

UNIFIED PLANNING WORK PROGRAM (UPWP)
FOR THE
VICTORIA METROPOLITAN PLANNING ORGANIZATION (MPO)

FISCAL YEAR 2007

Prepared By:

City of Victoria Planning Department,
The Designated MPO Staff for the Victoria MPO

Final Version Approved by Policy Committee:

July 11, 2006

VICTORIA MPO UNIFIED PLANNING WORK PROGRAM: FY 2007

I. INTRODUCTION

The City of Victoria was first designated as the Fiscal Agent for the Victoria Metropolitan Planning Organization (MPO) in February 1982. The original decision-making body of the MPO was called the Victoria Urban Transportation Planning Committee (VUTPC). This committee was composed of state, county, and city officials, and charged with the task of being

".....Cooperatively responsible for the performance of the planning process including transportation systems plans developed as a part of the planning process; ensure proper coordination of transportation modes and between sub-areas; cooperatively establish transportation needs; and propose projects from all transportation modes for recommendation to those governmental units responsible for program development and project implementation."

[State Department of Highways and Public Transportation Minute Order No. 76787, dated 20 February 1980]

The MPO Policy Advisory Committee, the current decision-making body of the MPO, consists of two Victoria City Council members, two representatives of the Victoria County Commissioners Court, the Victoria City Manager and Director of Public Works, the Victoria Regional Airport Manager, the TxDOT District Engineer, TxDOT Area Engineer, and a representative of the Victoria County Navigation District. Ex-officio members include representatives of the Victoria Chambers of Commerce, Golden Crescent Regional Planning Commission, TxDOT Transportation Planning & Programming Division, FHWA Texas Division, FTA Region 6, TCEQ, EPA Region 6, Victoria Economic Development Corporation, and Victoria Independent School District. The Victoria City Planning Department provides staff resources to the MPO.

A. PURPOSE

The purpose of the UPWP is to describe the annual activities that will be undertaken by the MPO, the relative allocation of resources that will pay for each activity, and to maintain consistency from year to year in addressing transportation systems issues within the MPO's planning jurisdiction.

On August 10, 2005, the President signed into law the **Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users** (SAFETEA-LU). With guaranteed funding for highways, highway safety, and public transportation totaling \$244.1 billion, SAFETEA-LU represents the largest surface transportation investment in our Nation's history. The two landmark bills that brought surface transportation into the 21st century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21)—shaped the highway program to meet the Nation's changing transportation needs. SAFETEA-LU builds on this firm foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

SAFETEA-LU addresses the many challenges facing our transportation system today – challenges such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment – as well as laying the groundwork for addressing future challenges. SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving State and local transportation decision makers more flexibility for solving transportation problems in their communities.

Planning Factors Mandated by SAFETEA-LU

With the passage of TEA-21 in 1998, the 15 metropolitan and 23 statewide planning factors from the old regulations were consolidated into seven factors. With the recent passage of SAFETEA-LU, the factors were expanded to eight, namely safety and security were separated into separate planning factors. In addition, the planning factor on protect/enhance the environment was expanded to include "...promote consistency between transportation improvements and State and local planned growth and economic development patterns". With the passage of SAFETEA-LU, the eight planning factors (for both metro and statewide planning) are:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and nonmotorized users;
3. Increase the security of the transportation system for motorized and nonmotorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation, and;
8. Emphasize the preservation of the existing transportation system .

PREVIOUS LEGISLATION

- The Transportation Equity Act for the 21st Century (TEA21) was enacted June 9, 1998 as Public Law 105-178. TEA-21 authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 6-year period 1998-2003. With TEA-21 replacing ISTEA as the highway-funding bill many changes are taking place with regards to transportation planning. As previously mentioned, ISTEA required that 16 factors be considered in transportation planning. Under the TEA-21, those 16 factors have been combined to 7 emphasis areas. The following are those 7 areas:
 - 1) Support Economic Vitality of area-global competitiveness, productivity, and efficiency.
 - 2) Increase safety / security of transportation system for motorized and non-motorized users.
 - 3) Increase the accessibility and mobility options available for freight and to people.
 - 4) Protect & enhance the environment, promote energy conservation, and improve the quality of life.
 - 5) Enhance the integration and connectivity of the transportation system across and between modes for people and freight.
 - 6) Promote efficiency system management and operation.
 - 7) Emphasize the preservation of the existing transportation system.
- The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) Metropolitan Planning regulations led to the development of an updated long-range Metropolitan Transportation Plan (MTP) during FY 1994. Based on a March 1996 interpretation by FHWA, the Victoria MPO can update its MTP on a five-year cycle allowed by the ISTEA planning regulations for attainment areas. The Policy Advisory Committee adopted a new MTP with a base year of 1996 and a horizon year of 2025 on December 14, 1999. On February 8, 2005, the Victoria MPO adopted its most recent update to the MTP – the 2030 MTP. The next update will be planned for FY 2009.

In January of 1999, the City of Victoria through an Interlocal Agreement authorized the Golden Crescent Regional Planning Commission (GCRPC) to operate an urban public transportation system within the city limits of Victoria. Since GCRPC had been operating the Rural System for the 7 county region, the City of Victoria felt that GCRPC was the best entity for operating an urban system.

With the City of Victoria being designated as the MPO for Victoria County and with ultimate approval of

the transit system resting with the Victoria City Council, it creates a partnership that allows for GCRPC, Victoria MPO and the City of Victoria to be equal partners in the Planning Process. GCRPC may be listed as an ex-officio member, but because the MPO serves as a link between the City and GCRPC, it allows information and public participation to not only flow between the two entities but to the public as well. The Victoria MPO has taken on the responsibility of ensuring that both the City of Victoria and GCRPC adhere to the public participation and planning process with regards to all transportation projects and specifically public transportation.

The Victoria MPO adopted Public Involvement Procedures in 1994. Significant progress has been made in the area of increasing public participation over the past five years. The Public Involvement Procedures may be amended in the near future to further improve the policies and to allow for an abbreviated process for minor TIP amendments.

B. DEFINITION OF AREA

The Victoria MPO's Metropolitan Area Boundary (MAB), which is area within the MPO's geographic planning jurisdiction, coincides with Victoria County line. This area is also known as the study area. The boundary was amended to include the entire county in 1994. The MPO Urban Area Boundary (UAB) is roughly coincidental with the City limits of Victoria, and has not been significantly revised for the last several years. The City of Victoria is the only urbanized area and the only incorporated community within the study area. Maps of both the MAB and UAB are provided in Appendix B.

C. ORGANIZATION

For purposes of MPO voting representation, the City and County of Victoria as well as the Golden Crescent Regional Planning Commission and Victoria Navigation District are the only political subdivisions located within the Victoria study area. The MPO is comprised an executive committee, six subcommittees, and two ad-hoc subcommittees. The Policy Advisory Committee serves as the executive committee. It includes ten (10) voting and fourteen ex-officio (non-voting) members. The Policy Committee voting members represent the City of Victoria, Victoria County, TxDOT, the Victoria Regional Airport and the Victoria County Navigation District. Subcommittees include Technical Advisory, Nominating, Intermodal, Transit, School Transportation Planning, and Emergency Management Planning. Transportation Project Selection and Transportation Database make up the two ad-hoc subcommittees. Current MPO bylaws and organizational chart are available upon request at the City Planning Department, Victoria, Texas. The Victoria MPO Policy Advisory Committee roster is included in Appendix A.

D. PRIVATE SECTOR INVOLVEMENT

The Victoria MPO did not utilize any outside or private consulting firms in Fiscal Year 2006. It is anticipated that a private consulting firm will be utilized in FY 2007 to begin developing materials for a 2009 MTP Update..

E. PLANNING ISSUES AND EMPHASES

- Major Activities in FY 2007 will include continued work on the TCEQ Near Non-Attainment Program and continued development and maintenance of the transportation planning related portions of the City of Victoria's Geographic Information System (GIS). The MPO will also begin looking at various options for removing "Through" commercial vehicles and Hazardous-Material carriers from the busier thoroughfares in Victoria County. Two options may be the designation of a Truck Route or a Non-radioactive Hazardous Material Route.
- The Golden Crescent Regional Planning Commission (GCRPC) in cooperation with the City of Victoria began a "Fixed-Route" public transportation system on March 4, 2002. The MPO is the liaison between the City and GCRPC and has used its GIS capabilities extensively in reviewing proposed routes and stop locations. GIS is continuing to be used to track ridership and to validate stop locations.
- Developing an education campaign for traffic concerns along North Navarro (US 77 B). This is one of Victoria's

major arterials and a constant complaint by Victoria drivers. The main focus of this campaign will be to educate Victorians on the various types or methods of traffic calming and access management.

- The MPO will also re-examine its adopted Public Involvement Procedures to see if they are still sufficient and if they address the concerns and requirements of Title VI.
- Begin putting together a new Travel Demand Network and Demographics package for the next MTP update. Saturation counts were conducted in FY 2006 and in FY 2007-2008 a Travel survey is to be conducted in the Victoria Area.
- The MPO will be the lead in creating a Bike and Pathways plan for Victoria. This will include but not limited to, shared bike lanes along arterials; selected areas for pathways; and developing a conceptual pathway plan with cost estimates.

II. WORK TASK DESCRIPTIONS AND FUNDING BREAKDOWNS

TASK 1.0 - ADMINISTRATION/MANAGEMENT

- A. OBJECTIVE** - General administration of the Victoria MPO transportation planning process, including compliance with accounting, reporting, and monitoring requirements; budget preparation; education, travel and training activities; equipment and supply purchases; public involvement and Title VI compliance, education, and public relations activities; and coordination/communications with state and federal agencies such as TXDOT, FHWA, FTA, TCEQ, and EPA.
- B. EXPECTED PRODUCTS** - Preparation of the Victoria MPO FY 2006 Annual Report and FY 2008 UPWP; facilitation of public meetings and hearings and publication of MPO activities; staff attendance at training and educational courses, seminars and meetings, including the annual TXDOT planning conference, public transportation annual conference and MPO roundtable (TEMPO) meetings; preparation of MPO meeting packets and minutes; and other administrative duties.
- C. PREVIOUS WORK** – Development of the FY 2007 UPWP and the FY 2005 Annual Report. The Victoria MPO in working with Victoria Transit and the Community Development Block Grant Team has utilized its GIS capabilities to map out and locate those areas as defined by the U.S. Department of Housing and Urban Development, as “Low-Moderate” Income. This has been a great tool for the MPO to use in locating Transit routes and stops. Appendix G shows the Route Map used by Victoria Transit. Besides showing the approximate location of the stops, the map also shows the location of all service agencies within the City of Victoria.

D. SUBTASKS –

Subtask 1.1: Administration – Preparation of the FY 2006 Annual Report and the FY 2008 UPWP. This subtask covers payroll, office supplies, advertising & publication expenses, and various other miscellaneous expenses related to administration of the MPO.

Subtask 1.2: Travel & Education – This subtask covers travel to various meetings such TEMPO, TWG, TxDOT District Offices and various others. Also covers various conferences and continuing education classes.

Subtask 1.3: Texas Urban Mobility Plan – This subtask will track the travel and time expended on the Texas Urban Mobility Plan.

Subtask 1.4: Title VI Civil Rights Evaluation

1. Objective – To inform all MPO members of Title VI and Environmental Justices topics and issues. Continually review adopted Public Involvement Policy to establish how it can be enhanced to increase its ability to meet the requirements of Title VI / Environmental Justice.
2. Proposed Products – MPO and local government awareness of Title VI / Environmental Justice Topics and Issues. Continually updated Public Involvement Policies that establish enhanced methods for informing all sectors and persons of the population.

The MPO will look at various analysis methods and/or tools as related to Title VI and will base those strategies on selected Performance Measures and Indicators as selected by the Victoria MPO. Potential analysis methods and/or tools could be integrated into project selection for the development of the MTP and TIP.

Analysis methods/tools (but not limited to):

- Number of trips per capita per household
- Percentage of Households with no automobiles
- Households by income group and by mode of transportation
- Benefits/Burdens allocated to persons below the population vs. persons above the poverty line
- Distribution of benefits (dollars, facilities, systems, project by groups, and communities)
- Impact of investments on income, race, gender, and age group

E. FUNDING SUMMARY -

Subtask	Responsible Agency	TPF	FTA Sect. 5307 (Sect. 9)	GTPF	Local	Total
1.1	MPO, City of Victoria	\$78,500.00	\$0.00	\$0.00	\$0.00	\$78,500.00
1.2	MPO, City of Victoria	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00
1.3	MPO, City of Victoria	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
1.4	MPO, City of Victoria	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
TOTAL		\$95,000.00	\$0.00	\$0.00	\$0.00	\$95,000.00

TASK 2.0 - DATA DEVELOPMENT AND MAINTENANCE

- A. OBJECTIVE** - The objective of Task 2 is to continue the development and maintenance of a transportation planning database. Continued improvement of Geographic Information Systems (GIS) capabilities will continue to be a focal point of the task. Goals of this task are to collect and analyze the types of data needed for MTP updates, travel demand model maintenance and improvement, public transportation planning, and mapping out low-income / minority areas to ensure compliance with Title VI Requirements.
- B. EXPECTED PRODUCTS** – To utilize the City of Victoria's GIS capabilities and the MPO's Travel Demand Model (TransCAD version) to continually check the validity of the MPO's MTP and the City of Victoria's Thoroughfare Master Plan. To analyze the routes and stop locations of the fixed-route public transportation system (Victoria Transit). Continually update the usefulness and validity of the current Fixed Routes of Victoria Transit and stop locations. Identify ways to improve the service level of Victoria Transit. Identify possible expansions in Routes and Days of Operation.

Participate with the City of Victoria's Planning Department in purchasing a Trimble GEO XT Handheld GPS and supporting software. The total cost of the Handheld GPS is \$6,800. The MPO may be asked to contribute up to \$3,800. The GPS unit would be used to geo-reference all transit stops and facilities and be used in other MPO projects.

Develop a GIS capable database showing the locations of low-income / minority areas within the MPO boundary. This will enable the MPO to target these areas with regards to Public Involvement in the Transportation Planning Process and create an analysis tool to see what effect transportation improvements will have on these specific areas.

- C. PREVIOUS WORK** – Continued participation in development and maintenance of the City of Victoria's GIS capabilities. Utilized the City of Victoria's capabilities to examine origins & destinations of the current public transportation system and to analyze the effectiveness of the fixed-route operation. As data is collected in a variety of forms from Victoria Transit it is being placed in data bases that can be linked to the City's GIS system which creates a very useful planning tool.
- D. CONSULTANT INVOLVEMENT** - No consultant involvement is proposed for Task 2.
- E. SUBTASKS** - None.

Subtask 2.1: Utilization of the City of Victoria's GIS capabilities and the MPO's Travel Demand Model (TransCAD version) to continually check the validity of the MPO's MTP and the City of Victoria's Thoroughfare Master Plan. Create Data Bases that are used to generate various transportation related maps. Such as a Traffic Count Map that is placed on the City of Victoria's Web site.

Subtask 2.2: Continually update the usefulness and validity of Victoria Transit's Fixed Route Service and complimentary Para-Transit Service. Continue to link various data bases to the City of Victoria's GIS System to evaluate current Transit service and possible ways to improve service. Contribute in purchasing a Trimble GEO XT Handheld GPS and supporting software.

F. FUNDING SUMMARY -

Subtask	Responsible Agency	TPF	FTA Sect. 5307 (Sect. 9)	GTPF	Local	Total
2.1	MPO/City of Victoria	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00
2.2	MPO/Victoria Transit	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00
TOTAL		\$15,00.00	\$0.00	\$0.00	\$0.00	\$15,000.00

TASK 3.0 - SHORT RANGE PLANNING

- A. OBJECTIVE** - The objective of Task 3 is to develop and maintain the Transportation Improvement Program (TIP), participate with TxDOT in the Unified Transportation Plan (UTP) process, and administer other planning activities related to the near time frame.
- B. EXPECTED PRODUCTS** - The Transportation Improvement Program (TIP) will be developed, updated and/or amended in accordance with the TxDOT TIP/STIP time line. Development of the FY 2008-2010 TIP. Coordination of Regional Public Transportation Plans with GCRPC-Victoria Transit
- C. PREVIOUS WORK** – Developed the Fiscal Years 2006-2008 TIP.
- D. CONSULTANT INVOLVEMENT** - No consultant involvement is proposed for Task 3.
- E. SUBTASKS** - None.
- F. FUNDING SUMMARY** -

Subtask	Responsible Agency	TPF	FTA Sect. 5307 (Sect. 9)	GTPF	Local	Total
3	MPO	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
TOTAL		\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00

TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

- A. OBJECTIVE** - The objective of this task is to maintain and update the Metropolitan Transportation Plan (MTP). The last major MTP update was completed in December 2004. The next major update is scheduled for completion in 2009.
- B. EXPECTED PRODUCTS** – to conduct the 1st Amendment to the 2030 MTP. The Amendment is necessary to bring the 2030 MTP into compliance with the Federal Planning Provisions outlined in SAFETEA-LU. Begin data development for the 2009 Update to the MPO’s Metropolitan Transportation Plan (MTP).
- C. PREVIOUS WORK** – No Amendments or Revisions were conducted to the 2030 MTP in FY 2006.
- D. CONSULTANT INVOLVEMENT** – None at this time
- D. SUBTASKS** –

4.1: Data Development for 2009 Update to the 2030 MTP.

F. FUNDING SUMMARY -

Subtask	Responsible Agency	TPF	FTA Sect. 5307 (Sect. 9)	GTPF	Local	Total
4.1	MPO	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
TOTAL		\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00

TASK 5.0 - SPECIAL STUDIES

- A. OBJECTIVE** - Special studies are major transportation planning projects or other one-time tasks that do not fit within the overall objectives or structure of Tasks 1-4. The specific objectives of the various special studies are described under each subtask.
- B. EXPECTED PRODUCTS** – Begin development of a conceptual Pathways and Bike Lanes Master Plan.
- C. PREVIOUS WORK** – In FY 2006, Funding was set aside for the development of a Web Site for the Victoria MPO and Victoria Transit.
- D. CONSULTANT INVOLVEMENT** – An outside was used in assisting the MPO in development of a Web Page for the Victoria MPO and for Victoria Transit. These sites will be interactive and linked to all applicable sites such as; City of Victoria, Victoria Chambers of Commerce, Air Victoria, TxDOT and etc...
- E. SUBTASKS**
- 5.1: Maintenance and updating of Victoria MPO Web Site.
- 5.2 Development of a Conceptual pathways and bike lanes master plan.

F. FUNDING SUMMARY -

Subtask	Responsible Agency	TPF	FTA Sect. 5307 (Sect. 9)	GTPF	Local	Total
5.1	MPO, City of Victoria	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
5.2	MPO, City of Victoria	\$86,488.00	\$0.00	\$0.00	\$0.00	\$86,488.00
TOTAL		\$91,488.00	\$0.00	\$0.00	\$0.00	\$91,488.00

III. BUDGET SUMMARY

TABLE 1 - UPWP FUNDING SOURCES

	FTA	FHWA	LOCAL	GTPF	TOTAL
FY 2006 CARRYOVER (Unobligated Balance)		\$ 97,863.00			\$ 97,863.00
FY 2007 ALLOCATION		\$ 160,000.00			\$ 160,000.00
SUBTOTAL		\$ 257,863.00			\$ 257,863.00
FTA SECTION 5303 (SECTION 8)	\$ 23,625.00				\$ 23,625.00
FTA SECTION 5307 (SECTION 9)	\$ 0.00				\$ 0.00
TOTAL	\$ 23,625.00	\$ 257,863.00		\$ 0.00	\$ 281,488.00

TABLE 2 - VICTORIA MPO FY 2007 UPWP BUDGET

UPWP Task	FTA Task	Description	TPF ¹ Funds	FTA Sect. 5307 (Sect. 9) and State CSP	GTPF	Local Funds	Total Funds
1.0	44.21.00	Administration-Management	\$95,000.00				\$95,000.00
2.0	44.26.07	Data Development and Maintenance	\$15,000.00				\$15,000.00
3.0	44.24.00 44.25.00	Short Range Planning	\$30,000.00				\$30,000.00
4.0		Metropolitan Transportation Plan	\$50,000.00				\$50,000.00
5.0		Special Studies	\$91,488.00				\$91,488.00
		TOTAL	\$281,488.00				\$281,488.00

TxDOT State Funds	\$27,300.00 ²
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¹ TPF (Transportation Planning Funds) =

FHWA (PL-112)	\$ 257,863.00
FTA Section 5303 (Sect. 8)	\$ 23,625.00
TOTAL TPF	\$ 281,488.00
GTPF	\$ 0.00
TOTAL Planning \$\$	\$ 281,488.00

² Includes \$27,300 estimated carryover funds from FY 2006 UPWP. These are federal funds only.

³ Identifies TxDOT's in-kind match for FHWA (PL-112) funds. The match is applied on a statewide basis and not for each MPO. This is why the TxDOT State Funds column in the UPWP budget does not equal the required 20% in-kind match.

*** Please note that TxDOT-TPP's 20% in-kind match for FTA Section 5303 Funds are applied in full to each MPO in the State. TxDOT-TPP will provide the Victoria MPO with its Section 5303 in-kind match of \$5,000 for FY 2007

APPENDIX A
POLICY COMMITTEE MEMBERSHIP

APPENDIX A
POLICY ADVISORY COMMITTEE MEMBERSHIP

VOTING MEMBERS

Wayne Dierlam (Vice Chair)	County Commissioner	Victoria County
Tom Halepaska	City Council Member	City of Victoria
The Honorable Donald R. Pozzi	County Judge	Victoria County
Jim Wyatt	City Council Member	City of Victoria
Denny Arnold	City Manager	City of Victoria
John Johnston	Public Works Director	City of Victoria
Lonnie Gregorcyk	District Engineer	TxDOT Yoakum District
Randy Bena	Area Engineer	TxDOT Victoria Area
Larry Blackwell	Airport Manager	Victoria Regional Airport
Howard Hawthorne	Executive Director	Port of Victoria

EX-OFFICIO (NON-VOTING) MEMBERS

Phyllis Hunt	Member, Board of Directors	Victoria Chamber of Commerce
Lisa Cortinas	Director of Transportation Services	Golden Crescent Regional Planning Commission
Paul Frerich	Trans. Programming & Development	TxDOT – Yoakum District Office
Cary C. Karnstadt	Trans. Planning & Programming	TxDOT Austin Office
Lisa Garcia	Transportation Manager	Victoria Transit
Kelly Keel		TCEQ
Jesse Balleza	Texas Division Office	FHWA
Lynn Hayes	Fort Worth Region 6 Office	FTA
	Union Pacific - Bloomington	Freight Railroad
(Vacant)		Freight Trucking
Tom Diggs	Region 6 Planning Section	EPA
Dale Fowler	Executive Director	Victoria Economic Development Corp.
Angie Gonzales	Director of Transportation	Victoria Independent School District

APPENDIX B
METROPOLITAN AREA BOUNDARY MAP
and
URBAN AREA BOUNDARY MAP

APPENDIX C
DEBARMENT CERTIFICATION

DEBARMENT CERTIFICATION

(Negotiated Contracts)

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

* Federal, state, or local

Signature

Date

Title

APPENDIX D
LOBBYING CERTIFICATION

LOBBYING CERTIFICATION

for Contracts, Grants, Loans, and Cooperative Agreements

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

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

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

Wayne Dierlam
Vice-Chairperson, Victoria MPO

Date

APPENDIX E
CERTIFICATION COMPLIANCE

CERTIFICATION OF COMPLIANCE

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

Date

Signature

Attest:

Name

Title

APPENDIX F

SELF CERTIFICATION

MPO SELF-CERTIFICATION FOR ATTAINMENT AREAS

In accordance with 23 CFR 450.334, the TEXAS DEPARTMENT OF TRANSPORTATION, and the VICTORIA COUNTY METROPOLITAN PLANNING ORGANIZATION for the County of Victoria's urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C Sections 134 and 135, 49 U.S.C. Section 5323(l), 23 CFR Part 450.220 and 49 CFR Part 613 (Federal Register, October 28, 1993);
- (2) Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. section 324 and 29 U.S.C. section 794;
- (3) Section 1101(b) of the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) (Pub. L.109-159) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning projects (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100; 49 CFR, Subtitle A, Part 26);
- (4) The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and U. S. DOT implementing regulations "Transportation for Individuals with Disabilities" (49 CFR Parts 27, 37, and 38);
- (5) The provision of 49 CFR Part 20 regarding restrictions on influencing certain activities;

TEXAS DEPARTMENT OF TRANSPORTATION
YOAKUM DISTRICT ENGINEER

METROPOLITAN PLANNING
ORGANIZATION
POLICY BOARD CHAIRPERSON

District Engineer

Chairperson, MPO Policy Committee

Date

Date

SELF CERTIFICATION DOCUMENTATION

METROPOLITAN AND STATEWIDE PLANNING:

The MPO maintains the continuing, coordinated and cooperative planning process with the Texas Department of Transportation, Federal Highway Administration, Federal Transit Administration, Golden Crescent Regional Planning Commission (GCRPC), City of Victoria, Victoria County, elderly and disabled transportation providers, and freight haulers. The MPO also complies with Public Involvement and Planning & Emphasis Areas as outlined in SAFETEA-LU.

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

The Victoria MPO in coordination with the TxDOT Yoakum District has actively addressed environmental justice issues. The Victoria MPO utilizes an extensive mailing list to notify various organizations and community leaders of MTP and TIP adoptions and revisions as well as the publication of information concerning transportation projects and meetings in minority-owned and focused media outlets.

In 2002 and 2003, the Victoria MPO has utilized its GIS capabilities to identify "Low-Moderate" Income areas as defined by the Department of Housing and Urban Affairs. The Victoria MPO has created maps of these areas and over-laid them with Public Transportation Routes, location of all service agencies within the City and the location of transportation projects shown in the most current TIP. This allows the MPO to see how the "Low-Mod" areas are impacted by proposed transportation projects and how useful the Fixed-Route Public Transportation system is in providing a mode of transportation to these identified areas

Being that the Planning Department for the City of Victoria contains both the MPO and the Federal Community Development Block Grant, it allows to for an opportunity to channel transportation information into specific neighborhoods. Currently, the City of Victoria's CDBG program is using a "Target Neighborhood" approach. The area known as "Silver City" has been the City's target neighborhood the last 2 years and will be for FY 2004. The Staff of the MPO has made presentations at several Silver City Neighborhood Meetings about Transportation and has utilized the Resource Center establish in Silver City to disseminate information to the neighborhood of upcoming transportation related meetings and events. In FY 2004, the City of Victoria's Planning Department selected a new Target Neighborhood for its CDBG Program. The Victoria MPO will work closely with the Planning Department to ensure that information about transportation is provided to the residents of the new neighborhood.

In January 1999, the City of Victoria in conjunction with the Golden Crescent Regional Planning Commission (GCRPC) began a Demand-Response public transportation system. The current system averages about 4000 riders per month.

In March of 2002, a "Fixed-Route" public transportation system was unveiled in Victoria. It consists of 3-routes and 2 vehicles per route, a complimentary para-transit service and a Medical Transport service. The system has gone through some minor operation and location

changes over the past year. Having problems establishing ridership, Victoria Transit began a "Free Service" in November of 2002. Since the start of the "Free Service" ridership has risen from 4300 riders per month to over 9500 riders per month. In November of 2003, Victoria Transit instated a \$.50 General Fare. For the first month of the fare service ridership dropped below 7000 riders. Through January and February of 2004 ridership increased slightly too almost 8000 riders per month. From March 2004 Through May 2004, ridership has increased to over 10,300 riders per month. The MPO and Victoria Transit are currently evaluating stop locations that would best be suited for benches and/or shelters and the type of structures that help facilitate increased usefulness and ridership.

The MPO has developed maps showing minority, low-income (1990 data), and non-English speaking sectors of the city. The maps are being updated, as the 2000 Census information becomes available.

The Victoria MPO and the City of Victoria submitted 4 applications for the FY 2001 Statewide Transportation Enhancement program. The majority of the applications were for the development of sidewalks, bike lanes and hike/bike trails that would provide high-density residential areas better connectivity with the City's historic Riverside Park. The City and the MPO were notified that one of the applications was approved for funding by the Texas Transportation Commission. The \$462,000 Enhancement Project which will provide sidewalks and a pathway that will help improve vehicle and pedestrian traffic circulation in, around and to Victoria Riverside Park. In FY 2003 the City of Victoria entered into a funding agreement with TxDOT for the enhancements and Victoria MPO obtained the services of Landtech Engineering to design the Sidewalk and Pathway Enhancement project. Construction Plans have been submitted to the TxDOT Yoakum District for final review and the project is anticipated to Let in September of 2004.

DISADVANTAGED BUSINESS ENTERPRISES:

DBE information is collected by the City of Victoria's Planning Department, which houses the staff for the Victoria MPO. All data collected is shared between the two organizations.

AMERICANS WITH DISABILITIES ACT OF 1990:

All meetings, programs and projects of the Victoria MPO comply with the ADA Act.

All buses utilized in both Victoria Transit and Rtransit (the rural program) are handicapped accessible. When the current Urban Demand-Response system transitions to a Fixed-Route system a complimentary Para-Transit system will be initiated in accordance with federal requirements. All future transit stops along the Fixed-Route system will be ADA compliant.

RESTRICTIONS ON INFLUENCING CERTAIN FEDERAL ACTIVITIES:

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

CLEAN AIR ACT: AIR POLLUTION PREVENTION AND CONTROL:

Since 1996, the Victoria MPO has been participating in the TCEQ Near Non-Attainment Funding Program. To date the MPO with assistance from the University of Texas, has developed a 1996 and 1999 Emissions inventory; an ambient air monitoring station known as CAMS607 (or Rabbit Run); various photochemical modeling scenarios and began a public outreach program. With assistance for UT, the Victoria area is ready to being analyzing various voluntary control strategies that can be implemented in the Victoria area. The Victoria MPO in conjunction with the Port of Victoria is also analyzing the potential effects a container port facility located at the Port of Victoria may have on Victoria's mobile source emissions as well as potentially decrease mobile source emissions in the Houston-Galveston area.

Through an Interlocal Agreement with Victoria College in FY 2000, the City of Victoria began a public outreach program to begin making the citizens of Victoria aware of our air quality problems and to educate them on the little things they can do to help. To date the program has introduced an air quality curriculum that has been put in place by the Victoria Independent School District and has developed various presentations to be used from the grade school level up to various civic and governmental organizations. In FY 2002 and FY 2003 the public outreach campaign as made great strides. It is now called "Air Victoria" and has developed an Air Victoria Team program. The public outreach coordinator, Mrs. Joni Brown has begun a campaign that involves the gas stations and distributors in and around Victoria. The next campaign will solicit more involvement from the Petrochemical plants located south and southeast of Victoria.

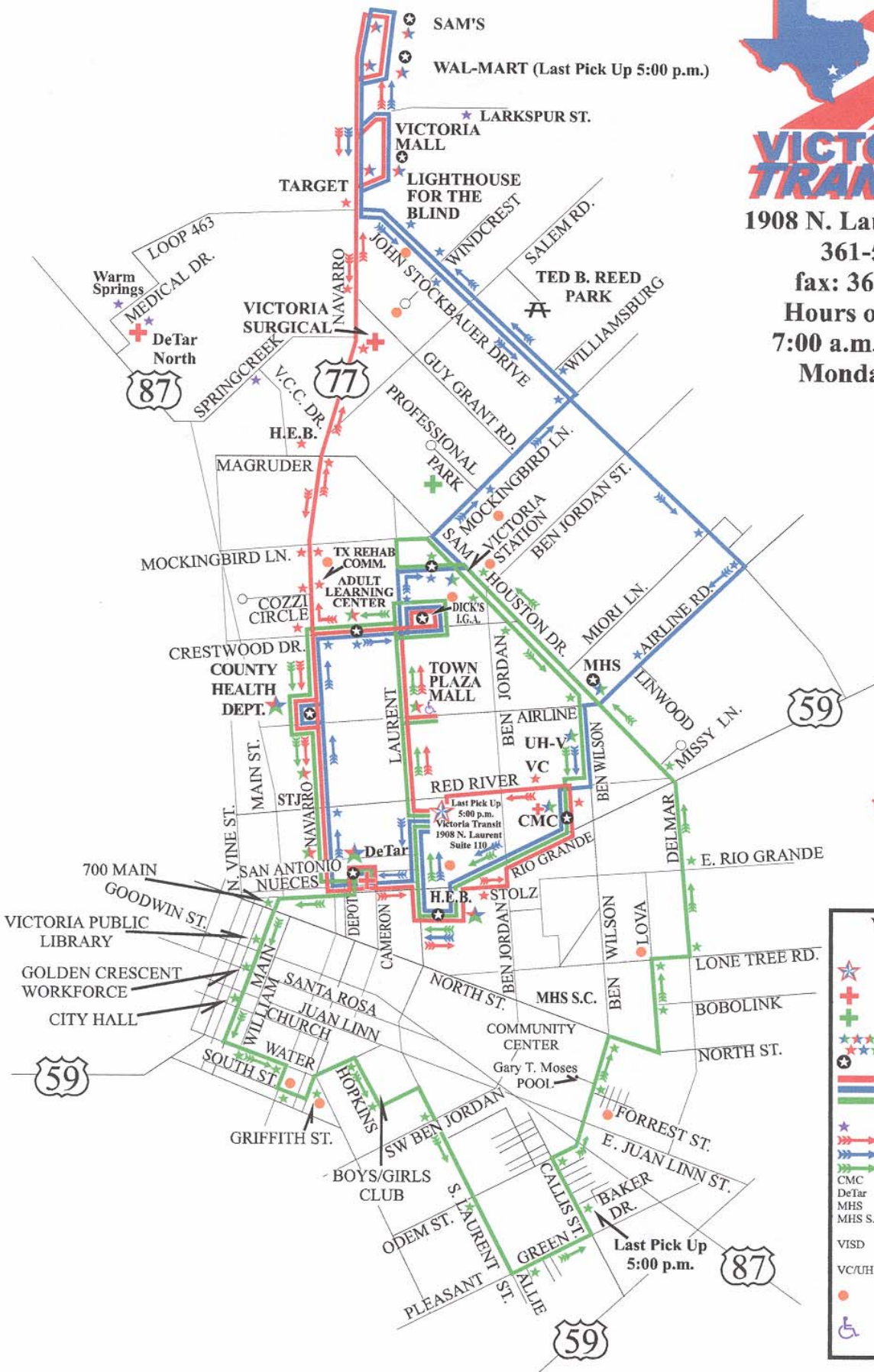
The success of the Air Quality Public Outreach Campaign can be seen in two ways: 1) In January of 2004, the City of Victoria made the Public Outreach Coordinator a full time position within the Environmental Services Division; 2) On March 22, 2004 the Air Victoria Team was presented with the EPA's 2003 Clean Air Excellence Award for its Public Outreach and Education campaign. Jerry James - Environmental Services Director, Joni Brown – Air Quality Public Outreach Coordinator and Ray Miller, Jr., - MPO Coordinator attended the Awards Ceremony in Washington, DC.

APPENDIX G

Examples of Complying with Title VI Requirements



1908 N. Laurent, Suite 110
 361-578-8775
 fax: 361-580-3206
 Hours of Operation
 7:00 a.m. to 5:40 p.m.
 Monday - Friday



Victoria Transit Legend	
	Victoria Transit Headquarters
	Hospital
	Dental Complex
	Bus Stop
	Transfer Station
	Red Route
	Blue Route
	Green Route
	On Call
	Route Direction
	Route Direction
	Route Direction
	Citizens Medical Center
	DeTar Hospital
	Memorial High School
	Stroman Campus
	Victoria Independent School District
	Victoria College/University of Houston-Victoria
	Housing Authority
	Texas Dept. Human Services, Commission for the Blind, Adult/Children's Protective Services
	WISD
	VC/UH-V

APPENDIX H

FTA Planning Emphasis Areas

Planning Emphasis Areas for FY 2007

The FTA and FHWA identify Planning Emphasis Areas (PEAs) annually to promote priority themes for consideration in Statewide and metropolitan (Unified) planning work programs proposed for FTA and FHWA funding. The FY 2005 PEAs are proposed for consideration in the development of unified planning work programs (UPWPs) and State Planning and Research (SP&R) programs during FY 2005, even though the UPWP might not be approved until early in FY 2006.

For FY 2007, six key planning themes have been identified:

- (1) Consideration of safety and security in the transportation planning process;
- (2) Linkage of the planning and NEPA processes;
- (3) Consideration of management and operations within planning processes;
- (4) State DOT consultation with non-metropolitan local officials;
- (5) Enhancement of the technical capacity of planning processes;
- (6) Coordination of human service transportation.

1. Consideration of Safety and Security in the Transportation Planning Process. TEA-21 included safety and security as factors to consider in the development of plans and programs, in recognition of the importance of safety and security of transportation systems as a national priority. TEA-21 calls for transportation projects and strategies that "increase the safety and security of transportation systems." This entails communication and collaboration among safety professionals, the enforcement community, and transportation planners in order to successfully integrate safety and security into all stages of the transportation planning process.

2. Linking the Planning and NEPA Processes. FHWA and FTA are developing guidance on the appropriate use of planning results during a NEPA review. This guidance will be derived from a study of NEPA case law that synthesizes what the Federal courts have said about the role of MPO and statewide planning in FHWA's and FTA's NEPA decision-making. The guidance will be posted on the Web site for the Transportation Planning.

3. Consideration of Management and Operations within Planning Processes. TEA-21 challenged FHWA and FTA to move beyond traditional capital programs for improving the movement of people and goods--focusing on the need to improve the way transportation systems are managed and operated.

4. State DOT Consultation With Non-Metropolitan Local Officials. This final rule amended the 1993 Joint FTA/FHWA Planning regulation published in the Federal Register, Volume 58, No. 207, on October 28, 1993. By February 24, 2004, each State was required to have a documented process(es) that implements consultation with non-metropolitan local officials in the Statewide transportation planning process and development of the Statewide Transportation Improvement Program (STIP), to be separate and discrete from the State's public involvement process. By February 24, 2006 and every five years thereafter, States must review and solicit comments (for a minimum of 60 days) from non-metropolitan local officials and other interested parties on the effectiveness of the existing consultation process(es) and proposed modifications. As part of this requirement, a specific request for comments shall be directed to the State association of counties, State municipal league, regional planning agencies, or directly to non-metropolitan local officials." In the meantime, FHWA and FTA will be using the Statewide planning findings that accompany approvals of the STIP as the primary mechanism for tracking and monitoring State progress in implementing and later reviewing and refining these processes.

5. Enhancing the Technical Capacity of Planning Processes. Reliable information on current and projected usage and performance of transportation systems is critical to the ability of planning processes to supply credible information to decision-makers to support preparation of plans and programs that respond to each locality's unique needs and policy issues. If this expertise is found to be lacking, the responsible agencies within metropolitan and Statewide planning processes are encouraged to devote appropriate resources to enhance and maintain their technical capacity.

6. Coordination of Human Service Transportation. The importance of coordinating human service transportation and the supporting United We Ride initiative were described earlier in this publication (see III.B--Transportation Coordination--United We Ride). This initiative supports Federal, State, and local agencies working together to ensure that transportation services are seamless, comprehensive and accessible to all citizens.

FTA/TxDOT Section 5303 Budget Worksheet for FY2007

MPO: VICTORIA MPO _____

PART A. TECHNICAL ACTIVITIES

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

		Section 5303 Federal Share
Metropolitan Planning		
44.21.00	Program Support and Administration	\$ 5,000 ____
44.22.00	General Development and Comprehensive Planning	\$ _____
44.23.01	Long Range System Level Planning	\$ _____
44.23.02	Long Range Project Level Planning	\$ _____
44.24.00	Short Range Transportation Planning	\$ 7,500 ____
44.25.00	Transportation Improvement Program	\$ 5,500 ____
Planning Emphasis Areas		
44.26.16	Incorporating Safety & Security in Transportation Planning	\$ _____
44.26.13	Participation of Transit Operators in Metro & Statewide Planning	\$ 5,625 ____
44.26.12	Coordination of Non-Emergency Human Service Transportation	\$ _____
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	\$ _____
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	\$ _____
44.27.00	Other Activities	\$ _____
TOTAL (Section 5303 Funding)		\$ 23,625 ____

PART B. FUND ALLOCATIONS

How will the MPO's FTA funds be allocated:
(Sec 5303 + 20% In-Kind Match)

A) Metropolitan Planning Organization\$___ 23,625.00___

B) Transit Agencies (Pass-through Funds)\$_____

C) State/Local Agencies (Pass-through Funds)\$_____

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

_____ \$ _____

_____ \$ _____

TOTAL (Sec 5303 + 20% In-Kind Match)\$___23,625.00___

Person to contact regarding this worksheet:

Name: Ray Miller, Jr._____

Phone: 361-485-3360 _____

E-Mail rmiller@victoriatx.org___

TxDOT PTN Contact: Karen Dunlap
Phone: 512-416-2817
FAX: 512-416-2830
E-mail: kdunlap@dot.state.tx.us

FTA BUDGET CODE EXPLANATIONS

Metropolitan Planning

Program Support and Administration (44.21.00) Include basic overhead, program support, and general administrative costs directly chargeable to the FTA project, i.e., direct program support, administration, interagency coordination, citizen participation, public information, local assistance, UPWP development, etc. (If direct program administrative and support costs are included in each work or activity, do not enter them a second time in this category.)

General Development and Comprehensive Planning (44.22.00) Include only the costs of activities *specifically emphasizing* regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis and non-transportation modeling and forecasting activity, i.e., land use, housing, human services, environmental and natural resources, recreation and open space, public facilities and utilities, etc.

Long Range System Level Planning (44.23.01) Include only the costs of activities *specifically emphasizing* long range transportation system planning and analysis, i.e., long range travel forecasting and modeling including appropriate data base development and maintenance for transportation in the entire metropolitan area or state, system analysis, sketch planning, system plan development, reappraisal or revision, and all long range, Transportation System Management (TSM) activities.

Long Range Project Level Planning (44.23.02) Include only the costs of activities *specifically emphasizing* long range project level planning and analysis, i.e., corridor and sub-area studies, cost effectiveness studies, feasibility and location studies, and the preparation of related draft environmental impact studies.

Short Range Transportation Planning (44.24.00) Include only the cost of activities *specifically emphasizing* short range transportation system or project planning and analysis proposed in the next three to five years, i.e., management analyses of internal operations such as, management/administration, maintenance, personnel, and labor relations; service planning including appropriate data base development and maintenance; TDP preparation; financial management planning, including alternative fare box policies; all short range Transportation System Management (TSM) activities including vanpool/ridesharing, high occupancy vehicles, parking management, etc.

Transportation Improvement Program (44.25.00) Include only the costs of activities *specifically emphasizing* TIP development and monitoring.

Other Activities (44.27.00) Include only the cost of those activities whose primary emphasis is unrelated to the specific types of activities described above.