



## **POLICY ADVISORY COMMITTEE**

### **MEETING AGENDA**

**Tuesday, January 9, 2018  
2:00 PM**

1. Approval of Minutes: November 14, 2017
2. Citizen Communication: The MPO Chairperson will recognize any person wishing to address the MPO Policy Committee on items not specifically listed on this agenda.
3. Consider approval of the Public Participation Plan (PPP). (Action)
  - a. Staff Briefing
  - b. Public Hearing
  - c. Formal Action
4. Discuss the transit administrative amendments to the Transportation Improvements Plan (TIP)
  - a. Staff Briefing (Report)
  - b. Discussion
  - c. No Formal Action Required (Informational Item)
5. Discuss the Highway amendments to the Metropolitan Transportation Plan (MTP)
  - a. Staff Briefing
  - b. Discussion
  - c. Formal Action
6. Transportation Program Reports
  - a. Victoria Transit
  - b. Highway Projects
  - c. Victoria Airport
  - d. Port of Victoria
7. Items from MPO members
8. Adjournment

\*Regardless of the agenda heading under which any item is listed, any subject mentioned in any word or phrase of any item listed on this agenda may be deliberated by the board, and such words or phrases are hereby added as additional subjects to be considered. Resolutions and other actions concerning any word, phrase, or other subject may be voted, regardless of any language of limitation found in this agenda or any document referring to such action.

\*\*In addition to the items listed as "Public Hearings" every item on this agenda shall be considered a public hearing.

# **POLICY ADVISORY COMMITTEE**

## **MEETING MINUTES**

**Tuesday, November 14, 2017  
2:00 PM**

### **MEMBERS PRESENT:**

Tom Halepaska, Chairman  
Mike Walsh  
Charmelle Garrett  
Paul Reitz  
Skip Kaup  
Donald Reese  
Clint Ives  
Jan Scott

### **MEMBERS ABSENT:**

Danny Garcia, Vice-Chairman  
Lenny Llerena

### **STAFF PRESENT:**

Julie Fulgham, Director of Development Services  
Larry Badon, Senior Transportation Planner  
John K. Kaminski, Asst. City Manager  
Denyce Beyer, Administrative Assistant

#### **1. Approval of Minutes: July 11, 2017**

The committee approved the minutes of the July 11, 2017 meeting.

#### **2. Citizen Communication**

John Crews thanked the Highway Department for building the overpass at Hanselman Road.

#### **3. Election of officers**

Mr. Halepaska entertained nominations.

Mr. Ives made a motion to keep the same officers. Jan Scott seconded the motion. Mr. Halepaska and Mr. Garcia will remain as Chairman and Vice-Chairman.

#### **4. Consider approval of the First Amendment to the FY 2018 Unified Planning Work Program (UPWP). (Action\*)**

##### **a. Staff Report**

Mr. Badon stated that on July 11, 2017, the Victoria MPO Policy Advisory Council approved the MPO's FY 2018 UPWP. As a result of the approval, the UPWP was forwarded to the Texas Department of Transportation (TxDOT) for their review and approval. TxDOT, after their review, sent the document to FHWA for their approval. The FHWA approved the UPWP subject to one change in Subtask 2.1. A sentence in this Subtask originally read as the following: "The City of Victoria's GIS Team assists the MPO with all GIS work." The original sentence was, therefore rewritten to address FHWA's concerns. The sentence now reads, "The City of

Victoria's GIS Team performs all MPO work associated with GIS, and the City is thereby, reimbursed by the MPO for this assistance, as noted in the Funding Summary of TASK 2. FHWA recommended approval of the newly worded sentence on October 4, 2017.

**b. Public Hearing**

Mr. Halepaska opened the public hearing. No one wished to speak. The Public hearing was closed.

**c. Formal Action**

Charmelle Garrett made a motion to approve the First Amendment to the FY 2018 Unified Planning Work Program. Donald Reese seconded the motion. Motion carried.

**5. Discuss Draft update of the Public Participation Plan (PPP)**

**a. Staff Briefing**

Mr. Badon stated that the FAST Act, which is the transportation law that the MPO is currently working under, mandates that all MPO's update their Public Participation Plan to include public and private transportation providers as well as including the port authority. Mr. Badon stated pages 1 and 2 give a description of the MPO and their roles and responsibilities. He noted page 3 shows a map of the entire area that the MPO represents. He stated page 4 shows who participates in the MPO Transportation Planning process; and that is citizens within the MPO Planning area. The document also gives a general view of what the Federal Transportation Law concerning the Public Participation Plan is and how it works.

Mr. Badon stated page 6 is a requirement of the FAST Act, which is to give a list of Transportation Providers. He then asked the committee to check over the list and see if he had left any of the Transportation Providers out. He stated he would make sure all of the providers had opportunities to participate in the MPO process. Ms. Scott asked if the limousine companies should be added to the list. Mr. Badon stated he would check and see if they needed to be added to the list. He then explained the Participation Guidelines. He stated they would go out and use all the tools they have in order to get people to participate. The last page outlines how the MPO will make sure that traditionally underserved communities, which is defined as people who have special cultural, racial, economic, language or ethnic characteristics, or poorly educated; the MPO will have events, meetings, and workshops that serve their neighborhoods.

**b. Public Hearing (comments accepted for 45 days)**

Mr. Badon stated because this plan has a 45-day comment period this is just an information item. He stated this item would be on the agenda at the January 2018 meeting.

**c. Discussion**

Ms. Garrett stated even though we are posted on the MPO website, she noted that there is not a link to the County website. She asked if it was possible for us to explore that avenue. Mr. Halepaska stated there are projects that the City and County work on together that the general public does not know about. Mr. Ives stated John Staff is the contact person for the County and asked who should I have him contact. Ms. Garrett stated Larry Badon.

Ms. Garrett noted that we had talked about updating the Non-Hazardous Material Route where we actually repealed that at the June 6 meeting of this year. She stated she asked Mr.

Badon to add that repeal date in there.

**6. Discuss the FY 2017 Annual Performance and Expenditure Report. (Action\*)**  
**a. Staff Briefing**

Mr. Badon noted that every year they adopt a UPWP and this past July we adopted the 2018 UPWP. He noted at the end of the year we have to send to the Federal Government and TxDOT all of the information how we use the money from the previous year. He stated Task 1, Administration and Management we budgeted over \$57,667.14 and we spent \$40,410.50. He stated Task 2, Data Development and Maintenance, we budgeted \$25,020.00 and we spent \$21,604.64. Task 3, Short Range Planning, the amount budgeted was \$24,060.00 and we spent \$20,101.44. Mr. Badon stated Task 4, which is Metropolitan Transportation Plan, we budgeted \$24,060.00 and we spent \$17,739.13; and for Special Studies we budgeted \$2100.00 and we spent \$2,100.00. He stated in total we budgeted \$132,907.14 and spent \$101,955.71. The percent expended was 77%.

Mr. Ives asked if we could carryover funds. Ms. Fulgham stated they were allowed to carryover funds but they have to be allocated to a specific task.

**b. Discussion-There was no discussion.**

**c. Formal Action**

Mr. Ives made a motion to approve the FY 2017 Annual Performance and Expenditure Report. Jan Scott seconded the motion. Motion carried.

**7. Transportation Program Reports**  
**a. Victoria Transit**

Mr. Badon stated that Ms. Cortinas was not able to make the meeting today, so she gave me a report to hand out to the MPO committee.

Mr. Crews stated he wanted a breakdown of the report, of what the rider pays, the amount that the City subsidizes and the amount that the Federal Government subsidizes. Mr. Badon stated he would get Ms. Cortinas to present that at the next meeting.

**b. Highway Projects**

Mr. Walsh stated the river bottom project US77 over the Guadalupe River is over 90% complete. They hope to switch traffic back over to the other side Thanksgiving and Christmas. The project will be complete shortly into the New Year. There are two overpasses going on. One at US 87 and Nursery and US 59 at Hanselman. He stated the project is moving along quite well.

Mr. Walsh stated they have an illumination project on 185 and it is between US59 and 1432. It is part of the Highway Safety Improvement Program. We are going to be putting up a cable barrier at a portion of US77 and a portion of US 59. He is setting up some special training programs for first responders and towing companies so they would know how to handle when they have crashes into the cable. He noted that the frontage road project on Loop 463 from Mockingbird to Business 59 is let and the contractor will start in about a month.

**c. Victoria Airport-No Report**

**d. Port of Victoria**

Mr. Kaup stated they are starting to hear from potential customers that want to add facilities. He stated a couple of the companies that have crude oil are adding tanks. He stated the Canal Road project has started and that is a two-mile project. He noted they are also going to start on McCoy Road and go down to the railroad track and that will be a four-lane road.

**8. Items from MPO members- No comments.**

**9. Adjournment**

The meeting was adjourned at 2:40 p.m.

**APPROVED:** \_\_\_\_\_  
**Tom Halepaska, Chairman**  
**Victoria Metropolitan Planning Organization**

## **Agenda Item 3: Consider the approval of the Final Public Participation Plan (PPP)**

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### **Background Information**

The Fixing America's Surface Transportation (FAST) Act, which is the transportation law that the MPO is currently working under, mandates that all MPO's update their Public Participation Plan (PPP) to include public and private transportation providers as well as including the port authority. The MPO staff decided that this would be a great time to update the entire PPP.

The document gives a general description of the MPO and its roles and responsibilities. The document also gives a general view of what the Federal Transportation Law concerning the Public Participation Plan is and how it works.

At the November 14, 2017 MPO meeting, the Victoria MPO's Advisory Committee, reviewed a draft of the PPP. That meeting marked the beginning of a 45 day comment period, which ended on December 29, 2017. During that time the MPO received only one comment, which came from Victoria's Advisory Committee. The comment was the PPP should include all limousines services in the listing of transportation providers beginning on page 6. After further investigation into this matter, staff concluded that the listing could only include providers receiving federal transportation funds. After consulting the limousine services within the area, there were not any limousine service providers that received federal funding. There were no further comments.

**Formal Action Requested:** Approval of the Final Victoria MPO's Public Participation Plan

**Attachments:** Final Victoria MPO's Public Participation Plan

# Victoria Metropolitan Planning Organization Public Participation Plan

## Introduction

The Victoria Metropolitan Planning Organization (MPO), created in 1982 is responsible for long range planning for the Victoria Metropolitan Region. The Victoria MPO's voting body, the Victoria MPO Policy Advisory Committee, is comprised of officials representing the local jurisdiction, state, and transportation agencies within the region. The planning boundaries of the MPO covers all of Victoria County.

## 01. KNOWING THE VICTORIA MPO

### 1.0 *What is the Victoria MPO?*

The City of Victoria's Development Services Department serves as the staff for the Victoria MPO, under the direction of the MPO's Policy Advisory Committee.

The Victoria MPO's Policy Advisory Committee consist of 10 members, which include representation from the Victoria County Commissioners Court (1 member), Victoria City Council (2 members), Port of Victoria (Executive Director), City of Victoria staff (City Manager and Public Works Director), Texas Department of Transportation Area (Victoria Area) and District (Yoakum District) Engineers, and the Victoria Regional Airport (Airport Manager).

### 1.1 *Core functions of the Victoria MPO*

- A. **Establish a setting:** Provides a fair and impartial setting for regional decision-making regarding transportation plans.
- B. **Develop and Maintain a Metropolitan Transportation Plan (MTP):** Develops and updates a multimodal MTP for the Metropolitan Planning Area, covering a 20 year planning horizon. The plan must be realistic in terms of available funding.
- C. **Develop and Maintain a Transportation Improvement Plan (TIP):** Develops a short range transportation program based on the MTP that is designed to serve the areas goals in a fiscally constrained manner.
- D. **Involve the Public:** Involve the public and all significantly affected groups in transportation plans and activities.
- E. **Protect Air Quality:** Transportation plans, programs, and projects must conform to the air quality plan, known as the State Implementation Plan (SIP).

- F. Evaluate Alternatives:** Evaluate realistic options and alternatives of all transportation plans and activities within the region.

It is the intent of the Victoria MPO to provide an active and representative forum for all segments of the region, while developing common regional transportation goals and plans. In addition, the MPO will continue to update its policies, to conform to the new regulations, utilize new technologies and trends, and maintain effective public participation strategies. The MPO realizes that an effective participation process is an important element in the development and implementation of transportation plans and programs. A primary goal of the MPO is to increase public awareness in all transportation issues and services.

### **1.2 Major Goals and Responsibilities of the Victoria MPO**

The Victoria MPO is responsible for creating and updating three major transportation programs:

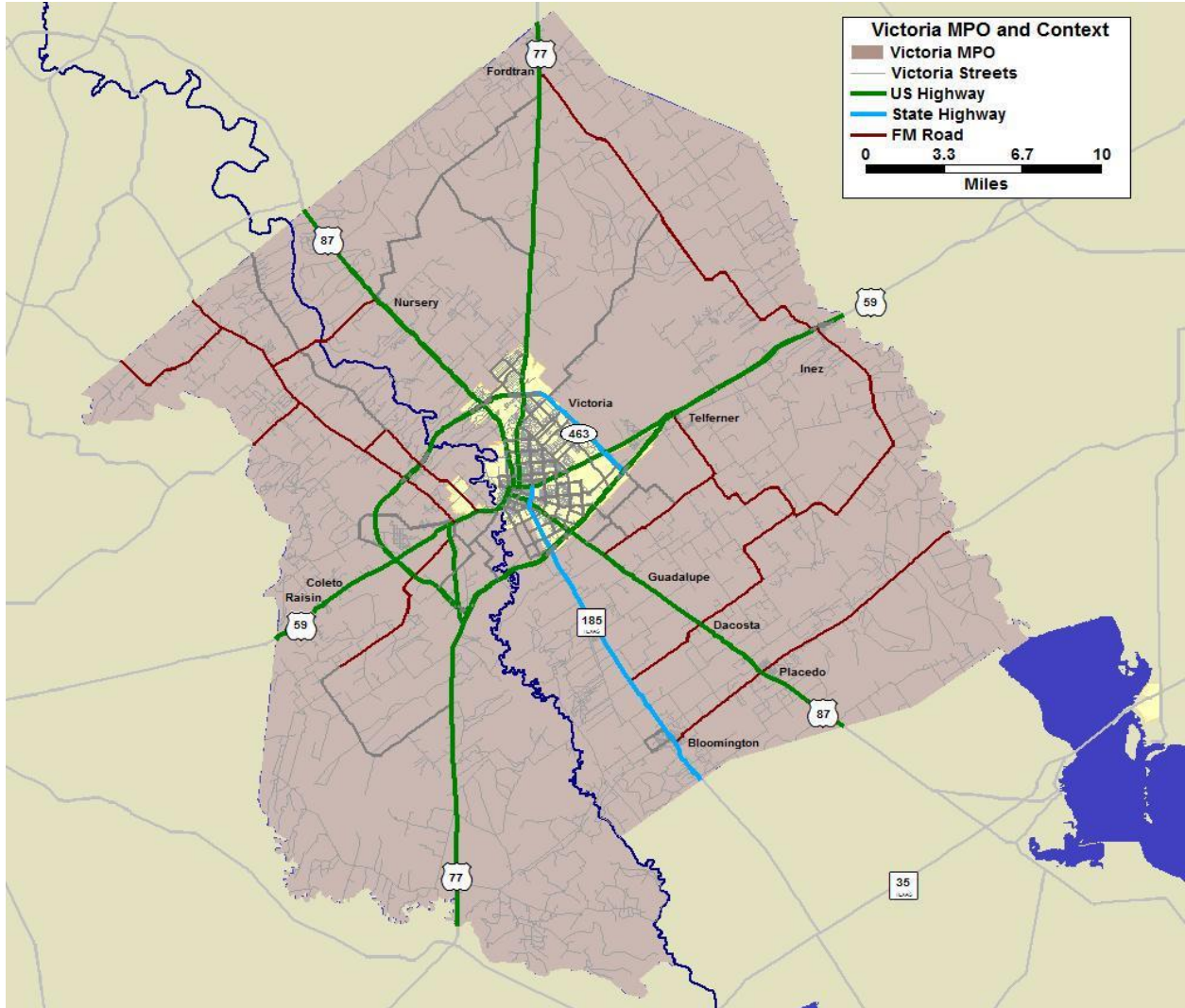
- A. The Metropolitan Transportation Plan (MTP) – the MTP is an official multimodal transportation Plan addressing no less than a 20-year planning horizon that is developed, adopted, and updated by the MPO through the metropolitan transportation planning process.
- B. The Transportation Improvement Program (TIP)- the TIP is a prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by the MPO as part of the metropolitan transportation planning process, consistent with the MTP, and is required for projects to be eligible for federal funding.
- C. The Unified Planning Work Program (UPWP) - the UPWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area.

Along with these three documents the Victoria MPO is also responsible for creating and updating the organizations Public Participation Plan (PPP):

- D. Public Participation Plan (PPP) – the PPP outlines the process of which interested and affected individuals, organizations, agencies, and governmental entities are consulted and included in the transportation planning process.



Victoria Metropolitan Planning Organization Region  
Victoria County, Texas



## 02. UNDERSTANDING THE MPO NETWORK

### 2.0 *Who Participates in the Transportation Planning Process?*

All residents in the Victoria Metropolitan Planning Area are welcome to participate in transportation planning and investment decisions that affect their daily lives. Citizens in the community sometimes have insight and knowledge that are valuable additions to the transportation planning process. The MPO is required to follow federal guidelines regarding the planning process. These guidelines require the transportation process to be Continuous, Cooperative, and Comprehensive for areas with an urbanized population of 50,000 or more.

### 2.1 *Federal Transportation Law*

The PPP was originally mandated by the Intermodal Surface Transportation Efficiency Act (ISTEA). Signed into law in December of 2015, the Fixing America's Surface Transportation (FAST) Act is the most recent successor to the ISTEA legislation. As with prior legislative acts following ISTEA, FAST continues the strong Federal emphasis on public participation.

The following key pieces of legislation address specific requirements for conducting transportation planning in an open process:

- A. Fixing America's Surface Transportation (FAST) Act
- B. Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP21)
- C. Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)
- D. The Transportation Equity Act of the 21<sup>st</sup> Century (TEA-21)
- E. The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA)
- F. Texas Open Meetings Act
- G. Title VI of the Civil Rights Act of 1964 and Environmental Justice (EJ)

The FAST Act mandates that the public participation programs of metropolitan planning processes shall include a "proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing plans and TIP's." In addition, in accordance with FAST, the following address how the MPO will attend to the FAST Act requirements on a daily basis:

- Provide adequate public notice of public participation activities and time for public review and comments at key decision points, including a reasonable opportunity to comment on the proposed MTP and the TIP;
  - *Input is sought from all interested parties. Input may be sought through regular MPO Policy Advisory Committee meetings, surveys, focus groups, and any other effective means of communication with the Public. Notices for public hearings are published 72 hours in advance of the meeting/hearing. Major transportation*

*documents, as well as information on current events and studies, will be available on the MPO's website.*

- Provide timely notice and reasonable access to information about transportation issues and processes;
  - *Public hearings are held for the MTP, and the TIP, and notices for the public hearing is published at least 72 hours in advance of the hearing. The MTP and the TIP also utilize public open houses/input sessions, with notices of times and locations, published and posted. MTP development utilizes focus groups which include interested members of the public.*
- Employ visualization techniques to describe MTP's and TIP's;
  - *Numerous graphs, charts, maps, and photographs are used in the MTP and TIP to enhance understanding of the information being presented. The Victoria MPO uses a Geographic Information System (GIS) for analysis and presentation of information.*
- Make public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
  - *Meeting notices, agendas, and minutes, as well as major documents and information on current projects and studies, are available on the MPO's website.*
- Hold any public meetings at convenient and accessible locations and times;
  - *Regular Victoria MPO Advisory Council meetings are held at the MPO office located at 700 Main Center in central Victoria, Texas. The facility is on a Victoria Transit Route. Public open houses and input sessions are held at accessible locations and at different times of day to attract a broader audience.*
- Demonstrate explicit consideration and response to public input received during the development of the MTP and TIP;
  - *Comments received on either document are distributed to and discussed by the Advisory Council prior to document adoption.*
- Seek out and consider the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
  - *Notices of meetings and input sessions are sent to organizations serving these populations. Sight, reading, and language assistance will be provided at public input sessions, open houses, and public hearings for individuals who request it at least 48 hours in advance.*
- Provide an additional opportunity for public comment, if the final MTP or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

- *In cases of major changes to the either of the documents the MPO will allow for additional time for the public to view said changes and offer comments.*
- Coordinate with the statewide transportation planning public involvement and consultation processes;
  - *The MPO's public participation processes shall be coordinated with statewide public participation processes wherever possible to enhance public consideration of the issues, plans, and programs and reduce redundancies and costs.*
- Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process;
  - *The PPP is reviewed regularly and updated as needed.*
- Minimum public comment period of 45 days before the public participation process is initially adopted or revised; and
  - *The MPO provides the public at least 45 days to comment on all MTP, TIP and PPP revisions.*
- Coordinate with agencies involved in tourism and natural disaster risk reduction;
  - *The MPO while developing the MTP, TIP and PPP should consult with all agencies affected by transportation. This includes agencies associated economic development, tourism, natural disaster risk reduction, freight movements, airport, and environmental protection operations.*

These procedures are reviewed by the Federal Highway Administration and the Federal Transit Administration during certification reviews for Transportation Management Areas (TMAs), and as otherwise necessary for all MPO's, to assure that full and open access is provided throughout the MPO decision-making process.

## **2.2 Public Transportation Providers**

The Victoria MPO consults with public and private transportation agencies and non-profit agencies that receive federal transportation funds. Following is a list of those providers:

<b>PUBLIC TRANSPORTATION PROVIDERS</b>	
<b>Public Transportation Providers</b>	<b>Comments</b>
<b>Victoria Transit</b> 1908 N Laurent St. # 115 Victoria, Texas 77901 Phone: (361) 578-8775	Provides a fixed route system Monday through Friday from 7:00 a.m. to 6:00 p.m. for all residents regardless of age living in the City of Victoria, Texas.
<b>Crossroads Taxi &amp; Transportation Services</b> 603 N Moody St. Victoria, Texas 77901	A business providing services in the field of Taxicab Services.

Phone: (361) 703-5075	
<b>Senior Citizens Center – Transportation for the Elderly</b> 603 East Murray St. Victoria, Texas 77901 Phone: (361) 576-2189	Provides services in the field of Human Services Organizations.
<b>Home Instead Senior Care</b> 104 Regency Ave. Victoria, Texas 77904 Phone: (361) 237-4188	Provides Pick-up and Drop-off transportation for the elderly.
<b>Ace Transportation Inc.</b> 2505 SW Moody St. Victoria, TX 77901 Phone: (361) 572-8646	A business providing services in the field of Taxicab Services.
<b>Affordable Taxi of Victoria</b> E. Crestwood Dr. Victoria, Texas 77901 Phone: (361) 576-6910	A business providing service in the field of Taxicab Services.
<b>R Transit</b> Golden Crescent Regional Planning Commission 120 S. Main, Suite 210 Victoria, TX 77901 Phone: (361) 578-8775	Provides curb to curb demand response service Monday through Friday from 8:00 a.m. to 5:00 p.m.
<b>Victoria Independent School District</b> 908 N Laurent St Victoria, TX 77901 Phone: (361) 578-1538	Provides transportation for public school students during the school year.
<b>Department of Veterans Affairs</b> Veterans Transportation Services (VTS) 1502 E Airline Road STE 40 Victoria, TX 77901 Phone: (361) 582-7700	Provides safe and reliable transportation to Veterans who require assistance traveling to and from VA health care facilities.
<b>UBER</b> Uber.com	Provides a rideshare service that operates through a smartphone app that connects a driver with a consumer. It provides services in the field of Taxicab Services.
<b>LYFT</b> Lyft.com/cities/Victoria-tx	Provides a rideshare service that operates through a smartphone app that connects a driver with a consumer. It provides services in the field of Taxicab Services.

The Victoria MPO also consults with the Victoria Port Authority, which is a voting member on the MPO Advisory Committee.

<b>PORT AUTHORITY</b>	
<p><b><i>The Port of Victoria</i></b>                      1934 FM 1432                      Victoria, Texas 77905                      Phone: (361) 570-8855</p>	<p>A 35 mile long waterway that connects the Turning Basin in Victoria to the Gulf Intracoastal Waterway. It provides waterway transportation capabilities to create economic opportunity in the region.</p>

### **03. PUBLIC INVOLVMENT**

#### **3.0 *Participation Guidelines***

The Victoria MPO, through guidance with the Federal authorities and the Texas Department of Transportation (TxDOT), believes the continual collaboration with the entire community builds support and guarantees that the public has the opportunity to share in the shaping of the transportation proposals and projects.

All of the MTPs and TIPs will be developed using the guidelines outlined in this document. The Victoria MPO will, as much as possible, use these guidelines in developing other plans as well. Components of this process will include outreach efforts, public meetings, public comments opportunities, and assessable arrangements for viewing documents. The MPO will make sure that outreach efforts will attempt to reach everyone in the region. The general public throughout the region will be notified of any distribution of information regarding transportation plans and projects. This distribution of information may be in the form of newsletters, advertising, media coverage, and meetings with concerned groups.

Draft plans will be made available at the Victoria MPO office, located at the City of Victoria’s Department of Development Services, before the public meeting is held. The draft plan will also be placed on the MPO’s website. Any comments received during the comment period will be placed in the final document. The public notices will contain such information as meeting location, date and time of meeting, and planned subject to be discussed.

Public meetings will be held on all MTP’s, TIP’s, and special studies. The Victoria MPO will hold meetings in convenient locations, if possible, near transit routes, where citizens with or without employment can attend. The MPO meetings will be held so that the community can access information, ask questions, comment, and give feedback to the MPO staff and/or MPO consultants.

Public notices of a meeting will be given with a minimum of 72 hours in advance of the meeting. Notices will be mailed to all media outlets and posted at the Victoria City Hall. Meeting notices will also be placed on the Victoria MPO website.

### 3.1 The Victoria MPO Toolbox

The Victoria MPO may use any combination of the tools below to inform and involve the public as needed. A combination of the following techniques may be used but not limited to each public outreach event.

#### *Media*

1. **Legalized Notices** – All notices of meetings and hearings of the Victoria MPO will be posted 72 hours in advance of the meeting. The notices will be posted at the Victoria City Hall and the agenda is mailed to all major media outlets within Victoria. Public notices will also be posted on the MPO's website.
2. **Paid advertisements in Newspapers** – Paid advertisement in newspapers directed at different target audiences can be used as a tool to inform readers of the activities of the MPO and how they can get involved.
3. **Radio** – Radio announcements can be useful as a tool to announce meeting times and dates of upcoming meetings.

#### *Data Distribution*

4. **Victoria MPO Contact Data List**- A diverse mailing list of organization, public agencies, elected and appointed officials, transportation providers, radio stations, television stations, newspapers, special interest groups, civic organizations, advocacy groups, and individuals interested in transportation issues, has been developed.

The mailing list is periodically updated to maintain a current list. All organizations/individuals will remain in the database until they either request to be removed or the MPO receives notification that the communication is undeliverable. The majority of the data distribution will be in the form of electronic mail.

5. **Direct Mailings** – Project specific announcements may be mailed to certain areas to publicize upcoming meetings, activities, or provide information to a target area or group of people. These direct mailings may be in the form of letters, post cards, or flyers. An area may be targeted because a project's potential impact on the surrounding area. Groups may be targeted because they may have interest in a particular activity (i.e. cyclists and pedestrians may have interest in a trail project).
6. **Posters and Flyers** – Posters and flyers can be used to publicize Victoria MPO meetings and events. They can be distributed to libraries and community centers for display. They will announce the location, date, and time of the events, and can be used to reach a larger audience that cannot be reached by other means.
7. **Fact Sheets** – Fact sheets can contain bullet point information relating to specific projects. They can offer citizens key project information and highlights.

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8. **Public Hearings** – The MPO staff and other stakeholders participate in transportation planning public hearings to obtain or exchange information. They can be held for any relevant topic, but are required to be held prior to each 5 year MTP update. The public hearings are advertised in the Victoria Advocate Newspaper, posted at the Victoria City Hall, and a public notice is distributed to the MPO’s contact data list a minimum of 72 hours in advance.
  9. **Committee Meetings** – The MPO Policy Advisory Committee meetings are held on the second Tuesday of each month, unless indicated otherwise. Agendas are sent approximately one week prior to the scheduled meeting to all individuals that have requested to be on the contact data list. A minimum of 72 hours in advance, a notice of meetings, which includes the date, time, and subject matter of the meetings, is posted at the Victoria City Hall and an agenda is mailed to all major media outlets within Victoria. Persons with disabilities needing auxiliary aids or services are requested to contact the MPO office 48 hours in advance of meeting to make appropriate arrangements for their attendance of a meeting.

Citizen communication is encouraged at every MPO Committee meeting and is listed on the agenda for every meeting. The MPO Chairperson recognizes any person wishing to address the MPO Policy Committee on items not specifically listed on the agenda.

10. **Committee Meeting Public Comments** – Committee Meeting Public Comments are allowed at every MPO Policy Advisory Committee prior to the approval of any plan or plan revision. Following the staff briefing on any plan or plan revision, the public is provided the opportunity to make comments concerning the plan preceding approval by the committee.
11. **Public Review and Comment** – A public review and comment period is established to provide the public an opportunity to review the proposed plans in detail. Notice of the review and comment period is advertised in the Victoria Advocate newspaper and the public notice is mailed to the MPO’s contact data list a minimum of 72 hours in advance. A public review period is announced to last a certain number of days, depending on what plan is proposed to be adopted or amended. During the review period, the proposed plan is made available at the City of Victoria Department of Development Services, to be viewed during working hours, and online. If possible, the staff will be available to discuss the document and answer questions.

A public comment period, advertised at least 72 hours in advance, will run concurrently and is announced to last a certain number of days, depending on the plan that is being revised. Comments are accepted by the MPO staff in person, through email, by phone, or by fax. Any significant comments received during the public comment period shall be summarized in the final MTP or TIP and a report made at the Policy Advisory Committee prior to the approval of the plan.



### *Interactive Devices*

12. **Surveys** – The Victoria MPO may conduct mail, in-person, or web-based surveys to obtain input or acquire knowledge of public opinion regarding a regional planning issue.
13. **Comment Cards** – Comment cards are used to solicit public comments on specific issues being presented at Victoria MPO public meetings. Comment cards are also used to solicit input regarding general Victoria plans and projects.
14. **Emails** – The Victoria MPO employs a contact data mailing list, which includes emails, in order to announce upcoming events or to provide information to a group of people. The list will continue to be updated with each activity.
15. **Social Media** – The City of Victoria provides its citizens with an outlet to make comments and respond to surveys at popular locations and events, public hearings, on Victoria Transit buses, and through the internet by a social media, specifically Facebook with a page titled *Voice of Victoria*. In addition to event attendance, staff maintains an online presence and utilizes a variety of media resources to raise the public’s awareness of the MPO and the MTP. Online surveys will be available through SurveyMonkey, with links on the Victoria MPO website as well as the *Voice of Victoria* Facebook page.
16. **Website** - The MPO provides a website with current MPO information, including: agendas, upcoming meetings, primary planning documents, current projects, links to outside agencies, and other appropriate transportation related material.

### *Speakers Bureau*

17. **Project Briefings** – The Victoria MPO may engage social organizations, attend civic club meetings, etc. as an opportunity to inform and engage an existing targeted audience. Meeting with recognized neighborhood or interest groups can provide a way to achieve direct lines of communication between community groups and government.
18. **Facilitated Meetings/Open House/Workshops** - Targeted public meetings that are generally open and informal, with project team members interacting with the public on a one-to-one basis may be utilized in the public participation process. Short presentations may be given at these meetings. Maps and presentation boards may be provided along with pens, markers, stickers, and other notation devices to allow the public to make comments pertaining to specific concerns and issues as well as ideas they may have about a specific project or plan. The purpose of project-specific meetings is to provide project information and to solicit public comment/prioritization.
19. **Public Meetings and Hearings** - Meetings that are open to the public and used to solicit public comment on a project or issue being considered for adoption by the Victoria MPO. Public hearings provide a formal setting for public to provide comments to the Victoria MPO. Meeting agendas are generally distributed 7 calendar days before each meeting and a minimum of 72 hours before each meeting.

## **04. Public Involvement in Updating Plans**

### **4.0 Metropolitan Transportation Plan (MTP)**

The MTP is the focal point of the MPO's programming and planning activities for the region. In agreement with Federal guidelines, the plan considers the transportation needs within the Victoria MPO region and addresses those needs with necessary improvements within a 20 year period. The plan must be updated every five years and must reflect the most recent population, land use, socioeconomic and employment data available.

The following public participation actions will be taken when developing an update of the MTP:

#### Draft MTP

The draft MTP will be developed by the Victoria MPO with help from the MPO Advisory Committee. The MPO Advisory Committee meetings are open to the public.

A copy of the draft MTP will be available to the public for review on the Victoria MPO Website. A copy will also be available for review at the office of the MPO, and also available upon request.

#### Notices and Public Meetings

The Victoria MPO staff often times will speak to civic, business, and community organizations, offering presentations on various transportation plans and topics. During the update of the MTP, these meetings will become more frequent and focused on MTP projects. These meetings give the public an opportunity to engage the staff in discussions on transportation topics and issues and to become informed about the requirements of the plan, the plan adoption schedule, and the role that it plays in securing funding and setting priorities.

At least two public meetings will be held prior to approval of the MTP, with one meeting being held at least 30 days prior to approval.

The MTP public meetings will be advertised through local media sources. Notices will be posted at the Victoria City Hall and may be posted at various public locations. Notices may also be sent to various entities representing traditionally underserved organizations like minority, low-income, and senior citizens.

Any persons needing assistance such as hearing impaired, those with sight, reading or language barriers should contact the MPO staff at least 48 hours before the meeting so that accommodations can be made available.

### Public Comment Period

A comment period of 30 days will follow the last open house meeting before adoption of the MTP. For an amendment to the MTP, a public review and comment period will be held 10 days prior to approval. For an administrative modification, no public participation is required.

Written and oral comments will be taken during the public meeting(s). The comments will also be accepted via phone, mail, comment cards, letter, email, or in person.

A public hearing will be held at a regularly scheduled MPO Advisory Committee meeting follow the comment period to summarize the public comments and responses. A notice of the public hearing will be published at least 72 hours in advance of the meeting.

### Focus Groups

Focus Groups provide an opportunity for citizens to give feedback to MPO staff about transportation issues related to the update of the MTP. The results of the discussions provide meaningful input for the development of the MTP.

### Website

The Victoria MPO website will update its page to reflect all aspects of the plan as well and the applicable laws and requirements, adoption schedules, notices of public meetings and hearings where citizens could provide comments and speak to MPO staff. The site will also include links to the published documents associated with the plan. Following the adoption of the plan the plan will be published on the website and the site will continue to serve as the central point of information for the MTP as well as associated amendments.

### Social Media

As previously discussed, the *Voice of Victoria* is used as a forum on Facebook for people to share ideas and comments on topics associated with the MTP. The *Voice of Victoria* Facebook page will be used to keep citizens informed on the progress of the MTP update.

### Public Events, Exhibits and Displays

The Victoria MPO staff may visit community events during the update of the MTP. This may include using table top displays to present information about the MTP to the community. This activity may continue on an ongoing basis.

### Outreach Materials

The Victoria MPO will use flyers, brochures, and press releases to inform the public about ongoing activities (i.e. public meetings, etc.) during the MTP development process. The MPO

will continue to use these types of outreach materials to distribute information about the MTP as well as for other planning activities.

### Contact Data List

The Victoria MPO has developed a list of key contacts of public agencies, elected officials, appointed officials, business organizations, civic groups, transportation providers, media groups, consultants, and interested citizens who asked to be put on the contact data list. The list is a living record, which will be updated as needed to use as an instrument to distribute outreach materials and notifications.

### Public Hearings

Public hearings will be held as needed by the Victoria MPO Advisory Committee to allow citizens the chance to voice opinions and concerns over the development of the MTP. The MPO Advisory Committee may or may not respond to the citizens comments, which will be recorded by a Court Reporter. The comments will be attached to the MTP as part of the final document.

### Surveys

The MPO will utilize surveys during the development of the MTP process to gain public opinion about present and future transportation needs. Respondents to these surveys will be given ample opportunity to respond to paper surveys at the public workshops/public meetings, community events, and by mail. Surveys will also be available on the MPO website, which will provide the respondents a link to survey organizations (i.e. SurveyMonkey). Surveys will continue to play an important role in the collection of public input for the development of the MTP.

### Visualization

The MPO will use various visual techniques to help convey information about the development of the plan process and its content. Maps, graphics, and pictures will be used to highlight key points in the MTP.

### Local Government Input

As the MPO develops the MTP, comprehensive plans of the local government, which also has an extensive public participation plan to help meet their goals, will be used to determine the transportation needs and concerns of the community. Local government input is particularly important to the MTP in terms of future growth and land use patterns. The MPO regularly consults with the local government staff to ensure that their transportation projects and planning initiatives are included during the development of the MTP.

## Final MTP

Following the public hearing the MPO Advisory Committee will adopt the final MTP along with all of the comments and responses.

The final MTP will be submitted to TxDOT, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

The final MTO will be available for review at the MPO office, on the MPO website, and upon request.

## Revisions

The MTP may need to be revised between updates. There are two types of revisions, (1) Administrative modifications and (2) amendments.

1. Administrative modifications – minor revisions may be made to the MTP as necessary. These modifications may be approved by the MPO staff without public review or comment. The MPO staff may discuss the modifications with the MPO Advisory Committee, but formal action is not required.
2. Amendments – major revisions may be made to the MTP as necessary. These amendments require a public review and comment period and also will need the Advisory Committees approval. A public hearing will be held at a regular Advisory Committee meeting to consider and approve the MTP amendment(s).

Any revisions to the MTP that adds a new Federal aided project or increases the MTP funding must be reviewed to make sure that the new entry will still allow the MTP to remain fiscally constrained. This requirement pertains to both the administrative modification and the amendment.

### **4.1 *Transportation Improvement Program (TIP)***

The TIP is a prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by the MPO as part of the metropolitan transportation planning process, consistent with the metropolitan plan, and required for projects to be eligible for federal funding.

The following actions will be taken to ensure public participation when developing and updating the TIP:

#### Draft TIP

The draft TIP will be developed by the Victoria MPO staff with help from the MPO Advisory Committee. The MPO Advisory Committee meetings are open to the public.

A copy of the draft document will be available to the public for review on the Victoria MPO website. A copy will also be available for review at the office of the MPO, and also upon request.

### Notices and Public Meetings

After developing the draft TIP the MPO will hold at least one open house/public meeting(s). Information may be presented by MPO staff, the Texas Department of Transportation (DOT), and members of the City and County.

The TIP open house meeting(s) will be advertised through local media sources. Notices will be posted at the Victoria City Hall and may be posted at various public locations. Notices may also be sent to various entities representing traditionally underserved organizations like minority, low-income, and senior citizens.

Any persons needing assistance such as those with hearing impairments, or those with sight, reading or language barriers should contact the MPO staff at least 48 hours before the meeting so that accommodations can be made available.

### Public Comment Period

A comment period of 30 days will follow the last open house meeting before adoption of the TIP. For an amendment to the MTP, a public review and comment period will be held 10 days prior to approval. For an administrative modification, no public participation is required.

Written and oral comments will be taken during the public meeting(s). The comments will also be accepted via phone, mail, comment cards, letter, email, or in person.

A public hearing will be held at a regularly scheduled MPO Advisory Committee meeting follow the comment period to summarize the public comments and responses. A notice of the public hearing will be published at least 72 hours in advance of the meeting.

### Website

The Victoria MPO website will update its page to reflect all aspects of the TIP as well and the applicable laws and requirements, adoption schedules, notices of public meetings and hearings where citizens could provide comments and speak to MPO staff. The site will also include links to the published documents associated with the TIP. Following the adoption of the TIP the draft will be published on the website and the site will continue to serve as the central point of information for the TIP as well as associated amendments.

### Final TIP

Following the public hearing the MPO Advisory Committee will adopt the final TIP along with all of the comments and responses.

The final TIP will be submitted to TxDOT, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

The final TIP will be available for review at the MPO office, on the MPO website, and upon request.

### Revisions

The TIP may need to be revised between updates. There are two types of revisions, (1) Administrative modifications and (2) amendments.

3. Administrative modifications – minor revisions may be made to the TIP as necessary. These modifications may be approved by the MPO staff without public review or comment. The MPO staff may discuss the modifications with the MPO Advisory Committee, but formal action is not required.
4. Amendments – major revisions may be made to the TIP as necessary. These amendments require a public review and comment period and also will need the Advisory Committees approval. A public hearing will be held at a regular Advisory Committee meeting to consider and approve the TIP amendment(s).

Any revisions to the TIP that adds a new Federal aided project or increases the TIP funding must be reviewed to make sure that the new entry will still allow the Statewide Transportation Improvement Plan (STIP) to remain fiscally constrained. This requirement pertains to both the administrative modification and the amendment.

### **4.2 Unified Planning Work Program (UPWP)**

The UPWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. The UPWP is updated annually and is presented to the MPO Advisory Committee in July for adoption.

The following actions will be taken to ensure full public participation:

#### Draft UPWP

The draft UPWP will be prepared by the Victoria MPO staff with help from TxDOT and oversight by the MPO Advisory Committee.

The draft document will be available for review at the MPO office, on the MPO's website, and also upon request.

#### Comment Period

The public may comment on the draft document for a period of 30 days following the completion of the draft UPWP and also at the regular scheduled MPO Advisory Council Meeting. Comments will be accepted via mail, phone, email, or in person.

Notices of the meeting and agenda will be posted at the Victoria City Hall, and available through local media, on the MPO's website, and at the MPO office.

#### Final UPWP

The Victoria MPO Advisory Committee will review a summary of the comments and adopt the final UPWP. The final will be submitted to TxDOT, FHWA, and FTA and made available for review at the MPO office, the MPO website, and upon request.

#### Revisions

Revisions to the UPWP will be made as warranted. Amendments to the UPWP will require a public hearing that will be held during a regular MPO Advisory Committee meeting. Notice of the meeting will be published 72 hours before the meeting.

### **4.3 Public Participation Plan (PPP)**

The PPP outlines the process of which interested and affected individuals, organizations, agencies, and governmental entities are consulted and included in the transportation planning process.

The following actions will be taken to ensure full public participation:

#### Draft PPP

Input from the draft PPP can be obtained by many interested sources. Input may come from regular MPO Advisory Committee meetings. The draft document will be prepared by the MPO staff with input from TxDOT and oversight from the Advisory Committee.

#### Public Comment Period

The public may comment on the draft PPP for at least 45 days after the development of the document. For an amendment to the PPP, a public review and comment period will be held at least 10 days prior to approval. For an administrative modification, no public participation is required. Comments may be received via email, phone, letter, or in person.

Notices will be posted on the City of Victoria's City Hall, and will be available through the local media, at the MPO office and on the MPO website, and upon request.

#### Final PPP

The Victoria MPO Advisory Committee will review a summary of the comments and adopt the final PPP. The final will be submitted to TxDOT, FHWA, and FTA and made available for review at the MOP office, the MPO website, and upon request.



## Revisions

The PPP will be reviewed and updated as needed. Minor revisions will be made after consultation between the MPO staff and the Advisory Committee.

## **05. Public Participation Opportunities for the Traditionally Underserved**

Traditionally underserved communities are defined as people who have special cultural, racial, economic, language or ethnic characteristics, or who are low-income, poorly educated or disabled. The MPO engages the County's underserved through its participation in community events, meetings and workshops that serve their neighborhoods.

### **5.0 Title VI**

The Title VI of the Civil Rights Act prohibits the discrimination on the basis of race, creed, or color, or national origin in programs that receive Federal financial assistance.

The MPO's policy is not to discriminate against any person with respect to the MPO program and to engage in all segments of the population in the transportation planning process.

### **5.1 Limited English Proficiency (LEP)**

The purpose of the LEP is improve the accessibility of federally funded services to persons with limited English proficiency difficulties. The LEP is applicable to any federally funded agency and prohibits these agencies from restricting any person from enjoying any advantage or privilege enjoyed by others in receiving services or benefits that are federally funded because of race, color, or national origin.

## **Improved Strategies**

The Victoria MPO will work continuously to improve methods and techniques relating to public involvement. Both increased public awareness and improvements to the quantity and quality of information provided to the public and the input received from the public are primary goals of the Victoria MPO. Public input regarding transportation planning decisions in the Metropolitan Planning Area is vital to the success of the transportation system. When a review of public involvement strategies takes place, a list of improvements or changes will be identified for implementation. Improvements to ongoing public involvement strategies, such as the Victoria MPO website, will occur within a reasonable timeframe. If improvement is deemed necessary for activities that occur from time to time the changes should be incorporated into future activities.

## **Agenda Item 4: Administrative Amendments to the Transportation Improvement Plan (TIP)**

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### **Background Information**

The Victoria Metropolitan Planning Organization (MPO) Coordinator can approve minor revisions to the TIP administratively providing they meet the following requirements.

- Project cost overruns not exceeding 25% of total project cost
- Changes to project funding category within federal or non-federal sources
- Changes to project priority with the funding years of the TIP
- Clarification of project scope. Minor changes to project limits, description or scope, which do not materially change the project's function, cost or environmental impacts

The Victoria Transit Authority has made funding modifications to 5 projects each in the Fiscal Years of FY18, FY 19, and FY20.

These funding changes do meet the requirements of an administrative amendment.

**Formal Action Requested:** No action required. Informational item only.

**FY 2017 Transit Project Descriptions**  
**Victoria MPO Transportation Improvement Program**

General Project Information		Funding Information (YOE)		Original Funding
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2175307	Federal Share	\$ 51,680.00	
Apportionment Year	2017	State - TxDOT	\$ -	
Project Phase		Other State Agency	\$ -	
Brief Project Description	Lease - bus station	Other Sources	\$ 12,919.00	
		Total Cost of Project	\$ 64,599.00	
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested	\$ -	
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		Original Funding
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2175307	Federal Share	\$ 379,044.00	
Apportionment Year	2017	State - TxDOT	\$ -	
Project Phase		Other State Agency	\$ -	
Brief Project Description	Preventive maintenance	Other Sources	\$ 28,077.00	
		Total Cost of Project	\$ 407,121.00	
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested	\$ 75,809.00	
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		Original Funding
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2175307	Federal Share	\$ 143,662.00	
Apportionment Year	2017	State - TxDOT	\$ 11,596.00	
Project Phase		Other State Agency	\$ -	
Brief Project Description	Non-fixed route ADA paratransit service	Other Sources	\$ 118,272.00	
		Total Cost of Project	\$ 273,530.00	
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested		
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		Original Funding
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2175307	Federal Share	\$ 424,902.00	
Apportionment Year	2017	State - TxDOT	\$ 248,404.00	
Project Phase		Other State Agency	\$ -	
Brief Project Description	Operating assistance	Other Sources	\$ 706,735.00	
		Total Cost of Project	\$ 1,380,041.00	
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested		
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
<b>FY 2017 Totals</b>				
		Federal Share	\$ 999,288.00	
		State - TxDOT	\$ 260,000.00	
		Other State Agency	\$ -	
		Other Sources	\$ 866,003.00	
		Total Cost of Project	\$ 2,125,291.00	

**FY 2018 Transit Project Descriptions**  
**Victoria MPO Transportation Improvement Program**

General Project Information		Funding Information (YOE)		Original Funding
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2185307	Federal Share	\$ 38,000.00	\$ 54,263.00
Apportionment Year	2018	State - TxDOT	\$ -	
Project Phase		Other State Agency	\$ -	
Brief Project Description	Lease bus station	Other Sources	\$ 9,500.00	\$ 13,566.00
		Total Cost of Project	\$ 47,500.00	\$ 67,829.00
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested		
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2185307	Federal Share	\$ 217,582.00	\$ 282,815.00
Apportionment Year	2018	State - TxDOT	\$ 16,147.00	\$ 11,596.00
Project Phase		Other State Agency	\$ -	
Brief Project Description	Preventive maintenance	Other Sources	\$ 110,738.00	\$ 120,852.00
		Total Cost of Project	\$ 344,467.00	\$ 415,263.00
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested	\$ 56,563.00	
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2185307	Federal Share	\$ 186,895.00	\$ 180,000.00
Apportionment Year	2018	State - TxDOT	\$ -	
Project Phase		Other State Agency	\$ -	
Brief Project Description	Non-fixed route ADA paratransit service	Other Sources	\$ 46,724.00	\$ 107,411.00
		Total Cost of Project	\$ 233,619.00	\$ 287,411.00
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested		
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2185307	Federal Share	\$ -	\$ 8,400.00
Apportionment Year	2018	State - TxDOT	\$ -	
Project Phase		Other State Agency	\$ -	
Brief Project Description	Security training	Other Sources	\$ -	\$ 2,100.00
		Total Cost of Project	\$ -	\$ 10,500.00
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested		
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2185307	Federal Share	\$ 500,000.00	\$ 524,522.00
Apportionment Year	2018	State - TxDOT	\$ 230,000.00	\$ 248,404.00
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Operating assistance	Other Sources	\$ 546,838.00	\$ 676,117.00
		Total Cost of Project	\$ 1,276,838.00	\$ 1,449,043.00
Sec 5309 ID Number				
Amendment Date & Action		Trans. Dev. Credits Requested		
		Trans. Dev. Credits Awarded		
		(Date & Amount)		
<b>FY 2018 Totals</b>				
		Federal Share	\$ 942,477.00	\$ 1,050,000.00
		State - TxDOT	\$ 246,147.00	\$ 260,000.00
		Other State Agency	\$ -	
		Other Sources	\$ 713,800.00	\$ 920,046.00
		Total Cost of Project	\$ 1,902,424.00	\$ 2,230,046.00

**FY 2019 Transit Project Descriptions**  
**Victoria MPO Transportation Improvement Program**

General Project Information		Funding Information (YOE)		Original Funding
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2195307	Federal Share	\$ 41,895.00	\$ 55,891.00
Apportionment Year	2019	State - TxDOT	\$ -	\$ -
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Lease bus station	Other Sources	\$ 10,474.00	\$ 13,973.00
		Total Cost of Project	\$ 52,369.00	\$ 69,864.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2195307	Federal Share	\$ 239,884.00	\$ 171,346.00
Apportionment Year	2019	State - TxDOT	\$ 17,802.00	\$ 12,800.00
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Preventive maintenance	Other Sources	\$ 122,069.00	\$ 239,422.00
		Total Cost of Project	\$ 379,755.00	\$ 423,568.00
Sec 5309 ID Number		Trans. Dev. Credits Requested	\$ -	\$ 34,270.00
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2195307	Federal Share	\$ 206,052.00	\$ 241,426.00
Apportionment Year	2019	State - TxDOT	\$ -	\$ -
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Non-fixed route ADA paratransit service	Other Sources	\$ 51,513.00	\$ 60,356.00
		Total Cost of Project	\$ 257,565.00	\$ 301,782.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	\$ 5,307.00
MPO Project Number	2195307	Federal Share	\$ -	\$ 8,816.00
Apportionment Year	2019	State - TxDOT	\$ -	\$ -
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Security training	Other Sources	\$ -	\$ 2,204.00
		Total Cost of Project	\$ -	\$ 11,020.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2195307	Federal Share	\$ 551,250.00	\$ 624,521.00
Apportionment Year	2019	State - TxDOT	\$ 253,575.00	\$ 255,000.00
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Operating assistance	Other Sources	\$ 602,889.00	\$ 612,993.00
		Total Cost of Project	\$ 1,407,714.00	\$ 1,492,514.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
<b>FY 2019 Totals</b>				
		Federal Share	\$ 1,039,081.00	\$ 1,102,000.00
		State - TxDOT	\$ 271,377.00	\$ 267,800.00
		Other State Agency	\$ -	\$ -
		Other Sources	\$ 786,945.00	\$ 928,948.00
		Total Cost of Project	\$ 2,097,403.00	\$ 2,298,748.00

**FY 2020 Transit Project Descriptions**  
**Victoria MPO Transportation Improvement Program**

General Project Information		Funding Information (YOE)		Original Funding
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2205307	Federal Share	\$ 41,895.00	\$ 54,263.00
Apportionment Year	2020	State - TxDOT	\$ -	\$ -
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Lease bus station	Other Sources	\$ 10,474.00	\$ 19,094.00
		Total Cost of Project	\$ 52,369.00	\$ 73,357.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2205307	Federal Share	\$ 239,884.00	\$ 232,000.00
Apportionment Year	2020	State - TxDOT	\$ 17,802.00	\$ 10,834.00
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Preventive maintenance	Other Sources	\$ 122,069.00	\$ 176,501.00
		Total Cost of Project	\$ 379,755.00	\$ 419,335.00
Sec 5309 ID Number		Trans. Dev. Credits Requested	\$ -	\$ 46,401.00
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2205307	Federal Share	\$ 206,052.00	\$ 231,400.00
Apportionment Year	2020	State - TxDOT	\$ -	\$ -
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Non-fixed route ADA paratransit service	Other Sources	\$ 51,513.00	\$ 57,850.00
		Total Cost of Project	\$ 257,565.00	\$ 289,250.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2205307	Federal Share	\$ -	\$ 9,256.00
Apportionment Year	2020	State - TxDOT	\$ -	\$ -
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Security training	Other Sources	\$ -	\$ 2,314.00
		Total Cost of Project	\$ -	\$ 11,570.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
General Project Information		Funding Information (YOE)		
Project Sponsor	Victoria Transit - GCRPC	Federal Funding Category	5307	
MPO Project Number	2205307	Federal Share	\$ 551,250.00	\$ 630,081.00
Apportionment Year	2020	State - TxDOT	\$ 253,575.00	\$ 265,000.00
Project Phase		Other State Agency	\$ -	\$ -
Brief Project Description	Operating assistance	Other Sources	\$ 602,889.00	\$ 642,208.00
		Total Cost of Project	\$ 1,407,714.00	\$ 1,537,289.00
Sec 5309 ID Number		Trans. Dev. Credits Requested		
Amendment Date & Action		Trans. Dev. Credits Awarded		
		(Date & Amount)		
<b>FY 2020 Totals</b>				
		Federal Share	\$ 1,839,838.00	\$ 1,157,000.00
		State - TxDOT	\$ 313,272.00	\$ 275,834.00
		Other State Agency	\$ -	\$ -
		Other Sources	\$ 786,945.00	\$ 897,967.00
		Total Cost of Project	\$ 2,940,055.00	\$ 2,330,801.00

## **Agenda Item 5: Consider the approval of an amendment to the Metropolitan Transportation Plan (MTP)**

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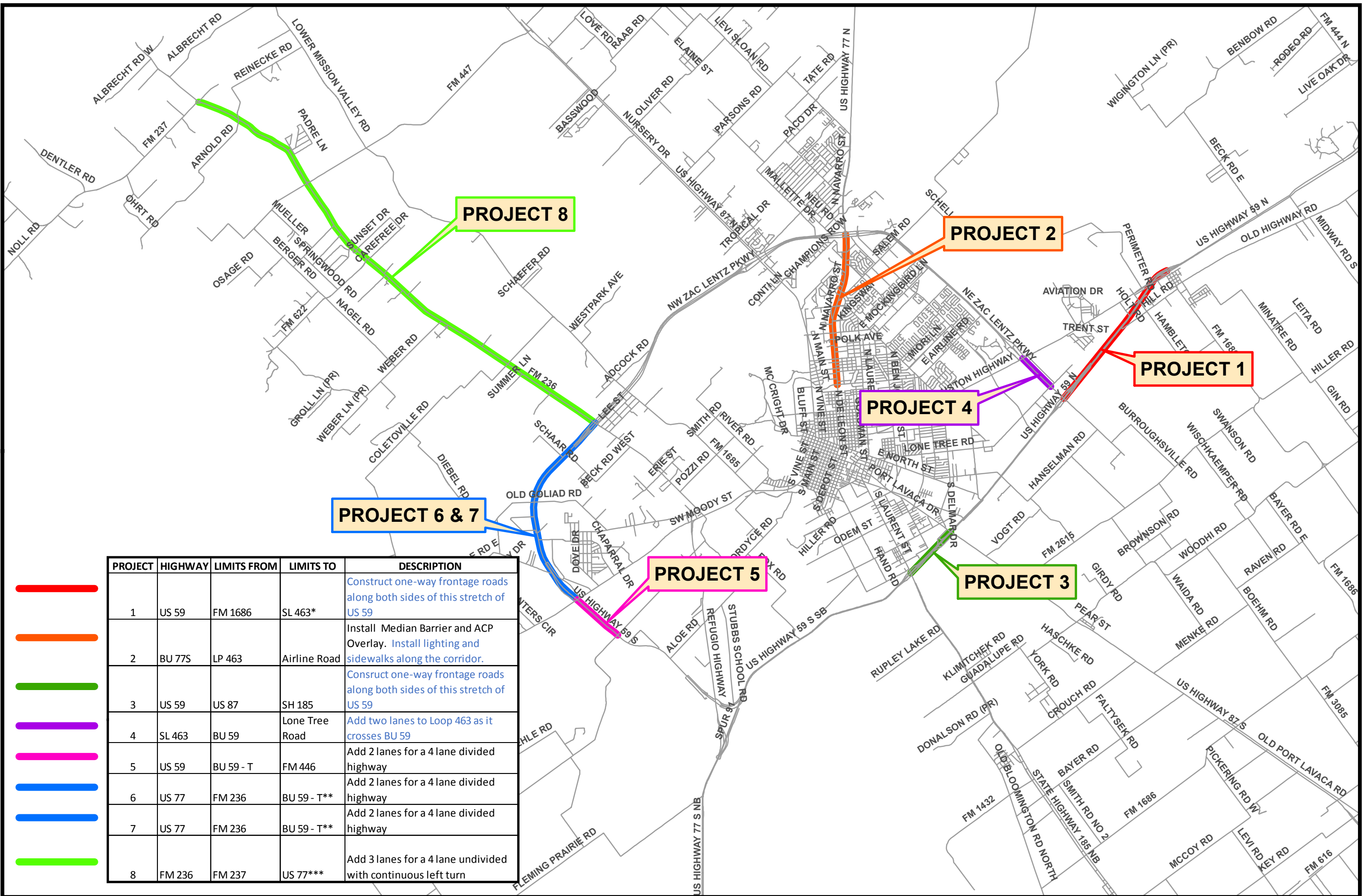
### **Background Information**

The Victoria MPO's Metropolitan Transportation Plan contains a listing of transportation projects that the region plans to undertake out to the year 2040. From time to time the projects need to be adjusted to reflect current demands. These following 8 project are in line with those demands. All but one of the projects are administrative amendments.

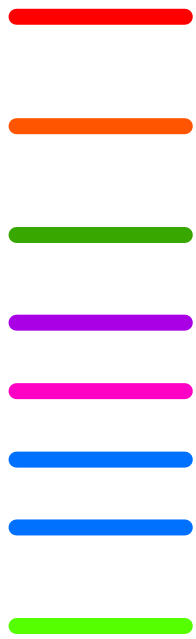
- Project 1 - US 59 from FM 1686 to SL 463 (Construct one-way, two-lane frontage roads on both sides of US 59, changed description) **Administrative Amendment**
- Project 2 – BU 77S from LP 463 to Airline Road (Install median barrier and ACP Overlay, and also install lighting and sidewalks along the corridor, added elements to project) **Requires approval to include lighting and pedestrian improvements**
- Project 3 – US 59 from US 87 to SH 185 (Add a southbound frontage road on US 59 between SH 185 and US 87. It will then convert the northbound frontage road to one-way. changed description) **Administrative Amendment**
- Project 4 – SL 463 from BU 59 to Lone Tree Road (adds an additional lane in both directions for a 4-lane divided highway, changed description) **Administrative Amendment**
- Project 5 – US 59 from BU 59-T FM 446 (adds an additional lane in both directions for a 4-lane divided highway, separated from projects 6&7) **Administrative Amendment**
- Projects 6&7 – US 77 from FM 263 to BU 59-T (adds an additional lane in both directions for a 4-lane divided highway, changing the funding category to 2U for project 6 and 4 for project 7) **Administrative Amendment**
- Project 8 – FM 263 from FM 237 to US 77 (Add 3 lanes for a 4 lane undivided with continuous left turn) **Administrative Amendment**

**Formal Action Requested:** Approval of project BU 77S, which add lighting and sidewalks to the description of the project.

**Attachment:** Vicinity Map of the proposed projects.



PROJECT	HIGHWAY	LIMITS FROM	LIMITS TO	DESCRIPTION
1	US 59	FM 1686	SL 463*	Construct one-way frontage roads along both sides of this stretch of US 59
2	BU 775	LP 463	Airline Road	Install Median Barrier and ACP Overlay. Install lighting and sidewalks along the corridor.
3	US 59	US 87	SH 185	Construct one-way frontage roads along both sides of this stretch of US 59
4	SL 463	BU 59	Lone Tree Road	Add two lanes to Loop 463 as it crosses BU 59
5	US 59	BU 59 - T	FM 446	Add 2 lanes for a 4 lane divided highway
6	US 77	FM 236	BU 59 - T**	Add 2 lanes for a 4 lane divided highway
7	US 77	FM 236	BU 59 - T**	Add 2 lanes for a 4 lane divided highway
8	FM 236	FM 237	US 77***	Add 3 lanes for a 4 lane undivided with continuous left turn





METROPOLITAN TRANSPORTATION PLAN AMENDMENTS											
Color Code	PROJECT	CSJ NUMBER	COUNTY	HIGHWAY	LIMITS FROM	LIMITS TO	DESCRIPTION	CATERGORY	LET DATE	TIP FY	AUTHORIZED AMOUNT
	1- Administrative Amendment	008805085	Victoria	US 59	FM 1686	SL 463*	Construct one-way frontage roads along both sides of this stretch of US 59	2U	5/1/2018	2023	\$ 23,000,000.00
	2 - Policy Advisory Committee	037005052	Victoria	BU 77S	LP 463	Airline Road	Install Median Barrier and ACP Overlay. Install lighting and sidewalks along the corridor.	2U	4/1/2019	2018	\$9,000,000.00
	3 - Administrative Amendment	008805098	Victoria	US 59	US 87	SH 185	Adds southbound frontage road on US 59 b/w SH 185 and US 87. It will then convert the northbound frontage road to one-way	2U	12/1/2019	2017	\$ 4,500,000.00
	4 - Administrative Amendment	235001060	Victoria	SL 463	BU 59	Lone Tree Road	Adds an additional lane in both directions for a 4-lane divided highway	2U	3/1/2021	2018	\$ 4,000,000.00
	5 - Administrative Amendment	008805096	Victoria	US 59	BU 59 - T	FM 446	Adds an additional lane in both directions for a 4-lane divided highway	2U	1/1/2023	2017	\$ 16,300,000.00
	6 - Administrative Amendment	235001056	Victoria	US 77	FM 236	BU 59 - T**	Adds an additional lane in both directions for a 4-lane divided highway	2U	1/1/2023	2017	\$ 23,000,000.00
	7 - Administrative Amendment	235001056	Victoria	US 77	FM 236	BU 59 - T**	Adds an additional lane in both directions for a 4-lane divided highway	4	1/1/2023	2017	\$ 8,700,000.00
	8 - Administrative Amendment	084203037	Victoria	FM 236	FM 237	US 77***	Add an additional lane in both directions and a continous left turn lane down the center. This will result in a 5-lane undivided highway	2U	12/1/2024	2017	\$ 19,200,000.00

\* The limits of the project has changed from Business US 59/US 59 Split to FM 1686.

\*\* The limits of the project has changed from FM 446 to BU 59- T.

\*\*\* The limits of the project has changed from FM 622 to FM 237.