



**RESOLUTION NO. 2025-07**

**A RESOLUTION BY THE POLICY ADVISORY COMMITTEE OF THE VICTORIA METROPOLITAN PLANNING ORGANIZATION ADOPTING THE PROPOSED FIRST AMENDMENT TO THE FY 2025 UNIFIED PLANNING WORK PROGRAM (UPWP)**

**WHEREAS**, the Victoria Metropolitan Planning Organization (MPO) Policy Advisory Committee is the transportation planning decision-making body for the Victoria metropolitan planning area; and

**WHEREAS**, the Victoria MPO is responsible for developing and submitting an annual work program and budget, the Unified Planning Work Program (UPWP), and any amendments to the Texas Department of Transportation (TxDOT); and,

**WHEREAS**, there has been an increase in work activities for the MPO and there is a need to increase staff costs and hire a consultant to conduct public engagement for the implementation of new fixed-route services for Victoria Transits; and,

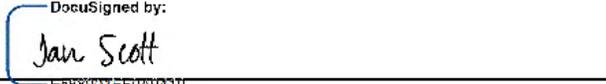
**WHEREAS**, the Victoria MPO recommends the adoption of the proposed amendment to FY 2025 UPWP via resolution for submittal to TxDOT.

**NOW, THEREFORE, BE IT RESOLVED BY THE VICTORIA MPO POLICY ADVISORY COMMITTEE:**

**Section 1.** That the MPO Administrator is hereby authorized to submit the second Amendment of the FY 2025 UPWP to TxDOT on behalf of the Victoria MPO Policy Advisory Committee; and,

**Section 2.** That this resolution shall be effective immediately upon adoption.

**ADOPTED: April 8, 2025**

BY:  DocuSigned by: Jan Scott

**JAN SCOTT, CHAIRPERSON**

I hereby certify that this resolution was adopted by the Policy Advisory Committee of the Victoria Metropolitan Planning Organization in regular session:

BY:  DocuSigned by: Maggie Bergeron  
**MAGGIE BERGERON, AICP**  
**VICTORIA MPO ADMINISTRATOR**



**RESOLUTION NO. 2024-07**

**A RESOLUTION BY THE POLICY ADVISORY COMMITTEE OF THE VICTORIA METROPOLITAN PLANNING ORGANIZATION ADOPTING THE FY 2025 UNIFIED PLANNING WORK PROGRAM (UPWP)**

**WHEREAS**, the Victoria Metropolitan Planning Organization (MPO) Policy Advisory Committee is the transportation planning decision-making body for the Victoria metropolitan planning area; and

**WHEREAS**, The Victoria MPO is responsible for developing and submitting an annual work program and budget, the Unified Planning Work Program (UPWP), and any amendments to the Texas Department of Transportation (TxDOT); and

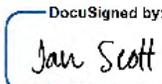
**WHEREAS**, the Victoria MPO recommends the adoption of the FY 2025 UPWP via resolution for submittal to TxDOT.

**NOW, THEREFORE, BE IT RESOLVED BY THE VICTORIA MPO POLICY ADVISORY COMMITTEE:**

Section 1. That the MPO Administrator of the Victoria MPO is hereby authorized to submit the FY 2025 UPWP to TxDOT and FHWA on behalf of the Policy Advisory Committee; and,

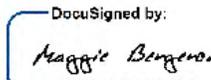
Section 2. That this resolution shall be effective immediately upon adoption.

**ADOPTED: MAY 14, 2024**

BY:    
 6CBB03109204416...

**JAN SCOTT, CHAIRPERSON**

I hereby certify that this resolution was adopted by the Policy Advisory Committee of the Victoria Metropolitan Planning Organization in regular session:

   
 6CBB03109204416...  
BY: **MAGGIE BERGERON, AICP**  
**VICTORIA MPO ADMINISTRATOR**

# FY 2025 Unified Planning Work Program (UPWP)

Victoria Metropolitan Planning Organization (MPO)

*Non-Transportation Management Area (Non-TMA)*

**AIR QUALITY STATUS:**  
*Attainment*



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

Approved By the Victoria Metropolitan Planning Organization: May 14, 2024

TxDOT Approval: August 17, 2024

Federal Approval: September 27, 2024

Amendment Number One: April 08, 2025

## TABLE OF CONTENTS

<b>I. INTRODUCTION .....</b>	<b>3</b>
A. PURPOSE.....	4
B. DEFINITION OF AREA.....	5
C. ORGANIZATION .....	5
D. PRIVATE SECTION INVOLVEMENT .....	5
E. PLANNING ISSUES & EMPHASIS (PEAs).....	5
<b>II. TASK 1.0- ADMINISTRATION AND MANAGEMENT .....</b>	<b>8</b>
A. OBJECTIVE .....	8
B. EXPECTED PRODUCTS .....	8
C. PREVIOUS WORK .....	8
D. SUBTASKS .....	9
SUBTASK 1.1: ADMINISTRATION .....	9
SUBTASK 1.2: WEBSITE MAINTENANCE .....	9
SUBTASK 1.3: TRAVEL & EDUCATION .....	9
SUBTASK 1.4: TITLE VI CIVIL RIGHTS EVALUATION .....	9
E. FUNDING SUMMARY .....	9
<b>III. TASK 2.0- DATA DEVELOPMENT AND MAINTENANCE .....</b>	<b>10</b>
A. OBJECTIVE .....	10
B. EXPECTED PRODUCTS .....	10
C. PREVIOUS WORK .....	10
D. SUBTASKS .....	10
SUBTASK 2.1: GIS.....	10
SUBTASK 2.2: DEMOGRAPHIC DATA .....	10
E. FUNDING SUMMARY .....	11
<b>IV. TASK 3.0- SHORT RANGE PLANNING .....</b>	<b>12</b>
A. OBJECTIVE .....	12
B. EXPECTED PRODUCTS .....	12
C. PREVIOUS WORK .....	12
D. SUBTASKS .....	12
SUBTASK 3.1: TRANSPORTATION IMPROVEMENT PROGRAM (TIP).....	12
SUBTASK 3.2: PERFORMANCE MEASURES.....	12
SUBTASK 3.3: MPO TRANSIT PLANNING .....	12
E. FUNDING SUMMARY .....	13
<b>V. TASK 4.0- METROPOLITAN TRANSPORTATION PLAN .....</b>	<b>14</b>
A. OBJECTIVE .....	14
B. EXPECTED PRODUCTS .....	14
C. PREVIOUS WORK .....	14
D. SUBTASKS .....	14
SUBTASK 4.1: METROPOLITAN TRANSPORTATION PLAN .....	14

SUBTASK 4.2: TRAVEL DEMAND MODEL.....	14
SUBTASK 4.3: COMPLETE STREETS PLANNING ACTIVITIES .....	15
E.    FUNDING SUMMARY .....	15
<b>VI.  TASK 5.0- SPECIAL STUDIES.....</b>	<b>16</b>
A.    OBJECTIVE .....	16
B.    EXPECTED PRODUCTS .....	16
C.    PREVIOUS WORK .....	16
D.    SUBTASKS.....	16
SUBTASK 5.1: VICTORIA TRANSIT PUBLIC ENGAGEMENT PLAN .....	16
E.    FUNDING SUMMARY .....	16
<b>VII.  BUDGET SUMMARY .....</b>	<b>17</b>
<b>VIII.  APPENDIX A.....</b>	<b>18</b>
A.    POLICY ADVISORY COMMITTEE MEMBERSHIP .....	18
B.    MPO STAFF.....	18
<b>IX.   APPENDIX B.....</b>	<b>19</b>
A.    METROPOLITAN AREA BOUNDARY MAP .....	19
<b>X.   APPENDIX C.....</b>	<b>20</b>
<b>XI.  APPENDIX D .....</b>	<b>21</b>
<b>XII. APPENDIX E.....</b>	<b>22</b>
<b>XIII. APPENDIX F.....</b>	<b>23</b>

## I. INTRODUCTION

The Federal-Aid Highway Act of 1962 established a continuous, cooperative, and comprehensive transportation planning process for urban regions, mandating the development and execution of transportation plans as a prerequisite for federal highway funding. This act laid the groundwork for the formal establishment of Metropolitan Planning Organizations (MPOs), which was further reinforced by the Federal-Aid Highway Act of 1973. This legislation emphasized the importance of coordinated planning and required the formation of MPOs in urbanized areas with populations of 50,000 or more. MPOs are tasked with overseeing the urban transportation planning process and are vital for facilitating collaborative regional transportation decision-making.

In 1991, the Intermodal Surface Transportation Efficiency Act (ISTEA) was signed into law, broadening the role of MPOs and states as decision-makers in the development, review, and approval of transportation plans and programs. ISTEA required that recommendations from MPOs long-range transportation plan, the Metropolitan Transportation Plan (MTP), reflect the transportation projects programmed in the MPOs short-range transportation plan, the Transportation Improvement Program (TIP) and, that both reflect realistic expectations of available funding for projects. The Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) of 1998 continued the planning provisions of ISTEA, refined previous planning factors into seven, and increased the availability of federal funding for surface transportation.

In 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act- A Legacy for Users (SAFETEA-LU) placed a broader emphasis on integrating transportation planning into all modes. SAFETEA-LU promoted the safe and efficient management, operation, and development of surface transportation systems and outlined eight planning factors to consider in the transportation planning process. The Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) was signed into law in 2012. MAP-21 implemented a performance-based approach to transportation planning to identify the effectiveness of transportation investments.

In 2015, the Fixing America's Surface Transportation Act (FAST Act) was signed into law and was the first federal law to provide long-term funding for surface transportation. The FAST Act added two planning factors but continued most of the planning provisions of MAP-21. On November 15, 2021, President Biden signed the Infrastructure Investment and Jobs Act (IIJA) also known as the Bipartisan Infrastructure Bill (BIL). The BIL included modest modifications to the planning process, policy board composition, participants in the process, and contents of the MTP. Among other improvements, the BIL added new planning factors, which can be found, below.

Since its designation in February 1982, the City of Victoria has been the fiscal agent for the Victoria MPO and, serves all of Victoria County. The original decision-making body of the MPO was the Victoria Urban Transportation Planning Committee, which included state, county, and city officials. Today, the Victoria MPO is governed by the Policy Advisory Committee comprised of elected and non-elected officials from the City of Victoria, Victoria County, and the Texas Department of Transportation (TxDOT). The MPO Policy Advisory Committee is the top-level transportation planning committee providing review, policy guidance, and decision-making for transportation planning efforts in the Victoria Metropolitan Area. The Policy Advisory Committee membership list is in Appendix A.

## A. PURPOSE

The FY 2025 Unified Planning Work Program (UPWP) is an annual planning budget which outlines those planning activities that will be undertaken by the MPO, allocates resources to pay for each activity, and maintains consistency from year to year in addressing transportation system issues within the MPO's planning jurisdiction. The FY 2025 UPWP was developed in accordance with the regulations and provisions set forth in the BIL, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

In 2012, MAP-21 outlined seven national goals, related to performance measures, for MPO's to incorporate into the transportation planning process. The goals, outlined below and found in 23 USC § 150, are:

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

In 2015, the FAST Act built upon MAP-21 and established ten tasks for MPOs to incorporate into the transportation planning process. These ten tasks helped to ensure a continuous, cooperative, and comprehensive evaluation of the transportation system in relation to the needs of the MPO. The FAST Act's ten tasks, found in 23 CFR §459.306, are:

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

## 10. Enhance travel and tourism.

According to the BIL, MPOs shall develop and implement a performance-based approach to transportation decision-making. This approach is a continuation of the requirements in prior transportation legislation, like MAP-21 and the FAST Act. Performance measures are established at the state and MPO level and can assist in tracking the improvements towards accomplishing the desired outcome of the region. The MPO intends to continue to develop specific performance targets in coordination with the state, TxDOT, and its local transit provider, Victoria Transit. Victoria MPO's performance targets will continue to be considered throughout the development of all plans, including the MTP, TIP, and UPWP. The targets identified in this section will be considered throughout the development and selection of projects.

The Victoria MPO recognizes the importance of public involvement and implements procedures to ensure that the public is fully informed about transportation issues and is given reasonable public access to transportation plans and project documents. The MPO's Public Participation Plan takes into consideration all transportation providers within the Victoria MPO's boundaries and involves citizens in the transportation planning process in accordance with the BIL, the FAST Act, and MAP-21.

### **B. DEFINITION OF AREA**

Located on the South-Central Texas Coast, the Victoria MPO is located thirty miles inland from the Gulf of Mexico. The MPO's boundary line was amended in 1994 to include all of Victoria County, since then the MPO's Metropolitan Area Boundary has coincided with the Victoria County line. The City of Victoria is the only incorporated community and Census designated urbanized area within the Victoria MPO's study area. Maps displaying the Victoria MPO's location and boundaries can be found in Appendix B.

### **C. ORGANIZATION**

The only committee of the Victoria MPO is the Policy Advisory Committee which serves as the executive committee and is responsible for guiding the transportation planning process, ensuring proper coordination between transportation modes and sub-areas, cooperatively establishing transportation needs, and approving proposed plans and projects. The Committee is comprised of ten voting members representing the City of Victoria, Victoria County, TxDOT, the Victoria Regional Airport, and the Victoria County Navigation District. The roster for the Victoria MPO Policy Advisory Committee is included in Appendix A.

### **D. PRIVATE SECTION INVOLVEMENT**

In previous years, the Victoria MPO has utilized services for traffic counts, intersection studies, a signal timing coordination, the Thoroughfare Master Plan (TMP), travel demand model studies, and the Metropolitan Transportation Plans. In FY 2023, the Victoria MPO hired two consulting firms, one to assist in the development of a travel demand model forecast and the other for the development of the Active Transportation Master Plan. In FY 2025, the MPO will hire a consultant to develop the 2050 MTP and a conduct a public engagement and involvement plan for Victoria Transit.

### **E. PLANNING ISSUES & EMPHASIS (PEAS)**

Planning emphasis areas (PEAs) are policy, procedural, and technical topics that federal planning fund recipients must consider when preparing work programs for metropolitan and statewide planning and

research assistance programs. In addition to the federal PEAs, the Victoria MPO has identified planning issues and emphasis areas that demonstrate the key transportation planning issues facing the metropolitan planning area. The PEAs addressed in the Victoria MPO's FY 2025 UPWP are listed below.

1. **The Metropolitan Transportation Plan (MTP)**- The MTP is a 25-year long, multimodal, transportation plan and it provides the basic framework for the region's transportation planning needs. The Victoria MPO's 2045 MTP was adopted on April 30, 2020, and identifies the community's transportation needs over the next 25-years (2020 to 2045), establishes priorities for funding those improvements, and charts a course for meeting the community's vision. Updates to the 2045 MTP will be part of the planning process and changes will be incorporated as they are needed. In FY 2024, the Victoria MPO began working on the 2050 MTP. The MTP planning process will span two fiscal years, 2024 and 2025, with an anticipated adoption of the 2050 MTP in April 2025.
2. **The FY 2025- 2028 Transportation Improvement Program (TIP)**- The TIP is a short-range, four-year program that summarizes the Victoria MPO's transportation projects that have secured funding. The TIP is updated every two years and must be submitted to TxDOT as part of the Statewide TIP (STIP). Federal funds cannot be expended on a project unless the project is listed in the MTP, and all projects listed in the TIP must be consistent with the projects listed in the MTP. In FY 2024, the MPO developed the FY 2025- 2028 TIP, updates to the FY 2025- 2028 TIP will be part of the planning process and changes will be incorporated as they are needed.
3. **Travel Demand Model (TDM)**- The MPO began the process of updating the 2050 TDM in FY 2022. Throughout FY 2022 and 2023, the MPO worked closely with TxDOT, the Texas A&M Transportation Institute (TTI), and Cambridge Systematics, to develop the model's network and sociodemographic analysis and forecast. The TDM is built to simulate potential transportation scenarios that factor in the current transportation network and demographic data. The TDM plays a vital role in informing the MPO's long-range transportation plan, the MTP. The 2050 TDM was delivered to the Victoria MPO in April 2024 and used in the development of the 2050 MTP.
4. **MAP-21 Implementation- Transition to Performance-based Planning and Programming**- Continue to develop and incorporate performance-based planning criteria, in coordination with TxDOT, to further develop and enhance the performance management approach to transportation planning.
5. **Regional Models of Cooperation**- Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO, and State Boundaries.
6. **Ladders of Opportunity: Access to Essential Services**- As part of the transportation planning process, MPOs and state DOTs are encouraged to identify transportation connectivity gaps in accessing essential services.
7. **Tackling the Climate Crisis- Transition to a Clean Energy, Resilient Future**- Help to ensure the national greenhouse gas reduction goals of 50-52% below 2005 by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from climate change. The Victoria MPO addresses this through Task 3, Performance Measures and MPO Transit Planning.
8. **Equity and Justice<sup>40</sup> in Transportation Planning**- Advance racial equity and support for underserved and disadvantaged communities to help ensure public involvement in the planning process

and that plans reflect various perspectives, concerns, and priorities from affected areas. The MPO addresses this planning emphasis area throughout the UPWP, but primarily in Task 1, Subtask 1.4.

9. **Complete Streets**- Review current policies, rules, and procedures to determine their impact on safety for all road users, including providing provisions for safety in future transportation infrastructure, particularly those outside automobiles. To be considered complete, roads should include safe pedestrian facilities, safe transit stops, and safe crossing opportunities at an interval necessary for accessing destinations. The Victoria MPO addresses this through many Tasks, including Task 3.2, Performance Measures, and Task 4, Subtask 4.3.

10. **Public Involvement**- Conduct early, effective, and continuous public involvement that brings diverse viewpoints into the decision-making process, including integrating virtual public involvement tools while also ensuring access to opportunities for individuals without access to computers and mobile devices. The Victoria MPO addresses this PEA throughout the FY 2025 UPWP and specifically in Tasks 1 and 3.

11. **Strategic Highway Network (STRAHNET)/ U.S. Department of Defense (DOD) Coordination**- Coordinate with the U.S. Department of Defense representatives in transportation planning and programming processes on infrastructure and connectivity needs for STRAHNET routes and other roads that connect to DOD facilities. The MPO will continue to coordinate with local, regional, and federal partners to address this PEA. Tasks 3 and 4 address short and long-range planning.

12. **Federal Land Management Agency (FLMA) Coordination**- Coordinate with FLMAs in transportation planning and programming processes on infrastructure and connectivity needs related to access routes and other public roads that connect to Federal lands, including exploring opportunities to leverage transportation funding to support access and transportation needs of FLMAs before projects are programmed into the TIP. The MPO will continue to coordinate with local, regional, and federal partners to address FLMA coordination. The MPO specifically addresses this in Tasks 3 and 4.

13. **Planning and Environmental Linkages (PEL)**- Implement Planning and Environmental linkages as part of the overall transportation planning and environmental review process. The MPO addresses this PEA in Tasks 3 and 4, as a short and long-range planning emphasis area.

14. **Data in Transportation Planning**- Incorporate data sharing and consideration into the transportation planning process through developing and advancing data sharing principles among the MPO, State, regional, and local agencies. The MPO addresses this PEA throughout the FY 2025 UPWP, but specifically in Task 2.

## II. TASK 1.0- ADMINISTRATION AND MANAGEMENT

**REMINDER:** *Equipment purchases over \$5,000 must comply with 2 CFR §200: “Acquisition cost means the cost of the asset including the cost to ready the asset for its intended use. Acquisition cost for equipment, for example, means the net invoice price of the equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Acquisition costs for software include those development costs capitalized in accordance with generally accepted accounting principles (GAAP). Ancillary charges, such as taxes, duty, protective in transit insurance, freight, and installation may be included in or excluded from the acquisition cost in accordance with the non-Federal entity's regular accounting practices.”*

### A. OBJECTIVE

To deliver the plans and programs necessary to administer Federal transportation planning grants and maintain the cooperative, comprehensive, and continuous planning process for the Victoria Metropolitan Planning Organization on a continuing basis. This task includes:

- General administration of the MPO grant,
- Educational development,
- Staff of training,
- Small tools, equipment, and office supply purchases,
- Website maintenance; and,
- The MPO’s Title VI Civil Rights Evaluation and Public Participation Plan (PPP).

### B. EXPECTED PRODUCTS

The MPO will perform all administrative and management activities required to maintain the transportation planning process within designated planning area, including:

- The Unified Planning Work Program (UPWP),
- Annual Performance and Expenditure Report (APER),
- The Annual Listing of Projects (APL),
- Facilitation of public meetings and the public participation process,
- Staff attendance at training, educational courses, and meetings,
- The preparation of MPO meeting packets and minutes, and
- The maintenance of the MPO website.

### C. PREVIOUS WORK

During the Fiscal Year 2024 the Victoria MPO completed the following:

- The FY 2025 UPWP;
- The 2023 Annual Performance and Expenditures Report (APER);
- The FY 2023 Annual Listing of Projects (ALP);
- Facilitated the MPO Policy Advisory Committee meetings;
- Participated in transportation meetings, training, and conferences;
- Managed the MPO website with up-to-date links to the current MTP, TIP, UPWP, Public Participation Plan, meeting agendas, Policy Advisory Committee information, and other resources; and,
- Managed the administrative and fiscal operations of the MPO.

## D. SUBTASKS

### SUBTASK 1.1: ADMINISTRATION

Prepare and submit all necessary documents to ensure compliance and maintain the continuity of the planning process. Plans and documents that are prepared under this subtask are: the FY 2024 Annual Performance and Expenditure Report (APER), the FY 2024 Annual Listing of Projects (ALP), and the FY 2026 UPWP; prepare for and conduct Policy Advisory Committee and other needed meetings; complete meeting minutes and documentation; facilitate citizen participation; maintain financial records; and, purchase office supplies, materials, furniture, computers, and any related equipment needed to administer the MPO. Any purchase of equipment exceeding \$5,000 for one unit will require prior approval from FHWA.

### SUBTASK 1.2: WEBSITE MAINTENANCE

Maintain the Victoria MPO website, [www.victoriampo.org](http://www.victoriampo.org), and provide up-to-date information on plans, programs, meetings, and activities.

### SUBTASK 1.3: TRAVEL & EDUCATION

Participate in conferences, seminars, meetings, and training opportunities to remain familiar with current regulations and practices related to the transportation planning field as provided by Federal Highway Administration, Federal Transit Administration, Texas Department of Transportation, Texas Association of Metropolitan Planning Organizations (TEMPO), American Planning Association, and the Association of Metropolitan Planning Organizations (AMPO) (this travel will be out of state), and other related agencies. Prior approval from TxDOT- TPP will be requested for any out-of-state travel.

### SUBTASK 1.4: TITLE VI CIVIL RIGHTS EVALUATION

Ensure minority and low-income populations can participate in the transportation planning process; continue to implement procedures that will analyze minority and low-income areas; evaluate the Public Participation Plan on a regular basis to monitor its effectiveness and revise as needed; and hold public meetings in accordance with the Public Participation Plan (PPP).

## E. FUNDING SUMMARY

**Task 1.0- 1-Year Funding Summary Table**  
FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Section 5307	Local Funds	Total Funds
		FY 2025	FY 2025	FY 2025	
1.1	MPO	\$ 39,000.00			\$ 39,000.00
1.2	MPO	\$ 10,500.00			\$ 10,500.00
1.3	MPO	\$ 15,000.00			\$ 15,000.00
1.4	MPO	\$ 10,500.00			\$ 10,500.00
<b>Total</b>		\$ 75,000.00			\$ 75,000.00

<sup>1</sup> TPF- This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cost nor work hours, they are reflected in funding tables.

### III. TASK 2.0- DATA DEVELOPMENT AND MAINTENANCE

#### A. OBJECTIVE

To create, update, and maintain spatial information, demographic data, and analyses to support MPO planning efforts.

#### B. EXPECTED PRODUCTS

The MPO will utilize data collection, Geographic Information Systems (GIS), and TransCAD systems to evaluate existing and new plans, develop needed maps, and complete needed analyses. The data collected, analyzed, and maintained by the MPO for transportation planning purposes are:

- U.S. Census data,
- The MPO's roadway network,
- Alternative transportation facilities,
- Travel demand model demographic data, and,
- PM1, PM2, and PM3 data for setting performance-based planning measures.

#### C. PREVIOUS WORK

In the FY 2024, the Victoria MPO completed the following:

- Maintained data and related maps in GIS for the TIP and MTP,
- Developed maps for the FY 2025- 2028 TIP and MTP,
- Conducted Title VI population analyses,
- Maps for needed meetings and presentations,
- Maintenance and updating demographic data, the roadway network, and traffic analysis zones for the travel demand model.

#### D. SUBTASKS

##### SUBTASK 2.1: GIS

Continue the partnership with the City of Victoria to develop and maintain the City's GIS databases used for planning purposes for both the City and MPO. The City of Victoria's GIS Team performs all MPO work associated with GIS, and, thereby, the City is reimbursed by the MPO for their assistance, as seen in the Task 2 1-Year Funding Summary Table.

##### SUBTASK 2.2: DEMOGRAPHIC DATA

Collect, maintain, and verify demographic data for the Public Participation Plan (PPP), Title VI Plan, Limited English Proficiency (LEP) Plan, and for other transportation planning purposes.

## E. FUNDING SUMMARY

**Task 2.0- 1-Year Funding Summary Table**  
FY 2025

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Section 5307</b>	<b>Local Funds</b>	<b>Total Funds</b>
		FY 2025	FY 2025	FY 2025	
2.1	City of Victoria	\$26,000.00			\$26,000.00
2.2	MPO	\$16,000.00			\$16,000.00
<b>Total</b>		<b>\$42,000.00</b>			<b>\$42,000.00</b>

<sup>1</sup> TPF- This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cost nor work hours, they are reflected in funding tables.

## IV. TASK 3.0- SHORT RANGE PLANNING

### A. OBJECTIVE

To perform the required short-range transportation planning activities which will assist in the development of long-range and on-going projects; and maintain coordination between the MPO and Victoria Transit to plan and address the needs of Victoria Transit.

### B. EXPECTED PRODUCTS

The MPO will perform the following, as needed, for this task:

- Amendments to the FY 2025- 2028 TIP,
- Analysis of and development of transportation planning performance measures,
- Assist Victoria Transit with transportation planning needs, including future expansion and route needs.

### C. PREVIOUS WORK

In FY 2024 the Victoria MPO completed the following:

- Development of the FY 2025- 2028 TIP
- 1 amendment to the FY 2023- 2026 TIP,
- Adopted FY 2024 Safety Performance Measures,
- Adopted Transit Safety and Transit Asset Management Performance Measures, and
- Coordinated with TxDOT Yoakum District and Victoria Transit.

### D. SUBTASKS

#### **SUBTASK 3.1: TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

The Victoria MPO will process any amendments for the FY 2025- 2028 TIP, as needed.

#### **SUBTASK 3.2: PERFORMANCE MEASURES**

The MPO will continue to coordinate with TxDOT and Victoria Transit to develop the appropriate performance measures, as established in MAP-21, the FAST Act, and continued in the BIL. These performance measures have been developed following the action and direction from the U.S. Department of Transportation (US DOT) and TxDOT and, the MPO will continue to adopt and analyze performance measures for current and future transportation plans and programs.

#### **SUBTASK 3.3: MPO TRANSIT PLANNING**

The MPO will continue to evaluate the existing transit system relative to local need and in context of the entire transportation system; and, also, continue to work with Victoria Transit on their transportation planning activities. The MPO has been more focused on Victoria Transit and public transportation planning efforts and, due to this, the MPO needs to increase its budget to pay for a percentage of the Director of Development Services salary. The increase in Subtask 3.3, is to ensure funds are available for all full-and part-time staff.

## E. FUNDING SUMMARY

**Task 3.0- 1-Year Funding Summary Table**  
FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Section 5307	Local Funds	Total Funds
		FY 2025	FY 2025	FY 2025	
3.1	MPO	\$ 10,000.00			\$ 10,000.00
3.2	MPO	\$ 10,000.00			\$ 10,000.00
3.3	MPO	\$ 17,000.00			\$ 17,000.00
<b>Total</b>		\$ 37,000.00			\$ 37,000.00

<sup>1</sup> TPF- This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cost nor work hours, they are reflected in funding tables.

## V. TASK 4.0- METROPOLITAN TRANSPORTATION PLAN

### A. OBJECTIVE

The Victoria MPO intends to develop, document, and adopt the Metropolitan Transportation Plan (MTP), a model-based plan, for the year 2050, to meet the transportation needs of the metropolitan area for a 25-year horizon, in accordance with federal, state, and local regulations. Additionally, the MPO will continue to monitor and update the 2045 MTP, a model-based plan, as needed.

### B. EXPECTED PRODUCTS

The Victoria MPO will:

- Complete any amendments for the 2045 MTP, as needed,
- Complete the development of the 2050 MTP,
- Complete any amendments for the 2050 MTP, as needed.

### C. PREVIOUS WORK

The 2045 MTP was developed over the fiscal years 2019 and 2020 and was adopted by the Policy Advisory Committee in April 2020 and has been amended seven (7) times since its adoption. Development for the 2050 MTP began in FY 2024 and is anticipated to be completed by April 2025. In FY 2024, the MPO completed the following for the MTP:

- Amendments to the 2045 MTP,
- Collaborated with Alliance Transportation Group (ATG), to develop the 2050 MTP,
- Conducted public engagement for the 2050 MTP,
- Continued development of the 2050 MTP for anticipated adoption in April 2025.

### D. SUBTASKS

#### SUBTASK 4.1: METROPOLITAN TRANSPORTATION PLAN

MPO staff will process any necessary amendments to the 2045 MTP and complete the development of the 2050 MTP. The 2050 MTP update utilizes GIS data and travel demand model data to aid in the development and prioritization of the 2050 MTP projects. The Victoria MPO has hired Alliance Transportation Group, LLC (ATG) to assist MPO staff in the development, documentation, and preparation of the 2050 MTP. The development of the 2050 MTP will span two (2) fiscal years, 2024 and 2025, with an anticipated adoption of April 2025. The total budget for Victoria's 2050 MTP is \$204,000 and the costs for the project are not to exceed \$204,000. Subtask 4.1 shows the anticipated remaining costs to develop the 2050 MTP in the FY 2025, as well as staff time for the administration of long-range transportation planning and the MTP.

#### SUBTASK 4.2: TRAVEL DEMAND MODEL

MPO staff will continue to maintain and update the 2050 travel demand model, delivered to the MPO in April 2024 and necessary edits to the model, as needed.

### SUBTASK 4.3: COMPLETE STREETS PLANNING ACTIVITIES

MPO staff will ensure that, at a minimum, 2.5% of PL funds will be used to increase safe and accessible options for multiple travel modes for people of all ages and abilities as prescribed in Section 11206 the Infrastructure Investment and Jobs Act. Under this task staff will:

- Compile and share data and information on active transportation;
- Evaluate the active transportation system to understand system performance needs to identify regional activities;
- Hold Public outreach sessions to share information and encourage active transportation;
- Work with other parties to advance and improve the program;
- Look for innovative ways to optimize funding for active transportation projects; and
- Support and align statewide and regional active transportation strategies and actions.

### E. FUNDING SUMMARY

**Task 4.0- 1-Year Funding Summary Table**  
FY 2024

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Section 5307	Local Funds	Total Funds
		FY 2025	FY 2025	FY 2025	
4.1	MPO	\$ 50,888.00			\$ 50,888.00
4.2	MPO	\$ 11,427.24			\$ 11,427.24
4.3	MPO	\$ 6,684.78			\$ 6,684.78
<b>Total</b>		\$ 69,000.00			\$ 69,000.00

<sup>1</sup> TPF- This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cost nor work hours, they are reflected in funding tables.

## VI. TASK 5.0- SPECIAL STUDIES

### A. OBJECTIVE

To conduct special studies that will support existing and projected local and regional needs.

### B. EXPECTED PRODUCTS

The Victoria MPO expects to hire a consultant to develop and conduct a public involvement and engagement campaign for the implementation of Victoria Transit’s drafted fixed route system. The plan/project will cover the urbanized area boundary of the Victoria MPO.

### C. PREVIOUS WORK

The MPO did not conduct any special studies in FY 2024. However, in April 2024, Golden Crescent Regional Planning Commission (GRPC) completed a route study for Victoria Transit and Rrual Transit (RTransit). Recommendations from “Golden Crescent- Directions for the Future” identified a more efficient fixed route system. The MPO wants to build upon the Victoria Transit portion of the plan’s recommendations and hire a consultant to assist to draft transit stops and conduct the public engagement portion of implementing Victoria Transit’s new draft fixed-route system.

### D. SUBTASKS

#### SUBTASK 5.1: VICTORIA TRANSIT PUBLIC ENGAGEMENT PLAN

MPO staff will hire a consultant to develop and conduct the public engagement and involvement processes for the implementation of Victoria Transit’s new fixed-route system. The plan/project will assist the MPO and GCRPC staff with the draft placement of transit stops along the proposed Victoria Transit routes and will provide personnel, materials, and assistance in guiding the implementation of a new fixed-route system in Victoria. The study is expected to occur over two fiscal years, 2025 and 2026.

### E. FUNDING SUMMARY

**Task 5.0- 1-Year Funding Summary Table**  
FY 2025

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Section 5307	Local Funds	Total Funds
		FY 2025	FY 2025	FY 2025	
5.1	MPO	\$ 70,000.00			\$ 70,000.00
<b>Total</b>		\$ 70,000.00			\$ 70,000.00

<sup>1</sup> TPF- This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cost nor work hours, they are reflected in funding tables.

## VII. BUDGET SUMMARY

### 1-Year Funding Summary- FY 2025

UPWP Task	Description	TPF <sup>1</sup>	FTA Section 5307	Local Funds	Total Funds
1	Administration-Management	\$ 75,000.00			\$ 75,000.00
2	Data Development & Maintenance	\$ 42,000.00			\$ 42,000.00
3	Short-Range Planning	\$ 37,000.00			\$ 37,000.00
4	Metropolitan Transportation Plan	\$ 69,000.00			\$ 69,000.00
5	Special Studies	\$ 70,000.00			\$ 70,000.00
Total		\$ 293,000.00			\$ 293,000.00

<sup>1</sup> TPF- This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cost nor work hours, they are reflected in funding tables.

Combined Transportation Funds: <sup>2</sup>	\$ 375,000.00
Estimated Unexpended Carryover: <sup>3</sup>	\$ 287,981.52
<b>Total TPF:</b>	<b>\$ 662,981.52</b>
<i>Future MTP Savings</i>	
• (FY 25)	\$ 50,000.00

---

**TOTAL ESTIMATED FY 2025 TPF** **\$ 569,853.07**

---

<sup>2</sup>Based on Work Number 1 and Pending Works Order Number 2.

<sup>3</sup>Based on FY 2024 Annual Performance and Expenditure Report (APER).

## VIII. APPENDIX A

### A. POLICY ADVISORY COMMITTEE MEMBERSHIP

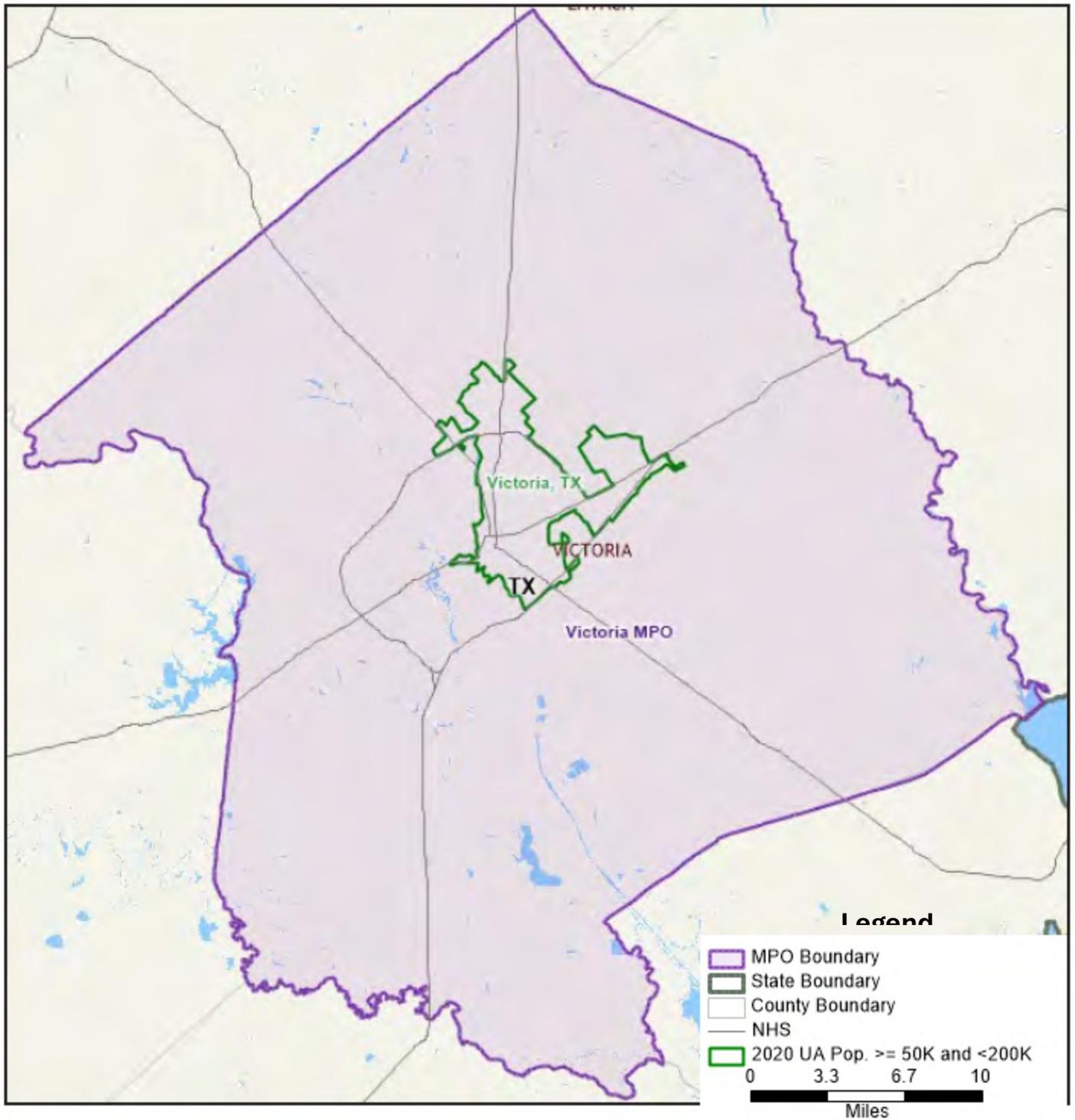
Janis L. Scott, Chair	City Council Member	City of Victoria
Danny Garcia, Vice-Chair	County Commissioner	Victoria County
James Janak, P.E.	Area Engineer	TxDOT Victoria Office
Jesús A. Garza	City Manager	City of Victoria
Jeff Vinklerek, P.E.	District Engineer	TxDOT Yoakum District
Ken Gill, P.E.	Director of Public Works	City of Victoria
Vinicio “Lenny” Llerena	Executive Director	Victoria Regional Airport
Mark Loffgren	City Council Member	City of Victoria
Jason Ohrt	County Commissioner	Victoria County
Sean Stibich	Executive Director	Port of Victoria

### B. MPO STAFF

Julie Fulgham, AICP	Director of Development Services, Victoria Transit Planner
Maggie Bergeron, AICP	MPO Administrator
Jennifer Reyes	GIS Analyst
Meredith Cash	Administrative Assistant

# IX. APPENDIX B

## A. METROPOLITAN AREA BOUNDARY MAP



## X. APPENDIX C

### DEBARMENT CERTIFICATION (Negotiated Contracts)

(1) The **VICTORIA MPO** as **CONTRACTOR** certifies to the best of its knowledge and belief that it and its principals:

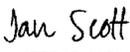
(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public\* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity\* with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions\* terminated for cause or default.

(2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

DocuSigned by:  
  
6EDD05163204418...

\_\_\_\_\_  
*Janis L. Scott, Policy Committee Chair*  
*Victoria MPO*

5/22/2024

\_\_\_\_\_  
*Date*

*\*federal, state or local*

## XI. APPENDIX D

### LOBBYING CERTIFICATION CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

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

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

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

<p>DocuSigned by:    <small>6EED05163204418</small></p> <hr/> <p><i>Janis L. Scott, Policy Committee Chair Victoria MPO</i></p>	<p>5/22/2024</p> <hr/> <p><i>Date</i></p>
--	---

**XII. APPENDIX E**  
**CERTIFICATION OF COMPLIANCE**

I, Janis L. Scott, MPO Chair  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of Victoria MPO  
(MPO)

do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR §200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as it may be revised or superseded.

DocuSigned by:  
Jan Scott 5/22/2024  
6EDD05163204418  
Janis L Scott, Policy Committee Chair Date  
Victoria MPO

Attest:  
DocuSigned by:  
Maggie Bergeron  
3141E36C1E6D422...  
NameMaggie Bergeron

MPO Administrator  
Title

### XIII. APPENDIX F

#### CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

I, Janis L. Scott, MPO Chair  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of Victoria MPO,  
(MPO)

do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of 43 TAC § 31.39 "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as it may be revised or superseded.

DocuSigned by:  
Jan Scott  
6EDD05163204418...

Janis L. Scott, Policy Committee Chair  
Victoria MPO

5/22/2024

Date

Attest:

DocuSigned by:  
Maggie Bergeron  
3141E30C1E0D422...

Maggie Bergeron  
Name

MPO Administrator

Title