

February 13, 2014



TO: REGIONAL PUBLIC TRANSPORTATION COORDINATION
STEERING COMMITTEE (RPTCSC) MEMBERS

PRESIDENT
GLENN JOHNSON
Mayor
City of Port Neches

FROM: BOB DICKINSON, DIRECTOR
TRANSPORTATION & ENVIRONMENTAL RESOURCES

1st VICE-PRESIDENT
FRED WILLIAMS
Mayor
City of Kountze

SUBJECT: FY 2015 POTENTIAL PROPOSED PLANNING TASKS

2nd VICE-PRESIDENT
KIRK ROCCAFORTE
Mayor
City of Bridge City

The SETRPC, as lead agency, expects to submit the FY 2015 Regionally Coordinated Transportation Planning Application for Funding in the coming months. The SETRPC has developed three potential proposed planning tasks for the FY 2015 Work Plan that each address a priority need identified in the Updated South East Texas Regional Public Transportation Coordination Plan (RPTCP). The SETRPC seeks stakeholder input into the selection of proposed planning tasks for the forthcoming work plan.

3rd VICE-PRESIDENT
EDDIE ARNOLD
Commissioner
Jefferson County

TREASURER
CHRIS KIRKENDALL
Commissioner
Hardin County

SECRETARY
DAVID DUBOSE
Commissioner
Orange County

To ensure stakeholder representation in the development of potential regional coordination planning tasks, the SETRPC has prepared a document outlining the potential proposed tasks for review and input. This document contains an introduction and explanation of the project selection process, as well as an outline of each proposed project. The project outlines identify the need(s) met, the proposed scope, and the proposed deliverables for each task.

LEGAL COUNSEL
LANCE BRADLEY
Attorney at Law

Additionally, the SETRPC is including an article that contains information regarding transportation issues affecting Hardin County residents and law enforcement officials, which provides the basis for the third proposed planning task. This article is provided for review and background information.

Please see the attached documents for your review and consideration. If any questions arise, please feel free to contact Bob Dickinson, Director, Transportation and Environmental Resources Division at (409) 899-8444, ext. 7520.

EXECUTIVE DIRECTOR
SHAUN P. DAVIS
sdavis@setrpc.org

Enclosure

2210 Eastex Freeway
Beaumont, Texas 77703-4929
Telephone (409) 899-8444
FAX (409) 347-0138
setrpc@setrpc.org
<http://www.setrpc.org>



Proposed FY 2015 Regional Public Transportation Coordination Plan (RPTCP) Work Plan Ideas

Planning Region 15 – Jefferson, Orange, and Hardin Counties (TX)

The South East Texas Regional Planning Commission (SETRPC) expects to submit the FY 2015 Regionally Coordinated Transportation Planning Application for Funding in the next few months, provided that resources are available. The SETRPC, as lead agency, will prepare the funding application after input from the RPTCP Steering Committee and other interested stakeholders. In prior years, proposed tasks were not submitted for Steering Committee consideration and input. Moving forward, proposed regionally coordinated transportation planning tasks will be discussed with the Steering Committee to the greatest extent possible.

The SETRPC has developed three potential Regional Coordination Planning Tasks for FY 2015. All, part, or an expanded version of one or more of these tasks may be chosen for inclusion in the FY 2015 funding application for Planning Region 15. Each of these potential planning tasks is open to input and consideration by the Steering Committee for southeast Texas, as well as other interested stakeholders. Additionally, Steering Committee members and other stakeholders are invited to submit suggestions for alternative planning tasks for the FY 2015 funding cycle or for future funding cycles.

Once the proposed projects are selected and the project details are finalized, the SETRPC will be sending a Letter of Support to members of the Steering Committee and other participating stakeholders, who are asked to return a copy of the Letter of Support on their agency letterhead. Steering Committee members and stakeholders who contribute Letters of Support are invited to make changes to the letter content as they see fit. The SETRPC will include the Letters of Support with the application for funding upon submittal to the Texas Department of Transportation (TxDOT).

Task A: Conduct a study to determine the best project design features for an express bus service pilot project in southeast Texas and design a pilot project. Specifics include infrastructure needs, route design, service type, bus type, bus stop locations, budgets, and related needs.

Need: Connectivity

Scope:

- Identify appropriate stakeholders to participate in the planning process, including transportation providers, representatives of the local human service agencies, local officials, Steering Committee members, transit users, and other interested parties

- Coordinate with local transportation providers
- Design a methodology for plan development
- Conduct research and collect data
- Conduct a survey to gain public input on project design features
- Conduct a round of public meetings
- Identify infrastructure and investment needs
- Develop an express bus pilot project, including an implementation plan
- Draft an Express Bus Pilot Project Report to present findings

Deliverables:

1. An Express Bus Pilot Project Study Methodology Report
2. An Express Bus Pilot Project Report
3. A Survey Results and Analysis Report
4. A Meeting Summary Report for the Public Meeting Series
5. Agenda and minutes (or summary notes) of stakeholder Steering Committee meetings showing discussion and approval of this plan

Task B: Develop a comprehensive transportation communication plan to facilitate the flow of information between transportation providers, human service agencies, and current or potential transit users in Planning Region 15.

Need: Communication

Scope:

- Identify appropriate stakeholders to participate in the planning process, including transportation providers, representatives of the local human services agencies, local officials, Steering Committee members, transit users, and other interested parties
- Coordinate with local transportation providers and human service agencies
- Design a methodology for plan development
- Conduct research and collect data
- Identify current communications systems
- Gather Steering Committee and stakeholder input
- Develop a comprehensive transportation communication plan, including clearly stated goals, measurable and time-sensitive objectives, an implementation plan with a suggested timeline for implementation, and performance and evaluation measures

Deliverables:

1. A Transportation Communication Plan Methodology Report
2. A Comprehensive Transportation Communication Plan
3. Agenda and minutes (or summary notes) of stakeholder Steering Committee meetings showing discussion and approval of this plan

Task C: Conduct a study to determine the scope of the transportation needs in Hardin County and how they are affecting local law enforcement, local officials, and human service agencies. Develop a plan to address the needs identified through the study.

Needs: Connectivity and Resources

Scope:

- Identify appropriate stakeholders to participate in the planning process, including transportation providers, representatives of the local human service agencies, local law enforcement agencies, local officials, Steering Committee members, transit users, and other interested parties
- Coordinate with local transportation providers, law enforcement agencies, officials, human service agencies, and other stakeholders
- Design a methodology for plan development
- Develop and distribute a questionnaire for the stakeholders participating in the project
- Conduct research and collect data
- Conduct a meeting for project stakeholders
- Identify transportation issues in Hardin County and their effects
- Design a plan to address the needs identified through the study
- Prepare a report detailing the findings of the study and offering a plan to address the needs identified

Deliverables:

1. A Hardin County Transportation Study Methodology Report
2. A report detailing the findings of the study and offering a plan to address the needs identified through the study
3. Agenda and minutes (or summary notes) of stakeholder Steering Committee meetings showing discussion and approval of this plan