include Black and Hispanic minority populations, and low-income populations. Limited English Proficiency (LEP) persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. Within the Waco Region, the majority of LEP individuals are native Spanish speakers.

The MPO's Title VI Plan documents how the MPO integrates EJ and LEP policies into its required programs and demonstrates its commitment to engaging traditionally underserved and historically underrepresented communities in transportation planning efforts. These communities include residents of lower socioeconomic status, people of color, immigrants, individuals with disabilities, and groups with federal protected status, as defined in Title VI of the 1964 Civil Rights Act and related legislation (see Appendix B). The goal of these efforts is to ensure that EJ and LEP populations in the Waco region can participate in the transportation planning process and understand how transportation decisions impact their lives.

The Waco MPO deliberately plans inclusive, diverse public participation opportunities as part of its transportation planning processes. Efforts include communication and outreach methods specifically tailored to the Waco region's audiences and stakeholders. Opportunities include collaboration with local governments and agencies, schools, and a variety of special interest groups including, but not limited to, public and private transportation employees and stakeholders, bicycle and pedestrian stakeholders, freight interests, and stakeholders with and representing those with disabilities as demonstrated in Table 1.

Section 4 – MPO Board, Committee and Work Group Meetings

The MPO holds Board, Committee, and Work Group meetings on a regular basis. The public can participate in many of these meetings, regardless of the topic of discussion. This section summarizes the various types of meetings, their purpose, and how meeting information will be conveyed to the public.

Note that if there is an Emergency Order (federal, state or local) in place, the directives of those orders may supersede the policies described below (See Section 4.5).

4.1 Meeting Formats

The following is a description of the various types of MPO meetings. Table 2 provides logistical details for ongoing MPO meetings.

MPO Policy Board Meetings

Board consisting of elected officials and other representatives of member cities, McLennan County and TxDOT. The Policy Board approves adoption and amendment of all plans and programs for the MPO and adopts regional transportation policy for the Waco Metropolitan Area.

MPO Technical Advisory Committee Meetings

Committee of professional engineers and planners from member governments as well as regional transportation stakeholders and modal operators. The Technical Advisory Committee provides recommendations to the Policy Board regarding actions on MPO plans and programs as well as on matters requiring technical advice.

MPO Subcommittee Meetings

The MPO Policy Board and Technical Advisory Committee may appoint subcommittees to study specific topics and provide recommendations to the Policy Board or Technical Advisory Committee. Subcommittee meetings are scheduled as needed.

MPO Work Group Meetings

The MPO Policy Board and Technical Advisory Committee may approve the formation of work groups to facilitate ongoing discussion on various transportation topics. Work Groups are informal, and members are not appointed. Instead, local stakeholders/interested parties may be solicited by the MPO, or they may request to participate. Work Group activities and outcomes are shared with the Technical Advisory Committee and Policy Board and may be used to inform policy decisions and priorities.

MPO Executive Sessions

The MPO Policy Board may call executive sessions in order to discuss the following items:

1. Pending or contemplated litigation;
2. A settlement offer;
3. An attorney/client privilege/relationship;
4. The purchase, exchange, lease, or value of real property;
5. A gift and/or donation; or
6. The appointment, employment, evaluation, reassignment, duties, discipline or dismissal of the MPO director or subordinate staff.

Executive Sessions are closed to the public and are scheduled as needed.

MPO Emergency Meetings

Meetings of the Policy Board to act on matters of life or death and are scheduled as needed.

Table 2 - Ongoing MPO Boards, Committees, and Work Groups

Board or Committee	Date/Time*	Location*	Meeting Frequency*
Policy Board	3rd Thursday of the month at 2:00 pm 1:30 pm	South Waco Community Center 2815 Speight Ave Waco, TX 76711	As needed, but not less than quarterly
Technical Advisory Committee	1st Thursday of the month at 2:00 pm 1:30 pm	Waco Transit Center 301 S 8th St Waco, TX 76701	In tandem with Policy Board meetings
Bicycle and Pedestrian Work Group	Dates and Times Vary	Dr Mae Jackson Development Center 401 Franklin Ave Waco TX 76701	Quarterly
Connected and Automated Vehicle Work Group	Dates and Times Vary	Dr Mae Jackson Development Center 401 Franklin Ave Waco TX 76701	Quarterly
Other Work Groups	To be determined	Dr Mae Jackson Development Center 401 Franklin Ave Waco TX 76701	As needed

**Meeting dates and locations are subject to change. Meetings may also be virtual or hybrid (partially in-person and partially virtual) to the extent allowed by the Texas Open Meetings Act. For the most current information, please visit <https://www.waco-texas.com/cms-mpo/>*

Persons with disabilities who plan to attend these meetings and who may need auxiliary aids or services are encouraged to contact the MPO at (254) 750-5650 or via email at mpo@wacotx.gov at least 24 hours prior to a meeting in order that appropriate arrangements can be made. Table 3 below identifies MPO website posting targets for meetings and informational materials.

4.2 Meeting Notices

Section 551.041 of the Texas Open Meetings Act requires governmental bodies to give written notice of the date, hour, place, and subject of each meeting held by the governmental body. Table 3 summaries meeting information that will generally be posted on the MPO website and Table 4 summarizes the various types of noticing the MPO will undertake to facilitate public participation in the transportation planning process.

Table 3 - MPO Meeting Website Posting Guidelines

Meeting Information / Materials	Target Web Posting
Meeting Information (Date, Time, Location)	1 month prior OR 3 days prior for Executive Session
Meeting Agenda and Packet	3 days prior
Virtual Meeting Information (e.g., call-in phone number, webpage or meeting link) <i>IF APPLICABLE</i>	3 days prior <i>IF APPLICABLE</i>
Post-meeting Materials (recordings, presentations, packets)	7 days after meeting

Table 4 - MPO Meeting Notices

Type of Notice	Guidelines
Legal Notice in Waco Tribune Herald	Per publication requirements
Email #1- Save the Date to Board or Committee Members and Stakeholder List – Meeting Date, Time, and Location	10 days prior
County Courthouse Post agenda on bulletin board	3 days prior OR 2 hours prior for Emergency Meeting
Email #2 – Meeting Materials to Board or Committee Members – Meeting Agenda and Packet	3 days prior
Press Release (English) – Distribute to Waco Municipal Information	2 days prior OR 2 hours prior for Emergency Meeting
Press Release (Spanish) – Distribute to Spanish-language publications and/or social media channels, as determined in periodic reviews with Hispanic community stakeholders *	2 days prior OR 2 hours prior for Emergency Meeting

* Currently, the only significant LEP population in the Waco MPO region is native Spanish speakers (see Waco MPO's [Title VI plan](#)). As additional LEP populations are identified, the Waco MPO's meeting notification process will be expanded accordingly.

4.3 Public Hearings

All Policy Board meetings will end with an opportunity for interested persons to address the Policy Board regardless of whether the topic is on the agenda or not. Additionally, members of the public can speak to any item on the meeting agenda, regardless of whether a public hearing is included for that item. Persons wishing to address the Policy Board are encouraged to register their intent to speak with MPO staff or submit their comment in writing prior to each meeting. The Policy Board, however, cannot respond if the topic is not on the posted agenda.

All persons are given 3 minutes to speak; longer if the Policy Board chairperson permits. If representing a group of persons or an official association recognized by the Policy Board, then the person may speak up to 10 minutes; longer if the Policy Board chairperson permits. If a person requires the use of a translator, then the allowed speaking time will be doubled.

Persons wishing to address the Policy Board are given opportunity to do so at three (3) allotted periods during each meeting: 1) at the beginning of each Policy Board meeting, person(s) may address the Board regarding one or more *posted* agenda items; 2) each action item will have a separate public hearing in which the Board may be addressed regarding the specific action under consideration; and 3) person(s) may address the Policy Board regarding *non posted* agenda items during the hearing of visitors at the end of each Board meeting.

4.4 Meeting Cancellations

From time to time, previously scheduled MPO meetings will need to be cancelled. Should the need to cancel a meeting arise, except in the case of a lack of a quorum, the MPO will post a notice of cancellation at the meeting location and the McLennan County Courthouse no less than 24 hours prior to the scheduled meeting time. In addition, a notice of cancellation shall be announced via press release at the applicable time. For disasters, states of emergency, pandemics or other situations in which travel or person to person interaction is considered unusually hazardous, notice of cancellation will be posted to the MPO website and announced via press release no less than one hour prior to the scheduled meeting time.

In the case that a quorum of members should not be achieved for an MPO Policy Board meeting, the Policy Board chair may officially cancel the meeting 30 minutes after the scheduled meeting time. Without action, the meeting is cancelled one hour after the scheduled meeting time should a quorum not be achieved at that time. Technical Advisory Committee and Work Group meetings are not subject to quorum requirements.

4.5 Emergency Orders and Disaster Proclamations

For disasters, states of emergency, pandemics or other situations for which compliance with any or all requirements of the Public Participation Plan would be considered hazardous or harmful to public health or safety, the MPO Policy Board chairperson may temporarily replace those requirements with another process deemed safe but still allows for public participation. This provision can only be implemented upon issuance of an official proclamation of disaster or emergency by either the McLennan County Judge, Governor of Texas or the President of the United States.

Table 5 – Summary of MPO Boards, Committees, and Work Group Meeting Guidelines

Meeting Type	Website Posting				Noticing						Public Participation		
	Meeting Information	Meeting Agenda & Packet	Virtual Meeting Information (If applicable)	Post-meeting Materials	Legal Notice in Newspaper	Email #1 – Save the Date	County Courthouse Agenda Posting	Email #2 – Meeting Materials	Press Release (English)	Press Release (Spanish)	Open to General Public	Public Hearing Opportunity	Public Comments Accepted at Meeting
Policy Board Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Technical Advisory Committee Meeting	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		
Subcommittee Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Work Group Meeting	✓												
Emergency Meeting	✓		✓	✓			✓		✓	✓	✓		

Section 5 – Public Participation Toolbox

In order to achieve the Public Involvement Goals outlined in Section 2, the MPO has identified several outreach and communication tools and strategies to engage the public in the transportation planning process. The MPO uses the “Spectrum of Public Participation” methodology developed by the International Association of Public Participation to convey the scope and intent of public involvement for each type of outreach and communication tool.

The toolbox represents the different tools and strategies the MPO *may* use to achieve this plan’s public participation goals and comply with applicable laws and regulations. MPO staff tailors the public participation process to best match the scope of each planning document / policy action, affected stakeholders, and other special circumstances. However, there will always be a minimum level of noticing and public participation for each type of policy action as shown in Table 12.

It is important to note that Tables 6 through 9 omit the Empower level of participation. Public input is considered by MPO staff, the Technical Advisory Committee, and the Policy Board. MPO staff frequently works with stakeholders to collaborate on solutions (e.g., MPO work groups). However, Policy Board members have the ultimate decision-making authority, and therefore the highest level of public participation the MPO can feasibly offer is Collaboration.

IAP2’S PUBLIC PARTICIPATION SPECTRUM



The IAP2 Federation has developed the Spectrum to help groups define the public’s role in any public participation process. The IAP2 Spectrum is quickly becoming an international standard.


		INCREASING IMPACT ON THE DECISION 				
		INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL		To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
	PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

Table 6 - Outreach and Communication Strategies: Meetings and Speaking Engagements

Type	Description	Format	Level of Participation			
			Inform	Consult	Involve	Collaborate
Community Workshops / Open Houses	Workshops and Open Houses are events that provide the public “hands-on” involvement in the development of plans or programs. During these workshops, the public will be invited to identify transportation needs and to propose ideas, concepts or solutions to those or other previously identified needs. A variety of visioning tools and techniques will be used (in person and/or online) to envision different tradeoffs and public preferences. The intended results of these workshops are either an agreed upon scenario or solution or a better understanding of tradeoffs and consequences of proposed alternatives. Feedback received from this process will be used to develop a policy framework that, in turn, will be used to guide transportation & land-use decision making.	In-person or virtual	✓	✓	✓	✓
Pop-Up Outreach / Tabling	MPO staff is periodically asked to participate in community events. This could involve providing visual aids, brochures, and general information about the MPO. This type of outreach provides an opportunity for MPO staff to have informal discussions with the public about the MPO’s roles and responsibilities. If the event coincides with an active comment period, MPO staff will also seek input from event attendees.	In person	✓	✓	✓	
Stakeholder Meetings and Interviews	During projects such as planning studies, meetings or interviews may be held with small stakeholder groups that have an interest in the project. Examples include neighborhood associations, civic groups, special interest groups, or other groups of affected or interested in the topic.	In-person or virtual	✓	✓	✓	
Public Informational Meetings	An organized large group meeting or virtual meeting usually used to make a staff presentation and give the public an opportunity to ask questions and give comments on an MPO plan, program, or policy decision. Public informational	In-person or virtual	✓	✓	✓	✓

Table 6 - Outreach and Communication Strategies: Meetings and Speaking Engagements

Type	Description	Format	Level of Participation			
			Inform	Consult	Involve	Collaborate
	<p>meetings are open to the public at large. They are set up to be welcoming and as receptive as possible to ideas and opinions. Virtual public meetings will include the same information provided at in-person public meetings and will be advertised at the same time as in-person opportunities.</p> <p>Most public informational meetings will be virtual, with in-person meetings reserved for major policy actions such as the adoption of a new Metropolitan Transportation Plan.</p>					
Public Comment Periods	A period when the public is invited to submit formal comments on any proposed policy action by the MPO Policy Board. The public can submit comments by a variety of methods, including in-person, by phone or fax, by email, social media, or completing a comment card online.	In-person or virtual	✓	✓	✓	
Public Hearings	A formal opportunity for public comment. Public hearings involve a staff presentation before the MPO Policy Board where the public is invited to make final comments immediately prior to a policy action. Typically, this is the last step in the public participation process, after the public comment period has closed.	In-person or virtual	✓	✓		
Speaking Opportunities	MPO staff actively looks for opportunities to present to stakeholders on a variety of transportation-related topics.	In-person or virtual	✓			

Table 6 - Outreach and Communication Strategies: Meetings and Speaking Engagements

Type	Description	Format	Level of Participation			
			Inform	Consult	Involve	Collaborate
Partner Agency Meetings	<p>MPO staff attends and participates in as many transportation partner public participation activities as is feasible to enhance public consideration of transportation issues, plans, and programs and to reduce redundancies and costs.</p> <p>This includes federally required consultation with agencies involved with either tourism or natural disaster risk reduction. 23CFR450.516(b) requires that MPOs demonstrate consultation with specific agencies during development of required plans and programs.</p>	In-person or virtual	✓	✓	✓	✓

Table 7 - Outreach and Communication Strategies: Online Tools

Type	Description	Participation Level			
		Inform	Consult	Involve	Collaborate
MPO Website	<p>The MPO website has all the information necessary for interested persons to stay informed and engaged in the MPO planning process. It includes meeting information and active comment periods (including submittal of comments online). It includes all the federally required MPO planning documents (MTP, TIP, UPWP, ATP) as well as any other plans or studies produced by MPO staff. The site is continually maintained and updated by MPO staff and is used to promote regular and special meetings, planning studies, bicycle and pedestrian events, active comment periods, publications and work products.</p> <p>Meeting information, such as staff presentations, meeting recordings, exhibits and handouts, and comment forms, are all available on the MPO website.</p>	✓	✓	✓	
Email Distribution Lists	The MPO maintains several distribution lists that are updated on a regular basis to ensure interested parties receive timely information about MPO meetings, policy decision-making, plans and studies, and active public comment periods.	✓			
Social Media	The MPO will utilize appropriate social media avenues to post pertinent information and notices on a frequent basis. This also provides another opportunity for the public to provide input into the MPO's on-going planning process. The MPO may use its own social media channels or partner with other organizations or its fiscal agent.	✓			
Shareable content	The MPO may create shareable information for social media to support MPO meetings, programs, and initiatives. The type of content can vary from shareable graphics sized for different social media platforms, infographics, videos, and sample posts. This content is shared to other public information officers at their monthly meeting, as part of media kits, and with partner organizations.	✓			

Table 7 - Outreach and Communication Strategies: Online Tools

Type	Description	Participation Level			
		Inform	Consult	Involve	Collaborate
Project-specific Web Sites	For individual projects or special studies, project-specific websites may be used. These sites are used when project information is too extensive to be included on the MPO site. Links to project sites are provided from the MPO website.	✓	✓	✓	
Surveys and Opinion Polls	The MPO may periodically conduct qualitative surveys or opinion polls to seek public opinion on upcoming or current planning issues.	✓	✓		
Live webinars	These meetings combine telephone and video technology to allow people to see each other and view information online using web-based technology.	✓			

Table 8 - Outreach and Communication Strategies: Public Notice Delivery

Type	Description	Participation Level			
		Inform	Consult	Involve	Collaborate
Email	Email is the primary means of distributing public noticing to stakeholders and community members.	✓			
Legal Newspaper Notice	A legal newspaper notice is published in the official organ for the MPO fiscal agent for community workshops, public comment periods, public hearings, and Policy Board meetings.	✓			
Press Releases	Formal press releases (English and Spanish language) are sent to local media to announce upcoming meetings and activities and to provide information on specific issues.	✓			
Phone	Infrequently, the MPO may need to contact members of the public and potential meeting participants via telephone to notify them of upcoming meetings and events. This method is used if they do not have access to email or other special circumstances.	✓			

Table 8 - Outreach and Communication Strategies: Public Notice Delivery

Type	Description	Participation Level			
		Inform	Consult	Involve	Collaborate
Flyer/ Notice Distribution	Meeting notices are posted in high traffic gathering places, including but not limited to: libraries, community centers, Transit Centers, and other such gathering places.	✓			
US Postal Service	On rare occasions, traditional mail service may be used for formal public hearing notices, as well as to publicize public meetings/workshops.	✓			
Public Transit	Meeting flyers and related collateral material may also be available on buses, notifying riders of upcoming meetings.	✓			

Table 9 - Outreach and Communication Strategies: Other Potential Tools

Type	Description	Participation Level			
		Inform	Consult	Involve	Collaborate
Social Media Ads	Social media advertising is used to target audiences on specific networks through demographic information. The MPO may use social media ads to targeted stakeholders with messages that appear in their feeds.	✓			
TV and Radio	MPO staff will occasionally participate in TV or radio shows, such as the City of Waco public information channel, to provide information or to promote events and topics as appropriate.	✓			
Video and Audio Public Service Announcements	MPO staff may produce, or participate in production of, audio and video public service announcements for selected events or topics of interest and distribute them to the appropriate media (or social media) channels.	✓			
Project Newsletters	For individual projects, such as corridor studies, that are typically performed using consulting services, newsletters are often used to address specific project issues. These newsletters are mailed to targeted residents, businesses	✓	✓	✓	

Table 9 - Outreach and Communication Strategies: Other Potential Tools

Type	Description	Participation Level			
		Inform	Consult	Involve	Collaborate
	and property owners in the area affected by a particular study. Information regarding upcoming project meetings, alternatives being proposed in the area and other project news is reported in these newsletters				
Other Newsletters	When project-specific newsletters are not used, articles may be prepared for publication in other newsletters produced by municipalities, homeowner associations, religious organizations, civic groups, or others that may have an interest in the project. These articles are subject to the publication dates and space restrictions of publishers.	✓	✓	✓	
Flyers, Posters, Fact Sheets and Rack Cards	To provide summary information regarding MPO policy, programs and projects, flyers, posters, fact sheets and rack cards may be distributed at public meetings, posted on the MPO website, and displayed in public places such as libraries and community centers. Individuals and special interest groups can also request these items directly from the MPO staff office.	✓			
Bus Placards	The MPO may use advertising space in Waco Transit System buses when available	✓			
Banners	The MPO may consider using banner advertising such as internet page banners as appropriate for MPO events and activities.	✓			

Section 6 – Public Participation Procedures

The MPO creates and amends many documents on a regular basis for adoption and approval by the Policy Board, as described in Section 1.3. The approval process can vary based on the purpose of the document, and the scope of the requested action (for example, adoption of a new plan versus amendment of a previously approved plan). Therefore, the Waco MPO utilizes two categories of policy actions, “Major Actions” and “Minor Actions,” to assign the appropriate public participation process that corresponds with the scope of the request. Table 10 summarizes the different types of policy actions of the MPO Policy Board.

Table 10 - Policy Actions of the MPO Policy Board

MPO Document	Major Actions	Minor Actions	Routine Actions
Public Participation Plan (PPP)	Adopt or Amend	NA	NA
Metropolitan Transportation Plan (MTP)	Adopt	Amend	NA
Transportation Improvement Program (TIP)	Adopt	Amend	NA
Unified Planning Work Program (UPWP)	Adopt	Amend: Add or Delete a Task OR Revision > \$25,000	Amend: Revisions to Existing Tasks ≤ \$25,000
Active Transportation Plan (ATP)	Adopt	Amend	NA
Thoroughfare Plan	Adopt	Amend	NA
All Other Plans and Programs	Adopt	Amend	NA
Transportation System Performance Reports / Performance Targets	NA	Adopt or Amend	NA
Annual Listing of Federal Projects (APL)*	NA	NA	NA
Annual Performance and Expenditure Report (APER)*	NA	NA	NA
Special Study Recommendations	Adopt	NA	NA
Policy Board Statement Resolutions / Support Letters	NA	NA	Approval
Administrative Corrections**	NA	NA	NA
Administrative Modifications***	NA	NA	NA

*The APL and APER are approved by USDOT and not by the MPO Policy Board. Per federal statute, neither document can be released for public review until after USDOT approval, usually in February.

The APL and APER will be provided to the MPO Policy Board for discussion and do not require Policy Board Action.

****Administrative Corrections** applies to an amendment for the sole purpose of correcting a scrivener, clerical, or mathematical error or omission within a document previously approved by the Policy Board. This type of correction does not require Policy Board action.

*****Administrative Modifications** applies to an amendment for the purpose of modifying project costs within a document previously approved by the Policy Board if the proposed change in the estimated federal cost of a project is less than 50% and results in a change to the total project cost of under \$1,500,000. This type of modification does not require Policy Board action.

6.1 Public Comment Periods

The public is invited to submit formal comments on any proposed major or minor policy action by the MPO Policy Board as identified on Table 10. MPO Staff will respond to all formal comments within 10 **working** days of receipt for new plans or programs and 5 **working** days or receipt for amendments to existing plans and programs. For the staff to respond, comments must be received via methods posted within the corresponding public notice and prior to the posted deadline. All comments and staff responses will be forwarded to the MPO Policy Board prior to proposed actions. Table 11 below summarizes the different comments periods that will be utilized for various Policy Board actions. Routine Actions do not require a public comment period; public comments will be accepted during the public hearing portion of the Policy Board meeting.

Table 11 - Public Comment Period Requirements

Type of Action	Minimum Lead Time Prior to Policy Board Action (calendar days)	Comment Period Length (calendar days)	Staff Revision Time (working days)
Public Participation Plan	55 days	45 days	10 days
Major Action	40 days	30 days	10 days
Minor Action	15 days	10 days	5 days

Table 12 – Summary of MPO Actions: Approval, Noticing, and Minimum Outreach

Policy Action	Approval Process								Noticing Requirements					Minimum Public Participation / Outreach			
	Major Action	Minor Action	Routine Action	10 Day Comment Period	30 Day Comment Period	45 Day Comment Period	Public Hearing at Policy Board Meeting	Federally Required Agency Consultation (23CFR450.516(b))	Legal Notice in Newspaper	Press Release	MPO Website	Stakeholder Email Distribution List	Spanish Language Outlets / Other LEP Languages	Community Workshop / Open House	Public Informational meeting (Virtual Only)	Public Informational meeting	2 nd Public Informational meeting
Public Participation Plan <i>Adoption</i>	✓					✓	✓		✓	✓	✓	✓			✓	✓	
Public Participation Plan <i>Amendment</i>	✓					✓	✓		✓	✓	✓	✓			✓	✓	
Metropolitan Transportation Plan <i>Adoption</i>	✓				✓		✓		✓	✓	✓	✓	✓		✓	✓	
Metropolitan Transportation Plan <i>Amendment</i>		✓		✓			✓		✓	✓	✓	✓		✓			
Transportation Improvement Program <i>Adoption</i>	✓				✓		✓		✓	✓	✓	✓			✓	✓	
Transportation Improvement Program <i>Amendment</i>		✓		✓			✓		✓	✓	✓	✓		✓			
Unified Planning Work Program <i>Adoption</i>	✓				✓		✓		✓	✓	✓	✓			✓	✓	

Table 12 – Summary of MPO Actions: Approval, Noticing, and Minimum Outreach

Policy Action	Approval Process								Noticing Requirements					Minimum Public Participation / Outreach			
	Major Action	Minor Action	Routine Action	10 Day Comment Period	30 Day Comment Period	45 Day Comment Period	Public Hearing at Policy Board Meeting	Federally Required Agency Consultation (23CFR450.516(b))	Legal Notice in Newspaper	Press Release	MPO Website	Stakeholder Email Distribution List	Spanish Language Outlets / Other LEP Languages	Community Workshop / Open House	Public Informational meeting (Virtual Only)	Public Informational meeting	2 nd Public Informational meeting
Unified Planning Work Program Amendment, <i>Minor Action</i>		✓		✓			✓		✓	✓	✓	✓		✓			
Unified Planning Work Program Amendment, <i>Routine Action</i>			✓				✓		✓	✓	✓	✓					
Thoroughfare Plan Adoption	✓				✓		✓	✓	✓	✓	✓	✓				✓	✓
Thoroughfare Plan Amendment		✓		✓			✓		✓	✓	✓	✓		✓			
Transportation System Performance Reports / Performance Targets 2- or 4-year Performance Reports, Target Adoption or Amendments		✓		✓			✓		✓	✓	✓	✓		✓			
Active Transportation Plan Adoption	✓				✓		✓	✓	✓	✓	✓	✓	✓		✓		✓

Table 12 – Summary of MPO Actions: Approval, Noticing, and Minimum Outreach

Policy Action	Approval Process								Noticing Requirements					Minimum Public Participation / Outreach			
	Major Action	Minor Action	Routine Action	10 Day Comment Period	30 Day Comment Period	45 Day Comment Period	Public Hearing at Policy Board Meeting	Federally Required Agency Consultation (23CFR450.516(b))	Legal Notice in Newspaper	Press Release	MPO Website	Stakeholder Email Distribution List	Spanish Language Outlets / Other LEP Languages	Community Workshop / Open House	Public Informational meeting (Virtual Only)	Public Informational meeting	2 nd Public Informational meeting
Active Transportation Plan <i>Amendment</i>		✓		✓			✓		✓	✓	✓	✓		✓			
Special Study Recommendations <i>Adoption</i>	✓				✓		✓	✓	✓	✓	✓	✓			✓	✓	
All Other Plans and Programs* <i>Adoption</i>	✓				✓		✓	✓	✓	✓	✓	✓			✓	✓	
All Other Plans and Programs* <i>Amendment</i>		✓		✓			✓		✓	✓	✓	✓		✓			
Policy Board Statement Resolutions / Support Letters			✓				✓		✓	✓	✓	✓					

*Plans, programs, activities and processes covered by the Infrastructure Investment and Jobs Act (IIJA - Public Law 117-58) or [Bipartisan Infrastructure Law \(BIL\)](#).

Section 7 – Monitoring and Evaluation

The Waco MPO will regularly evaluate its measurable public participation strategies to help determine whether the Public Participation Plan is achieving desired outcomes for public involvement in the transportation planning process. Evaluation helps staff understand how to better engage the public and more effectively allocate time and resources. Table 13 lists the measurable public participation strategies, the corresponding performance metrics for each strategy, the desired outcomes for public participation, and the relevancy to the goals of this Public Participation Plan.

Table 13 – Monitoring and Evaluation Plan

Public Participation Strategy / Tool	Performance Metrics	Desired Outcomes	Goals Addressed			
			Goal 1 Educate & Inform the Public	Goal 2 Engage Diverse Audiences	Goal 3 Meet Legal Req.	Goal 4 Evaluate Strategies & Efforts
MPO Website	<ul style="list-style-type: none"> Number of meeting materials posted Number of resources posted Number of staff presentations posted 	<ul style="list-style-type: none"> Prioritization of, and increased accessibility of, information and public input opportunities Greater awareness of MPO role and responsibilities 	✓	✓	✓	✓
Public Informational Meetings, Community Workshops, Open Houses (in person or virtual)	<ul style="list-style-type: none"> Number of attendees / participants Demographic diversity of attendees (in person only) Geographic diversity of attendees (in person only) Number of views (virtual only) 	<ul style="list-style-type: none"> Information about policies, programs and projects accessible in multiple formats Increased feedback and public input Planned opportunities for the public to interact directly with staff Increased accessibility of staff to member jurisdictions and partners Transparency in public involvement efforts and the planning process Increased participation in the planning process by EJ and LEP populations 	✓	✓	✓	✓
Public Comment Periods and Public Hearings	<ul style="list-style-type: none"> Number of comments received Most common comment topics Most used comment mode (e.g., email, comment card) 	<ul style="list-style-type: none"> Transparency in public involvement efforts and the planning process Identification of trends and changes in public attention and concerns Increased input received from EJ and LEP populations 	✓	✓	✓	✓
Press Releases	<ul style="list-style-type: none"> Number of press mentions 	<ul style="list-style-type: none"> Broad distribution of information 	✓	✓	✓	✓

Table 13 – Monitoring and Evaluation Plan

Public Participation Strategy / Tool	Performance Metrics	Desired Outcomes	Goals Addressed			
			Goal 1 Educate & Inform the Public	Goal 2 Engage Diverse Audiences	Goal 3 Meet Legal Req.	Goal 4 Evaluate Strategies & Efforts
	<ul style="list-style-type: none"> Number of media interviews 	<ul style="list-style-type: none"> Extended reach of messaging about transportation and public input opportunities Increased awareness among EJ and LEP populations 				
Stakeholder Email Communication	<ul style="list-style-type: none"> Number of contacts receiving stakeholder email notifications Net change in number of contacts for the year 	<ul style="list-style-type: none"> Broad distribution of information Strong relationships with partner organizations willing to help disseminate information to the public through multiple channels Extended reach of messaging about transportation and public input opportunities Increased connections with communities not actively involved in the planning process Increased participation by LEP populations, including Spanish-speaking populations 	✓	✓	✓	✓
Speaking Opportunities and Community Events	<ul style="list-style-type: none"> Number of events attended by staff Number of presentation requests Number of presentations given by staff Total estimated attendance for all events Geographic representation 	<ul style="list-style-type: none"> Greater awareness of MPO role and responsibilities, especially among EJ and LEP populations Extended reach of messaging about transportation and public input opportunities Increased connections with communities not actively involved in the planning process Increased participation in the planning process by EJ and LEP populations 	✓	✓		✓

Table 13 – Monitoring and Evaluation Plan

Public Participation Strategy / Tool	Performance Metrics	Desired Outcomes	Goals Addressed			
			Goal 1 Educate & Inform the Public	Goal 2 Engage Diverse Audiences	Goal 3 Meet Legal Req.	Goal 4 Evaluate Strategies & Efforts
	<ul style="list-style-type: none"> Audiences / groups reached by events / presentations Topics of events / presentations 					
Social Media	<p>YouTube</p> <ul style="list-style-type: none"> Number of Subscribers Number of Views Estimated Minutes Watched <p>Facebook / Shareable Content</p> <ul style="list-style-type: none"> Number of partners that shared content Type of partners that shared content Type of content shared by partners New audiences reached through partners 	<ul style="list-style-type: none"> Broad distribution of information and public input opportunities through engaging, readily accessible, shareable content Strong relationships with partner organizations willing to help disseminate information to the public through multiple channels Extended reach of messaging about transportation and public input opportunities Increased connections with communities not actively involved in the planning process Increased participation in the planning process by EJ and LEP populations 	✓	✓		✓
Surveys	<ul style="list-style-type: none"> Number of responses Demographic diversity of responses Geographic diversity of responses 	<ul style="list-style-type: none"> Increased feedback and public input, especially by EJ and LEP populations Identification of trends and changes in public attention and concerns 	✓	✓		✓

7.1 Social Media Policies

The MPO recognizes the value in reaching out to the public on social media platforms. The MPO uses these tools (MPO managed, City of Waco, or partner agencies) to communicate information to the public. They are also a convenient option for the public to communicate comments and questions directly to the relevant organization. Social media communication will be conducted in accordance with the City of Waco's policy ADM-15: social media policies and procedures.

7.2 Section 508 Compliant Website

The MPO is committed to ensuring that any MPO-sponsored website is accessible for all people regardless of ability or access method. The MPO will work with the City of Waco to periodically evaluate the MPO website for compliance with Section 508 and identify deficiencies. Violations will be corrected to the best of our ability. Upon request, all information contained on any MPO-sponsored website can be made available in an alternative format by contacting the MPO at 254-750-5650 or by email at mpo@wacotx.gov. MPO staff will meet with individuals one-on-one and determine the best way to assist them in gaining access to MPO information.

The MPO is committed to assessing, prioritizing, and updating MPO webpages found to be non-ADA compliant. At any point in time, we are in varying stages of progress toward our accessibility goal. Some of our content is in PDF format only. We are working on a process to ensure all PDFs are accessible. Due to current technology constraints, there are some instances where we are unable to provide information in an accessible format (e.g. mapping information)

Appendix A – Metropolitan Area Map



Appendix B – Applicable Laws and Regulations

This PPP follows the federal, state, and local laws listed below.

Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)

Federal rules for metropolitan transportation planning (23 CFR 450.316) and FHWA guidelines state that MPOs shall develop and use a documented participation plan. The plan defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

Fixing America’s Surface Transportation Act (FAST Act)

The current transportation authorization is the Fixing America’s Surface Transportation (FAST) Act. The FAST Act authorizes \$305 billion nationwide over fiscal years 2016 through 2020 for transportation spending. Included within the FAST Act are several new requirements for MPOs to incorporate Performance Based Planning and Programming within the transportation planning process.

Americans with Disabilities Act of 1990

The Americans with Disabilities Act of 1990 (ADA) stipulates involving the community, particularly those with disabilities in the development and improvement of services.

The Age Discrimination Act of 1975

The Age Discrimination Act of 1975 prohibits discrimination based on age in programs or activities receiving Federal financial assistance. The Act prohibits recipients of Federal financial assistance from taking actions that result in denying or limiting services or otherwise discriminating based on age.

Title VI of the Civil Rights Act of 1964

Title VI states that “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” Title VI serves as the legal foundation for what is today referred to as environmental justice.

Executive Order 13166 of 2000 – Limited English Proficiency (LEP)

As defined within this Executive Order, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. The MPO monitors information published by the US Census regarding persons who speak English less than ‘very well’ and which languages they speak and provides certain services in languages most likely to be needed within the Waco region. The Waco MPO’s LEP plan provides further guidance for serving limited English-speaking persons.

Executive Order 12898 of 1994 – Environmental Justice

Executive Order (EO) 12898 requires recipients of federal funding to identify and address disproportionate health or environmental effects of federally funded plans and projects on minority and low-income populations. It reinforces Title VI of the 1964 Civil Rights Act that focused federal attention on environmental conditions and the health of residents in minority and low-income communities. This requirement is referred to as environmental justice (EJ) policy.

Federal EJ policy guides the Waco MPO in reviewing its planning programs and activities to confirm compliance with Title VI and related statutes and regulations.

Executive Order 13175 of 2000 – Consultation and Coordination with Tribal Governments

Executive Order 13175 states that “in formulating or implementing policies that have tribal implications, agencies shall establish regular and meaningful consultation and collaboration with tribal officials to reduce the imposition of unfunded mandates upon Indian tribes.”

At least one American Indian tribe has expressed an interest in being notified of activities throughout the state of Texas. Though there are no tribal governments located in the Waco MPO study area, the MPO actively seeks to keep tribal governments informed of major decisions affecting the region. The MPO continues to communicate with Native American Indian tribal leaders on an ongoing basis to identify issues of common concern.

For more info related to Title VI rights and regulations refer to the WMPO Title VI Program and Implementation Plan.

Appendix C – Agencies Required for Direct Notification of Major or Minor Policy Board Actions per 23CFR450.516(a)

The following entities require direct notification of major and minor Policy Board Actions:

- Public Ports
- Private Providers of Transportation
 - Intercity bus operators
 - Employer-based commuting programs, such as carpool programs
 - Vanpool programs
 - Transit benefits programs
 - Parking cash-out programs
 - Shuttle programs
 - Telework programs

As of August 6, 2020, the following agencies located within the Waco Metropolitan Area were identified as meeting the requirements for direct notification under 23CFR450.516(a):

Company / Agency	Location	Agency Type
Greyhound Bus Lines	301 S 8 th St, Waco	Intercity bus operator
Tornado Bus Company	1900 Speight Ave, Waco	Intercity bus operator
Flix Bus	2409 S New Rd, Waco	Intercity bus operator

MPO staff will maintain a separate list of agencies meeting these statutory requirements for direct notification in order that necessary notifications may begin immediately after establishment of these services within the Waco region.

Appendix D – Agencies involved with Tourism or Natural Disaster Risk Reduction

Note: List current as of August 6, 2020

Company / Agency	Location	Agency Type
Waco Convention and Visitors Bureau	100 Washington Ave, Waco	Tourism
McLennan County Office of Emergency Management	721 N 4 th St, Waco	Natural Disaster Risk Reduction

MPO staff will maintain a separate list of agencies involved in tourism or natural disaster risk mitigation in order to conduct appropriate consultation during development of plans and programs.

Waco Metropolitan Planning Organization Policy Board

Meeting Date: January 18, 2024

Agenda Item: Review and Discussion and Action: Review, Discussion, and Action regarding a recommendation from the Waco MPO Technical Advisory Committee (TAC) to begin public engagement (or solicit public comments) concerning proposed annual performance targets.

Comments: The Fixing America's Surface Transportation (FAST) Act requires the MPO's Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) to demonstrate a performance-based decision-making process that ties back to regional transportation system performance, MPOs are required to consider annual performance targets related to public transit safety and public transit asset condition.

In 2019, TxDOT identified baseline safety metrics for fatalities and serious injuries on roadways in Texas and set a goal to achieve zero statewide fatalities by 2050. Since 2020, the annual statewide **roadway safety targets** adopted by TxDOT incorporate this goal, however, TxDOT continues to use a 2% less than trendline reduction goal for serious injuries and non-motorized fatalities + serious injuries for target setting ([TX_FY24HSP-tag.pdf](#) ([nhtsa.gov](#))). The trendline goal still produces an ever-increasing number of serious injuries and non-motorized deaths / injuries, albeit fewer than if nothing were to be done.

Every 5 years, Waco Transit identified baseline safety metrics for fatalities, serious injuries, and the number of safety events and significant mechanical failures for both fixed route and demand response services. Each year, these metrics are required to be reassessed and new **transit safety targets set**. Waco Transit set transit safety targets for 2024 which were adopted by the Waco City Council in December 2023.

The Waco MPO Technical Advisory Committee (TAC) recommends the Policy Board support the 2024 safety targets of both TxDOT and Waco Transit. By supporting both sets of safety targets, the MPO agrees to evaluate projects within the MTP and TIP based on whether they assist Waco Transit and TxDOT in achieving their safety targets. The TAC recommends that MPO staff gauge public support for these actions.

Action Required:

1. Review and discuss proposed performance targets for 2024
2. Direct staff to begin public process for requesting comments

Motion By:

Seconded:

Content of Motion:

Vote:

FY2024 STRATEGIC HIGHWAY SAFETY PLAN (SHSP) PERFORMANCE TARGETS

Performance Measures and Target Setting – The Texas Transportation Commission (TTC) adopted Minute Order 115481 in May of 2019, directing the Texas Department of Transportation (TxDOT) to work toward the goal of reducing the number of deaths on Texas roadways by half by the year 2035 and to zero by the year 2050. TxDOT has modified its performance measures and target calculations accordingly.

Performance Targets:

Target: Total number of traffic fatalities

2024 Target: To decrease the expected rise of fatalities to not more than a five-year average of 3,567 fatalities in 2024. The FY 2024 Targets expressed as a 5-year average, would be as follows:

Year	Target or Actual Data
2020	3,874
2021	4,486
2022	3,272
2023	3,159
2024	3,046
2024 Target expressed as 5-year avg.	3,567

As noted in the table above, the calendar year target for 2024 would be 3,046 fatalities.

Target: Total number of serious injuries

2024 Target: To decrease the expected rise of serious injuries to not more than a five-year average of 17,062 serious injuries in 2024. The FY 2024 Targets expressed as a 5-year average, would be as follows:

Year	Target or Actual Data
2020	14,659
2021	19,434
2022	17,539
2023	17,819
2024	18,242
2024 Target expressed as 5-year avg.	18,096

As noted in the table above, the calendar year target for 2024 would be 18,242 serious injuries. The five-year average increases but based on the BIL requirements – the targets are to remain the same or decrease from the previous year. That said, the 2024 Target expressed as 5-year avg. remains 17,062.

FY2024 STRATEGIC HIGHWAY SAFETY PLAN (SHSP) PERFORMANCE TARGETS

Target: Fatalities per 100 million vehicle miles traveled

2024 Target: To decrease the expected rise of fatalities per 100 MVMT to not more than a five-year average of 1.36 fatalities per 100 MVMT in 2024. The 2024 Target expressed as a 5-year average would be as follows:

Year	Target or Actual Data
2020	1.49
2021	1.70
2022	1.25
2023	1.20
2024	1.14
2024 Target expressed as 5-year avg.	1.36

As noted in the table above, the calendar year target for 2024 would be 1.14 fatalities per 100 MVMT.

Target: Serious Injuries per 100 million vehicle miles traveled

2024 Target: To decrease the serious injuries per 100 MVMT to not more than a five-year average of 6.39 serious injuries per 100 MVMT in 2024. The 2024 Target expressed as a 5-year average would be as follows:

Year	Target or Actual Data
2020	5.63
2021	7.35
2022	6.70
2023	6.77
2024	6.77
2024 Target expressed as 5-year avg.	6.64

As noted in the table above, the calendar year target for 2024 would be 6.77 serious injuries per 100 MVMT. The five-year average increases but based on the BIL requirements – the targets are to remain the same or decrease from the previous year. That said, the 2024 Target expressed as 5-year avg. remains 6.39.

Target: Total number of non-motorized fatalities and serious injuries

2024 Target: To decrease the expected rise of non-motorized fatalities and serious injuries to not more than a five year average of 2,357 non-motorized fatalities and serious injuries in 2024. The 2024 Target expressed as a 5-year average would be as follows:

Year	Target or Actual Data
2020	2,206
2021	2,628
2022	2,321
2023	2,340
2024	2,360
2024 Target expressed as 5-year avg.	2,371

As noted in the table above, the calendar year target for 2023 would be 2,360 non-motorized fatalities and serious injuries. The five-year average increases but based on the BIL requirements – the targets are to remain the same or decrease from the previous year. That said, the 2024 Target expressed as 5-year avg. remains 2,357.

Safety Performance Measures Fact Sheet

Safety Performance Measures

Number of Fatalities: The total number of persons suffering fatal injuries in a motor vehicle crash during a calendar year.

Rate of Fatalities: The ratio of total number of fatalities to the number of vehicle miles travelled (VMT, in 100 million VMT) in a calendar year.

Number of Serious Injuries: The total number of persons suffering at least one serious injury in a motor vehicle crash during a calendar year.

Rate of Serious Injuries: The ratio of total number of serious injuries to the number of VMT (in 100 million VMT) in a calendar year.

Number of Non-motorized Fatalities and Non-motorized Serious Injuries: The combined total number of non-motorized fatalities and non-motorized serious injuries involving a motor vehicle during a calendar year.

Five Performance Measures	
✓	Number of Fatalities
✓	Rate of Fatalities per 100 million VMT
✓	Number of Serious Injuries
✓	Rate of Serious Injuries per 100 million VMT
✓	Number of Non-motorized Fatalities and Non-motorized Serious Injuries

Data Sources

Fatality Data: Fatality Analysis Reporting System (FARS). Final FARS data is to be used if it is available, otherwise FARS Annual Report File (ARF) data may be used, which is generally available one year before Final FARS data.

Volume Data: State VMT data is derived from the Highway Performance Monitoring System (HPMS). Metropolitan Planning Organization (MPO) VMT, if applicable, is estimated by the MPO.

Serious Injury Data: State motor vehicle crash database. Agencies must use the definition for "Suspected Serious Injury (A)" from the MMUCC, 4th edition by April 14, 2019. Prior to April 14, 2019 agencies may use injuries classified as "A" on the KABCO scale through use of NHTSA conversion tables. However, agencies are encouraged to begin using the MMUCC, 4th edition definition and attributes at the beginning of 2019 for a complete and consistent data file for the calendar year.

Number of Non-motorized Fatalities and Non-motorized Serious Injuries: FARS and State motor vehicle crash database. The number of non-motorized fatalities is the total number of fatalities with the FARS person attribute codes: (5) Pedestrian, (6) Bicyclist, (7) Other Cyclist, and (8) Person on Personal Conveyance. The number of non-motorized serious injuries is the total number of serious injuries where the injured person is, or is equivalent to, a pedestrian (2.2.36) or a pedalcyclist (2.2.39) as defined in ANSI D16.1-2007.

What You Need to Know About Establishing Targets

States:

- States will first establish statewide targets in their August 31, 2017 HSIP Annual Report for calendar year 2018, and annually thereafter.
- Targets are applicable to all public roads regardless of functional classification or ownership.
- For common performance measures (number of fatalities, rate of fatalities and number of serious injuries), targets must be identical to the targets established for the NHTSA Highway Safety Grants program in the Highway Safety Plan.
- States also have the option to establish any number of urbanized area targets and one non-urbanized area target for any or all of the measures. If a State chooses to do so, it is required to report the urbanized area boundaries used and evaluate and report progress for each target. Urbanized and non-urbanized area targets are not included in the significant progress determination.

Coordination and Collaboration:

- Performance management connects the Highway Safety Improvement Program (HSIP) and Highway Safety Plan (HSP) to the Strategic Highway Safety Plan (SHSP) to promote a coordinated relationship for common performance measures, resulting in comprehensive transportation and safety planning.
- The State DOT and MPOs in the State must coordinate when establishing targets, to the maximum extent practicable.
- A wide range of stakeholders should work together to establish targets. This includes, the State DOT, State Highway Safety Office, MPOs, FHWA Division Office, NHTSA Regional Office, Law Enforcement Agencies and EMS (Include all 4 E's of Highway Safety)
- Set targets that are data-driven and realistic, maintain momentum and remain focused.



What You Need to Know About Establishing Targets (continued)

MPOs:

- MPOs must establish targets specific to the MPO planning area for the same five safety performance measures for all public roads in the MPO planning area within 180 days after the State establishes each target. The MPO can choose between:
 - agreeing to support the State target; **OR**
 - establishing specific numeric targets for a safety performance measure (number or rate);
- MPOs may select either option for each individual safety performance measure.
- MPOs that choose to establish a rate target must report the VMT estimate used to establish that target and the methodology to develop the VMT estimate. MPOs should make maximum use of data prepared for HPMS when preparing the rate-based target denominator. If an MPO develops data specifically for the denominator, it should use methods to compute VMT that are consistent with those used for other Federal reporting purposes.
- MPO targets are reported to the State DOT, which must be able to provide them to FHWA, upon request. MPO targets are not included in the assessment of whether a State met or made significant progress toward meeting its targets.

Performance Measure	State Target		MPO Target For Each Performance Measure, Support State Target or Establish MPO-Specific Target
	Target Reported in HSIP Annual Report for FHWA	Target Reported in Highway Safety Plan for NHTSA	
Number of Fatalities	✓	= ✓	✓
Rate of Fatalities	✓	= ✓	✓
Number of Serious Injuries	✓	= ✓	✓
Rate of Serious Injuries	✓	Not required	✓
Number of Non-motorized Fatalities and Non-motorized Serious Injuries	✓	Not required	✓

Example Target Calculations

5-Year Rolling Average: Each target is based on a 5-year rolling average, which is the average of 5 individual, consecutive points of data. The 5-year rolling average provides a better understanding of the overall data over time without eliminating years with significant increases or decreases; and provides a mechanism for accounting for regression to the mean. If a particularly high or low number of fatalities and/or serious injuries occur in one year, a return to a level consistent with the average in the previous year may occur.

The **number targets** are calculated by adding the number for the measure for each of the most recent 5 consecutive years ending in the year for which the targets are established, dividing by 5, and rounding to the **tenth** decimal place. The **rate targets** are calculated similarly yet rounded to the **thousandth** decimal place. This more accurately reveals the change from one 5-year average to another that might otherwise be obscured if the number was truncated.

Example: Number of Fatalities

Year	2011	2012	2013	2014	2015
Number of Fatalities	471	468	493	468	462*

*From FARS Annual Report File, if Final FARS is not available

To determine the target for number of fatalities:

- Add the number of fatalities for the most recent 5 consecutive calendar years ending in the year for which the targets are established: $471 + 468 + 493 + 468 + 462 = 2,362$
- Divide by five and round to the nearest tenth decimal place:
 $2,362 / 5 = 472.4$

Example: Rate of Fatalities

Year	2011	2012	2013	2014	2015
Number of Fatalities	471	468	493	468	462*
100 VMT	454	490	466	492	495
Rate of Fatalities	1.04	0.96	1.06	0.95	0.93

*From FARS Annual Report File, if Final FARS is not available

To determine the target for rate of fatalities:

- Add the rate of fatalities for the most recent 5 consecutive calendar years ending in the year for which the targets are established: $1.04 + 0.96 + 1.06 + 0.95 + 0.93 = 4.94$
- Divide by five and round to the nearest thousandth decimal place: $4.94 / 5 = 0.988$



Fact Sheet: Public Transportation Agency Safety Plans Notice of Proposed Rulemaking (NPRM)

Overview

Pursuant to 49 U.S.C. 5329(d), FTA must promulgate a rule to implement the statutory requirements for Agency Safety Plans. Under the proposed rule, each operator of public transportation that receives Federal financial assistance under 49 U.S.C. Chapter 53 would be required to develop and implement an Agency Safety Plan based on the principles of Safety Management Systems (SMS). Each transit operator would be required to develop an Agency Safety Plan within one year after the effective date of a final rule.

General Requirements for Agency Safety Plans

The proposed rule would require an operator to develop and implement an Agency Safety Plan based on SMS principles. Each operator’s plan would require, at minimum:

- Approval of the plan by the board of directors or equivalent entity;
- Methods for identifying and evaluating safety risks throughout the system;
- Strategies to minimize the exposure of the public, personnel and property to hazards;
- An annual review and update of the plan;
- Performance targets based on the safety performance criteria established in a National Public Transportation Safety Plan;
- An adequately trained Safety Officer who reports directly to the general manager, president, or equivalent officer; and
- A comprehensive training program for personnel directly responsible for safety.

Who Would the Agency Safety Plan NPRM Not Apply To?

The NPRM requirements **would not apply** to:

- An operator that does not provide public transportation.
- A commuter rail operator that is subject to the Federal Railroad Administration’s safety requirements.
- A passenger ferry operator that is subject to the U.S. Coast Guard’s safety requirements.

What are the Proposed SMS Components of an Agency Safety Plan?

<p>Safety Management Policy</p> <ul style="list-style-type: none"> • Safety Objective and Performance Targets • Confidential Employee Reporting Program • Organizational Accountabilities and Safety Responsibilities 	<p>Safety Assurance</p> <ul style="list-style-type: none"> • Safety Performance Monitoring and Measurement • Management of Change • Continuous Improvement
<p>Safety Risk Management</p> <ul style="list-style-type: none"> • Hazard Identification and Analysis • Safety Risk Evaluation and Mitigation 	<p>Safety Promotion</p> <ul style="list-style-type: none"> • Safety Communication • Competencies and Training

Who Develops and Implements an Agency Safety Plan?

- Large operators would develop and implement their own Agency Safety Plans.
- A small, rural, or tribal operator could develop its own plan or have the State develop a plan on its behalf; in either case, each operator must implement its own Agency Safety Plan.

Who Approves an Agency Safety Plan?

- Each plan would be annually certified by an operator's Accountable Executive.
- Each plan would be approved by the board of directors or equivalent entity (such as a mayor, county executive, or grant manager).
- For rail transit operators only, the State Safety Oversight Agency would review and approve the operator's Agency Safety Plan.

What is the Relationship Between an Agency Safety Plan and a Transit Asset Management Plan?



- An operator would consider the results of its condition assessments while performing safety risk management and safety assurance activities.
- The results of the condition assessments, and subsequent SMS analysis, would inform an operator's determination as to whether an asset meets the state of good repair standards.
- The Accountable Executive has the ultimate responsibility for decisions related to both plans.

What is the Relationship Between the Agency Safety Plan NPRM and the Proposed National Public Transportation Safety Plan?

Under the Agency Safety Plan, an operator would be required to set safety **performance targets** based on the following performance measures in the Proposed National Safety Plan.

- Fatalities
- Injuries
- Safety Events
- System Reliability (State of Good Repair)

Additional Information:

- The public comment period closes on April 5, 2016.
- Submit electronic comments to <http://www.regulations.gov/#!documentDetail;D=FTA-2015-0021-0001>.



For questions, please contact:

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For more information, please visit the Rulemaking Page on FTA's website at http://www.fta.dot.gov/tso_15918.html.