

**BROWNSVILLE
METROPOLITAN PLANNING
ORGANIZATION**

**F.Y. 2015
UNIFIED PLANNING WORK PROGRAM**

October 1, 2014 to September 30, 2015

**Adopted by the MPO Policy Committee on
July 9, 2014**

F.Y. 2015
UNIFIED PLANNING WORK PROGRAM

October 1, 2014 - September 30, 2015

Preparation

By: MPO staff housed at the
Brownsville Department of
Planning & Community Development

Participating Governmental Agencies

City of Brownsville
Cameron County
Brownsville Navigation District
Brownsville Independent School District
Texas Department of Transportation-Pharr District
City of Los Fresnos
Town of Rancho Viejo

Approval
by

The Brownsville Metropolitan Planning Organization
Technical & Policy Committees

July 2014

Prepared in Cooperation with the Texas Department of Transportation
and the United States Department of Transportation,
Federal Highway Administration and Federal Transit Administration.

**RESOLUTION
BROWNSVILLE MPO POLICY COMMITTEE**

WHEREAS, the Policy Committee of the Brownsville Metropolitan Planning Organization (MPO) has reviewed the recommendation of the MPO Technical Committee as concerns the adoption of the F.Y. 2015 Unified Planning Work Program (U.P.W.P.); and

WHEREAS, the Policy Committee of the Brownsville MPO finds that the work program will promote both the general welfare and economic development of the Brownsville MPO area; and

WHEREAS, the Brownsville MPO staff and MPO Policy & Technical Committee members will work in cooperation with TxDOT staff to implement the Urban Transportation Planning Process in compliance with applicable State and Federal guidelines.

NOW, THEREFORE, BE IT RESOLVED that the F.Y. 2015 Unified Planning Work Program (U.P.W.P.), dated July 9, 2014, is hereby adopted by the Policy Committee of the Brownsville Metropolitan Planning Organization.

Signed:

Signed:

Tony Martinez
MPO Chairperson
Brownsville MPO Policy Committee

Toribio Garza, P.E.
TxDOT District Engineer
TxDOT—Pharr District

Dated: _____

Dated: _____

Brownsville Metropolitan Planning Organization

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INTRODUCTION

This document presents the MPO's F.Y. 2015 Unified Planning Work Program (UPWP) for the Brownsville Urbanized metropolitan planning area. It outlines the Brownsville Metropolitan Planning Organization's (MPO's) proposed transportation planning activities to be undertaken during the fiscal year, which is the period of time from October 1, 2014 through September 30, 2015. Funding allocations and different agency responsibilities are also detailed herein.

MPO planning activities included in this work program are coordinated with participating agencies to ensure that the short-range and long-range transportation needs of the Brownsville urbanized metropolitan planning area are met. The Unified Planning Work Program for F.Y. 2015 will address planning issues related to consideration of all modes of the transportation system.

The Brownsville MPO complies with the applicable federal regulations under Moving Ahead for Progress in the 21st Century (MAP-21) that govern planning for surface transportation investments.

The Census Bureau has identified Brownsville, Texas as an urbanized area with a population of more than 200,000 persons in 2010. Accordingly, the Secretary of Transportation designated the Brownsville Metropolitan Planning Organization (MPO) as a new Transportation Management Area (TMA) in the Federal Register on July 18, 2012.

A. Purpose:

The purpose of the Unified Planning Work Program (U.P.W.P.), is to provide continuous, cooperative and comprehensive transportation planning for the Brownsville metropolitan study area. The UPWP is required by the Federal Highway Administration (FHWA) regulations to assure coordination of planning efforts among local political jurisdictions and the Texas Department of Transportation (TxDOT).

The development of a multimodal transportation system serves to promote both the general welfare and economic development of the Brownsville metropolitan area. Securing broad-based and on-going public involvement in the transportation planning process is an integral part of this public purpose.

Planning activities carried out by the Brownsville MPO will address the factors identified in Federal law, including both long-range and short-range strategies. The goal is the development of a multimodal transportation system by including within the focus, not only highway and transit improvements, but also such considerations as port access routes, airport access routes, major freight terminal access routes and intermodal facilities.

Under 23 Code of Federal Regulations (CFR), Part 420, the MPO's work program for transportation planning activities must include a description of work to be accomplished and cost estimates by activity or task. In addition, the MPO's proposed work program should include a summary that outlines the following:

- federal share by type of fund
- matching by type of fund
- state and/or local matching share
- other state and local funds

Under 23 Code of Federal Regulations (CFR), Part 450.308, the MPO's UPWP shall identify proposed work activities in sufficient detail to indicate who (eg. MPO, state, public transportation operator, local government or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task and a summary of the total amounts and sources of federal and matching funds.

Federal legislation requires the Metropolitan Planning Organizations (MPOs), to utilize a performance-based planning to aid decision making and as part of the process of UPWP planning, and other planning efforts.

Performance –based planning efforts shall include the following:

- The Brownsville MPO will establish performance targets that address the MAP-21 surface transportation performance measures.
- The performance targets selected by the Brownsville MPO will be coordinated with TxDOT to ensure consistency to the maximum extent practical.
- Performance targets selected by the Brownsville MPO will be coordinated with the MPO's Designated Recipient of Federal Transit Funds, which is Brownsville Metro.
- The Brownsville MPO will establish performance targets no later than 180 days after the date that TxDOT and Brownsville Metro establish such targets.

MPO staff, in cooperation with MPO Committee members, routinely make information about transportation plans and policies available for public viewing in electronic formats.

The Transportation Planning Process:

For the planning process to function properly, the MPO's member agencies must work together. The MPO Policy Committee membership, in cooperation with local governments within the study area, are responsible for advancing the transportation planning process in a manner consistent with local agreements.

The following descriptions of functional responsibilities for each agency are not intended to limit the participation of agencies or local governments. Rather, these brief descriptions outline areas of primary responsibilities.

Brownsville Metropolitan Planning Organization:

The Brownsville MPO, in cooperation with TxDOT, local planning agencies, local municipalities and governmental units, as well as Brownsville Metro (the City of Brownsville's transit provider), is responsible for carrying out and maintaining the urban transportation planning process, including:

- Unified Planning Work Program (UPWP);
- Transportation Improvement Program (TIP);
- Metropolitan Transportation Plan (MTP);
- Efficient use of FHWA, PL and FTA Sec. 5303 planning funds;
- Provision of a forum for cooperative decision-making by the elected officials of local governments; and
- Develops and maintains transportation databases and analytical tools.

Texas Department of Transportation:

The Texas Department of Transportation (TxDOT) with regard to transportation planning has the following responsibilities for the Brownsville MPO study area:

- Highway and Freeway Planning;
- Participatory and/or lead agency in many transportation studies; and
- Review of all FTA Section 5307 and Section 5311 capital grant applications which may involve state funding.

MPO Staff:

MPO staff have the following general responsibilities:

- Provide administrative and staff support to the MPO Committees;
- Propose and report on items on the agenda(s) for the MPO Committees;
- Coordinate and perform the planning and data collection activities detailed in the MPO's UPWP;
- Prepare and submit an annual budget for work activities outlined in the UPWP for MPO Policy Committee approval;
- Receive and review all bills submitted by consultants that the MPO has contracted to perform for the MPO;
- Prepare and submit grant applications for federal assistance in transportation planning;
- Prepare and submit periodic status reports and prepare and distribute an Annual Performance & Expenditure Report; and
- Perform other administrative duties as required by the Policy Committee.

Cameron County:

Cameron County has the primary responsibility for the planning of those roads outside of incorporated areas that are not on the State (TxDOT) system. The County coordinates its planning activities with TxDOT, the MPO and adjacent municipalities in developing plans for extraterritorial jurisdictional areas.

Cameron County Regional Mobility Authority (CCRMA):

The Cameron County Regional Mobility Authority is a political subdivision of the State of Texas. The Regional Mobility Authority in Cameron County has the following powers:

- To establish tolls.
- To acquire or condemn property for transportation purposes.
- To use surplus revenue for other local transportation projects.
- To enter into comprehensive development agreements.

The MPO Committees and MPO staff work cooperatively with CCRMA Board members and County staff on diverse transportation planning issues.

B. Definition of Area:

In 2010, the Brownsville Urban Transportation Study Area had a population of 217,585.

Based upon the MPO's Census designated urbanized area population, the Brownsville MPO became a Transportation Management Area (TMA) in July 2012.

The City of Brownsville, Texas was incorporated February 7, 1853 and adopted a Council/Manager form of government on January 1, 1916. Brownsville, Texas, and its sister City of H. Matamoros, Tamaulipas, Mexico are located on the Rio Grande River border, about 22 miles inland from the Gulf of Mexico.

The Town of Rancho Viejo is located in the northwest quadrant of the MPO's study area. The City of Los Fresnos is located north of Brownsville. These smaller municipalities are also within the Brownsville Metropolitan Planning Organization (MPO) study area.

The Brownsville Metropolitan Area continues to experience growth in the northern and western sectors of the study area. Brownsville, the county seat of Cameron County, contains the largest share of the urban area population. The City of Los Fresnos and the Town of Rancho Viejo provide a share of the MPO's population and a significant percentage of the urbanized area's acreage. The current city limits of Brownsville covers approximately 145 square miles. The Brownsville MPO boundary covers an area of approximately 292 square miles.

The Metropolitan Area Boundary was expanded and the MPO's submittal was approved in 2006 by the Texas Transportation Commission. The Brownsville MPO planning area is shown on a map (in Appendix B) labeled Brownsville Metropolitan Area Boundary, (MAB), which is maintained in the files of the Brownsville Planning Department, 3rd Floor, El Tapiz Building, 1150 E. Adams Street. A minor adjustment of part of the Metropolitan Area Boundary (MAB) of the Brownsville MPO shared with the Harlingen-San Benito MPO MAB is pending before both MPOs. Also, please check the MPO's website at <http://www.cob.us/mpo/> for more information about map products.

C. Organization:

Transportation planning in the Brownsville metropolitan urbanized area is coordinated by the Brownsville Metropolitan Planning Organization, the designated MPO for the area, in close cooperation with the Texas Department of Transportation. The City of Brownsville is the fiscal agent for the MPO.

The Brownsville MPO is organized into two committees: the Technical Committee, an advisory group that examines technical information and makes recommendations, and the Policy Committee which makes final decisions for the MPO.

MPO Policy Committee:

The Policy Committee approves all MPO policy procedures for transportation planning in the metropolitan planning area. The MPO Policy Committee also reviews and approves the Metropolitan Transportation Plan, the Metropolitan Transportation Improvement Program and the MPO's Unified Planning Work Program, as well as any amendments or subsequent revisions.

Although the City of Brownsville is the largest city within the MPO by population and land area, the City of Los Fresnos and the Town of Rancho Viejo are encompassed within the Brownsville urbanized area. In 2005, representatives from the City of Los Fresnos and the Town of Rancho Viejo began participation in the meetings of the MPO Policy Committee, as voting members. Cameron County, the Brownsville Navigation District, the Brownsville Independent

School District, the Texas Department of Transportation, the Brownsville Economic Development Council, the Brownsville Chamber of Commerce and the Brownsville/South Padre Island International Airport are the other agencies represented on the MPO Policy Committee. Representatives on the MPO Policy Committee are listed in Appendix A.

TMA MPO Policy Board Representation

Brownsville Metro is the public transit provider within the Brownsville MPO study area. The City of Brownsville established this public transit system in 1979. The bus system, at first named Brownsville Urban System (BUS), is operated by the City of Brownsville. The Bylaws & Operating Procedures of the Brownsville MPO provide that the City of Brownsville will be afforded three (3) voting members on the MPO Policy Committee, as follows: (1) Mayor, MPO Chair (2) a City of Commissioner, by appointment of the Brownsville City Commission (3) City Manager, City of Brownsville.

By this policy board representation, the Brownsville MPO includes representation by the area's public transportation provider. In addition, the MPO Transit Planner serves on the MPO Technical Committee. This MPO staff member helps to keep the Committee members informed about public transportation issues.

MPO Technical Committee:

The Technical Committee assists with preparation of short and long-range plans and helps to inform the Policy Committee about all aspects of the planning process. The Technical Committee also reviews the output of the various MPO activities identified in the work program.

The Technical Committee is comprised of representatives of all of the sponsoring agencies of the MPO, and additional representatives from the following: Brownsville Metro, Brownsville Public Utilities Board (PUB), Brownsville/South Padre Island International Airport-Aviation Department, Brownsville Economic Development Council (BEDC), Brownsville City Engineering Department, TxDOT—TP&P Division, Cameron County Engineer's Office, Brownsville Navigation District, Brownsville Traffic Division and the TxDOT Area Engineer.

Also, representatives from the Town of Rancho Viejo, the City of Los Fresnos and the City of Brownsville often participate and contribute ideas at the MPO Technical Committee meetings.

MPO Staff Set-Up:

Three MPO staff at one location and a fourth person, the Brownsville Metro Transit Planner, provide administrative support to both the Policy Committee and Technical Committee to carry out these tasks. MPO staff works closely with the MPO Technical Committee and TxDOT staff in implementing the MPO work tasks.

Four MPO staff provide full-time support to the two MPO Committees. The MPO Director, one MPO/Transportation Planner and an Administrative Specialist II are employed on a full-time basis by the City of Brownsville on behalf of the MPO. These three MPO staff members are housed at the Brownsville Planning Department. A fourth MPO staff person is employed at Brownsville Metro. The Brownsville Metro Transit Planner advises both MPO Committees about transit planning issues. The Brownsville Metro Department is located at the Multi-modal Terminal or Facility at 755 International Blvd. Recruitment is underway to hire a fifth MPO staff person. It is expected that this process will be completed soon.

Each month, the MPO staff make arrangements for the delivery of packets, (meeting agendas and back-up materials), to each member of the MPO Technical Committee and Policy Committee. Typically, each Committee holds one meeting per month. Also, each Technical Committee member routinely receives materials for all MPO Policy Committee meetings. Typically, the MPO staff deliver most of these packets, and private vendors are paid to help deliver the remaining MPO meeting packets.

The MPO Director and Brownsville Metro Director have signed a Memorandum of Understanding (MOU) that outlines the duties and responsibilities of the Transit Planner who is employed by the City of Brownsville on behalf of the MPO. The work program outlined herein details the work tasks to be performed by the Transit Planner on tasks funded via both FTA Section 5303 and FTA Section 5307.

Brownsville Metro:

Brownsville Metro is tasked with the primary responsibility of undertaking various short and long-range transit studies, maintains all transit data and is responsible for transit planning within a large share of the study area. Brownsville Metro also works in conjunction with over-the-road private transit providers such as Greyhound, Tornado and Omnibus. These over-the-road companies operate statewide, nationwide and internationally all out of La Plaza at Brownsville.

Brownsville Metro, along with Metro McAllen (City of McAllen), The Wave (South Padre Island) and Valley Transit Company (VTC) has partnered together to secure funding for a new mode of transit transportation named Metro Connect.

Public Transportation:

Brownsville Metro provides fixed route transit and para-transit services for a large portion of the Brownsville MPO area. Brownsville Metro, operated by the City of Brownsville, provides services to visitors and residents, including the elderly, the disabled and youth. Brownsville Metro undertakes an important role in the Brownsville Metropolitan Area's transportation system.

Brownsville Metro, in cooperation with Metro McAllen, The Wave and VTC, secured funding and operate an intercity bus service that offers a more direct service from the traditional service generally offered. This service serves to bridge the gap in regards to transit transportation between both Hidalgo and Cameron County. Making direct stops at the VTC Center in Downtown Harlingen and the Rio Grande Valley Premium Outlets, these stops also connect to Valley Metro's routes further integrating transit within the region. This new intercity service will also connect the Universities located in both Hidalgo and Cameron County: The University of Texas at Pan American located in Edinburg, Texas and The University of Texas at Brownsville located in Brownsville, Texas. These two universities have merged into one institution—The University of Texas Rio Grande Valley.

Metro Connect also works closely with Valley Metro in coordinating transit routes to provide a seamless and efficient transit system. This new transit system, when integrated with Metro McAllen, Valley Metro and The Wave, allows the general public to travel from South Padre Island to the tip of Hidalgo County with one low fare.

Currently, Brownsville Metro is gearing up for the construction of its newest facility: the BMT Parking Garage (Brownsville Multi-Modal Terminal Parking Garage) or Phase 2 of the BMT project

that began with La Plaza at Brownsville. This new facility will offer lower street level retail areas along with upper multi story parking decks further transforming and reinvigorating the Brownsville Downtown Area.

The City of Brownsville has partnered with the Community Development Corporation to work collaboratively with Bike Texas. Bike Texas is a non-profit organization that helps promote other modes of transportation besides personal motor vehicles. A full-time staff person from Texas is serving as the City of Brownsville's Bicycle & Pedestrian Coordinator. This staff person is housed at Brownsville Metro to help integrate biking and walking with public transit transportation. On-going projects include analyzing Brownsville Metro's bus stop inventory and isolating certain stops and areas to include adding bike racks and bike lanes.

Bike Texas is also aiding Brownsville Metro staff in providing new training material as it relates to bicycle and pedestrian laws.

D. Private Sector Involvement:

- The MPO staff maintains and periodically updates a list of consultant firms that provide transportation planning services.
- The Brownsville MPO continually informs the private sector about the opportunities to bid for professional services. The MPO typically issues one or more Request for Proposals, RFP(s), by mail, advertising, or other notification each year or two.
- Some years ago, the MPO employed various consultant firms to help conduct various MPO-sponsored studies: (1) the MPO Rail Feasibility Study; (2) the MPO Congestion & Delay Study; and (3) the Cameron County Hazardous Cargo Route Study.

E. Planning Issues and Emphasis:

Plans will be developed based on current and future land use patterns that take into account the environmental, social and energy conservation objectives of the area. MPO staff seek to promote consistency between the MPO's plans and the local land use and economic development plans. Also, the MPO seeks development of a transportation system that facilitates access for people, as well as provide for the efficient movement of goods.

MAP-21 Implementation – Transition to Performance Based Planning and Programming

TxDOT, in cooperation with the Association of Texas Metropolitan Planning Organizations (TEMPO), has outlined a collaborative process to address the MAP-21 performance requirements. The Brownsville MPO will benefit from this on-going collaboration. For example, TxDOT and Texas MPOs, including the Brownsville MPO, have agreed that common data sourcing will be used to generate system performance indicators.

TxDOT will directly purchase system performance data and have the Texas A&M Transportation Institute (TTI) compile the system performance results. TTI will share the performance indicators with the MPOs, along with other freight, safety, bridge and pavement condition data collected by TxDOT. After TxDOT develops condition and safety performance targets, the Brownsville MPO will provide input on system performance. Please see the outline within this UPWP text on pages 11-12 for more information.

MAP-21

MAP-21, the Moving Ahead for Progress in the 21st Century Act, was signed into law by President Obama on July 6, 2012. This federal legislation will focus the Federal-aid program on the following national goals: safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability and reduced project delivery delays.

For purposes of carrying out the National Highway Performance Program, the United States Department of Transportation (USDOT) will establish measures for TxDOT to assess the following: Condition of Pavements: Interstate System and National Highway System (excluding the Interstate); Condition of Bridges: National Highway System; Performance of: Interstate System and National Highway System (excluding the Interstate); Performance Measures – For the purpose of carrying out the Highway Safety Improvement Program, USDOT shall establish measures for TxDOT to use to assess: Serious injuries per vehicle mile traveled, Fatalities per vehicle mile traveled, Number of serious injuries, Number of fatalities and Measures used to assess safety on all public roads.

Performance Targets:

- The Brownsville MPO will coordinate, to the maximum extent practical, with TxDOT in selecting a target to ensure consistency.
- The Brownsville MPO will integrate other performance plans, such as the Congestion Management Process (CMP), into the MPO's overall performance-based process.

The MPO's TIP must include to the maximum extent practical:

- A discussion of the anticipated effect of the improvement program towards achieving the performance targets established in the MTP
- A linkage of investment priorities to performance targets

The Metropolitan System Performance Report is required in the MPO's MTP every four years and includes:

- Evaluation of the condition and performance of the transportation system
- Progress achieved in meeting performance targets in comparison with the performance in previous reports
- Evaluation of how preferred scenario has improved conditions and performance, where applicable
- Evaluation of how local policies and investments have impacted costs necessary to achieve performance targets, where applicable.

Transit Performance Plans are required under MAP-21 as follows:

- Transit Asset Management Plan
- Transit asset management plan required for recipients of federal financial assistance

Public Transportation Agency Safety Plan:

- Comprehensive agency safety plan required to be established by each designated recipient of federal transit funds

Transit Performance Reporting:

- 49 USC 5326(c)(3) – requires each designated recipient (Note: Brownsville Metro is this MPO's designated recipient) of federal transit financial assistance to submit to FTA an annual

report that describes (listed below):

- The progress of the recipient during the fiscal year towards meeting the performance targets established under paragraph two for that fiscal year
- The performance targets established by the recipient for the subsequent fiscal year

USDOT will establish state of good repair (SGR) standards for measuring the condition of capital assets of recipients including:

- Equipment
- Transit fleet
- Infrastructure
- Facilities

USDOT is required to establish measures based on SGR standards within one year by its rulemaking process.

In developing the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP), the MPO, in cooperation with the Texas Department of Transportation (TxDOT) and Brownsville Metro, shall provide citizens and other interested parties with reasonable opportunities to comment on the proposed program. Methods to provide reasonable opportunities to comment include holding public meetings at convenient and accessible locations and times, employing visualization techniques to describe plans and making public information available in electronically accessible formats and means, such as placement on the World Wide Web.

MAP-21 establishes national goals in seven areas, as follows: Safety, Infrastructure Condition, Congestion Reduction, System Reliability, Freight Movement and Economic Vitality, Environmental Sustainability and Reduced Project Delivery Delays.

MPO Use of Scenario Planning

The Brownsville MPO completed a Scenario Planning exercise in 2008. By examining various growth scenarios associated with different land use policies, the MPO assessed future outcomes in terms of vehicle miles traveled. The findings of this MPO-sponsored study remain valid. If updates are warranted, the Brownsville MPO will undertake additional studies. At the present time, MPO staff will focus on sharing the findings and past analyses of this MPO study.

The Brownsville MPO has no zoning powers. However, the Brownsville MPO can indirectly influence or encourage local entities (municipalities) to adopt new land use policies. Development costs could be substantially lower under one of the land use scenarios identified in 2008 by the Brownsville MPO. Local initiatives have taken place in recent years via municipal-sponsored improvements towards becoming “walkable” communities. MPO staff will continue to provide information to decision-makers and the public on these issues.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) provide MPOs with opportunities to exchange ideas and learn more about innovative planning practices through the Transportation Planning Capacity Building Program, as well as offering other training opportunities. Depending upon course availability and scheduling, MPO staff will avail themselves of various training opportunities. Training will be conducted via both the federally-sponsored websites and other training course offerings.

I. TASK 1.0 – ADMINISTRATION/MANAGEMENT:

A. Objective:

To provide administrative support, liaison work, and coordination of transportation planning activities in the Brownsville MPO area. To accomplish, on a continuing basis, studies and plans needed to guide the development of the transportation system. The MPO staff will promote the urban planning process in accordance with federal law, and to support transportation decision-making by the MPO Policy Committee. To provide for professional development and training of transportation planning staff.

B. Transit Planning:

To provide direct program support, grant administration, interagency coordination, foster citizen participation, public information, local assistance, address questions from MPO Committee members regarding UPWP and TIP development while also identifying future needs of transit service, etc. This involves participation with and support provided to both the MPO Policy and Technical Committees. Transit planning training activities is charged to this work task, unless another work task more directly pertains to that training. Program Management: tasks include provision of assistance to the Brownsville Metro Director and the MPO Director with the preparation of budgets, grant applications, technical reports and public presentations. Review state and federal regulations and other materials in relation to the transit industry.

C. Expected Products:

Support is provided to the MPO Policy and Technical Committee members. Typical activities include preparing reports to MPO Committees and TxDOT, monitoring planning projects, advising the Technical and Policy Committees of the MPO on both UPWP and TIP products, preparing Request for Proposals, (RFPs), and monitoring the work of consultant firms on transportation planning studies. Also, staff provide prior notice of pending UPWP and TIP adoptions and revisions to Brownsville, Rancho Viejo and Los Fresnos citizens to encourage public input to the transportation planning process.

Copies of the MPO Metropolitan Transportation Plan will be printed and made available to interested persons. Whenever MTP amendments are proposed for consideration, the proposed amendments to the Metropolitan Transportation Plan will be placed on the MPO's website to inform citizens and to solicit comments and input. Other on-going MPO work products are often posted on the MPO's website. Proposed TIP revisions that may be considered will be posted on the website as well.

MPO compliance with FHWA regulations is an expected product. On-going communication with TxDOT, FHWA and/or FTA staff aids the MPO's efforts to meet the federal requirements that pertain to the transportation planning process.

• Annual Performance Report and Other Documents

An Annual Performance & Expenditures Report and other documents pertaining to MPO/TxDOT coordination of the planning process are produced, such as the following:

- 1) MPO reports and review of billing statements;

- 2) Transit/Brownsville Metro reports;
- 3) Public Participation Program, including posting of items on the MPO's website;
- 4) Annual Listing of Projects, (in cooperation with TxDOT and BUS);
- 5) Routine correspondence; and
- 6) Status reports.

Many, if not all, of these documents will be posted on the Brownsville MPO's website for the public to view.

- **Budget**

- 1) UPWP budget preparation;

- **MPO Newsletter**

MPO staff will continue preparation and distribution of the quarterly Brownsville MPO Newsletter. The MPO Newsletters are available for viewing via the MPO's website.

- **Reports**

Other products include the transcripts of MPO Meeting Minutes, to be approved by MPO Policy Committee members on a regular basis.

- **Transportation Management Area (TMA)**

The Brownsville MPO staff will prepare reports pertaining to the MPO's TMA status. These actions will be made to prepare for an upcoming federal certification, to satisfy FHWA and FTA requirements.

- **Training**

MPO staff, in cooperation with TxDOT staff, may conduct periodic workshops for the Policy and/or Technical Committee.

MPO staff routinely take advantage of training workshops and courses offered by TxDOT, the Federal Highway Administration, (FHWA), the Federal Transit Administration, (FTA), Association of Texas Metropolitan Planning Organizations, (TEMPO) and the Texas Transportation Institute, (TTI). MPO staff training or coursework in TransCAD proficiency, (if available), is one of the higher priorities of the MPO, so we will take advantage of opportunities to advance MPO staff knowledge of this software.

- **Conference Attendance**

MPO staff regularly participate in information-sharing and mutual problem solving at the TEMPO/Association of Texas Metropolitan Planning Organization meetings held each year among the 25 MPOs in Texas. If scheduling permits, MPO staff will attend the 2015 AMPO Conference and the Tools of Trade Conference.

D. Previous Work:

- The MPO Policy Committee adopted revisions in the MPO's TIP document—the F.Y. 2013-2016 Metropolitan Transportation Improvement Program (TIP). Copies of this document were printed for distribution to interested citizens and developers.
- Several volumes of the Brownsville MPO Newsletter were produced and distributed to various agencies and members of the community.
- MPO staff started work to prepare for upcoming FHWA Pre-Certification and FHWA Certification to be held in Brownsville in 2015.
- MPO Director appeared before local civic groups to speak about on-going MPO studies and other activities.
- MPO staff completed mandatory City of Brownsville-sponsored Texas Municipal League on-line training courses.
- Transit Planner completed Quarterly Progress Reports for Section 5307 and 5309 funding submitted to the Federal Transit Administration, as well as completion of grant reporting for 5316 and 5317 which were sent to TxDOT.
- MPO staff assisted City and County officials with planning tasks associated with West Rail Project.
- MPO staff completed the F.Y. 2013 Annual Performance & Expenditure Report (APER) and the Annual Listing of Projects.
- Several public MPO workshops were held at different locations to solicit public input on MPO planning issues. These workshops were held at six different locations during evening hours to make it easier for citizens to attend.
- Transit Planner completed Quarterly Progress Reports for Section 5307 funding submitted to the Federal Transit Administration, as well as completion of grant reporting which was sent to TxDOT.
- Transit Planner studied and evaluated newly designed routes in relation to ridership, mileage, time and overall customer satisfaction.
- MPO staff aided both MPO Committees in formulating and adopting scoring methodologies for Category 7 and TAP.
- MPO staff made substantial progress in preparing a new MTP, which is expected to be adopted in late 2014.
- MPO staff, in cooperation with Port of Brownsville staff, helped organize a visitor tour of the Port of Brownsville facilities in November 2013.
- MPO Director made arrangements for an MPO Management Review by Texas Transportation Institute (TTI) and TxDOT staff. The Management Review Report was accepted by the MPO

Policy Committee members.

- Brownsville MPO identified and provided information to TxDOT's Public Transportation Division about the MPO Policy Committee members representing public transportation interests.

E. Subtasks:

Subtask 1.1 – Administration/Management

To provide direct program support, grant administration, oversee MPO/Consultant firm contracts, direct assistance to both the MPO Policy and Technical Committees, oversight and coordination with Transit Planning efforts and provide public information.

Each year, MPO staff compile the MPO's Annual Performance & Expenditure Report which is sent to the Pharr District of TxDOT. Also, an Annual Listing of Projects is produced by the MPO staff, in cooperation with TxDOT staff. In addition to providing direct support and organization of monthly MPO Policy Committee meetings, MPO staff provide support for the MPO Technical Committee.

Program Management: Prepare the MPO's budget for FHWA, FTA, TxDOT and City of Brownsville; prepare and/or review billings for reimbursement and review of new state and federal regulations regarding transportation planning.

MPO staff will assist the MPO Committees in development and adoption of the F.Y. 2016 Unified Planning Work Program, and any revisions to be made in this current (F.Y. 2015) planning work program.

MPO staff will assist the MPO Committees by gathering information concerning authorizing legislation and possible toll policies that the MPO Policy Committee members may consider regarding proposed Cameron County Regional Mobility Authority (CCRMA) projects and related matters.

To provide information to allow for the periodic review of MPO activities by TxDOT, FHWA and the FTA. To propose, implement and/or coordinate studies for the preservation, maintenance or improvement of the area transportation system.

To advise MPO Committee members about FHWA and FTA requirements of Transportation Management Areas (TMAs).

Training courses and educational activities for the benefit of MPO staff are also charged to this account.

A significant amount of MPO staff time will be devoted to on-going compliance with FHWA/FTA requirements for Transportation Management Areas (TMA). In mid July 2012, the Brownsville MPO attained TMA status due to the MPO's 2010 U.S. Census population figures. The Brownsville MPO will need to adopt new procedures and policies to meet (certification) requirements for TMA status. FHWA and TxDOT staff will conduct a Pre-Certification with MPO staff sometime during the first few months of calendar year 2015. This rehearsal or practice session will help prepare the MPO staff for the official FHWA/FTA Certification slated for 2015.

In F.Y. 2013, the Brownsville MPO was granted assistance from TxDOT and the Texas Transportation Institute (TTI) to conduct an MPO management review. An MPO:TxDOT/TTI work group was formed and meetings were held in F.Y. 2014. This work group examined the MPO's assigned tasks and the MPO's current procedures. Also, available resources were reviewed in terms of carrying out such tasks. The goal is to develop an efficient, productive plan to undertake the MTP Update and fulfill the FHWA Pre-Certification. These steps are designed to lead to success in meeting the requirements of an FHWA:MPO Certification slated for F.Y. 2015.

The MPO's FHWA Pre-Certification is scheduled for May 2015. The MPO:FHWA Certification itself is scheduled to occur sometime in October 2015.

Given authorization by the MPO Policy Committee members and completion of satisfactory arrangements with the MPO's fiscal agent, the MPO Director hired another full-time staff person to help carry-out the MPO's work program. Training expenses are expected in F.Y. 2015 for this new staff person to attend various courses.

The 2010 U.S. Census defined new urbanized areas (UZAs) which affect MPO's throughout the United States. In F.Y. 2013, the Brownsville MPO successfully conducted "smoothing" (adjusting) of its urbanized area boundary. The maps, which reflect these UZA changes, were submitted to TxDOT's Pharr District by the MPO staff. Based on urbanized area changes for the Harlingen-San Benito MPO (HSBMPO), they have also developed and submitted proposed changes to its Metropolitan Area Boundary (MAB). HSBMPO's submittals are pending at this time.

In addition to billing for staff time devoted to the above tasks, some other costs, such as postage, color photocopies and miscellaneous expenses will be charged to this category. In those cases where it is appropriate, such indirect costs, (e.g., postage, etc.), will be charged to the specific work, task (e.g., Short-Range Planning), for which the cost is incurred. Printing of MPO maps is often charged to Subtask 2.1/GIS, as most maps employ GIS references.

The computer and associated equipment used by the MPO Director is approaching the end of its useful life. An evaluation of computer hardware and software needs for all MPO staff will be undertaken. As a normal course of equipment replacement, it is expected that new equipment will be purchased in fiscal year 2015.

Regional Coordination

In fiscal year 2014, regional collaboration work performed by MPO staff included, but was not limited to the following. In F.Y. 2015, the MPO staff will continue work activities described below, which started in 2014.

RTAP

Participation as a partner or member of the Regional Transit Advisory Panel (RTAP). RTAP meets quarterly to undertake planning activities for regional public transportation improvements for the Lower Rio Grande Valley.

Development of a Regional Travel Demand Model (TDM)

Periodic meetings have been held by the three Valley MPOs to coordinate work efforts with TxDOT staff on development of Regional TDM. This regional effort extends back several years.

Freight Planning

Hidalgo County MPO (HCMPO) is working on development of a Freight Study/Plan. MPO staff from both the Brownsville MPO and the Harlingen-San Benito MPO have shared maps, local knowledge and other freight information with staff at HCMPO to aid their work efforts.

Bicycle/Pedestrian Planning

Brownsville MPO staff have worked collaboratively with staff at the Harlingen-San Benito MPO and on bike route connectivity issues for several years. In 2014, with assistance from Bike Texas, the three Valley MPOs helped sponsor a “Navigating MAP-21 Workshop” to help local citizens learn about regional bicycle/pedestrian planning. This workshop was held in Harlingen, Texas (a central location) on August 1st, to make it easier for participants to attend. The workshop provided guidance to citizens on how to provide input to all three Valley MPOs. By outlining information about how each MPO addresses these issues, the citizens learned how bicycle and pedestrian improvements are funded in their particular locale.

Subtask 1.2 – Transit Administration and Direction

The Brownsville Metro Transit Planner, along with other staff, will administer, coordinate and monitor the associated transit planning activities in the area for compliance with federal and state requirements of MAP-21.

Maintain close communications and coordination with the TxDOT District Office, Federal Transit Administration Region VI and the Brownsville MPO, as well as involve the public at all levels of planning and decision-making. Monitor the transit activities, program and project development in the area.

Brownsville Metro staff will undertake activities to secure public input to the transit planning process. Brownsville Metro provides citizens, public agencies and private businesses reasonable opportunities to comment prior to changes taking place with regard to the long-range transit plan, the TIP, Brownsville Metro grant applications, service and fare changes.

Brownsville Metro staff will also undertake a comprehensive study in re-evaluating the entire transit system, both in the marketing and planning perspectives. These studies will incorporate new changes and regulations brought on by our new Transportation Management Area (TMA) designation. This study will analyze existing passengers to assess the overall satisfaction ratings towards the Brownsville Metro system. It will identify and seek to understand market segments and potential markets, develop recommendations for service adjustments and enhancements within budget constraints. It will also develop effective advertising, marketing and promotional concepts and materials. This study will identify opportunities and develop a strategic plan for engaging and improving community partnerships.

In providing a new service (Metro Connect), Brownsville Metro staff is actively training and providing on-going support to other partners (Metro McAllen, The Wave, VTC) in areas such as collecting data, reporting data, turning data into information, etc. This new inter-city bus service which is also termed commuter bus service is new to most agencies and therefore new rules and regulations apply.

Cross training employees from various agencies is a profound task and a move in the right direction as transit here in the Rio Grande Valley continues to increase and integrate closer

together.

Subtask 1.3 – MPO Public Participation & Involvement

MPO staff undertake activities designed to encourage public participation in the transportation planning process. For instance, the existing MPO Public Participation & Involvement Policy requires one or more public meetings to be held to present amendments or updates to the MPO's Metropolitan Transportation Plan, prior to their adoption by the Policy Committee. Similarly, one or more public meetings will be held to present the Transportation Improvement Program, (TIP), at least thirty (30) days prior to its adoption.

The MPO staff, with the assistance of the MPO Committees, periodically review and revise the MPO Public Participation & Involvement Policy. The MPO staff and MPO Committees will identify and confirm that stakeholders, interest groups and the general public have reasonable opportunities to comment on proposed plans and policies.

MPO staff routinely utilize a number of strategies to fully involve the public in transportation planning and programming. Some of the strategies may include the following:

- legal and display advertising in the Brownsville Herald;
- posting of MPO meetings on the City of Brownsville's Public Access TV Bulletin Board;
- direct mailings to groups likely to be affected by proposed transportation improvement projects;
- holding of special public meetings, formation of special advisory committees and posting of MPO information, public meeting notices, etc. on the MPO's website.

In developing the MTP and TIP, the Brownsville MPO, in cooperation with the Texas Department of Transportation (TxDOT) and Brownsville Metro, shall provide citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit with a reasonable opportunity to comment on the proposed program.

MPO staff each month send MPO meeting packets to representatives of federal resource agencies (U.S. Fish & Wildlife Service), to solicit/gain input towards formation of MPO plans and policies. MPO staff routinely advise staff at other agencies (federal, state and local) of opportunities to provide input.

MPO staff will produce and distribute a quarterly Brownsville MPO Newsletter to inform the public about the on-going plans and MPO activities. Also, an Annual Listing of Projects is produced, in cooperation with TxDOT staff. This document will be distributed to any interested parties by the MPO staff and made available on the MPO's website.

Access to Essential Services

MPO staff will consider performance measures to be used to measure the transportation system's connectivity to essential services. Essential services include housing, employment, health care facilities, schools/educational facilities, as well as recreational opportunities and sites (parks). Connectivity to such services (above) will be examined to identify gaps in connectivity that impair access by the public, including traditionally underserved populations.

MPO staff will identify potential solutions to address those gaps revealed by the performance measures and related analyses.

MPO staff make transportation plans and programs available for public viewing in electronic formats. Where appropriate, various visualization techniques are employed by MPO staff to help convey to the public proposed Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) impacts.

MPO staff routinely update the MPO's website by posting of MPO reports, maps, documents and/or proposed MPO plans and policy amendments to help inform citizens, stakeholders and other parties. In addition, public notices about upcoming MPO Policy Committee meetings are sometimes posted on this website.

The MPO's webpage is accessible via the City of Brownsville's website. Upon occasion, there have been difficulties in posting items on the MPO's webpage by virtue of City of Brownsville network difficulties or other issues. To establish a more user-friendly MPO webpage, the MPO has started the process of setting up an independent webpage. MPO webpage development activities will continue into F.Y. 2015.

In F.Y. 2015, there will be some additional (outside) service(s) or equipment purchases that will be necessary, in order to create an independent website. The MPO staff will continue to make productive use of the City of Brownsville's computer network, the cumbersome nature of posting MPO-related items on the City of Brownsville website will not adequately serve the MPO's needs in future years.

The MPO's website will be upgraded to allow broader information sharing through use of social media best practices. The MPO website's usability and ease of navigation shall be improved as well. These changes, outlined above, are needed to satisfy federal requirements of Transportation Management Areas (TMAs) for conducting effective public involvement, including use of social networking tools.

Once or twice a year, the MPO Policy Committee members may decide to hold their regular MPO meeting during evening hours. Accordingly, in the event that an evening meeting of the Policy Committee is held at the Brownsville City Hall, and that the meeting is televised (and recorded for subsequent viewing on the City of Brownsville TV channel), the Brownsville MPO shall utilize funds from subtask 1.3 to reimburse the City of Brownsville for these aforementioned services of City staff.

Complimentary items (eg. pens and other small items) are periodically purchased by the MPO staff for distribution to members of the public.

Other MPO staff work activities involve responding to citizen requests for information about transportation issues.

Subtask 1.4 – Title VI Civil Rights Evaluation

MPO staff will conduct on-going reviews of the MPO's policies, procedures and practices to ensure/enhance Title VI compliance. Some anticipated actions in this regard may include the following:

- Briefing the MPO Committees on Title VI topics and on-going compliance activities and/or reporting efforts;
- Review of and possible amendments to the MPO's Public Participation & Involvement Policies or procedures to enhance Title VI compliance; and
- Compiling and providing progress reports on the above topics to TxDOT and the FHWA.

MPO staff periodically examine various analysis tools for use as related to Title VI evaluation. Sometimes such tools and other strategies may be used as part of MPO project selection for MTP and TIP placements. MPO staff recognize that evaluation can involve many complicated issues involved in conducting such analyses.

One analysis tool employed by the MPO staff has been the use of an Environmental Justice Map. The map features census data concerning minority and/or low-income populations. Periodically, the MPO staff update this map for use in examining transportation investments, as well as the relative access to social services and health services, such as medical clinics and local hospitals. If training opportunities become available to the MPO on how to undertake Title VI compliance, the MPO staff will take advantage of such training in F.Y. 2015.

Subtask 1.5 – Safety & Security in the Transportation Planning Process

MPO staff will maintain liaison with other local state and federal stakeholders, (Fire, Police, EMS staff at local municipalities, as well as international bridge operators and relevant federal agency staff), to discuss strategies and planning policies to increase the safety and security of the Brownsville area transportation system.

In partnership with the FHWA, FTA and TxDOT, the MPO will work cooperatively to advance the state-of-practice in addressing safety and security issues within the Transportation planning process. The Texas Strategic Highway Safety Plan outlines many safety objectives and the Brownsville MPO will cooperatively work towards the achievement of these objectives.

MPO staff periodically review roadway accident information from local municipalities (the City of Brownsville and the City of Los Fresnos), if available. Those roadway intersections or roadway locations with three or more injury crashes will be examined if data is available to assess if any safety countermeasures might be devised. The goal is to remedy problem conditions. Preliminary findings will be made by MPO staff based upcoming review of accident data, such findings will be shared with municipal staff. One goal is to determine if detailed engineering studies are needed, or if other less costly measures can be taken to augment safety and reduce accidents.

Another MPO staff activity concerns Hurricane Preparedness liaison and training. The work products for this subtask will vary, depending on the activities undertaken by the MPO staff with other stakeholders.

F. Funding Summary:

Task 1 – F.Y. 2015

Subtask	Responsible Agency	TPF (1)	FTA 5307	Local	Total
1.1	MPO	\$138,630.75	\$0.00	\$0.00	\$138,630.75
1.2	MPO	\$35,778.00	\$0.00	\$0.00	\$35,778.00
1.3	MPO	\$68,432.15	\$0.00	\$0.00	\$68,432.15
1.4	MPO	\$4,800.00	\$0.00	\$0.00	\$4,800.00
1.5	MPO	\$8,372.00	\$0.00	\$0.00	\$8,372.00
TOTAL		\$256,012.90	\$0.00	\$0.00	\$256,012.90

TxDOT will supply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

1) TPF funding includes both FHWA PL-112 and FTA Section 5303 funds.

II. TASK 2.0 – DATA DEVELOPMENT AND MAINTENANCE:

A. Objective:

Socioeconomic data is collected by the Brownsville MPO on a continuous basis. This information is used to update the MPO's Travel Demand Model. In turn, the Brownsville area "model" is used by TxDOT staff and MPO staff to help forecast future traffic volumes and traffic assignments. MPO databases are periodically utilized for other purposes, such as analysis of Environmental Justice issues by use of geographical data.

MPO staff regularly monitor growth patterns in the MPO study area for their impact upon the community's transportation system.

As key participants of the City of Brownsville's Plat Advisory Committee, MPO staff will review proposed subdivision plats to identify the future roadway network and secure needed right-of-way parcels for future arterials or expansion of existing roadways.

B. Transit Planning:

Not applicable to this task.

C. Expected Products:

A system for maintaining the MPO's database will be utilized to provide future transportation-related forecasts. A Geographic Information System, (GIS), will be utilized to support the transportation planning process.

MPO staff periodically produce a variety of transportation-related maps for various planning activities. Some maps are printed for use by the MPO committees, depending upon the receipt of requests for additional information. GIS maps showing environmental constraints will be produced to help assess candidate improvements for possible inclusion in TxDOT's Unified Transportation Program (UTP) or MTP Amendments.

Each year, MPO staff utilize a tracking sheet for all Subdivision Platting in the City of Brownsville to assess the impacts of future development and improvements. This tracking sheet is to be used for data entry for socioeconomic data associated with growth taking place at new

subdivisions, and review of changes that occur at other Traffic Analysis Zones, (TAZs). A report will be produced by MPO staff at the end of the fiscal year summarizing the following:

- 1) the right-of-way obtained via participation on the Plat Advisory Committee; and
- 2) a summary of the number and types of plats filed in F.Y. 2015. This report will be distributed to all members of both MPO Committees.

Demographic data of low-income and minority groups within the MPO boundary area is periodically reviewed and analyzed. A report will be produced on both international border crossing data and analysis of such data during this fiscal year. This report will be provided to the members of the MPO Technical Committee.

D. Previous Work:

MPO staff produced a variety of maps, including census boundaries, Urbanized Area Boundary (UAB) maps, Thoroughfare Plan maps and MPO Bicycle & Pedestrian Plan maps, as well as other maps. Many of these maps have been placed on the MPO's website for viewing by citizens.

MPO staff submitted demographics to TxDOT staff for use in the formulation of the 2009-2040 Regional Travel Demand Model.

- MPO staff utilized TransCAD software to conduct travel demand modeling.
- MPO staff updated demographic databases for both the travel demand forecast model, as well as the GIS.
- MPO staff monitored on-going build-out of subdivisions within selected Traffic Analysis Zones (TAZs) to assess growth rates.
- MPO staff participated in bi-weekly Plat Advisory Committee meetings to screen proposed subdivision plats to assure that roadway dedications occur in conformance with the MPO/City Thoroughfare Plan.

MPO staff prepared a report on F.Y. 2014 Subdivision Plat activities and shared the results with both MPO Committees. Also, the MPO staff continued to monitor and record demographic data regarding "build-out" activities, as well as the acquisition of roadway right-of-way.

The MPO staff utilize (and often modify) the Public Utilities Board/Geographic Information System base map for transportation purposes.

E. Subtasks:

Subtask 2.1 – Geographic Information System (GIS)

MPO staff periodically undertake analysis, produce reports and associated graphics for socio-economic data collected for geographic areas via the Geographic Information System, (GIS). The MPO has collected data in previous years for the MPO's Traffic Analysis Zones, (TAZs). Data from these geographic areas is periodically updated.

Other GIS software (TransCad), acquired by the MPO, will be utilized to make a variety of maps. MPO staff periodically utilize Genasys software for transportation planning purposes. MPO staff will participate in TxDOT-sponsored training in the use of TRANS-CAD as pertains to

the Brownsville Travel Demand Model, from time-to-time, when this training is offered. The MPO staff will take steps to obtain current information, by one of several means...by purchase of software, or by acquiring the information from another agency.

Subtask 2.2 – Plat Advisory Committee Participation/Review of Proposed Subdivisions

Each month, MPO staff examine and assess the transportation issues involved in approval of new plats, MPO staff regularly attend and participate in the review of proposed subdivisions as voting members of the Plat Advisory Committee. All subdivisions submitted to the Brownsville Planning & Zoning Commission are screened by the Plat Advisory Committee prior to forwarding to the Planning & Zoning Commission. The Plat Advisory Committee forwards its recommendation to the Planning & Zoning Commission on whether or not the plat should receive approval or denial.

The plat review process includes both plats within the City of Brownsville and plats for unincorporated areas of Cameron County that are outside of the Brownsville City limits, but within the Brownsville Extra Territorial Jurisdiction. One aspect of the committee's work is to assure that good planning practices are followed in the platting of proposed subdivisions, so as to prevent unsafe roadway design. Also, the connectivity of proposed collectors with the MPO's existing network is reviewed and analyzed. Brownsville's Extra Territorial Jurisdiction, in large measure, is encompassed by the Metropolitan Area Boundary. MPO staff routinely coordinate with County staff on these Thoroughfare Plan issues.

MPO staff periodically confer with municipal officials in Los Fresnos and Rancho Viejo to examine and assess the transportation impact of subdivision plats filled in those communities.

An important by-product of MPO staff participation on this Committee involves acquisition of roadway right-of-way through the subdivision process. The City's Thoroughfare Plan correlates with the MPO's Thoroughfare Plan. This is the legal basis for the City's acquisition of right-of-way to be used for future improvements. The amount of roadway right-of-way to be provided by the developers is based on the cross-section outlined for various roadway functional classifications within the Metropolitan Transportation Plan.

MPO staff will produce a report, which summarizes subdivision platting activities, as well as the amount (in terms of acreage) roadway right-of-way obtained during the fiscal year.

Subtask 2.3 – Socioeconomic Data/Data Entry

Each year, MPO staff collect and update socioeconomic data (population, dwelling units, and employment figures) available from local sources. This data collection includes the gathering of socio-economic data for low-income and/or minority groups residing within Brownsville's MAB. This data will be maintained so as to assess changes that occur within the traffic serial zones.

In support of evaluating and conducting analysis for Title VI Civil Rights compliance, MPO staff periodically collect demographic data and perform analysis on minority and low-income areas within the MPO boundary area.

The Brownsville MPO staff routinely use the computer network established at the Brownsville Planning Department as part of the data entry function. Upon occasion, the MPO staff will purchase new software to improve the efficiency of performing these functions. The combined total for these software purchases is not expected to exceed \$1,000.00.

MPO staff enter data on tracking sheets on a routine basis. MPO staff also inspect some of the larger new subdivisions to assess the number of completed units or “build-outs,” and/or the number of housing units that are occupied. An Annual report will be produced summarizing platting activities at the end of the fiscal year. The MPO staff will distribute this report for review by the MPO Technical Committee members.

Periodic data collection conducted by the MPO staff is used for the purpose of building the Travel Demand Model (TDM). Demographic data is needed to establish the base year and forecast year of the MPO’s TDM. All three Valley MPOs worked cooperatively with TxDOT on a periodic basis (five year cycle) to develop a 2009-2040 Regional TDM. Another 2014-2045 TDM will be developed in the coming years.

Each year, MPO staff review information about intermodal connections, such as data regarding monthly figures for Brownsville International bridge crossings. MPO staff regularly maintain liaison with both local agencies and federal agencies at the Brownsville Port of Entry to help identify improvements and strategies to improve (integrate) the various modes of transportation, particularly roadway, (private auto, trucking and public transit), railroad, bikeways, pedestrians, airport and seaport.

Liaison with the Brownsville Port of Entry is beneficial in terms of learning about operational or procedural changes that affect travel demand. MPO staff routinely monitor possible international truck route changes or other developments to help determine the possible impact upon the urban transportation system. MPO staff periodically assess yearly changes in traffic volumes on area roadways by the examination of data provided by TxDOT.

F. Funding Summary:

Task 2 – F.Y. 2015

Subtask	Responsible Agency	TPF (1)	FTA 5307	Local	Total
2.1	MPO	\$30,000.76	\$0.00	\$0.00	\$30,000.76
2.2	MPO	\$24,023.00	\$0.00	\$0.00	\$24,023.00
2.3	MPO	\$24,001.32	\$0.00	\$0.00	\$24,001.32
TOTAL		\$78,025.08	\$0.00	\$0.00	\$78,025.08

TxDOT will supply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

(1) TPF includes both FHWA PL-112 and FTA Section 5303 funds.

III. TASK 3.0 – SHORT-RANGE PLANNING:

A. Objective:

Planning activities to be carried out in the near future include the following: Transit/General Development and Comprehensive Planning, Transit/Short Range Transportation Planning, Transit/Planning Transportation Improvement Program, Short Range Planning (Non-Transit).

Other tasks involve the development of the F.Y. 2016 Unified Planning Work Program, (UPWP). This occurs on an annual basis, including revisions. These activities will be completed and implemented with the new TMA designation changes in mind. This new designation once fully

transferable will change the dynamics that is the transit element as we know and understand it today.

Brownsville Metro has developed a public outreach strategic plan. One of the strategic goals is to strengthen community relationships. The purpose is to build meaningful relationships with the communities that result in support and voices for future initiatives. As such, Brownsville Metro has undertaken a new ridership campaign. Objectives of the campaign include increasing ridership on Brownsville Metro's fixed-route bus service and promoting the commercial activities and spaces available for lease at the terminal. It includes a series of community events that take place at La Plaza at Brownsville on a quarterly basis. Several events that have already been held include: Passenger Appreciation Day on December 7, 2013 and Bus Driver Appreciation Day on March 15, 2014, National Dump the Pump Day on June 19, 2014 and BCIC Appreciation Day in September.

B. Transit Planning:

Management analysis will be conducted for internal operations, such as: Management/administration, maintenance, personnel, service planning, farebox polices and system route modifications. Plans include but are not limited to monitoring the effectiveness of the Brownsville Metro ITS Architecture and the future of JARC projects as that program has been eliminated (existing funds remain for future projects as previously planned).

New ITS technology has been purchased for our fixed route and para-transit service. This new technology will offer the ability to track each and every vehicle in real time using GPS (Global Positioning Systems). Tracking aside, this technology will also aid in capturing data needed for reporting purposes and for review of the not just the route but the system as a whole.

Brownsville Metro in accordance to Project 25 (P5 or APCO-25) upgraded all analog radios to digital as mandated by federal, state and or local policy. This enables Brownsville Metro to communicate with other agencies and mutual aid response teams in emergencies.

Digital technologies have supplanted analog because of limitations in its transmissions and also because of the technological advances and expanded capabilities of digital radio. Interoperable emergency communication is integral to initial response, public health, safety of communities, national security and economic stability. P25 is a collaborative project to ensure that two-way radios are interoperable. The goal is to enable safety responders with each other and thus, achieve enhanced coordination, timely response and efficient and effective use of communications equipment.

From time to time, Brownsville Metro will evaluate public requests for service and investigate possible route modifications or reconfigurations, pedestrian and bus stop improvements.

Brownsville Metro will monitor current revenue collection policies and data collection processes to insure proper reporting standards and offer recommendations to remedy any discrepancies.

Select staff will monitor and review "probing" and accounting processes to mitigate accounting and data issues. Streamlining this process should ensure a more accurate account of data needed for submission to TxDOT and the National Transit Database.

Finally, the Transit Planner will work in tandem with the Operations Division of Brownsville Metro and other selected staff to develop greater efficiency standards to the fixed route portion of the system to optimize effectiveness. This should result in a smoother flowing transit system while boosting customer satisfaction. This strategy is in response to the Brownsville Urbanized Area deemed a Transportation Management Area or TMA. All transit routes are under study and being evaluated as it relates to ridership, cost and impact.

C. Expected Products:

Typical activities include preparing reports to the MPO Committees and TxDOT, monitoring planning projects and advising the Technical and Policy Committees of the MPO on UPWP and TIP products.

MPO staff will provide reports on planning activities, such as the evaluation of transportation needs in both existing corridors and sub areas due to new growth occurring in these areas.

The preparation of the UPWP and TIP, along with revisions, is an on-going activity. MPO staff will provide guidance to property owners and developers as to achieving compliance with the City's/MPO's Thoroughfare Plan, for introduction of new businesses or development of major traffic generators.

Each year, MPO staff assist City of Brownsville staff by provision of information on Environmental Assessment issues, such as data sharing and evaluation of socio-cultural factors. Discussions between the MPO staff and Los Fresnos officials have focused on development near the F.M. 803 corridor, as well as hike and bike issues, which may continue into this new fiscal year.

If necessary, revisions or additions will be made for the MPO's F.Y. 2015-2018 TIP. To maintain liaison with the Cameron County Regional Mobility Authority (CCRMA), MPO staff routinely attend the monthly meetings of the Cameron County Regional Mobility Authority (RMA) to learn about the activities of this organization, to share information about the MPO's plans and policies and to ensure close coordination and communication that takes place. MPO Bicycle & Pedestrian Plan revisions, if needed, will be adopted as well.

The Brownsville Metro Transit Planner will provide reports on transit planning activities, such as the evaluation of the relationship of land use and public transportation; as well as reports on any public requests for service, route modifications or reconfigurations.

MPO Transit Planner prepares reports for the Federal Transit Administration from the Brownsville Metro staff concerning surveys of Brownsville Metro passengers, Brownsville Metro driver surveys and survey findings.

On-going assistance will be provided by the Brownsville Metro Transit Planner for any revisions, if needed, of the multi-county public transportation service plan. MPO staff attend meetings and provide technical assistance to the Regional Transit Advisory Panel (RTAP) and share data collected for areas within the MPO's study area.

On-going support is provided to both the MPO Policy and Technical Committees. The Transit Planner will utilize the Brownsville Metro GIS to examine the MPO transportation system as well as all transit routes and service planning functions.

D. Previous Work:

The FTA Grants Management Information System software, otherwise known as TEAM (Transportation Electronic Award Management), was utilized at Brownsville Metro for transit planning, financing purposes and to help expedite the Brownsville Metro grant management process. This application and its data in conjunction with other reports aids greatly in producing the Annual Project Listing.

E. Subtasks:

Subtask 3.1 – Transit/General Development & Comprehensive Planning

The Brownsville Metro Transit Planner will work closely with human service agencies to collect data and evaluate service effectiveness to the transit dependent population. Furthermore, Brownsville Metro typically evaluates any planning document developed by local planning agencies to determine potential effects on public transportation.

Staff will keep up to date and maintain the Brownsville Metro GIS system. The GIS system will be used to make a variety of maps, demographic analysis, forecasting and target marketing.

The Brownsville Metro Transit Planner will work closely with the MPO and Brownsville Metro staff to re-evaluate the entire transit system both in the marketing and planning perspectives to ensure all TMA regulations is being adhered to.

Subtask 3.2 – Transit/Short Range Planning

Transit staff participation in the MPO's planning process is essential for the coordination and implementation of transit and transportation planning programs. The Brownsville Metro Transit Planner's involvement in the transit and transportation planning process involves participation in planning work sessions, review committees and work groups. This task also includes staff support in different standing committees (MPO, TAC, RTAP, etc.).

Brownsville Metro in cooperation with Metro McAllen, The Wave and VTC secured funding to operate Metro Connect, an intercity bus service that improves connectivity and access to the region and contributes a significant cost savings to its passengers. Metro Connect established regularly scheduled bus service that operates between two (2) existing regional hubs (La Plaza at Brownsville and McAllen Central Station) allowing for regional connectivity of services from Edinburg to South Padre Island within a reasonable timeframe, comparable to driving a car. Metro Connect also connects with Valley Metro to provide a seamless transit network.

The announcement in the summer of 2013 by the University of Texas System's Board of Regions identified a plan to unify the University of Texas at Brownsville and the University of Texas-Pan American as a new University in the Rio Grande Valley. In the unveiled plan, University of Texas-RGV will house a new health sciences center including a new four (4) year medical school. UT will invest \$100,000,000 in operating and infrastructure costs over the next ten (10) years. New Infrastructure will include a new Brownsville Campus and new Administrative Offices in McAllen. It is anticipated that UT-RGV will become the second largest UT campus in the next few years. Metro Connect will serve as an important transportation link connecting these campuses.

The City of Brownsville/Brownsville Metro has also partnered with the Community

Development Corporation of Brownsville to hire a consultant, Bike Texas to help streamline multi-modal transportation as a whole. This contract, funded by the City of Brownsville for Bike Texas, is for consulting services through its Program Manager in which they assist the City of Brownsville in its implementation of a citywide network of bicycle and pedestrian infrastructure and facilities as described in the City's Trails Master Plan and connectivity to transit and rural/colonias areas surrounding Brownsville. Research and development of region-wide plans and strategies are being cultivated to further coordinate transit with walking and biking. The agencies involved include various departments within the City of Brownsville-Traffic, Planning, Engineering, Public Works, Health and the Brownsville MPO.

Transit planning along with these efforts has resulted in the culmination and identification of the expansion of the current transit service area boundary. The growth north of Brownsville necessitated transit service around along U.S 77 & the Sports Park area, northwest to Military Hwy or what is generally consider as north Brownsville.

As population increases in these areas, the need for transit service becomes a necessary link to multi-modal transportation. The expansion of transit services and linking them to the coordinating efforts of bicycle and pedestrian infrastructure and facilities will all be contingent upon funding availability.

Staff will monitor both fixed route and para-transit services to determine underserved populations in the planning area. Also, staff will examine passenger need regarding implementation of programs such as JARC/New Freedom (while existing funds remain), and those related to the accessibility of health care and employment centers. F.Y. 2016 UPWP development and/or revisions for transit activities are charged to this subtask.

Subtask 3.3 – Transit/Transportation Improvement Program (TIP)

The Brownsville Metro Transit Planner will review on-going plans and present to the Technical and Policy Committees along with any recommended revisions.

Subtask 3.4 – Transit/Welfare-to-Work, Job Access & New Freedom Programs

With both JARC and New Freedom programs effectively ending, funds remaining will be expended according to plan for existing projects currently in progress or projects planned in the near future.

The City of Brownsville's Job Access and Reverse Commute (JARC) project provides fixed-route public transit services to the low-income population in the City of Brownsville. The household poverty rate within the service area of all the JARC routes is 50% or higher according to data from the U.S. Census. The fixed-route alignments supported with JARC funds provide feeder service from low-density/low-income areas to the City's regular fixed-route system as well as direct access to major employment, workforce training, post-secondary education and child care programs and facilities.

The major trip generators and "destinations" that are served by the JARC routes include the University of Texas at Brownsville (UTB) and Texas Southmost College (TSC) campuses and the central downtown business district of Brownsville where City Hall and several other municipal government offices are located. UTB, TSC and the City of Brownsville are the third and sixth largest employers in Brownsville respectively. The International Technology, Education and Commerce Campus (ITECC), one of the major destinations served by the project, is home to

TSC's workforce training and continuing education programs. Technical training and general education development programs, retail, service, manufacturing and back-office employment sites also occupy the facility.

A partnership with Cameron County is also in effect as they help fund one of our existing JARC routes (Route 30 Southeast) and is free to those who choose to ride it. This route in particular solidifies transportation to those that reside in the outskirts of the southeastern area in Brownsville. This route connects to other transit routes such as Route 6 Southmost, Route 8 Lemon and Route 9 Austin and even South Padre Island Airport. From these connecting points residents in this area may utilize all of the system as well as Valley Metro Transit routes and our newly installed Metro Connect Intercity bus service.

Because two of the three JARC routes have been planned to provide enhanced access to the post secondary educational opportunities provided by UTB and TSC, the City has engaged both as planning and funding partners in the project.

As the New Freedom programs begin to come to an end, Brownsville Metro is still utilizing existing monies to develop ADA compliant areas along transit routes. These areas include: 6th Street, Billy Mitchell, La Galaxia, Southmost and Jackson Rd. Details include building sidewalks and ramps that are all ADA accessible and lead to transit stops.

Subtask 3.5 – Transportation/Short Range Planning (Non-Transit)

MPO staff will continue to coordinate short-term transportation planning activities with local property owners, developers and local governmental bodies, such as the City of Brownsville, Cameron County, Brownsville I.S.D., Brownsville Navigation District, City of Los Fresnos, Town of Rancho Viejo and TxDOT. MPO staff often aid local agencies with provision of data for use in environmental studies. Also, liaison work with the Cameron County Regional Mobility Authority (RMA) on issues pertaining to the (S.H. 32) East Loop and other projects may continue into 2015.

MPO staff, in cooperation with the Technical and Policy Committees and TxDOT staff will identify possible transportation improvement projects, especially in terms of the needs identified by the formation of the Metropolitan Transportation Plan. On this basis, projects are examined by MPO staff for possible TIP inclusion or revision.

MPO staff provide guidance and coordination with the Brownsville City Engineering staff on environmental issues that affect development of off-system roadway corridors. Other short-range planning activities carried out under this work task involve the MPO Technical Committee's coordination with TxDOT, Cameron County and the Cameron County Regional Mobility Authority for on-going roadway studies. Please see Subtask 3.7 for more information.

A key consideration of any proposed toll road project is the anticipated impact on Environmental Justice (EJ) populations within the MPO study area. The Federal Highway Administration (FHWA) and the Texas Department of Transportation (TxDOT) issued "Joint Guidance for Project and Network Level Environmental Justice, Regional Network Land Use and Air Quality Analyses for Toll Roads" on April 23, 2009.

Accordingly, the Cameron County Regional Mobility Authority (CCRMA) will need to comply with FHWA requirements. This involves certain analyses for toll projects proposed for implementation within the Brownsville MPO area. If required, such analysis shall likely focus on Environmental Justice (EJ) issues, including some or all of the following:

- Non-toll facilities, travel time differences, toll rates and policies regarding transit vehicles and HOVs, use of toll revenues
- EJ-related demographic data for the toll road user groups
- Illustration of potential economic impact to individuals using the toll facilities
- Since the economic impact of tolls will be greater for low-income populations, mitigation measures (e.g., transit service improvements, toll subsidies, HOV discounts) can be recommended for consideration. If the analysis does find disproportionately high and adverse effects, mitigation measures must be considered. Mitigation measures may be addressed in a region's/MPO's toll policy.
- Accommodations provided by the tolling authority to allow populations with Limited English Proficiency (LEP) and the disabled to access the toll facilities.
- Potential users of the toll facility.

MPO staff may need to review analyses performed by the Cameron County Regional Mobility Authority (RMA) or its agents on such matters. If warranted, MPO staff will comment on the accuracy and thoroughness of such analyses.

Other MPO staff activities include development of a F.Y. 2016 UPWP, work on the MPO's Annual Listing of Projects and liaison work with TxDOT staff. Using updated F.Y. 2015 Unified Transportation Plan (UTP) forecast information, MPO staff and TxDOT staff will prepare any needed TIP revisions for inclusion in the F.Y. 2015-2018 TIP.

Other MPO staff activities usually include liaison work with TxDOT staff. MPO staff assist with provision of data and input Re: studies carried out by TxDOT.

Subtask 3.6 – Bicycle/Pedestrian Planning Activities

MPO staff activities typically include liaison with both City of Brownsville staff and TxDOT staff to assure connectivity of bike routes to comply with the Brownsville Metropolitan Transportation Plan. Planning activities and liaison with the Brownsville City Traffic Division routinely take place towards development of bike routes and pedestrian improvements on local streets and in downtown Brownsville.

With adoption of the City of Brownsville Master Bicycle & Pedestrian Plan, MPO staff will continue the examination of improvement projects. Formation of Brownsville's Master Bicycle & Pedestrian Plan allows projects to be considered for implementation via TAP monies. Any amendments of the MPO's Bicycle/Pedestrian Plan that may be indicated will be acted upon by the MPO staff. Such in-house activities will involve MPO staff taking proposed changes to both MPO Committees for their review and possible action.

The MPO staff will assist municipalities and/or school districts in developing Safe Routes to School initiatives under the MPO's Transportation Alternatives Program (TAP). MPO staff can provide assistance via mapping of pedestrian and/or bike routes, as well as identifying potential improvements for subsequent implementation. (Please see Subtask 3.7 for more information.)

Other MPO planning activities may include coordination and discussions with agency staff concerning trail development and funding of trails by local government agencies.

MPO staff, in cooperation with the MPO Committees, encourage public input from citizens and other interested parties as to any amendments needed to update the MPO's Bicycle &

Pedestrian Plan. If required, new maps will be produced and distributed detailing any proposed changes.

Subtask 3.7 – Transportation Alternatives Program (TAP) & MPO Category 7 Project Selection & Implementation

As a Transportation Management Area (TMA), the Brownsville MPO receives both STP-MM/Category 7 funds and funding for the Transportation Alternatives Program (TAP). In the previous fiscal year, the Brownsville MPO developed and adopted methods of evaluating (scoring) proposed improvement projects. Using these methodologies, various improvement projects for each funding category were selected by the MPO Policy Committee members for funding allocations/awards. In the case of Category 7 projects, the MPO Policy Committee members allocated funds for projects for the next eleven years. With the TAP projects, a smaller timeframe was used. TAP allocations were made for six years up to and including fiscal year 2018. Awarding such allocations does not halt the need for MPO staff to work on these issues.

MPO staff will assist both local agency staff and TxDOT staff as they develop projects in the both of these funding categories. Compliance with NEPA, collaboration with stakeholders and neighborhood groups on design issues as well as other matters will take place prior to project implementation. MPO staff will offer assistance on these matters. In some cases, the project development process may stall or encounter various obstacles.

In the next year (F.Y. 2016), the Brownsville MPO will issue another program call to add projects for two or three years beyond F.Y. 2024 to F.Y. 2027. All of the selected improvements to be funded via Category 7 funds will be incorporated within the 2015-2040 MTP. Other selection criteria than Category 7 factors will be used to screen other candidate projects for possible MTP inclusion.

Given the availability of Category 7 funding, MPO staff will review and assess suggested (proposed) improvement projects nominated by MPO member agencies. Generally speaking, agency staff need to complete a number of steps in the project development process, in order to have a proposed improvement project be seriously considered by the MPO Committees for funding. Quite often, MPO staff assist municipal staff and/or County staff by analyzing suggested projects at the initial (conceptual) stages of development.

Upon request, MPO staff provide guidance to Brownsville MPO Committee members and agency staff about selection criteria for their use.

In addition, TxDOT staff routinely contact MPO staff to discuss project development activities. MPO staff activities include provision of project development guidance and assessment of proposed improvement projects. It is likely that as some proposed improvements encounter obstacles which may make it necessary to re-prioritize MPO funding allocations based on new information.

In addition, it should be noted that operational improvement projects have been given serious consideration for at least a 10% share funding award. This MPO policy or “set-aside” will be implemented for at least two years. The MPO’s Congestion Management Process (see Subtask 5.2) will help inform the MPO Committees about the relative merits of proposed improvements

F. Funding Summary:

Task 3 – F.Y. 2015

Subtask	Responsible Agency	TPF (1)	FTA 5307	Local	Total
3.1	MPO	\$17,000.00	\$0.00	\$0.00	\$17,000.00
3.2	MPO	\$30,198.00	\$15,000.00	\$3,750.00	\$48,948.00
3.3	MPO	\$4,000.00	\$0.00	\$0.00	\$4,000.00
3.4	MPO	\$6,675.00	\$0.00	\$0.00	\$6,675.00
3.5	MPO	\$16,168.00	\$0.00	\$0.00	\$16,168.00
3.6	MPO	\$19,748.72	\$0.00	\$0.00	\$19,748.72
3.7	MPO	\$4,800.00	\$0.00	\$0.00	\$4,800.00
TOTAL		\$98,589.72	\$15,000.00	\$3,750.00	\$117,339.72

TxDOT will supply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

(1) TPF includes both FHWA PL-112 and FTA Section 5303 funds.

IV. TASK 4.0 – METROPOLITAN TRANSPORTATION PLAN (MTP)

A. Objective:

Activities will focus on issues involved with long-range planning. Develop, maintain and update the MPO's 2015-2040 Metropolitan Transportation Plan (MTP). MPO staff periodically update network maps and socio-economic data for use in building an updated Travel Demand Model.

Transit improvements will be evaluated and incorporated within the MPO's Metropolitan Transportation Plan. An Update of the MPO's Metropolitan Transportation Plan (MTP) will be adopted by December 2014. This 2015-2040 MTP will serve as a "blueprint" of how the MPO intends to meet the MPO's future transportation needs. Assessment of candidate MTP improvement projects began in fiscal year 2014. The MPO's Thoroughfare Plan will be maintained and amended, if necessary.

Also, the MPO staff and MPO Committees will coordinate with TxDOT on development of TxDOT long range plans and the 10-year Unified Transportation Plan (UTP).

B. Transit Planning:

To keep the 2015-2040 MTP current by making amendments to the transit element, with the involvement of public officials and citizens, in compliance with the requirements of the current and new transportation bill. These new transportation bills require the development of a transportation plan addressing a twenty-year planning horizon and be reviewed and updated every five years. The plan shall include both long range and short-range strategies and actions that lead to the development of an integrated intermodal transportation system. This strategy will take into account the new Transportation Management Area (TMA) designation and all its new regulations handed down to the City of Brownsville in accordance with the latest decennial census data.

C. Expected Products:

MPO staff may provide additional information regarding socioeconomic estimates and forecasts for Travel Demand Model (TDM) development.

Work is expected in terms of modeling future traffic volumes on the loaded Highway Network Map. This analysis may help develop projects for possible revisions of the F.Y. 2015-2018 TIP. Any necessary amendments of the MPO's 2015-2040 MTP will be considered and examined.

MPO staff periodically assess changes in land use and economic development in accordance with the MTP. Alternative networks may require testing for projected traffic on various roadways, from the 2040 Forecast Year Travel Demand Model for Brownsville. The MTP update will be completed (adopted) in the first quarter of F.Y. 2015. The MTP will include projects to cover a twenty-five year period.

Printing of the Metropolitan Transportation Plan (MTP) documents and maps is another important product. Some expenses, such as the purchase of paper for the plotter (for maps) will be charged to this subtask. Any repairs to departmental equipment, used for Metropolitan Transportation Plan (MTP) printing and MPO use, will be charged on a cost:share basis.

D. Previous Work:

Several MTP amendments were considered and adopted in F.Y. 2014. Year of Expenditure (YOE) costs were developed to reflect costs of roadway improvements based on inflation, for revised listings of the East Loop (S.H. 32). MPO staff met with Cameron County staff to assure that the MPO's Thoroughfare Plan matches or correlates with the County Thoroughfare Plan.

E. Subtasks:

Subtask 4.1 – Transportation Planning/Long-Range Plans

Activities include identification of transportation improvement projects (and funding sources) that address infrastructure needs on a long-term basis (approximately 20 years into the future). Such transportation planning activities must take into account population forecasts and projected area development and land use. Coordination with TxDOT on development of TxDOT's Statewide Mobility Plan and development of future projects for eventual inclusion in the Transportation Improvement Program, (TIP).

MPO staff consult with local municipal agencies to assess land use policies and the potential impact upon the area network. By December 2014, the MPO will update the Brownsville Metropolitan Transportation Plan, (MTP). It is expected that the MPO Policy Committee members will take action on adoption of the MTP update on or before December 9, 2014. MPO staff will complete work on MTP elements. The MPO Committees will select MTP projects. The purpose of the MTP is to guide development of the transportation system through implementation of a prioritized list of potential improvement projects. If needed, the MPO's MTP will be amended in F.Y. 2015 to account for changes in funding or other issues.

The MPO will continue work, as needed, to make technical corrections as part of the demographic forecasts for all of the MPO's Traffic Analysis Zones (TAZs). This data is used in developing a new travel demand model. Coordination with TxDOT's TP&P staff might be required.

Printing of Metropolitan Transportation Plan (MTP) maps and documents is an on-going activity for the Brownsville MPO. To maintain/repair the plotter, which is used to produce MPO maps, the MPO may contribute (cost-share) or reimburse funds to the City of Brownsville for rehab or replacement of equipment used to produce such maps. Or, outside vendors may be used to undertake such printing work.

Subtask 4.2 – MPO Thoroughfare Plan

This subtask involves amending the MPO Thoroughfare Plan when new conditions, changes in land use or other factors warrant the need to make changes or adopt amendments. Also, MPO staff routinely coordinate activities with Cameron County staff, to ensure that the MPO Thoroughfare Plan and the Cameron County Thoroughfare Plan match or correlate in the proper manner.

New (proposed roadways might need to be delineated on the MPO’s Thoroughfare Plan map(s). Examination of such issues by the MPO staff is a recurrent activity. Another issue concerns existing roadway alignments which might need to be modified under proposed amendments of the MPO’s Thoroughfare Plan Map(s)

The City of Brownsville Thoroughfare Plan follows or correlates with the MPO’s Thoroughfare Plan. Also, MPO staff regularly consult with City of Brownsville staff and City of Los Fresnos staff on Thoroughfare Plan issues, when the need arises.

Subtask 4.3 – Transit Metropolitan Transportation Plan

The Brownsville Metro Transit Planner will keep the 2015-2040 MTP current by reviewing and updating the transit element with involvement of public officials and citizens. Work will include: identification of transit improvements and other activities needed for completion of an MTP update. Transit text will also be formulated as part of the 2015-2040 MTP. Brownsville’s new TMA designation will also be taken into account as radical changes will take place in the near future that will not only affect the City of Brownsville staff, but all residents and non-residents of Brownsville.

Subtask 4.4 – Long Range Transit Planning-System Level

This subtask consists of Long range Transit system planning and analysis, including but not limited to the following activities: forecasting future needs, travel data base development and/or maintenance, system analysis for example, transit needs, route efficiencies and other issues as well as location studies and planning for future Brownsville Metro investments in accordance with the City of Brownsville’s new TMA designation.

F. Funding Summary:

Task 4 – F.Y. 2015

Subtask	Responsible Agency	TPF (1)	FTA 5307	Local	Total
4.1	MPO	\$51,000.00	\$0.00	\$0.00	\$51,000.00
4.2	MPO	\$25,000.00	\$0.00	\$0.00	\$25,000.00
4.3	MPO	\$2,000.00	\$0.00	\$0.00	\$2,000.00
4.4	MPO	\$2,000.00	\$0.00	\$0.00	\$2,000.00
TOTAL		\$80,000.00	\$0.00	\$0.00	\$80,000.00

(1) TPF includes both FHWA PL-112 and FTA Section 5303 funds.

V. TASK 5.0 – SPECIAL STUDIES:

A. Objective:

The Special Studies section of the Unified Planning Work Program provides a format for inclusion of a variety of topics, such as planning for one mode of transportation, special conditions, geographic locations, or other unique problems which are beyond the scope of the other regularly programmed activities and tasks.

B. Expected Products:

Travel time data will be acquired by the Brownsville MPO. Also, MPO staff will monitor any operational improvements that are completed with MPO funds.

C. Previous Work:

MPO staff distributed copies of the MPO's Right-of-Way Inventory & Analysis. This was an MPO-sponsored ("in-house") study completed by the MPO staff.

Also, the Congestion Management Process is an on-going MPO function. MPO activities focused on proposed signal improvements for the S.H. 4/S.H. 48 Corridor (Padre Island Highway).

D. Subtasks:

Subtask 5.1 – Congestion Management Process Planning (CMPP) and Data Collection

The MPO completed a Congestion & Delay Study in fiscal year 2012. This result and subsequent MPO work products provide the basis to examine operational improvements for possible funding and implementation. Such improvements can increase mobility and reduce roadway delay and congestion. MPO staff will share the findings and recommendations of this MPO-sponsored study with local municipal officials and staff. The goal is to secure implementation of improvement projects. Work under this subtask involves the continuous monitoring of congestion, which is required of all Transportation Management Areas (TMAs).

In cooperation with CMP stakeholders, the MPO staff will determine a means or method to use to collect speed or travel time data on area roadways. At this time, it is uncertain which method will be used to collect such data. Possible options are to purchase data or to hire a consultant firm to collect data. Or, another method is to have MPO staff collect travel time data via the "floating car" method. Specifically, the MPO wants to acquire congestion data for spring (February thru April) conditions on selected roadways. MPO staff will conduct liaison work with City of Brownsville and TxDOT staff on assessing operational improvements for possible funding and subsequent implementation.

One of the MPO's goals for this continuous process is to seek implementation of operational improvement projects, by local and/or MPO funding assistance. Also, when operational improvements are indeed implemented, evaluation will take place subsequently. These evaluation efforts will be done to determine if improvement projects had the desired effects in terms of lessening congestion.

Subtask 5.2 – Examination of MPO Study Area – Bicycle/Pedestrian Planning Issues

The Brownsville MPO, in cooperation with local MPO member agencies, will undertake a special study of bicycle/pedestrian planning issues. Specifically, this study will examine how to improve connectivity between local municipalities, in terms of bicycle/pedestrian connections.

The City of Brownsville has a partnership with BikeTexas for a BikeTexas Program Manager to fulfill some functions of a Bicycle/Pedestrian Coordinator for the City. This Coordinator, Fernando Martinez, is housed at Brownsville Metro, although the Coordinator works closely and cooperatively with several relevant City of Brownsville departments and with MPO staff towards advancing bike/pedestrian improvements, policies and identification of best practices.

Once a memorandum of understanding has been formalized and secured between the Brownsville MPO and the cities of Brownsville, Los Fresnos, Rancho Viejo and Cameron County (to cover unincorporated parts of the county within the BMPO study area) the BikeTexas Program Manager shall assist the Brownsville MPO, in coordination with MPO staff, in planning activities, including, but not limited to, the following:

- Assessments of existing roadway conditions concerning bike/pedestrian travel between communities;
- Assessments of feasible new bike/pedestrian corridors to be established to effect safe travel via utility corridor (easement), drainage and irrigation ditches or other new shared-use paths
- Assessments of local practices and procedures concerning the operation and maintenance of bike shoulders, cycle tracks, shared-use paths and/or trails within local communities
- Coordination of a review of local safety procedures and knowledge and serve to increase staff knowledge and augment tools within local communities

The following outcomes are expected from this Special Study initiative:

- Identification of alternate corridors that would serve to connect local communities for bike/pedestrian travel
- Reports and analysis of the feasible bike/pedestrian corridors, including comparative advantages and disadvantages of undertaking improvements in said corridors
- Increased cooperation and coordination between the three municipalities, Cameron County and the Brownsville MPO on planning for safe bike/pedestrian travel
- Identification of problem conditions that affect bike/pedestrian travel within local communities and suggested remedies that pertain to all local governments, as well as to their individual circumstances
- Reports pertaining to possible improvements (eg. Safe Routes to School) that are feasible within the Brownsville MPO study area
- Reports concerning policy revisions for possible consideration by local governments to aid their progress toward becoming Bicycle Friendly and Walkable Communities

It is expected that this study can be completed within a year. Thus, almost all products and reports shall be provided to the MPO Committees within that time frame.

The study results may provide suggested amendments of the MPO's Bicycle/Pedestrian Plan. However, these study activities are deemed a supplement to periodic MPO-sponsored tasks, not as a substitute.

E. Funding Summary:

Task 5 – F.Y. 2015

Subtask	Responsible Agency	TPF (1)	FTA 5307	Local	Total
5.1	MPO	\$82,300.30	\$0.00	\$0.00	\$82,300.30
5.2	MPO	\$70,000.00	\$0.00	\$0.00	\$70,000.00
TOTAL		\$152,300.30	\$0.00	\$0.00	\$152,300.30

(1) TPF includes both FHWA PL-112 and FTA Section 5303 funds.

Table 1 – Brownsville Urban Transportation Study F.Y. 2015:

UPWP Task	FTA Task	Description	TPF (1) Funds	**FTA (Sec. 5307)	**Local Funds	Total Funds
1.0	44.21.00	Administration Management	\$256,012.90	\$0.00	\$0.00	\$256,012.90
2.0	N/A	Data Development & Maintenance	\$78,025.08	\$0.00	\$0.00	\$78,025.08
3.0	44.22.00 44.24.00 44.25.00	Short-Range Planning	\$98,589.72	\$15,000.00	\$3,750.00	\$117,339.72
4.0	44.23.01 44.23.02	Metropolitan Transportation Planning	\$80,000.00	\$0.00	\$0.00	\$80,000.00
5.0	44.27.00	Special Studies	\$152,300.30	\$0.00	\$0.00	\$152,300.30
TOTAL:			\$664,928.00	\$15,000.00	\$3,750.00	\$683,678.00

(1) TRANSPORTATION PLANNING FUNDS:

(2) FHWA (PL112) & FTA (Sec. 5303):	\$404,088.00
Estimated Unexpended Carryover:	\$260,840.00
TOTAL	\$664,928.00

(2) Estimate based on prior year's authorization. Approvals are made contingent upon passage of legislation for continued funding.

**** Please Note: Section 5307 and local funding amounts shown represent expected funding. The assumption is that the FY 2015 allocation of Sec. 5307 funds will be \$15,000.00 with a local match of \$3,750.00.**

(3) By Minute Order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT's non-Federal share for FHWA (PL-112) and FTA 5303 funds. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**APPENDIX A
MPO MEMBERSHIP**

POLICY & TECHNICAL COMMITTEES

BROWNSVILLE MPO POLICY COMMITTEE

Member:	Representing Agency:
Tony Martinez, Mayor MPO Chairman	City of Brownsville
Deborah Portillo, City Commissioner	City of Brownsville
Charles Cabler, City Manager	City of Brownsville
Yolanda H. Cruz, Mayor Pro-Tem	City of Los Fresnos
Bitty Truan, Alderwoman	Town of Rancho Viejo
Alex Dominguez, County Commissioner	Cameron County
Sofia Benavides, County Commissioner MPO Vice-Chairman	Cameron County
Eddy Hernandez, Chamber of Commerce	Brownsville Chamber of Commerce
John Wood, Port Commissioner	Brownsville Navigation District
Manuel Alcocer, Airport Advisory Committee	Brownsville/South Padre Island International Airport Advisory Committee
Caty Presas-Garcia, BISD Trustee	Brownsville Independent School District
Keith Uhles, BEDC	Brownsville Economic Development Council
Toribio Garza, District Engineer	TxDOT (Pharr District)
David Allex *, Chairman	Cameron County Regional Mobility Authority

* Ex-officio member

BROWNSVILLE MPO TECHNICAL COMMITTEE

Member:

Mark Lund, City of Brownsville

Alfonso Vallejo, City of Brownsville

Robert Esparza, Traffic Dept. Director

Carlos Lastra, Engineering Dept. Director

Michael Warrix, Planning Dept. Director

Gabriel Zuniga, Transit Planner

Larry A. Brown, Aviation Director

David A. Garcia, Deputy County Administrator

Homer Bazan, District Design Manager

Raymond Sanchez Jr., Transportation Planner

Norma Y. Garza, Advance Planning Project Mgr.

Juan Bosquez Jr., Area Engineer

Art Rendon, BISSD Transportation

Janie Velasquez, BEDC

Ariel Chavez II, Engineering Services Director

Mark Milum, City Manager

Bitty Truan, Alderwoman

Representing Agency:

MPO Director

MPO Planner

City of Brownsville

City of Brownsville

City of Brownsville

Brownsville Metro

Brownsville/South Padre Island
International Airport

Cameron County

TxDOT Pharr District

TxDOT Transportation Planning
& Programming

TxDOT Pharr District

TxDOT San Benito

Brownsville Independent School
District Transportation Dept.

Brownsville Economic
Development Council

Port of Brownsville

City of Los Fresnos

Town of Rancho Viejo

APPENDIX B

METROPOLITAN AREA BOUNDARY MAP (TEXAS TRANSPORTATION COMMISSION APPROVED)

APPENDIX C
DEBARMENT CERTIFICATION

Debarment Certification (Negotiated Contracts)

- (1) The **Brownsville MPO** as CONTRACTOR certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended for debarment, declared ineligible or voluntarily exclude for 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 statutes or commission of embezzlement, theft, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - (c) Are not presently indicated for or otherwise criminally or civil 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 of default.
- (2) Where the CONTRACTOR is unable to certify to any of the statements in this certification, such CONTRACTOR shall attach an explanation of this certificate.

* federal, state or local

Name

Chairperson

Title

Metropolitan Planning Organization

Firm

Date

**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 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 disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is 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 act no less than \$10,000.00 and not more than \$100,000.00 for each such failure.

Name

Chairperson

Title

Metropolitan Planning Organization

Firm

Date

APPENDIX E
CERTIFICATION OF COMPLIANCE

CERTIFICATION OF COMPLIANCE

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

Date

Chairperson, MPO Policy Committee

Attest:

Name

Title

**APPENDIX F
CERTIFICATION OF INTERNAL ETHICS &
COMPLIANCE PROGRAM**

Certification of Internal Ethics and Compliance Program

I, Mayor Tony Martinez, Chairperson, a duly authorized officer/representative of the Brownsville Metropolitan Planning Organization, 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 by 43 TAC § 31.39. “Required Internal Ethics and Compliance Program” and 43 TAC § 10.51 “Internal Ethics and Compliance Program” as may be revised or superseded.

Date

Chairperson, MPO Policy Committee

Attest:

Name

Title

APPENDIX G
MPO SELF-CERTIFICATION

MPO SELF-CERTIFICATION

In accordance with Title 43, Part 1, Chapter 15, Subchapter A, Rule §15.5 of the Texas Administrative Code, the Texas Department of Transportation, and the **Brownsville** Metropolitan Planning Organization for the **Brownsville** urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Pharr
District
Texas Department of Transportation

District Engineer

Date

Brownsville
Metropolitan Planning Organization
Policy Board Chairperson

Chairperson

Date