TENTATIVE AGENDA

TRANSPORTATION PLANNING COMMITTEE (TPC) MEETING

JEFFERSON-ORANGE-HARDIN REGIONAL TRANSPORTATION STUDY (JOHRTS) AREA

MEMBERS CAN ATTEND THE MEETING AT THE SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION OR FROM YOUR COMPUTER BY LOGGING ONTO:
https://www.gotomeet.me/SETRPC/ter
OR BY SIMPLY DIALING:
1-877-309-2073
ACCESS CODE: 499-824-429

Thursday, July 23, 2020
1:30 p.m.

I. ROLL CALL OF VOTING MEMBERS AND CERTIFICATION OF A QUORUM

II. ADOPTION OF THE AGENDA

III. PUBLIC COMMENTS

IV. MINUTES OF THE LAST MEETING (May 28, 2020)

V. REPORT ON THE STATUS OF TRANSPORTATION PLANNING ACTIVITIES

Bob Dickinson – Director, Transportation and Environmental Resources, SETRPC
Adam Jack – Director, Transportation Planning & Development, TxDOT – Beaumont District

VI. REVIEW AND APPROVAL OF THE DRAFT JOHRTS FY 2021 UNIFIED PLANNING WORK PROGRAM (UPWP)

Bob Dickinson – Director, Transportation and Environmental Resources, SETRPC

VII. REVIEW AND APPROVAL OF REVISED RESOLUTIONS ADOPTED AT THE MAY 28, 2020 JOHRTS TRANSPORTATION PLANNING COMMITTEE (TPC) MEETING TO ADDRESS THE TRANSPORTATION AIR QUALITY CONFORMITY REQUIREMENTS ON THE JOHRTS METROPOLITAN TRANSPORTATION PLAN (MTP-2045) AMENDMENT #1 AND THE JOHRTS FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Bob Dickinson – Director, Transportation and Environmental Resources, SETRPC
VIII. REVIEW AND DISCUSSION OF PROPOSED AMENDMENT #1 OF THE JOHRTS PUBLIC PARTICIPATION PLAN (PPP)

   Bob Dickinson - Director, Transportation and Environmental Resources, SETRPC

IX. OTHER BUSINESS

X. SET NEXT MEETING DATE

   ADJOURNMENT
MULTI MODAL TRANSPORTATION PLANNING MINUTES
OF THE
JEFFERSON-ORANGE-HARDIN REGIONAL TRANSPORTATION STUDY
(JOHRTS) AREA TRANSPORTATION PLANNING COMMITTEE (TPC)

DATE: May 28, 2020
TIME: 10:00 a.m.
PLACE: South East Texas Regional Planning Commission (SETRPC)
Homer E. Nagel Conference Room, Beaumont, TX
(Call-in Live Stream Meeting)

I. ROLL CALL OF VOTING MEMBERS AND CERTIFICATION OF QUORUM.
Commissioner L.W. Cooper, Hardin County, called the meeting to order,
welcomed guests, requested introductions, and certified the presence of a
quorum.

II. ADOPTION OF THE AGENDA
Commissioner L.W. Cooper, Hardin County, called for a motion to adopt the
agenda as presented. Taylor Shelton, Public Works Director, City of Port Neches,
made the motion, and Robert Woods, Public Works Director, City of Nederland,
seconded the motion which carried unanimously.

III. PUBLIC COMMENTS
No public comments.

IV. MINUTES OF THE LAST MEETING – March 05, 2020
Commissioner L. W. Cooper, Hardin County, called and made a motion to adopt
the minutes as presented. Taylor Shelton, Public Works Director, City of Port
Neches seconded the motion which carried unanimously.
V. REPORT ON THE STATUS OF TRANSPORTATION PLANNING ACTIVITIES

The South East Texas Regional Planning Commission – Metropolitan Planning Organization (SETRPC-MPO) staff continued work on the following activities:

1. SETRPC staff has worked with the TxDOT Beaumont District, Beaumont Municipal Transit (BMT) and Port Arthur Transit (PAT) on the development of the draft JOHRTS 2021-2024 Transportation Improvement Program (TIP).

2. SETRPC-MPO staff held a 30-day public comment period (April 1-30, 2020) and a live stream public meeting on Thursday, April 23, 2020 regarding the draft revised JOHRTS MTP-2045 Amendment #1 and the draft JOHRTS FY 2021-2024 Transportation Improvement Program (TIP).

3. SETRPC staff has developed the draft 2021 Unified Planning Work Program (UPWP).

4. SETRPC staff completed the 2019 JOHRTS Annual Transportation Project Listing.

5. SETRPC staff is working to develop a draft amendment to our JOHRTS Public Transportation Plan (PPP) to address the corona virus impact on our existing public participation process.

Adam Jack, Director of Transportation, Planning & Development, TxDOT, updated the members on their progress:

- TxDOT’s first Virtual Public Hearing regarding the Interstate 10/69 widening project went very well. The comment period has now closed but are still receiving some comments. They are currently working on the environmental documents to address those comments.
- TxDOT has tried to attack the drainage challenge for cleaning culverts and ditches with emphasis on Orange County.
- TxDOT is meeting with Lamar University, UT Austin along with major drainage stakeholders for the multi-county region for the Southeast Texas flood coordination study. A mock exercise was held to identify the shortcomings in the system and relay information.
- TxDOT completed the documents for the Interstate 10 project through the City of Orange which includes the relief bridge replacements and widening to six lanes.
- That will leave the City of Beaumont project of widening Interstate 10 to six through lanes all the way to Louisiana.
VI. REVIEW AND DISCUSSION OF THE ADMINISTRATIVE MODIFICATIONS TO THE JOHRTS METROPOLITAN TRANSPORTATION PLAN (MTP) 2045

Mr. Bob Dickinson, Director, Transportation & Environmental Resources, SETRPC addressed the members stating that the JOHRTS Public Participation Plan (PPP) allows us to work with TxDOT or local transit providers to make minor changes to a project description without formal approval of the Transportation Planning Committee (TPC). This is an information item meant to more accurately reflect the work that will be done on a proposed project.

### JOHRTS 2045-Metropolitan Transportation Plan Administrative Modification

<table>
<thead>
<tr>
<th>CSJ</th>
<th>MPO Project ID</th>
<th>Hwy</th>
<th>Original Description</th>
<th>Revised Description</th>
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<tr>
<td>0200-09-069</td>
<td>18002-F40E</td>
<td>US 69</td>
<td>Construct new location 4 lane divided facility</td>
<td>Widen from 2 to 4 lanes divided</td>
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</table>

VII. REVIEW AND DISCUSSION OF THE ADMINISTRATIVE MODIFICATIONS TO THE REVISED JOHRTS FY 2019-2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mr. Dickinson addressed the group to notify them that they made minor administrative modifications to this document. It’s the same project as the item listed above, but the modifications are now being added to the JOHRTS FY 2019-2022 Transportation Improvement Program (TIP).

VIII. REVIEW AND APPROVAL OF THE DRAFT REVISED JOHRTS METROPOLITAN TRANSPORTATION PLAN (MTP) 2045 AMENDMENT #1

Mr. Dickinson explained that a 30-day comment period on the draft JOHRTS Metropolitan Transportation Plan (MTP) 2045 amendment #1 was held from April 1st to April 31st. We also had a virtual live stream public meeting on April 23, 2020. (No public comments were received).

The draft JOHRTS MTP 2045 Amendment #1 includes some new public transportation projects with the City of Beaumont as well as Port Arthur Transit.

In addition, a couple of minor modifications were made to several of the highway projects.

There were no new added capacity projects included in this document and we are currently in compliance with the Transportation Conformity regulations for
the JOHRTS MTP 2045. Only a few minor administrative changes were added to the project description.

Commissioner L.W. Cooper called for a motion to adopt the Draft Revised JOHRTS Metropolitan Transportation Plan (MTP) 2045 amendment #1 as presented. Mr. Steve Stafford, County Engineer, Jefferson County made the motion and Mr. Mike Lund, Public Works Director, City of Bridge City seconded the motion which carried unanimously.

IX. REVIEW AND APPROVAL OF THE DRAFT JOHRTS FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mr. Bob Dickinson explained that every several years a new draft JOHRTS FY 2021-2024 Transportation Improvement Program (TIP) document must be developed. A 30-day comment period has elapsed (no public comments were received) as well as a virtual live stream public meeting held on April 23, 2020.

New public transportation projects for the City of Beaumont, Port Arthur and our rural transit program were added to this document.

No new added capacity projects were included in this Draft JOHRTS FY 2021-2024 Transportation Improvement Program (TIP).

Minor administrative modifications to the descriptions were made to more accurately reflect the work that will be done on the proposed projects.

Commissioner L.W. Cooper called for a motion and made the motion to adopt the Draft JOHRTS FY 2021-2024 Transportation Improvement Program (TIP) as presented. Mr. Robert Woods, Public Works Director, City of Nederland seconded the motion which carried unanimously.

X. OTHER BUSINESS

No other business.

XI. SET NEXT MEETING DATE

A proposed meeting date was discussed for July 23, 2020 at 1:30 p.m.
XII. ADJOURNMENT

Commissioner L.W. Cooper, Hardin County, called for a motion and made the motion to adjourn the meeting at 10:40 a.m. Robert Woods, Public Works Director, City of Nederland, seconded the motion which carried unanimously.

MEMBERS PRESENT

Adam Jack          Director Transportation, Planning & Dev, TxDOT
Robert Woods       Public Works Director, City of Nederland
L.W. Cooper        Commissioner, Hardin County
Taylor Shelton     Public Works Director, City of Port Neches
Jim Wolf           Director of Public Works & Engineering, City of Orange
Scott Ayres        Planning Engineer, TxDOT-Beaumont District
Mike Lund          Public Works Director, City of Bridge City
Steve Stafford     County Engineer, Jefferson County

GUESTS PRESENT

Phillip Tindall    MPO Field Rep, TxDOT TP&P Austin
Darren Rocca       Public Works Department, City of Groves
Jennifer Pate

SETRPC STAFF PRESENT

Bob Dickinson      Director, Transportation and Environmental Resources
Jimmie Lewis      Transportation Planner, Transportation and Environmental Resources
Lucie Michaud     Administrative Assistant, Transportation and Environmental Resources
STATUS ON SETRPC-MPO PLANNING ACTIVITIES

The South East Texas Regional Planning Commission – Metropolitan Planning Organization (SETRPC-MPO) staff continued work on the following activities:

1. SETRPC staff held a conference call to discuss Transportation Air Quality Conformity issues on our JOHRTS Metropolitan Transportation Plan Amendment #1 (MTP-2045) and our JOHRTS FY 2021-2024 Transportation Improvement Program (TIP) on Tuesday, June 23, 2020.

2. SETRPC staff participated in a Jasper County Workshop to join the SETRPC on July 8, 2020 in Lumberton.

3. SETRPC staff held a public meeting on Thursday, July 16, 2020 regarding the JOHRTS “Draft” Public Participation Plan Amendment #1. The public review and comment period for the “Draft” Public Participation Plan Amendment #1 is 45 days which started on July 1, 2020 and ends on August 14, 2020.
Date: July 23, 2020

To: Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) Transportation Planning Committee (TPC)

From: Bob Dickinson, Director
Transportation and Environmental Resources Division

Subject: “DRAFT” JOHRTS FY 2021 Unified Planning Work Program

Please find enclosed for your review and approval the “DRAFT” JOHRTS FY 2021 Unified Planning Work Program (UPWP) for the South East Texas Regional Planning Commission-Metropolitan Planning Organization (SETRPC-MPO).

The “DRAFT” JOHRTS FY 2021 UPWP describes the transportation planning activities to be undertaken by the SETRPC-MPO from October 1, 2020 to September 30, 2021.

If any questions arise, please do not hesitate to contact Bob Dickinson at 409 899-8444 x7520 or bdickinson@setrpc.org.
FY 2021 Unified Planning Work Program
For the Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) Area

Adopted by the JOHRTS Transportation Planning Committee on:
July 23, 2020

Prepared by the South East Texas Regional Planning Commission-Metropolitan Planning Organization (SETRPC-MPO)

Prepared in cooperation with the Texas Department of Transportation and the U.S. Department of Transportation, the Federal Highway Administration and the Federal Transit Administration.
This report was funded in part through grants from the Federal Highway Administration and the Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the SETRPC-MPO expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.
# FY 2021 Unified Planning Work Program

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<td>Appendix F – Ethical Standards Affidavit</td>
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INTRODUCTION

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) issue Statewide and Metropolitan Transportation Planning rules. These rules provide for State and local flexibility in administering the transportation planning process and allow for State and Metropolitan Planning Organization (MPO) planning processes that comply with applicable federal laws and regulations. The FHWA, FTA, and the Texas Department of Transportation (TxDOT) require the South East Texas Regional Planning Commission-Metropolitan Planning Organization (SETRPC-MPO) to publish a Unified Planning Work Program (UPWP) that provides a statement of work with a budget identifying the planning priorities and activities that will be conducted for a given one-year period.

The FY 2020 UPWP was developed in accordance with the Metropolitan Transportation Planning rules, which were shaped by the Intermodal Surface Transportation Efficiency Act (ISTEA), the Transportation Equity Act for the 21st Century (TEA-21), and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and the Moving Ahead for Progress in the 21st Century (MAP-21). Additionally, the UPWP was developed in accordance with requirements from the most recent transportation legislation, Fixing America’s Surface Transportation Act (FAST Act).

A. PURPOSE

The Unified Planning Work Program (UPWP) for the JOHRTS area is a federally required document describing the transportation planning activities to be undertaken in the JOHRTS area for a given one-year period. The FY 2021 UPWP covers the period from October 1, 2020 to September 30, 2021.

Planning of various modes of transportation by separate agencies without a common goal or without coordination of effort may result in an ineffective and inadequate transportation system. All forms of transportation are interrelated and must interact properly to provide a coordinated transportation system. Therefore, planning of coordinated, multimodal transportation systems in the southeast Texas region is an important component of the comprehensive planning process for the JOHRTS area.

This annual UPWP is prepared for the specific purpose of showing the various transportation planning activities that are expected to be accomplished in the upcoming year. Each activity will be integrated into the JOHRTS comprehensive transportation planning process.

Draft For Adoption
The following ten planning factors, identified in MAP-21, are required to be considered in the metropolitan transportation planning process and the UPWP includes tasks that allow for continuous evaluation of community needs in relation to these factors:

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

Also, MAP-21 outlined requirements related to performance measures. These measures were carried forward in the FAST Act. The establishment of performance targets and measures at the National, State, and local levels ensure that all levels of government are being consistent in their efforts to provide transportation services. Each Metropolitan Planning Organization must establish targets that meet the following performance measures:

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

By incorporating these performance measures, the MPO can track improvements towards the accomplishment of important outcomes for the area. The JOHRTS-MPO intends to develop specific performance targets in coordination with the State, in addition to the local transit providers, Beaumont Municipal Transit and Port Arthur Transit. The performance targets will be taken into account throughout the development of all plans completed by the MPO, including the Metropolitan Transportation Plan (MTP), Transportation Improvement Plan (TIP), and the UPWP; furthermore, the targets will be considered throughout the development and selection of projects.

Citizen involvement remains an important component of the transportation planning process in the JOHRTS area. The SETRPC-MPO uses the JOHRTS Public Participation Plan (PPP) and Title VI/Environmental Justice Program to enhance the planning process for citizen participation in southeast Texas. Both programs inform and educate local citizens on transportation planning issues and encourage participation in the transportation planning process. Additionally, the programs provide opportunities for the contribution of ideas and opinions in the preparation of all transportation plans and programs in the JOHRTS area. The JOHRTS PPP and the Title VI/Environmental Justice Program ensure opportunities to increase communication and dialogue between decision-makers and the public.

B. DEFINITION OF AREA

According to the 2010 Census, the JOHRTS area has an approximate population of 388,745 citizens with Jefferson County having 252,273 citizens, Orange County having 81,837 citizens, and Hardin County having 54,635 citizens. This is a slight increase in population since the 2000 Census. The JOHRTS area (shown in Appendix B) contains the Beaumont and Port Arthur urbanized areas and is characterized by agricultural, industrial, and low-density residential and commercial land uses.
The SETRPC-MPO receives Transportation Planning Funds (TPF) for the JOHRTS area and can only use these funds for transportation planning activities occurring within the area’s boundary. The following cities are located within the JOHRTS area:

- Beaumont
- China
- Lumberton
- Orange
- Port Arthur
- Rose Hill Acres
- Taylor Landing
- Bevil Oaks
- Groves
- Nederland
- Pine Forest
- Port Neches
- Silsbee
- Vidor
- Bridge City
- Kountze
- Nome
- Pinehurst
- Rose City
- Sour Lake
- West Orange

C. ORGANIZATION

The SETRPC, a voluntary association of local governments, was organized in June 1970 and designated as the MPO for southeast Texas in May 1974. In cooperation with TxDOT and local governments, the SETRPC-MPO is responsible for developing and maintaining the UPWP, the Transportation Improvement Program (TIP), and the Metropolitan Transportation Plan (MTP); ensuring that all local planning efforts are compatible with comprehensive plans in the region; and providing staff support for the JOHRTS Transportation Planning Committee (TPC) and the JOHRTS Technical Committee.

The SETRPC-MPO transportation planning committee is responsible for ensuring that local concerns are incorporated into all transportation planning decisions and all regional transportation plans and programs are the result of a continuing, comprehensive, and cooperative process, as required by Section 134 of Title 23, United States Code.

The JOHRTS TPC, in coordination with the MPO staff, manages the SETRPC-MPO and directs all MPO transportation planning activities. The TPC ensures that MPO transportation plans and programs are consistent with the goals and objectives of all comprehensive plans in the JOHRTS area. Participating agencies at all levels are encouraged to cooperate and coordinate their work efforts with the JOHRTS TPC. Appendix A includes a listing of the JOHRTS TPC members.

The JOHRTS Technical Committee is an advisory committee to the JOHRTS TPC. The JOHRTS Technical Committee works with SETRPC-MPO staff in preparing planning documents, formulating policies, supervising consultants and providing technical support for transportation studies. The SETRPC-MPO subcommittees are composed of representatives of the cities, counties, and other interested parties within the JOHRTS area and meet on an ad hoc basis. (Appendix A)
D. PRIVATE SECTOR INVOLVEMENT

The SETRPC-MPO includes private sector participation in several major tasks of the UPWP. These services are primarily used throughout the JOHRTS MTP process and are utilized for other planning activities as necessary. The SETRPC-MPO utilizes the STERPC’s Procurement Policy to guide the procurement process.
E. PLANNING ISSUES AND EMPHASIS

The FY 2021 UPWP’s ongoing goal consists of addressing the transportation planning provisions of MAP-21. While the implementation of the FAST Act continues to develop at the Federal and State level, the SETRPC-MPO will continue to incorporate the various components of the FAST Act that have been required to date and will continue to add components of MAP-21 into the metropolitan transportation planning process in the JOHRTS area, updating plans and programs as necessary to comply with new policies and regulations.

In southeast Texas, the petrochemical facilities, power plants, automobiles, and vegetation produce volatile organic compound (VOC) and nitrogen oxide (NOx) emissions that contribute to the formation of ozone, a harmful gas that degrades the quality of the air and damages the atmosphere. The 1990 Federal Clean Air Act amendments authorized the EPA to designate areas failing to meet the National Ambient Air Quality Standard (NAAQS) for ozone as nonattainment for the standard. Although the SETRPC-MPO promotes the development of transportation projects and programs that reduce VOC and NOx emissions, which decreases the formation of ozone, it has previously been classified as nonattainment according to the standards set forth by the EPA.

The Beaumont-Port Arthur ozone maintenance area (Hardin, Jefferson, and Orange Counties) was redesignated from nonattainment to attainment-maintenance for the 1998 eight-hour ozone National Ambient Air Quality Standard (NAAQS), effective November 19, 2010. The area was initially designated attainment/unclassifiable for the subsequent 2008 and 2015 eight-hour ozone NAAQS and remains in attainment for both standards. When the 1997 eight-hour ozone NAAQS was revoked by the EPA, transportation conformity requirements for that standard were also revoked (effective April 6, 2015). Due to its designation as attainment/unclassifiable for the 2008 and 2016 eight-hour ozone NAAQS, the Beaumont-Port Arthur area has not been subject to transportation conformity requirements since 2015.

On February 16, 2018, the United States Court of Appeals for the District of Columbia Circuit issued an opinion in the case South Coast Air Quality Management District v. EPA, 882 F.3d 1138 (South Coast II). The case was a challenge to EPA’s 2008 eight-hour ozone NAAQS State Implementation Plan (SIP) requirements rule (80 FR 12264), which revoked the 1997 eight-hour ozone NAAQS as part of implementing the more stringent 2008 eight-hour ozone NAAQS. The court’s decision vacated parts of the EPA’s 2008 eight-hour ozone NAAQS SIP requirements rule, including waiving requirements for transportation conformity for maintenance areas under the revoked 1997 eight-hour ozone NAAQS. In response to the South Coast II decision, the EPA published Transportation Conformity Guidance for the South Coast II Court Decision on November 29, 2018. The guidance document was published to assist affected areas as they reestablished compliance with transportation conformity requirements under the revoked 1997 eight-hour ozone, NAAQS. Based on the November 2018 guidance, affected areas may
demonstrate conformity if the following requirements are met:

- Use of latest planning assumptions;
- Interagency consultation;
- Fiscal constraint for the MTP and TIP; and
- Timely implementation of Transportation Control Measures (TCM), if applicable.

Based on these regulations and court ruling, the JOHRTS area is classified as in conformity for all air quality standards.

The SETRPC-MPO staff also maintains and updates the TIP and financial summary that contains regional transportation projects to be constructed during a given four year period. The TIP is the short-range implementation program of the MTP. The JOHRTS area’s current TIP is the JOHRTS FY 2021-2024 TIP. Staff in conjunction with consultant services, prepared the JOHRTS FY 2021-2024 TIP.

The SETRPC-MPO will continue to address issues relating to environmental justice in the provision of transportation services for the JOHRTS area. MPO staff will work in close cooperation with local agencies to identify minorities, low-income persons, the disabled, and other potentially disadvantaged persons in the region, and ensure that those persons are given the opportunity to participate in the transportation planning process. Efforts will also be undertaken to guarantee that these persons receive their fair share of transportation improvement dollars for their communities.

The SETRPC-MPO, in conjunction with area jurisdictions, will continue to collect and maintain socioeconomic data for transportation planning purposes. These tasks may include analyzing factors and features that affect highway, transit, and other public transportation facilities and operations, including population changes and economic development.

The provision of public transit services within the JOHRTS area remains a priority with the SETRPC-MPO. Efforts to improve operational efficiency, expand local transit service, promote financial responsibility, and improve the mobility of the transit dependent will continue.

It is important to note that all these tasks require substantial effort and dedication from local agencies throughout the JOHRTS area and often include the utilization of consulting services for specific planning activities, plans, or programs.

The SETRPC-MPO staff will address Planning and Emphasis Areas (PEAs) as defined by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The objectives of the PEAs are: 1) MAP-21 implementation, more specifically a transition to performance based planning and programming; 2) Regional Models of Cooperation, planning and cooperation across transit agency, MPO and state boundaries; and 3) Ladders of Opportunity, identifying and addressing connectivity gaps in accessing
The following tasks within this document are intended to address, in part, these planning emphasis areas:

a. FAST Act Implementation: Transition to Performance Based Planning and Programming
   i. Subtask 2.2: Geographic Information Systems
   ii. Subtask 3.3: Performance Measures
   iii. Subtask 3.4: Short Range Air Quality Planning
   iv. Subtask 4.2: JOHRTS MTP Maintenance and Development

b. Regional Models of Cooperation
   i. Subtask 3.2: Planning Assistance for Transit Planning
   ii. Subtask 3.4: Short Range Air Quality Planning
   iii. Subtask 4.2: JOHRTS MTP Maintenance and Development

c. Ladders of Opportunity: Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access to essential services
   i. Subtask 1.2: Public Information and Education
   ii. Subtask 1.4: Title VI - Civil Rights Evaluation
   iii. Subtask 3.2: Planning Assistance for Transit Planning
   iv. Subtask 3.3: Performance Measures
   v. Subtask 4.2: JOHRTS MTP Maintenance and Development
   vi. Subtask 5.1: Regional Transit Connectivity
A. OBJECTIVES

- To provide administrative support for developing a continuing, comprehensive, and cooperative transportation planning process for the JOHRTS region
- To provide public information and education programs that increase participation in transportation planning activities
- To promote public participation in the air quality planning and improvement process and disseminate air quality information
- To ensure that all aspects relating to Title VI, including environmental justice directives and limited English proficiency guidance, are addressed in the transportation planning process
- To enhance staff knowledge of transportation related issues and support professional development.

B. EXPECTED PRODUCTS

This task will support the administrative services necessary to operate the MPO, including general administration/management, developing annual reports, training and travel expenses for MPO staff members, and purchasing office supplies and computer resources. Task 1.0 will also provide for: public involvement in transportation plans and programs, educated and knowledgeable TPC and Technical Committee members, and compliance with the transportation planning process, the 1990 Clean Air Act Amendments (CAAA), and Title VI legislation. When necessary, consultants will be utilized to carry out task activities.

C. PREVIOUS WORK

During FY 2020, the SETRPC-MPO staff provided administrative support to the JOHRTS transportation planning process. The MPO provided technical and administrative assistance to the JOHRTS TPC and Technical Committee. Staff members kept minutes of meetings, prepared technical presentations, and provided informational materials to the committees. Staff scheduled, prepared for, and conducted meetings of the JOHRTS TPC, which were held in November 2019, March 2020 and May 2020. Staff scheduled, prepared for, and conducted each of these meetings.

The SETRPC-MPO hosted a public meeting in April 2020 and held a 30-day public comment period, as defined by the JOHRTS PPP, for the JOHRTS Revised MTP-2040 and the JOHRTS FY 2019-2022 TIP. Staff prepared legal notices and placed those
notices in area newspapers to advertise the public comment period and public meeting for the TIP. Additionally, staff posted information about the meetings on the SETRPC’s website (www.setrpc.org) and the Transportation & Environmental Resources Division’s website (www.setrpc.org/ter). The TIP document was made available on the Transportation & Environmental Resources Division’s website, along with instructions on how to submit a comment electronically. The public meeting was held at the SET_RPC office through live streaming with no public attendance due to social distancing criteria regarding to the Corona Virus epidemic. For the same reason the three public meetings normally held in locations within Jefferson, Orange, and Hardin Counties were canceled.

Staff developed the FY 2021 Unified Planning Work Program (UPWP), the FY 2019 Annual Transportation Project Listing, and the FY 2019 Annual Performance and Expenditure Report.

The SETRPC-MPO staff continued to develop professional expertise necessary to carry out the transportation planning process of the JOHRTS area. Staff regularly attended the meetings of the Texas Association of Metropolitan Planning Organizations (TEMPO), as well as the annual Texas Transportation Forum and the semi-annual TxDOT sponsored Transportation Conference. Staff also attended various other workshops and seminars, including workshops and webinars regarding performance based planning, MAP-21 and the FAST Act.

Staff continued the review of available information related to MAP-21 and the FAST Act, including the status of performance measures and their timelines at the Federal and State levels. Staff also ensured that required performance measures were adopted as required. In addition, staff conducted daily and weekly surveys of online resources that pertain to transportation planning and JOHRTS area issues, such as the Federal Register, the Texas Register, agency websites, and news sources.

D. SUBTASKS

SUBTASK 1.1 Transportation Program Support & Administration

This subtask includes general coordination, communication, and management tasks essential to the development and maintenance of the transportation planning process. Overall direction of planning activities includes preparing and circulating schedules, minutes, reports, managing computer resources, office space, office furniture, and other equipment. Also, this subtask involves grant administration tasks such as purchasing, auditing, and contract development.
Products

• Administration and management of the transportation planning process
• Preparation of administrative documentation, correspondence, and special reports
• Updated Unified Planning Work Program, Annual Performance and Expenditure Report and Annual Listing of Projects
• Current minutes and records for the JOHRTS TPC and other policy meetings
• Food/beverage items for TPC/Technical Committee meetings with prior approval from TxDOT
• Arrangements for off-site meeting spaces for public meetings, workshops, and other transportation planning related activities
• Requests for Proposals (RFPs) and contract administration management
• Updated private sector list of Disadvantaged Business Enterprises (DBE) and Historically Underutilized Businesses (HUB)
• Computer resources, office equipment, and other items needed for regional planning (equipment purchases greater than $5,000 only with prior approval by the FHWA)
• Information for staff on Federal and State regulations
• Utilization of external legal services in compliance with Federal and State laws, rules, and regulations, to review and develop new and revised planning grants, contracts, sub-contracts with consultants, requests for proposals, and other materials pertaining to other ongoing transportation planning activities (legal services will be utilized only with prior approval by the FHWA).
• Development of the 2022 Unified Planning Work Program
• Development of the 2021 Annual Performance and Expenditure Report
• Development of the 2020 Annual Transportation Project Listing.

SUBTASK 1.2

Public Information and Education

The SETRPC-MPO recognizes the importance and need for providing a proactive public participation process and continues to develop public information and education programs for air quality and transportation planning. MPO staff manages the PPP and other public documents, provides transportation information using various media sources and visualization techniques, and conducts
public meetings, open forums, and comment periods to receive citizen input towards multimodal transportation planning.

The SETRPC-MPO staff will continue to prepare and post online information including such items as; traffic counts, crash data, census data, indicators of progress, etc.

Products

• Adherence to the JOHRTS Public Participation Plan
• Updated Public Participation Plan and the Title VI/Environmental Program documents
• Public information materials that enhance the public’s understanding and perception of the MPO
• Public participation surveys and comment cards, both as hard copies and available online
• Media releases, newsletters, presentations, and other materials prepared for public and private sectors
• Appropriate MPO documents, meeting notices, highway and transit information available on website
• Maintained and updated mailing lists that identify target audiences for transportation planning issues
• Website data base for traffic counts, project viewer, census data and pertinent maps
• Live streaming of TPC meetings as required by SB 1237
• Postings of all past TPC meeting videos
• Maintenance of MPO website to ensure all data and information posted is accurate and timely.

SUBTASK 1.3 Staff Training and Travel

This subtask provides continued professional development of policy committee members and MPO staff through active participation in various air quality and transportation planning meetings and training sessions including MPO staff business travel expenses.

Products

• Training for MPO staff through conference, workshop, and seminar participation
• Training and resources for TPC and Technical Committee members
• TPF reimbursement of staff travel expenses approved by the MPO leadership and TxDOT Transportation Planning and
Programming Division

• All out-of-state travel requires prior TxDOT approval.

**SUBTASK 1.4**

**Title VI – Civil Rights Evaluation**

Ensure minority and low-income populations have the opportunity to participate in the transportation planning process; continue to implement procedures that will analyze minority and low-income areas, which have historically been underserved communities. This subtask also involves monitoring the effectiveness of the plan, with the continual development and implementation of Title VI procedures, including environmental justice directives and limited English proficiency guidance, to ensure that all Title VI aspects are addressed in the transportation planning process and the MPO planning committee is notified of any changes in Title VI topics and guidance. Public meetings will be held in conformity to the Public Participation Plan. Private sector services may be utilized during this subtask.

Google Translate has been added to the MPO website to allow for those with limited English skills to have all public documents translated to the language of their choice.

The Public Participation Plan, Title VI/Environmental Justice Program, and the Limited English Proficiency Plan were developed and submitted to the TPC for approval. All three documents were approved by the TPC on December 7, 2017.

**Products**

• Transportation policies and programs that support Title VI, including environmental justice directives and limited English proficiency guidance
• Programs to ensure that minority, low-income, and/or limited English proficiency persons have the opportunity to review and comment on transportation projects and programs
• Examination of various tools for analyzing the data collected towards the Title VI/Environmental Justice directive.
E. FUNDING SUMMARY

Task 1 - FY 2021

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¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

TxDOT will apply 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.

TASK 2.0 – DATA DEVELOPMENT AND MAINTENANCE

A. OBJECTIVES

- To develop and maintain various demographic and zonal data inputs necessary for the JOHRTS travel demand model analysis.
- To conduct network updates for each analysis year during JOHRTS MTP development and updates.
- To collect Census and other transportation-related data for transportation planning purposes.
- To maintain various datasets and tools using Geographical Information Systems (GIS) and the JOHRTS MTP/TIP project database.
- To develop and maintain demographic data that can be analyzed in GIS to ensure that Title VI requirements, including environmental justice directives and limited English proficiency guidance, are being met.

B. EXPECTED PRODUCTS

This task provides for general data collection and the comprehensive review of a travel survey, reports, and respective analyses necessary to maintain an updated inventory of socioeconomic, demographic, link attribute, and zonal data inputs for the JOHRTS travel demand model. Task 2.0 also supports the compilation and maintenance of Census...
demographic and other transportation data that may be used with GIS and other MPO databases. Completion of this task may require the SETRPC-MPO to utilize consultant services to collect socioeconomic and demographic data for MTP updates and travel demand model development. MPO staff may also coordinate with consultant services to continue collecting and analyzing data necessary to comply with Title VI provisions, including environmental justice directives and limited English proficiency guidance.

Data collection and analysis for various technical presentations is a continuous process because of the various scenarios and parameters requested by local agencies and public officials regarding the 2020 Census results and comparisons with the 2010 Census data.

C. PREVIOUS WORK

The SETRPC-MPO staff prepared Census dataset materials, posting them to the website and distributing them to local jurisdictions upon request. Staff utilized various GIS datasets, including Census data products, aerial imagery, and local GIS files, to provide GIS mapping services to member agencies, developing datasets as necessary for mapping application. The MPO staff, in conjunction with consultant services, continued and completed work on the JOHRTS MTP-2045 adopted in July 2019.

D. SUBTASKS

SUBTASK 2.1 JOHRTS Travel Demand Model

This subtask includes collection, analysis, and maintenance of all transportation data inputs necessary for conducting travel demand modeling during the development of the JOHRTS MTP-2045 and new travel demand model. MPO staff maintains an ongoing inventory of socioeconomic, demographic, and special generator data, and manages network updates to ensure project attributes are coded accurately on model networks. Private sector services may be utilized during this subtask.

Products

- Development and maintenance of base and horizon year networks for the travel demand model
- Collection and maintenance of Traffic Analysis Zones (TAZ) and special generator data
- Updated socioeconomic and demographic data for travel demand model analysis
- Computer software purchases and staff training specific to travel demand modeling
- Reports on the Texas Modeling Dashboard pertaining to all work components and progress on the development of
the JOHRTS MTP-2045.

**SUBTASK 2.2 Geographic Information Systems**

This subtask involves continued development and maintenance of GIS data and products for transportation planning in the JOHRTS area. The SETRPC-MPO will continue to work with member agencies to update the GIS database and provide maps and tables upon request to these agencies. Staff will continue to coordinate GIS training opportunities and participate in agency GIS efforts. Private sector services may be utilized during this subtask.

**Products**

- A comprehensive GIS database necessary to support general transportation planning purposes and provide mapping information on the SETRPC website
- Coordination with public and private agencies to acquire GIS data for analysis and provide GIS services to these agencies
- Computer software and equipment purchases (i.e., ArcGIS) and staff training specific to GIS operations (equipment purchases greater than $5,000 only with prior approval by the FHWA).

**SUBTASK 2.3 Transportation Data Collection**

The SETRPC-MPO staff will continue the collection, analysis and maintenance of Census and other transportation-related data that affects the JOHRTS region. This subtask involves collection and analysis of socioeconomic and demographic data necessary to comply with Title VI, including environmental justice directives and limited English proficiency guidance. Private sector services may be utilized during this subtask.

**Products**

- An accurate database containing all relevant traffic, transit, accident, roadway, intersection, bicycle, and pedestrian data
- Data regarding minority, low-income, and limited English proficiency persons for compliance with Title VI, including environmental justice directives and limited English proficiency guidance
- Updated travel behavior and trip patterns for the JOHRTS area
- TxDOT Data Collection – To conduct travel surveys and/or traffic saturation counts in the JOHRTS-MPO region for use in the travel demand models and transportation analysis for pavement and geometric design
• The MPO in conjunction with the TxDOT Beaumont District periodically reviews and amends the Highway Functional Classification system and the National Highway System

SUBTASK 2.4 JOHRTS MTP/TIP Project Database

The SETRPC-MPO staff implemented the new database developed in previous fiscal years for the MTP/TIP project listings and project status reporting. The MPO staff will update the database with new project listings for revisions and updates to the MTP and TIP. Private sector services may be utilized during this subtask.

Products
• A comprehensive, flexible, and functional MTP and TIP project database has been completed and implemented
• Updates to the database with the new project listings based on updates to the MTP and TIP.

E. FUNDING SUMMARY

Task 2 – FY 2021

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TxDOT will apply 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 – This includes both FHWA PL-112 and FTA Section 5303 funds.
TASK 3.0 – SHORT RANGE PLANNING

A. OBJECTIVES

- To develop and maintain the JOHRTS TIP according to Federal and State regulations
- To coordinate with TxDOT and other regional agencies on the support of the Transportation Alternatives Program
- To promote public transportation as a safe and affordable travel alternative with environmental benefits
- To promote short-range transportation programs designed to improve air quality in the JOHRTS area
- To provide assistance to State and regional committees involved in transportation and air quality issues.

B. EXPECTED PRODUCTS

The purpose of this task is to accomplish planning activities that require immediate implementation or occur within a relatively short time frame. Task 3.0 will provide for continued TIP development for submittal into the Statewide Transportation Improvement Program (STIP). This task also explores and identifies various opportunities with park-and-ride lots, including carpools, vanpools, and express bus service options. Other expected items are meeting the ADA transit requirements and participating in programs and committees that involve air quality planning and monitoring. When necessary, consultant services may be utilized by the SETRPC-MPO to carry out task activities.

C. PREVIOUS WORK

The SETRPC-MPO adopted the JOHRTS FY 2021-2024 TIP on May 21, 2020. Staff coordinated with the TxDOT-Beaumont District, Port Arthur Transit, Beaumont Municipal Transit, and South East Texas Transit to receive input for the project listing for the JOHRTS FY 2021-2024 TIP. Staff conducted a public meeting in April 2020, during the 30-day comment period to gather input on revisions to the TIP. Staff subsequently submitted the TIP to TxDOT-TPP, through the eSTIP program, for inclusion in the FY 2021-2024 Statewide Transportation Improvement Program.

The MPO due to the result of South Coast Air Quality Management District vs. EPA law suit began to work with TxDOT and FHWA to determine the potential impact on planning and programming of added capacity projects in the region. It was determined that no regional emissions analysis would not be required, however the MPO would have to go through a Transportation Conformity Process in which it would have to demonstrate the following:

   a. Use of latest planning assumptions;
b. Interagency consultation;
c. Fiscal constraint for the MTP and TIP; and
d. Timely implementation of transportation control measures (TCM), if applicable.

Based on these regulations and court ruling, the JOHRTS area is classified as in conformity for all air quality standards.

The SETRPC began working on Transportation Conformity for the JOHRTS FY 2019-2022 TIP in March 2019. Staff conducted a series of public meetings in April 2019, during the 30-day comment period, March 11 to April 9, 2019 to gather input on Transportation Conformity to the TIP.

JOHRTS staff also began Transportation Conformity for the proposed JOHRTS MTP-2045 and the revised JOHRTS FY 2019-2022 TIP by conducting a series of public meetings in June 2019, during a thirty two day comment period,

The SETRPC-MPO also continued to provide support for the Transportation Alternatives Program. Staff continued to promote strategies and awareness for air quality improvement.

Staff continued to advocate the benefits of the public transportation systems in the area and provide assistance in identifying transit service improvements.

Staff, with consultant services, prepared performance measures for safety, bridges, pavement and PM3.

D. SUBTASKS

SUBTASK 3.1 Transportation Improvement Program

With this subtask, SETRPC-MPO staff will identify and program various transportation projects that may be accomplished within a given four year period. The MPO staff will continue development and maintenance of a TIP that complies with the current MTP.

Products

- The TIP and quarterly updates that provide an accurate project listing and financial plan
- All TIP projects were submitted to TxDOT for review/approval and inclusion in the eSTIP.
SUBTASK 3.2  Planning Assistance For Transit Planning

The efforts within this subtask provide short-range transit planning support for Beaumont Municipal Transit (BMT), Port Arthur Transit (PAT), and South East Texas Transit (SETT). The planning services expended in this task are designed to increase ridership and promote transit as an alternative means of transportation that provides air quality benefits for the JOHRTS area. The MPO staff will assist BMT, PAT and SETT in implementing recommendations/options intended to enhance service and increase ridership. Private sector services may be utilized during this subtask.

Products

- Assistance to BMT, PAT, and SETT with evaluating transit ridership and service using GIS, demographic, and other types of analyses identified
- Outreach activities for regional transit services
- Assistance to SETT with GIS support for examining their demand-response service characteristics
- Planning support for projects identified in the 2017 South East Texas Regional Public Transportation Coordination Plan that expand service and improve the effectiveness of the regional transit system
- Participation in efforts to develop the 2021 South East Texas Regional Public Transportation Coordination Plan.
- Review of various transit options to enhance transit, ridership, and mobility in the area through feasibility studies, pilot project planning, and/or gap analysis to determine solutions and implementation strategies
- Review of Transit Asset Management Plan (TAMP) that were developed by Beaumont Municipal Transit, South East Texas Transit and Port Arthur Transit.

SUBTASK 3.3  Performance Measures

Staff will continue to coordinate with TxDOT, Beaumont Municipal Transit and Port Arthur Transit to develop and refine appropriate performance measures, as required by the FAST Act and House Bill 20.
Products

- Performance measures to be updated in all JOHRTS MPO documents and plans. Staff will provide reports as necessary on all performance measures to TxDOT.
- Staff will update and maintain the JOHRTS 10-Year Plan as required by HB20.

SUBTASK 3.4 Short Range Air Quality Planning

This subtask will provide for staff awareness of State and Federal air quality plans and policies affecting the region, so that continued compliance with air quality regulations can be maintained. Additional efforts will include continued support to and coordination with the Southeast Texas Ozone Awareness Program, which is designed to educate and inform the public about air quality issues, including those related to transportation. MPO staff will continue to provide assistance to the SETRPC Air Quality Advisory Committee (AQAC) and the Texas Technical Working Group for Mobile Source Emissions (TWG) Committee.

Products

- Awareness of and response to State and Federal air quality plans and regulations affecting the region
- Continued support to and coordination with Southeast Texas Ozone Awareness Program
- Continued support for the SETRPC AQAC and TWG committees.
FUNDING SUMMARY

Task 3 - FY 2021

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TxDOT will apply 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 – This includes both FHWA PL-112 and FTA Section 5303 funds.

TASK 4.0 – METROPOLITAN TRANSPORTATION PLAN

A. OBJECTIVES

- To develop and maintain a MTP Project Selection Process (PSP) that is based on FAST Act planning factors
- To maintain a project list sufficient in design and scope that identifies proposed projects for inclusion in the MTP
- To maintain a comprehensive MTP that is financially constrained and conforms to Federal and State regulations
- To maintain and update the JOHRTS travel demand model.

B. EXPECTED PRODUCTS

This task involves the primary activities associated with developing and maintaining the JOHRTS MTP. JOHRTS MTP activities include conducting the PSP to identify transportation projects by selection criteria and developing a project listing for the JOHRTS area. Task 4.0 also includes the development of base and horizon year networks and corresponding network project listings. When necessary, consultant services may be utilized by the SETRPC-MPO to carry out task activities.
C. PREVIOUS WORK

The SETRPC-MPO amended the JOHRTS MTP-2045, once in FY 2020. The amendment was adopted by the TPC on May 28, 2020. The amendment was made in line with the new three year TIP. Staff coordinated with the TxDOT-Beaumont District, Port Arthur Transit, Beaumont Municipal Transit, and South East Texas Transit to receive input for the project listing for the revision of the JOHRTS MTP-2045 amendment. Staff conducted a public meeting in April 2020 during the 30-day comment period in order to gather input on revisions to the MTP.

D. SUBTASKS

SUBTASK 4.1 Project Selection Process

This subtask involves the review and update of the JOHRTS PSP as necessary to incorporate appropriate FAST ACT planning factors, TxDOT funding categories, and ensure optimization of available funds for transportation projects in the JOHRTS area. Project listings will be produced for project placement into the MTP long-range planning components. Private sector services may be utilized during this subtask.

Products

- A PSP that ranks and scores transportation projects based on the MAP-21 and FAST Act planning factors
- Prioritized project listings using the appropriate funding categories for project placement in the MTP networks.

SUBTASK 4.2 JOHRTS MTP Maintenance and Development

This subtask includes ongoing development, maintenance, and publication of the JOHRTS MTP document and financial plan according to Federal and State regulations. MPO staff develops the MTP as a part of the continuing, comprehensive, and cooperative transportation planning process. Private sector services may be utilized during this subtask.

Products

- The JOHRTS MTP-2045, Amendment #1 containing highway,
transit, freight mobility, and other multimodal elements, including an accurate project listing and financial plan, which will be updated as necessary to incorporate revisions.

- Development and incorporation of FAST Act and House Bill 20 related performance measures into the MTP as necessary.
- Maintaining the JOHRTS MTP-2045.

**SUBTASK 4.3 Regional Transportation Modeling**

This subtask includes coordination with TxDOT and TTI on the development of the new JOHRTS travel demand model. MPO staff will provide assistance with TxDOT’s travel surveys, saturation counts, and model calibration and validation. If required by the travel demand modeling process, alternative analyses may be developed for refining the model networks. Additional traffic model years will be developed to meet conformity requirements. Private sector services may be utilized during this subtask.

**Products**

- A maintained, calibrated, and validated travel demand model that accurately compares to observed transportation data.
- Project-level alternative analyses that support network updates and model analyses (if required).
- A data base of performance based planning process documents.
D. FUNDING SUMMARY

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¹ TPF – This includes both FHWA PL-112 and FTA Section 5303 funds

TxDOT will apply 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.

TASK 5.0 – SPECIAL STUDIES

A. OBJECTIVES

- To determine the validity of an inter-regional express bus service
- To complete MPO planning studies for enhancing intermodal transportation and providing environmental benefits to the JOHRTS region.

B. EXPECTED PRODUCTS

- Test and evaluate proposed projects in the 2017 South East Texas Regional Public Transportation Coordination Plan
- A comprehensive Travel and Tourism page on the MPO website
- Updating of the Hike and bike plan prepared but not approved in 2018.

C. PREVIOUS WORK

Staff procured consultant services to assist with the update of the regional hike and bike plan for the JOHRTS region but due to the outbreak of the Corona Virus the work had to be delayed until public meetings could once more take place.

Staff, again, applied for grant funding through the TxDOT Public Transportation
Division to obtain funding for a feasibility study for the Beaumont/Port Arthur express bus, a critical missing component of the regional transit system as identified by the 2017 South East Texas Regional Transportation Coordination Plan.

Staff has begun work on its resiliency and vulnerability study by hosting two workshops in May 2018.

Staff completed work on its comprehensive listing of tourism destinations in the MPO region. The list will be placed on the tourism page of the MPO website.

D. SUBTASKS

SUBTASK 5.1 Regional Transit Connectivity Study

Staff, in conjunction with consultant services, will conduct a study to test and evaluate the feasibility of providing an inter-regional express bus service between the major cities in the JOHRTS region. The study will address the following three issues: 1) number of riders to use the service, 2) identification of the major destinations, and 3) identification of the locations that would best promote patron transfers. This project shall only be addressed upon the receipt of matching funds.

SUBTASK 5.2 Regional Vulnerability Assessment Study

Staff will continue research to determine which critical transportation resources within the MPO region will be vulnerable to catastrophic events. The second phase of the project will be to assess resiliency strategies to replace or bring back on-line these resources as quickly as possible. This will be a multiyear project.

SUBTASK 5.3 Regional Hike and Bike Plan

Staff, in conjunction with consultant services, will update the “draft” South East Texas Hike and Bike Plan during FY 2021.
### E. FUNDING SUMMARY

#### Task 5 - FY 2021

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

**TOTAL**

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TxDOT will apply 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 – This includes both FHWA PL-112 and FTA Section 5303 funds.
# TABLE 1 – JOHRTS – FY 2021

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\(^1\) TRANSPORTATION PLANNING FUNDS

TPF $\quad$ $936,000

Estimated Unexpended Carryover $\quad$ $295,033

TOTAL TPF $\quad$ $1,231,033

\(^2\) Estimate based on prior years authorizations and TPF includes FHWA (PL-112) and FTA 5303

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

PLANNING COMMITTEE MEMBERSHIP
JEFFERSON-ORANGE-HARDIN REGIONAL TRANSPORTATION STUDY
TRANSPORTATION PLANNING COMMITTEE

VOTING MEMBERSHIP

Honorable Becky Ames  
City of Beaumont

Honorable David Rutledge  
City of Bridge City

Honorable Brad Bailey  
City of Groves

Chris Duque  
City of Nederland

Jim Wolf  
City of Orange

Honorable Thurman Bartie  
City of Port Arthur

Honorable Glenn Johnson  
City of Port Neches

Honorable Don Surratt  
City of Lumberton

Honorable Kelly Carder  
City of Vidor

Jon Sherwin  
City of West Orange

Honorable Gary Strahan  
City of Silsbee

Commissioner L.W. Cooper, Jr.  
Hardin County

Commissioner Johnny Trahan  
Orange County

Don Smith, P.E. – Secretary  
TxDOT- District Engineer

Commissioner Eddie Arnold  
Jefferson County

NON-VOTING EX-OFFICIO MEMBERSHIP

Honorable Rebecca M. Ford  
City of Bevil Oaks

Honorable Pete Runnels  
City of Pinehurst

Honorable David Lang  
City of Rose Hill Acres

Honorable Kerry Abney  
City of Nome

Honorable John Durkay  
City of Taylor Landing

Honorable William Sanders  
City of China

Honorable Wesley Brown  
City of Pine Forest

Honorable Bonnie Stephenson  
City of Rose City

Honorable Fred Williams  
City of Kountze

Honorable Bruce Robinson  
City of Sour Lake
<table>
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<th>Name</th>
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<tr>
<td>Honorable Randy Weber</td>
<td>U.S. Representative, Dist. 14</td>
</tr>
<tr>
<td>Honorable Brandon Creighton</td>
<td>State Senator, Dist. 4</td>
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<tr>
<td>Honorable Joseph “Joe” Deshotel</td>
<td>State Representative, Dist. 22</td>
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<tr>
<td>Honorable Dade Phelan</td>
<td>State Representative, Dist. 21</td>
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<tr>
<td>Melanie Rousseau</td>
<td>Texas Commission on Environmental Quality</td>
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<td>Phillip Tindall</td>
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<td>Shanna Burke</td>
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<td>Honorable Brian Babin</td>
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<td>Honorable Robert Nichols</td>
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<td>Governor’s Office</td>
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<td>Anthony Jones</td>
<td>Federal Highway Administration</td>
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<td>Vacant</td>
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DEBARTMENT CERTIFICATION  
(Negotiated Contracts)

(1) The South East Texas Regional Planning Commission-Metropolitan Planning Organization for the Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) Area as CONTRACTOR certifies to the best of its knowledge and belief, that it and its principals:

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

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

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

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

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

* federal, state or local

Signature – Chairman, MPO Policy Committee

Title

Date
CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

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

(1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclosure accordingly.

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

______________________________
Signature – Chairman, MPO Policy Committee

______________________________
Title

______________________________
Agency

______________________________
Date
APPENDIX E

CERTIFICATION OF COMPLIANCE
AND
MPO SELF-CERTIFICATION
Certification of Compliance

I, ______________________________________________________________,
(Name and Position, Typed or Printed)
a duly authorized officer/representative of the:

South East Texas Regional Planning Commission – Metropolitan Planning Organization (SETRPC-MPO) For the Jefferson-Orange-Hardin Regional Transportation Study Area
do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements For Federal Awards” as it may be revised or superseded.

__________________ _____________________________________
Date Signature - Chairman, MPO Policy Committee

Attest:

___________________________________
Name

___________________________________
Title

Draft For Adoption
APPENDIX F
ETHICAL STANDARDS AFFIDAVIT

Draft For Adoption
CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

I, __________________________________________________________________________,  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of _________________________________________

____________________________________________________________________________,

(MPO)

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

__________________  ______________________________________
Date  Signature - Chairman, MPO Policy Committee

Attest:

___________________________________  _____________________________________
Name  Title

Draft For Adoption
A RESOLUTION ADOPTING THE SETRPC-MPO JOHRTS FY 2021 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, the SETRPC-MPO is designated by the Governor of Texas, in accordance with federal law, as the transportation planning decision-making body for the JOHRTS area, being Jefferson, Orange, and Hardin Counties in southeast Texas; and

WHEREAS, the SETRPC-MPO is responsible for preparing and submitting the UPWP to the Department of Transportation (TxDOT); and

WHEREAS, the proposed revisions of the 2019-2022 TIP are consistent with the federal fiscal constraint requirements established for the Transportation Improvement Program and are consistent with the financially constrained SETRPC MTP-2045.

NOW, THEREFORE, BE IT RESOLVED BY THE TRANSPORTATION PLANNING COMMITTEE FOR THE SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION METROPOLITAN PLANNING ORGANIZATION REGION THAT:

Section 1: The Director of the SETRPC-MPO is hereby authorized to submit the JOHRTS FY 2021 UPWP to TxDOT on behalf of the Transportation Planning Committee.

Section 2: This resolution shall be effective upon adoption.

PASSED AND APPROVED this _________ day of ______________ 2020, at a regularly scheduled meeting of the Transportation Planning Committee.

APPROVED:

Donald Smith, P.E., Secretary
JOHRTS Transportation Committee
TxDOT-Beaumont District Engineer

L.W. Cooper, Chairman
JOHRTS Transportation Committee
Hardin County Commission, Precinct 1
Date: July 23, 2020

To: Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) Transportation Planning Committee (TPC)

From: Bob Dickinson, Director
Transportation and Environmental Resources Division

Subject: Review and approval of revised resolutions adopted at the May 28, 2020 JOHRTS Transportation Planning Committee (TPC) meeting to address the Transportation Air Quality conformity requirements on the JOHRTS Metropolitan Transportation Plan (MTP-2045) Amendment #1 and the JOHRTS FY 2021-2024 Transportation Improvement Program (TIP).

Please find enclosed for your review and approval the draft revised resolutions adopted at the May 28, 2020 JOHRTS Transportation Planning Committee (TPC) meeting to address the Transportation Air Quality conformity requirements on the JOHRTS Metropolitan Transportation Plan (MTP-2045) Amendment #1 and the JOHRTS FY 2021-2024 Transportation Improvement Program (TIP).

The Federal Highway Administration (FHWA) requested that we revise the two resolutions to reflect that both of the documents are consistent with the State Implementation Plan (SIP).

If you have any questions, please feel free to contact me at (409) 899-8444 x7520.
AUTHORIZING THE APPROVAL OF AMENDMENT #1 TO THE JOHRTS METROPOLITAN TRANSPORTATION PLAN (MTP-2045) FOR THE SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION METROPOLITAN PLANNING ORGANIZATION (MPO)

WHEREAS, the JOHRTS MTP-2045 was adopted by the Transportation Planning Committee on July 18, 2019; and

WHEREAS, the JOHRTS MTP-2045 Amendment #1 was adopted by the Transportation Planning Committee on May 28, 2020; and

WHEREAS, the JOHRTS MTP-2045 Amendment #1 is consistent with the current JOHRTS MTP-2045 and its finding of conformance with the State Implementation Plan for air quality; and

WHEREAS, the JOHRTS MTP-2045 Amendment #1 is consistent with the federal fiscal constraint requirements established for the Metropolitan Transportation Plan and is consistent with the current financially constrained JOHRTS MTP-2045.

NOW, THEREFORE, BE IT RESOLVED BY THE TRANSPORTATION PLANNING COMMITTEE FOR THE SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION-METROPOLITAN PLANNING ORGANIZATION, THAT THE JOHRTS METROPOLITAN TRANSPORTATION PLAN (MTP-2045) AMENDMENT #1 BE ADOPTED AS IDENTIFIED IN THE MAY 2020 TPC MEETING PACKET.

PASSED AND APPROVED this ________________ day of __________ 2020, at a regularly scheduled meeting of the Transportation Planning Committee.

APPROVED:                         APPROVED:
_________________________________  ___________________________________
Donald Smith, P.E., Secretary     L.W. Cooper, Chairman
JOHRTS Transportation Planning Committee
TxDOT-Beaumont District Engineer  JOHRTS Transportation Planning Committee
Hardin County Commission, Precinct 1
AUTHORIZING THE APPROVAL OF THE JOHRTS FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR THE SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION METROPOLITAN PLANNING ORGANIZATION (MPO)

WHEREAS, the JOHRTS Metropolitan Transportation Plan MTP-2045 was adopted by the Transportation Planning Committee on July 18, 2019; and

WHEREAS, the JOHRTS FY 2021-2024 TIP for the SETRPC-MPO was adopted by the Transportation Planning Committee on May 28, 2020; and

WHEREAS, the proposed JOHRTS FY 2021-2024 TIP is consistent with the current JOHRTS Metropolitan Transportation Plan MTP-2045 and its finding of conformance with the State Implementation Plan for air quality; and

WHEREAS, the JOHRTS FY 2021-2024 TIP is consistent with the federal fiscal constraint requirements established for the Transportation Improvement Program and is consistent with the current financially constrained JOHRTS Metropolitan Transportation Plan MTP-2045.

NOW, THEREFORE, BE IT RESOLVED BY THE TRANSPORTATION PLANNING COMMITTEE FOR THE SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION-METROPOLITAN PLANNING ORGANIZATION, THAT THE JOHRTS FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM BE ADOPTED AS IDENTIFIED IN THE MAY 2020 TPC MEETING PACKET.

PASSED AND APPROVED this ______________ day of __________ 2020, at a regularly scheduled meeting of the Transportation Planning Committee.

APPROVED:                         APPROVED:
_________________________________  ___________________________________
Donald Smith, P.E., Secretary     L.W. Cooper, Chairman
JOHRTS Transportation Planning Committee
TxDOT-Beaumont District Engineer   JOHRTS Transportation Planning Committee
                                      Hardin County Commission, Precinct 1
Date:       July 23, 2020
To:         J OHRTS Transportation Planning Committee (TPC)
From:       Bob Dickinson, Director
            Transportation and Environmental Resources Division
Subject:    Virtual Public Participation

The SETRPC-MPO public participation process is designed to reach out to the full spectrum of the public, including area residents, elected and appointed officials, affected public agencies, representatives of transportation agencies, freight transportation providers, media outlets, and other interested parties. Given the current Corona Virus (COVID-19) Pandemic, the SETRPC-MPO is exploring the use of virtual public participation methods. Virtual public participation methods are resilient, allowing continued engagement and outreach to the public despite disruptions that are becoming more common. The SETRPC-MPO has developed a toolbox of virtual public participation methods that serve to expand the reach of public participation and to complement in-person meeting and events.

Virtual public participation options can broaden the reach of public participation by providing a convenient platform to engage members of the public who traditionally do not attend in-person events. Virtual public participation also provides people who attended an in-person event with an opportunity to follow up the event in case they want to review the information provided or would like to provide additional feedback.

The type of virtual public participation tool to be used depends on the desired outcome of the event. Some tools are intended to simply share information, some are more adept at facilitating interaction between staff and the community and gathering public comments.

Virtual public participation methods within the toolbox include:

- Online meetings - Live, online meetings allow for individuals to connect via their computer or smartphone.
- Interactive meeting websites - Interactive meeting websites can include online displays of poster boards presented at public meetings with or without audio recordings of staff explaining various aspects of the boards.
- Interactive mapping - Interactive mapping tools provide a tool for the public to define different layers of data for viewing.
- Virtual Walking/Diving Tours - Virtual walking and driving tours can be provided as a video recording, slideshow pictures, or 3-D animations.
- Instant Polling - Instant polling uses a smartphone app to allow the public to vote on options in real time
- Online Surveys - Online surveys engagement tools allow staff to gather public feedback using survey responses collected through a web-based platform.

The SETRPC-MPO Public Participation Plan will be amended to include these options or tools, for virtual public participation. The public review and comment period for the “Draft” Public Participation Plan Amendment #1 is 45 days, which began on July 1, 2020 and ends on August 14, 2020. A copy is included in the meeting packet for your review. The SETRPC-MPO will summarize and address any public input received, and the JOHRTS Transportation Planning Committee will consider the public input received prior to the adoption of the SETRPC-MPO “Draft” Amendment #1 Public Participation Plan.

If any questions arise, please feel free to contact me at (409) 899-8444, ext. 7520.

Sincerely,

Bob Dickinson, Director
Transportation & Environmental Resources
Overview

• Background
• Purpose of Amendment
• Virtual Public Participation Toolbox
  • Online Meetings
  • Interactive Meeting Websites
  • Interactive Mapping
  • Virtual Walking/Driving Tours
  • Instant Polling
  • Online Surveys
• Matching the Right Tool to the Right Activity
• SETRPC Website
• Title VI
• Measures of Effectiveness
• Next Steps
• Comments and Questions
Background

• The Public Participation Plan (PPP) outlines procedures to support citizen participation.

• Federal legislation calls for methods that engage the general public, public agencies, and stakeholders.

• Public involvement fosters an opportunity for better decision-making and collective acceptance of transportation plans and programs.

• The current PPP was adopted by the Transportation Planning Committee on December 7, 2017.
Purpose of Amendment

• Given recent disruptions to traditional public participation methods, there is a clear need to have procedures in place for the use of virtual public participation methods.

• Virtual public participation methods are resilient, allowing continued engagement and outreach to the public despite disruptions. This helps ensure projects are not delayed.

• Virtual public participation can supplement traditional methods and engage different groups, expanding outreach efforts.

• This amendment outlines what virtual tools are available, what benefits each tool provides, and how they will be used.
Virtual Public Participation Toolbox

• The Virtual Public Participation Toolbox serves to expand the reach of public participation efforts and to complement in-person meetings and events.

• These tools can also broaden the reach of public participation by providing a convenient platform to engage members of the public who traditionally do not attend in-person events.

Tools:
• Online Meetings
• Interactive Meeting Websites
• Interactive Mapping
• Virtual Walking/Driving Tours
• Instant Polling
• Online Surveys
Online Meetings

• Live, online meetings allow for individuals to connect via their computer or smartphone.

Above: Microsoft Teams online meeting platform example
Interactive Meeting Websites

- Interactive meeting websites can include online displays of poster boards presented at public meetings with or without audio recordings of staff explaining various aspects of the boards.

Above: Interactive Meeting Website used in a TxDOT public participation process for the Horizon Boulevard Corridor Master Plan.
Interactive Mapping

- Interactive mapping tools provide a tool for the public to define different layers of data for viewing.
- The tool can be tailored to allow individuals to provide comments on the map that are linked to specific geographic locations.

Above: The SETRPC-MPO’s online GIS map viewer.
Virtual Walking / Driving Tours

• Virtual walking and driving tours can be provided as a video recordings, slideshow pictures, or 3-D animations.

Above: 3-D animation from Google Earth.
Instant Polling

- Instant polling uses a smartphone app to allow the public to vote on options in real time.
- Polling responses can be summarized instantly through visualizations such as pie charts, word clouds, etc.

What is the most important transportation issue?

Text appropriate code to 55555
or go to InstantPoll.com/example; you can only vote once
Online Surveys

• Online surveys allow staff to gather public feedback using survey responses collected through a web-based platform.

• Compared to physical surveys, online surveys allow for extensive supporting graphics, more questions, and more convenience for respondents.
Matching the Right Tool to the Right Activity

• The appropriate virtual tool depends on the desired outcome of the event.

• Some tools are intended to simply share information, some are more adept at facilitating interaction between staff and the community, and some are best for gathering public comments.

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</table>
SETRPC Website

- The SETRPC-MPO will continue to use their website as the base and reference point for all public participation.
- The SETRPC-MPO website will provide a “how-to” guide for virtual public participation for each event, to include an explanation of the platform being used, how to access the event, and how to provide comments or ask questions.
- Recordings of any online meetings or other types of live event will be made available on the SETRPC-MPO website.
- Notifications for virtual public meetings and events will be the same as traditional formal public meetings. All notifications for virtual events will provide a hyperlink to the main project page on the SETRPC-MPO website.
Title VI

• There are still some households in the SETRPC region without access to the internet.
• While virtual public participation strategies can widen the reach of engagement efforts, some virtual tools will not be accessible to everyone.
• The appropriate mix of public participation tools will consider those without internet access, in addition to the special needs and abilities of minority, low-income, and limited English proficiency populations.
Measures of Effectiveness

• This amendment adds an additional Measure of Effectiveness to the Public Participation Plan:

“100% of all virtual public participation events are referenced on the SETRPC website”
Next Steps

• The public review and comment period for the amendment is 45 days.

• The SETRPC-MPO will summarize and address any public input received, and the Transportation Planning Committee will consider the public input received prior to the adoption of the amended Public Participation Plan.
Comments and Questions

For any comments or questions, please contact:

Bob Dickinson
bdickinson@setrpc.org
(409) 899-8444 ext. 7520
Public Participation Plan

Summary of Amendment #1

South East Texas Regional Planning Commission Metropolitan Planning Organization (SETRPC-MPO) for the Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) Area

45-day public comment period: ________, 2020 - ________, 2020

ADOPTED by the Transportation Planning Committee on ________, 2020
Community Dialogue

(Revised text)

The SETRPC-MPO public participation process is designed to reach out to the full spectrum of the public: citizens, elected and appointed officials, affected public agencies, representatives of transportation agencies, freight transportation providers, media outlets, and other interested parties. In addition to these efforts, the SETRPC-MPO makes every effort to include federal, state, and local agencies in the execution of its public participation process.

The SETRPC-MPO will utilize a variety of methods of enhancing and broadening community involvement in the planning process and providing timely information about transportation issues, meetings, and planning processes. Public participation tools include in-person participation and virtual participation and are based on a variety of platforms. The SETRPC-MPO will develop the appropriate mix of public participation tools to be used for each public participation event based on the transportation planning program and type of event.

Specific examples of such dialogue efforts are discussed in the paragraphs that follow.

**WEBSITE** (Retained existing text and made the following addition)

The SETRPC-MPO will use their website as the base and reference point for all in-person and virtual public participation. The website will be a repository for all information related to public participation and serve as the starting point for members of the public to learn more about transportation planning programs and projects.

The SETRPC-MPO website will also provide a “how-to” guide for virtual public participation for each event, which will include an explanation of the platform being used to host the event, how to access the event, and how to provide comments or ask questions.

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Notifications for virtual public meetings and events will be the same as traditional formal public meetings. In addition, virtual meetings and event notices will be shared on the SETRPC-MPO website, via social media, and in community spaces such as local libraries, etc. All notifications for virtual events will provide a hyperlink to the main project page on the SETRPC-MPO website.

**Visualization Techniques** (New section)

A number of visualization techniques will be utilized for in-person participation and virtual participation to enhance the understanding of topics and provide a frame of reference, with the goal of leaving a clear and lasting impression of program initiatives. An appropriate mix of
Visualization techniques will be selected for each event based on the transportation planning program and type of event, and may include:

- Geographic Information System (GIS) to provide information in map format
- Graphic displays such as sketches, graphics, charts, photographs, and posters
- Live or recorded slideshows or videos
- Handouts
- Virtual public participation visualization tools such as virtual tours and instant polling charts

**Informal/Open House Meetings (Revised text)**

Meetings for presenting general information pertaining to transportation planning-related issues, programs, and documents that have been adopted by the TPC are considered informal meetings. An appropriate mix of public participation tools will be selected for each event based on the transportation planning program and type of event and may include in-person and virtual public participation tools.

The SETRPC website will serve as the base and reference point to provide meeting information. For every event, information will be sent to the Public Participation Contacts Database using an e-mail blast, supplemented by a traditional mail-out for those who do not have an e-mail address. Additional tools for providing information on events may include mailings to community groups and social service agencies, radio and TV news releases, various community calendars, and advertisements through local print media.

SETRPC-MPO will seek creative opportunities to increase the public’s awareness of existing services and to robust and meaningful promote public participation. Potential activities include:

**Virtual Public Participation (Revised text)**

Virtual public participation options provide additional tools to expand the reach of public participation and complement in-person meetings and events. Virtual public participation options are intended to complement traditional engagement efforts and are not a permanent replacement for in-person meetings and events. An appropriate mix of public participation tools will be selected for each event based on the transportation planning program and type of event and may include in-person and virtual public participation tools.

Virtual public participation options can broaden the reach of public participation by providing a convenient platform to engage members of the public who traditionally do not attend in-person events. Virtual public participation also provides people who attended an in-person event with an opportunity to follow up the event in case they want to review the information provided or would like to provide additional feedback.
The type of virtual public participation tool to be used depends on the desired outcome of the event. Some tools are intended to simply share information, some are more adept at facilitating interaction between staff and the community and gathering public comments. The SETRPC-MPO will chose the online tool or tools used on a case-by-case basis, to ensure that the optimum mix of tools is used for each virtual public participation event. Virtual public participation tools and their appropriateness for different types of public participation events are shown in the table below.

Table 1: Virtual Public Participation Tools and Event Types

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<tr>
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<tr>
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<tr>
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**ONLINE MEETINGS** (New section)

Live, online meetings allow for individuals to connect via their computer or smartphone. The specific capabilities of the interaction depend on the chosen online platform, but the platform must at a minimum include a feature for making comments. Typically, the event host can share their computer screen to present on the meeting material. Webinars and “telephone town halls” are common forms of online meetings.

The choice of the online meeting platform depends on the purpose of the online event. Some online meeting platforms are more suited for larger meetings or presentations, while some are better suited for smaller groups since they allow for more collaboration. When choosing an online meeting platform tool, the SETRPC-MPO will take into consideration the number of participants that the meeting can host, the extent of interaction allowed through the platform, recordability features, accessibility, and data privacy considerations.
**Interactive Meeting Websites** (New section)

Interactive meeting websites can include online displays of poster boards presented at public meetings with or without audio recordings of staff explaining various aspects of the boards.
**Interactive Mapping (New section)**

Interactive mapping tools provide a tool for the public to define different layers of data for viewing. The Statewide Planning Map maintained online by the TxDOT Transportation Planning and Programming Division is an example of an interactive map.

![Interactive Map Example](image)

Like the TxDOT Statewide Planning Map, the interactive map platform may be configured to provide information only. However, to be most useful for virtual public participation, the interactive mapping platform should allow members of the public to provide their comments on the map, which may also be linked to specific locations.

**Virtual Walking / Driving Tours (New section)**

Virtual walking and driving tours can be provided as a video recording, slideshow pictures, or 3-D animations. Animations can visualize the “before” and “after” configuration of projects alternatives.
**Instant Polling** *(New section)*

Instant polling uses a smartphone app to allow the public to vote on options in real time. Results of their voting can be instantly displayed in a variety of different ways such as bar charts, pie charts, or word clouds.

Instant polling is typically set up for live events with a pre-designed set of questions and a set number of choices for answering, rather than allowing for free-form comments.

**Online Surveys** *(New section)*

Online surveys engagement tools allow staff to gather public feedback in different ways. Online surveys allow staff to collect specific information on certain aspects of a project or plan and may be configured with multiple tabs or sections. While traditional paper surveys are often limited in order to encourage participation, the interactive nature of an online survey more readily captures public attention, can provide more extensive supporting graphics, and may allow for longer surveys.

**Formal Public Meetings** *(Revised text)*

In addition to the informal public meetings previously discussed, the SETRPC-MPO may also hold formal public meetings guided by federal and state transportation planning requirements and in compliance with formal open public meeting regulations.

For virtual formal public meetings, the necessary quorum must be documented, and any online voting should follow local legal requirements. Any modifications to necessary quorum or voting procedures required to make a virtual meeting possible must follow FHWA guidance.

For every formal public meeting, including virtual public meetings, a summary including public comments and responses is prepared. Where a published report is involved, the summary of the public meeting is incorporated into the document as an appendix.
Title VI

(RETAINED EXISTING TEXT AND MADE THE FOLLOWING ADDITION)

While virtual public participation strategies can widen the reach of community engagement efforts, it is important to recognize that virtual tools will not be accessible to everyone. While access to the internet and smartphones are commonplace, there are still some households in the SETRPC region without access to the internet. The appropriate mix of public participation tools to be used for each public participation event, including in-person participation and virtual public participation, will consider the special needs and abilities of minority, low-income, and limited English proficiency populations.

Measures of Effectiveness

(RETAIN EXISTING TEXT AND MADE THE FOLLOWING ADDITION)

- 100% of all virtual public participation events are referenced on the SETRPC website
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Public Participation Plan
South East Texas Regional Planning Commission Metropolitan Planning Organization (SETRPC-MPO) for the Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) Area

45-day public comment period: _____, 2020 - _____, 2020

ADOPTED by the Transportation Planning Committee on _____, 2020
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This document was prepared in cooperation with the U.S. Department of Transportation, Federal Highway Administration, the Federal Transit Administration, and the Texas Department of Transportation.
The South East Texas Regional Planning Commission (SETRPC) is a voluntary association of local governments that serve the area comprised of Jefferson, Orange, and Hardin counties. The SETRPC provides comprehensive planning services in community development, transportation, and environmental resources. The SETRPC, established in 1970 under the authority provided by the 1965 Texas Legislature, solves area-wide problems by promoting intergovernmental cooperation and coordination, conducting comprehensive regional planning, and providing a forum for the discussion and study of area issues.

SETRPC-MPO

In 1974, the Governor of Texas designated the SETRPC as the Metropolitan Planning Organization (MPO) for the three-county area to comply with the Federal Highway Act of 1962 and established the SETRPC-MPO for the Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) area. Per federal law, an urban area with a population of 50,000 or more is required to have a MPO. The MPO is responsible for conducting a continuing, comprehensive, and cooperative (3-C) transportation planning process that results in plans and programs that consider all transportation modes and support metropolitan community development and social goals. An MPO receives federal funding for transportation planning and may also receive state and local funds in order to carry out mandated planning activities. As the MPO, SETRPC is responsible for the 3-C long-range transportation planning process in the three-county region.

Within the SETRPC, the MPO’s staff support is housed within the Transportation and Environmental Resources (TER) Division, which provides the technical support for the operations of the MPO. The TER Division administers federal and state funds for the planning and implementation of programs, projects, and policies related to various modes of transportation, air quality, solid waste management, and economic development for the three-county region. The staff of the Division works with federal, state, and local entities to:

- Provide improved mobility, increased transportation options, and improved intermodal connections within the region
- Enhance the quality of life of southeast Texas citizens
- Support economic development and tourism
• Improve air quality and assist the region’s effort to maintain compliance with federal Clean Air Act standards
• Promote coordination of collection, transportation, and disposal of solid waste
• Maximize community benefit and protect the environment
• Maintain a variety of data and information on southeast Texas, including geographic information system (GIS) data and demographics
• Encourage community participation and increase awareness of individual roles and responsibilities

TRANSPORTATION PLANNING COMMITTEE

The Transportation Planning Committee (TPC) serves as the governing board for the MPO. The TPC is comprised of 15 voting members who represent Hardin, Jefferson, and Orange counties; various cities within the three-county area; and the Texas Department of Transportation (TxDOT). The TPC ensures that MPO transportation plans and programs are consistent with the goals and objectives of all comprehensive plans in the JOHRTS area. The TPC provides regular and continuing general policy guidance to multimodal transportation planning, approves region-wide transportation plans, and promotes the adoption and implementation of such plans by the various levels of government. Typically, the TPC meets quarterly. These meetings are usually held on a Wednesday or Thursday at 10:00 a.m. as an attempt to avoid schedule conflicts with city council and commissioner’s court meetings. These meetings are open meetings and the public is welcome to attend. A list of entities that have representation on the TPC can be found in Appendix A.

TECHNICAL COMMITTEE

The Technical Committee is an advisory committee to the TPC, and works with MPO staff in preparing planning documents, formulating policies, supervising consultants, and providing technical support for transportation studies. It is comprised of 18 members who represent Hardin, Jefferson, and Orange counties; various cities within the three-county area, and TxDOT. The Technical Committee also participates in evaluating and recommending candidate projects for inclusion in the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). The Technical Committee meets quarterly, typically on Wednesday or Thursday at 10:00 a.m. Meetings are scheduled so as not to conflict with city council and commissioner’s court meetings. The Technical Committee meetings are open to the public. A list of entities that have representation on the Technical Committee can also be found in Appendix A.

PLANNING-RELATED DOCUMENTS

In addition to developing a Public Participation Plan (PPP), the SETRPC-MPO is mandated under federal and state rules to produce three other planning-related documents:

• Unified Planning Work Program (UPWP)
• Metropolitan Transportation Plan (MTP)
• Transportation Improvement Program (TIP)
The UPWP is a federal requirement for the SETRPC-MPO to maintain annual self-certification so that the JOHRTS region will receive planning and construction funds for transportation facilities and systems. The UPWP is prepared annually and is a statement of work that identifies the planning priorities and activities to be carried out within a metropolitan planning area for a given fiscal year (October 1 to September 30) and includes a list of the planning task descriptions and resulting products from each associated task, denotes who will perform the work tasks, provides the time frame for conducting the tasks, and identifies the sources of funds for each task.

The MTP is a federal requirement for a multimodal transportation plan addressing no less than a 20-year planning horizon for the JOHRTS region. The MTP is developed, adopted, and updated by the MPO through the metropolitan transportation planning process.

The TIP is a federal requirement for a prioritized listing of transportation projects and programs covering a period of four years. The TIP is the short-range implementation program of the MTP. For projects in the region to be eligible for federal funds provided through the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), they must be included in the TIP. Similar to the MTP, the TIP is developed, adopted, and updated through the metropolitan transportation planning process.

The 10-year plan is a new state requirement associated with meeting the provisions of HB 20 for a 10-year plan of transportation projects, financially tied to TxDOT’s funding projections and its own 10-year Unified Transportation Plan (UTP). Since the UTP is a state-sponsored document, the public participation for its development is run by the state rather than by the MPO. SETRPC’s involvement is therefore limited to contributing projects to the UTP. Since those same projects are tied to the long-range MTP and the short-range TIP, changes in one planning document may trigger the need for changes in another planning document that does require public participation efforts.

Decisions made during the transportation planning process and the development of plans and programs affect both current and future citizens. As users and benefactors of the three-county regional transportation system, their participation is a crucial part of successful plans and programs. Public involvement activities involve JOHRTS area stakeholders such as the business community, elected and appointed officials, civic organizations, organizations dealing with the environment and planning for natural disasters, public and private transportation providers for all modes, freight interests, economic development and tourism interests, and members of the general public. In addressing the involvement of the general public, the JOHRTS public participation process will seek to provide fair, meaningful, and accessible opportunities for involvement for all members of the community. The public participation process helps ensure that transportation plans address community needs and also allows the SETRPC-MPO to explain the tradeoffs involved in ensuring desired outcomes, as well as the physical and financial constraints associated with various alternative improvements. Opportunities for public input are provided both in formal and informal settings. The nature of public participation is dictated by the subject matter and the development stage of a project or plan.
Public Participation Plan

Federal legislation, such as the 2015 authorization of the Fixing America’s Surface Transportation (FAST) Act, the Clean Air Act, and the Americans with Disabilities Act (ADA) have not only placed new demands on local governments, but have also called for new methods to engage the general public, public agencies, and special interest groups in the regional transportation planning process.

In the spirit of these opportunities, the JOHRTS Public Participation Plan (PPP) contains the guidelines and expectations for public involvement during the transportation planning and development processes. In particular, this plan outlines the procedures, tools, techniques, and expectations for public outreach and education on transportation issues. The desired outcome is a process that is both engaging and inclusive to the public. As such, the goals of the JOHRTS PPP are to:

- Identify affected public groups
- Be responsive to Title VI, including Environmental Justice (EJ) directives and Limited English Proficiency (LEP) guidance
- Engage the community in the transportation planning process
- Expand consultation and stakeholder involvement to include the full range of communities and interests that are affected by transportation decisions. This includes public and private transportation providers for all modes, freight interests, organizations dealing with the environment and planning for natural disasters, economic development and tourism interests
- Employ a variety of public involvement approaches to garner the greatest amount of public participation
- Employ visualization techniques
- Incorporate public feedback in the decision making process

To provide the context for metropolitan transportation planning, this document includes an overview of the public involvement process, Title VI requirements, and coordination methods associated with transportation projects in the JOHRTS area. In addition, Appendix B provides a summary of the public participation requirements of 23 CFR §450.316(a)(1) and how the SETRPC-MPO has addressed them within this plan.

The fundamental purpose of the Public Participation Plan is to provide for an inclusive approach in which citizens may participate during the continuing, comprehensive, and cooperative transportation planning process. Effective public involvement fosters an opportunity for better planning decisions and collective acceptance of transportation plans and programs.
The fundamental purpose of the Public Participation Plan is to provide for an inclusive approach in which citizens may participate during the continuing, comprehensive, and cooperative transportation planning process. Effective public involvement fosters an opportunity for better planning decisions and collective acceptance of transportation plans and programs.

The public involvement efforts associated with the Public Participation Plan are designed to be proactive in engaging the community and encouraging public input. Efforts will be made to provide timely information, an explanation of the process, a variety of venues to discuss issues and voice concerns, the opportunity to identify issues and contribute ideas, and the occasion to review and comment on plans, programs, and projects before key decisions are made.

The SETRPC–MPO will ensure that during the public involvement process, groups that have historically been “underserved” will be encouraged to participate in the transportation planning process. This includes persons from minority, elderly, disabled, low-income, and limited English proficiency populations.

The Public Participation Plan will be executed at all levels with an effective mix of opportunities, venues, and tools. Specifically, the components of the SETRPC–MPO’s public involvement process shall include:

- **Community Dialogue**
- **Formal Public Meetings**
- **Review and Comment**
- **Title VI, including Environmental Justice directives and Limited English Proficiency guidance**
- **Measures of Effectiveness (MOEs) to ensure that protected populations are included in public participation**

### Community Dialogue

The SETRPC-MPO public participation process is designed to reach out to the full spectrum of the public: citizens, elected and appointed officials, affected public agencies, representatives of transportation agencies, freight transportation providers, media outlets, and other interested parties. In addition to these efforts, the SETRPC-MPO makes every effort to include federal, state, and local agencies in the execution of its public participation process.

The SETRPC-MPO will utilize a variety of methods of enhancing and broadening community involvement in the planning process and providing timely information about transportation issues, meetings, and planning processes. Public participation tools include in-person participation and virtual participation and are based on a variety of platforms. The SETRPC-MPO will develop the appropriate mix of public participation tools to be used for each public participation event based on the transportation planning program and type of event.
Specific examples of such dialogue efforts are discussed in the paragraphs that follow.

**PUBLIC PARTICIPATION CONTACTS DATABASE**
A database of persons, groups, and agencies interested in notification of updated information and public meetings is maintained by the MPO. The MPO will utilize this database to distribute information on upcoming activities and meetings. All addresses remain in the database until removal is requested or the US Postal Service returns mail to the MPO as undeliverable. E-mail addresses are also maintained within this database for message notification via electronic communication. A component of the mailing database is a separate spreadsheet of organizational contacts. This list compiles contact information for organizations by category so that the appropriate stakeholders may be contacted whenever necessary. The categories of contacts include:

- Voting and non-voting Transportation Planning Committee members
- Elected officials at the federal, state, county, and city levels
- Newspapers, radio stations, civic organizations, and government agencies who focus specifically on Title VI targeted populations
- Public and private transportation interests including government agencies, representatives of public transportation employees, bicycle and pedestrian advocates, representatives of public transit riders, freight transportation providers, public ports and airports, public transit providers, intercity bus, taxi and rideshare services, and representatives of disabled populations
- Media contacts including general circulation newspapers, FM and AM radio stations, and television stations
- Major employers
- Civic organizations
- Universities
- Regulatory and disaster preparedness organizations
- Tourism and economic development agencies

**WEBSITE**
SETRPC maintains a website ([www.setrpc.org](http://www.setrpc.org)) that provides an overview of the agency, a listing of departments, and the background on various programs. The TER Division maintains its own webpage ([www.setrpc.org/ter](http://www.setrpc.org/ter)), which includes information on metropolitan transportation planning. The SETRPC-MPO uses this webpage to provide the public with easy access to transportation-related documents, a calendar of events, transportation surveys, lists and maps of transportation projects, and a list of MPO Transportation Planning Committee and Technical Committee members and staff. The webpage also allows the public to send e-mails to the SETRPC-MPO. The webpage is updated regularly to include the latest postings of meeting agendas and minutes, as well as information related to ongoing and new planning activities.
The SETRPC-MPO will use their website as the base and reference point for all in-person and virtual public participation. The website will be a repository for all information related to public participation and serve as the starting point for members of the public to learn more about transportation planning programs and projects.

The SETRPC-MPO website will also provide a “how-to” guide for virtual public participation for each event, which will include an explanation of the platform being used to host the event, how to access the event, and how to provide comments or ask questions.

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MEDIA
The SETRPC-MPO maintains a list of media contacts from the radio, television, and print media. MPO staff facilitate regular communication with the local media regarding transportation issues and activities in order to keep the public engaged and apprised of agency activities. The SETRPC-MPO will prepare and submit news releases, as appropriate, on transportation planning activities in the three-county region. Specialized media for specific cultural and language groups will be used when possible and appropriate.

DOCUMENT AVAILABILITY
Copies of transportation-related documents, such as this Public Participation Plan, the Metropolitan Transportation Plan, and the Transportation Improvement Program, are available for review at the MPO office. They are also available for download, at no cost, on the SETRPC website at www.setrpc.org/ter by selecting “Transportation & Environmental Resources” from the “Departments” drop-down menu.

STAFF PRESENTATIONS
The SETRPC-MPO staff is available to make presentations to neighborhood groups, civic organizations, government agencies, and other special interest groups to discuss transportation planning related topics. MPO staff will actively seek these opportunities as well as respond to speaker requests. Schedules and presentation content will be coordinated through the MPO office.

VISUALIZATION TECHNIQUES
A number of visualization techniques will be utilized for in-person participation and virtual participation to enhance the understanding of topics and provide a frame of reference, with the goal of leaving a clear and lasting impression of program initiatives. An appropriate mix of visualization techniques will be selected for each event based on the transportation planning program and type of event, and may include:

- Geographic Information Systems (GIS) to depict information in map form
- Use of appropriate software to produce other exhibits such as sketches, graphs, charts, photographs, and posters
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Handouts

Virtual public participation visualization tools such as virtual tours and instant polling charts

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SETRPC-MPO will seek creative opportunities to increase the public’s awareness of existing services and to robust and meaningful promote public participation. Potential activities include:

Mobile Information/Promotional Activities – SETRPC-MPO will look for opportunities to bring information to the community by equipping a van or bus with a mobile exhibit and traveling around the three-county region. The vehicle will include materials such as flyers, brochures, comment forms, and visual aids that describe the transportation planning process. Staff will solicit input on transportation needs from persons who visit the mobile exhibit. With permission, the van or bus can be stationed at a variety of locations including shopping malls, universities, and local public buildings as well as at events such as county fairs and festivals, parades, school sporting events, and neighborhood functions.

Event Planning - SETRPC-MPO will look for partnering opportunities with community and business groups and identify opportunities to participate in activities that will afford exposure of the transportation planning process and create an opportunity to receive comments and solicit input from the public. Displays or mini-meetings may be held in conjunction with career fairs, community festivals, bus trips, church bazaars, and health fairs.

Focus Groups - SETRPC-MPO will look for key opportunities to involve targeted focus groups that are demographically inclusive (race, age, socio-economic status, educational levels, and LEP status). Sessions with these focus groups will be facilitated in such a way as to develop an understanding of opinion regarding transportation experiences, expectations, and needs.

VIRTUAL PUBLIC PARTICIPATION
Virtual public participation options provide additional tools to expand the reach of public participation and complement in-person meetings and events. Virtual public participation options are intended to complement traditional engagement efforts and are not a permanent replacement for in-person meetings and events. An appropriate mix of public participation tools will be selected for each event based on the transportation planning program and type of event and may include in-person and virtual public participation tools.
Virtual public participation options can broaden the reach of public participation by providing a convenient platform to engage members of the public who traditionally do not attend in-person events. Virtual public participation also provides people who attended an in-person event with an opportunity to follow up the event in case they want to review the information provided or would like to provide additional feedback.

The type of virtual public participation tool to be used depends on the desired outcome of the event. Some tools are intended to simply share information, some are more adept at facilitating interaction between staff and the community and gathering public comments. The SETRPC-MPO will chose the online tool or tools used on a case-by-case basis, to ensure that the optimum mix of tools is used for each virtual public participation event. Virtual public participation tools and their appropriateness for different types of public participation events are shown in Table 1.

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<td><strong>Online Meeting</strong></td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td><strong>Interactive Meeting Websites</strong></td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td></td>
<td>✔</td>
</tr>
<tr>
<td><strong>Interactive Mapping</strong></td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td></td>
<td>✔</td>
</tr>
<tr>
<td><strong>Virtual Walking / Driving Tours</strong></td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td><strong>Instant Polling</strong></td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td></td>
<td>✔</td>
</tr>
<tr>
<td><strong>Online Surveys</strong></td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
</tbody>
</table>

**Online Meetings** – Live, online meetings allow for individuals to connect via their computer or smartphone. The specific capabilities of the interaction depend on the chosen online platform, but the platform must at a minimum include a feature for making comments. Typically, the event host can share their computer screen to present on the meeting material. Webinars and “telephone town halls” are common forms of online meetings.

The choice of the online meeting platform depends on the purpose of the online event. Some online meeting platforms are more suited for larger meetings or presentations, while some are better suited for smaller groups since they allow for more collaboration. When choosing an online meeting platform tool, the SETRPC-MPO will take into consideration the number of participants that the meeting can host, the extent of interaction allowed through the platform, recordability features, accessibility, and data privacy considerations.
**Interactive Meeting Websites** - Interactive meeting websites can include online displays of poster boards presented at public meetings with or without audio recordings of staff explaining various aspects of the boards.

**Interactive Mapping** - Interactive mapping tools provide a tool for the public to define different layers of data for viewing. The SETRPC-MPO online GIS provides examples of an interactive map. Like the SETRPC-MPO online GIS maps, the interactive map platform may be configured to provide information only. However, to be most useful for virtual public participation, the interactive mapping platform should allow members of the public to provide their comments on the map, which may also be linked to specific locations.
Public Participation Plan Components

**Virtual Walking/Driving Tours** - Virtual walking and driving tours can be provided as a video recording, slideshow pictures, or 3-D animations. Animations can visualize the “before” and “after” configuration of projects alternatives.

**Instant Polling** - Instant polling uses a smartphone app to allow the public to vote on options in real time. Results of their voting can be instantly displayed in a variety of different ways such as bar charts, pie charts, or word clouds.

Instant polling is typically set up for live events with a pre-designed set of questions and a set number of choices for answering, rather than allowing for free-form comments.

**Online Surveys** - Online surveys engagement tools allow staff to gather public feedback in different ways. Online surveys allow staff to collect specific information on certain aspects of a project or plan and may be configured with multiple tabs or sections. While traditional paper surveys are often limited in order to encourage participation, the interactive nature of an online survey more readily captures public attention, can provide more extensive supporting graphics, and may allow for longer surveys.

**OUTREACH TO SPECIAL GROUPS**

As the intent of the SETRPC-MPO public participation process is to provide timely and meaningful opportunities for participation to all persons and interests, the process is designed to reach out to a wide range of stakeholders, interest groups, and organizations in order to provide robust opportunities for public participation and to publicize those opportunities to the affected populations.

The primary method for consulting with these groups is the SETRPC-MPO public participation contacts database. This list compiles contact information for organizations by category so that the appropriate stakeholders may be contacted whenever necessary and provides contact information for the interest groups referenced in 23 CFR 450.316(a) and 23 CFR 450.316(b).

In addition to the outreach to referenced special interest groups that are conducted during the public participation program for individual plans and projects, SETRPC-MPO will contact the listed groups on a rotating basis at least once per year to ensure that the contact information is current and to maintain their interest and involvement in the transportation planning process.
Public Participation Plan Components

Formal Public Meetings

In addition to the informal public meetings previously discussed, the SETRPC-MPO may also hold formal public meetings guided by federal and state transportation planning requirements and in compliance with formal open public meeting regulations.

For virtual formal public meetings, the necessary quorum must be documented, and any online voting should follow local legal requirements. Any modifications to necessary quorum or voting procedures required to make a virtual meeting possible must follow FHWA guidance.

For every formal public meeting, including virtual public meetings, a summary including public comments and responses is prepared. Where a published report is involved, the summary of the public meeting is incorporated into the document as an appendix. The MPO will also hold formal public meetings. A public meeting summary, including public comments and responses, is prepared following formal public meetings and is incorporated into the respective document as an Appendix.

MEETING NOTIFICATIONS

Public notification of formal public meetings will be provided at least 10 days prior to the first meeting and will be consistent with public meeting notification requirements outlined in the next section (Planning Documents: Update and Revision Procedures). Meeting announcements will be provided to media outlets in all three counties, and formal notice to elected/appointed officials and the County Clerk will be made.

Notification of all formal public meetings will be made in area newspapers to ensure adequate regional coverage. Notices will also be posted in the SETRPC offices, on the SETRPC website, and on the Transportation and Environmental Resources webpage. Radio or TV news media releases and postings on various community calendars will also be made, as necessary. In addition, notifications via e-mail and regular mail (for those without e-mail) will be made to those persons and groups within the MPO’s formal contact database. A second round of press releases may be issued closer to the public meeting date, as deemed necessary by SETRPC-MPO staff.

Notification for TPC meetings will be provided 14 days in advance as a posting to the webpage calendar of events and formal notice to committee members and interested parties. However, due to their regularity, the TPC meetings, while open to the public, will not be announced in newspaper advertisements.

MEETING LOCATIONS

All meetings of the MPO are open to the public. The MPO will host public meetings at appropriate times and locations within the JOHRTS area to present technical findings and solicit public input on the TIP, MTP, the conformity determination on the MTP, and other transportation planning issues, as necessary. For meetings scheduled by the MPO, efforts will be made to accommodate traditionally underserved audiences including low-income, minority, and limited English proficiency persons, and individuals with disabilities. Efforts will be made to host meetings at public buildings and other highly visible public areas such as shopping centers.
centers or health and human service agencies that are accessible by public transportation for increased public access. All MPO meetings are accessible to individuals with disabilities. Arrangements for special assistance or a language interpreter can be made by calling the MPO at least 48 hours in advance. All meeting notifications provide the appropriate contact name and number to facilitate these types of special requests, and every reasonable effort will be made to accommodate them.

**Review and Comment**

Effective public involvement requires open communication. Information should be readily available to the public, and they should be free to comment and receive feedback on their comments.

**PUBLIC COMMENT**

The public is encouraged to provide comments on any transportation related issue that falls under the MPO area of responsibility. These comments may be made in writing, including email. Persons making the comments are encouraged to provide their name and contact information so the MPO may follow up for clarification as necessary to properly address the comment. Comment and survey forms are also available at public meetings hosted by the MPO.

**FORMALLY ADOPTED PROGRAMS/DOCUMENTS**

During the preparation of a new MTP, UPWP, or TIP, or during a major amendment to these documents, there will be a 30-day comment period. This comment period begins with the posting of the availability of the document on the SETRPC website and simultaneous e-mail notification to the TPC about the commencement of the comment period. The review and comment period is normally scheduled as early in the planning process as possible. Comments received during the preparation of the new or amended document are published in the document along with responses to the comments.

MPO staff will conduct a 45-day review and comment period on the Public Participation Plan. Comments received during this period and the responses to those comments will be included in the PPP presented to the TPC. The PPP will also be reviewed on an ongoing basis in an effort to maintain an efficient and effective public information exchange and dialogue.

**Title VI**

The PPP supports Title VI of the Civil Rights Act of 1964, Executive Order #12898 (Federal Actions To Address Environmental Justice in Minority Populations and Low-Income Populations), and the three principles of environmental justice as defined in Federal Highway Administration/Federal Transit Administration publication FHWA-EP-00-013, “An Overview of Transportation and Environmental Justice.” Those principles are:

- **To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects on minority and low-income populations.**
Public Participation Plan Components

- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction of, or significant delay in the receipt of benefits by minority and low-income populations.

In addition, the PPP supports Executive Order #13166 (Improving Access to Services for Persons with Limited English Proficiency). Using US Census Bureau data and federal government definitions, the MPO has identified those areas with high concentrations of minority, low-income, and limited English proficiency populations and will make special efforts to encourage participation in the transportation planning process by citizens in these areas. The SETRPC-MPO will periodically review the areas with high concentrations of minority, low-income, and limited English proficiency as new or additional information becomes available.

Detailed documentation of the methods used by SETRPC in addressing Title VI issues is provided in the separate Title VI /Environmental Justice Program Plan. That plan details the formal policy statements on Title VI and Environmental Justice, documents compliance with federal requirements, and describes the analytical methodologies used to identify and map the regional demographic profiles for the targeted populations. A Limited English Proficiency Plan provides supplemental data and procedures to provide meaningful public participation opportunities to populations who are self-described in the Census Category of “Speaks English less than very well”.

The analytical procedure for identifying protected populations in the SETRPC area is based on a Geographic Information System (GIS) populated with Census data. The methodology is based on a GIS analysis that identifies Census tracts with a proportion of the protected population that is greater than the proportion for the region as a whole. Additional details in each plan are used to comply with all federal guidelines, to ensure full identification of component populations, and to define the public participation program to provide meaningful opportunities for involvement for all protected populations.

While virtual public participation strategies can widen the reach of community engagement efforts, it is important to recognize that virtual tools will not be accessible to everyone. While access to the internet and smartphones are commonplace, there are still some households in the SETRPC region without access to the internet. The appropriate mix of public participation tools to be used for each public participation event, including in-person participation and virtual public participation, will consider the special needs and abilities of minority, low-income, and limited English proficiency populations.

Measures of Effectiveness

Measures of Effectiveness (MOEs) have been developed to gauge how well the SETRPC-MPOs public participation program provides meaningful and convenient access to its transportation planning decision making. While participation opportunities for protected populations are a particular focus of the plan, the MOEs are designed to measure the effectiveness of public participation for all persons and organizations. The ten MOE targets established for the SETRPC-MPOs public participation program are:

- 75% of inquiries received through any outreach opportunity, meeting, or media receive a response within three working days
- 100% of media inquiries receive a response within two working days
Public Participation Plan Components

- 100% of requests for SETRPC-MPO staff to make a presentation to a neighborhood group, civic organization, government agency, or other special interest group receives a response within three working days
- 100% of all formal public meetings are publicized at least ten days prior to the first meeting and comply with the public meeting notice requirements
- 100% of all formal public meetings, project meetings, and committee meetings are accessible to individuals with disabilities and are located on a fixed-route public transit system or demand response service
- 100% of comments or requests for information received through any outreach opportunity, meeting, or media are documented in the relevant meeting material and receive a response within three working days
- 100% of attendees at a public meeting or committee meeting who provide contact information for themselves or a representative organization are enrolled in the SETRPC-MPO mailing database
- 100% of requests for translations of planning materials that are requested by LEP populations meeting the four-factor criteria receive responses within three working days. The translation of the documents may take longer, depending on their length and complexity, and the four-factor criteria in some cases allows a translation request to be denied for non-vital or costly requests
- 100% of special interest groups, organizations, or governments listed in the public participation contacts database are contacted once per year to verify their information and maintain their interest in the process
- 50% of individual persons listed in the public participation contacts database are contacted once per year to verify their information and their desire to remain on the database
- 100% of all virtual public participation events are referenced on the SETRPC website

Since these ten Measures of Effectiveness (MOEs) are designed to measure the effectiveness of public participation in the transportation planning process, they will be measured and reviewed annually. The review of the public participation MOEs will be part of the discussion raised with the special interest groups, organizations, and governments listed in the public participation contacts database during their annual contact to consult with those groups on the effectiveness of the outreach to groups and individuals, and the methodologies and processes used in the outreach efforts. The consultation review will ensure that transportation planning has an open public participation process that provides meaningful and timely public participation opportunities, and that all public input is received, documented, addressed, and incorporated into the planning process.
As previously described, the following plans and programs are the state and federally mandated planning documents the MPO must produce:

- **Public Participation Plan (PPP)**
- **Unified Planning Work Program (UPWP)**
- **Metropolitan Transportation Plan (MTP)**
- **Transportation Improvement Program (TIP)**

The SETRPC-MPO is required to maintain most of these documents at regular intervals but may also be required to do so on an as-needed basis. This maintenance takes the form of periodic formal updates, as well as amendments and administrative modifications as necessary.

### Formal Updates

The SETRPC-MPO is required to formally update each of these planning documents, with most documents requiring an update at prescribed intervals. By definition, a formal update involves a comprehensive review and republication of the document. For the PPP, this means developing a refreshed version as determined necessary by the MPO. For the UPWP, this means developing a new work program for each fiscal year. For the MTP, this means developing a new MTP every five years based upon updated planning assumptions and compliance with the air quality transportation conformity regulations. For the TIP, this means developing a new improvement program at regular two-year intervals.

During preparation of a new or updated MTP or TIP, at least one formal meeting will be held in each county within the JOHRTS area. The meetings will occur within the 30-day public comment period. Additional formal meetings may be held at locations that enhance the participation of minority, low-income, and limited English proficiency neighborhoods or groups. The public comment period for both of these planning documents will be 30 days, beginning on the date of the website posting regarding the availability of the document for public comment.

Within seven days after the 30-day public comment period closes, the SETRPC-MPO staff will address public comments received, append documentation to the document, and forward to the TPC.
Planning Documents: Update and Revision Procedures

During the preparation of a new or updated PPP or UPWP, no public meetings will be conducted. Per federal guidelines, the PPP will be available for a 45-day public review and comment period prior to its adoption by the TPC. Notification of the availability of the PPP for public review will be made via posting on the SETRPC website and by e-mail to interested persons in the SETRPC-MPO mailing database. Since the UPWP is updated annually, public participation opportunities are covered through routine MPO meetings, and no additional outreach is necessary.

Other Revisions

All MPO planning documents are designed to be “living” documents, and, as such, they can and do change based upon changing priorities, assumptions, and application of state and federal laws and guidelines. The MPO may need to revise one of its primary planning documents at any time during a particular document’s lifecycle. However, the extent to which public involvement occurs varies depending upon the nature of the revision. Per federal guidelines, revisions are categorized as either “Amendments” or “Administrative Modifications.”

AMENDMENTS

The UPWP, TIP, MTP, and PPP can each be amended at any time between formal update time periods. For example, TIP amendments are typically conducted on a quarterly basis by either modifying or adding projects. Amendments are conducted for “significant” changes. Table 2 provides examples of “significant” changes to MPO planning documents that require a formal amendment. Public comment periods for amendments to the PPP will be 45 days, while the comment period for amendments to the MTP and TIP will be 30 days.
Table 2 - Changes Requiring an Amendment

<table>
<thead>
<tr>
<th>DOCUMENT</th>
<th>EXAMPLES OF “SIGNIFICANT” CHANGES REQUIRING AMENDMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Participation Plan (PPP)</td>
<td>• Deleting a public involvement activity that would significantly reduce the opportunity for public comment and review</td>
</tr>
<tr>
<td>Unified Planning Work Program (UPWP)</td>
<td>• Adding or deleting a task</td>
</tr>
<tr>
<td></td>
<td>• Changing the overall total budget by more than 25%*</td>
</tr>
<tr>
<td>Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP)</td>
<td>• Adding or deleting a non-exempt project, i.e. one which requires an air quality transportation conformity determination. (Refer to Appendix C for a list of projects that are exempt from the requirement to determine conformity. Projects not on this list are considered non-exempt and require a formal amendment.)</td>
</tr>
<tr>
<td></td>
<td>• Re-determining air quality/transportation conformity due to change in the State Implementation Plan requiring redetermination of conformity</td>
</tr>
<tr>
<td></td>
<td>• Changing the estimated cost of a project that results in a 50% increase in cost and a cost that exceeds $1.5 million*</td>
</tr>
<tr>
<td></td>
<td>• Changing the design concept or scope of a project</td>
</tr>
<tr>
<td></td>
<td>• Changing the funding sources for a project from non-federal to federal funds</td>
</tr>
</tbody>
</table>

* Metropolitan Planning Funds Administration (Texas Department of Transportation, Revised July 2010)

Steps in the AMENDMENT process are as follows:

- SETRPC-MPO will notify the TPC during their regular meetings of a necessary Amendment.
- SETRPC-MPO’s TPC will initiate the Amendment as required by SAFETEA-LU and subsequent federal regulations. Elements of the Amendment will meet current FHWA, FTA, Environmental Protection Agency (EPA), and TxDOT requirements.
- The MPO will post a legal notice in various local newspapers in the 3-county area and also issue a press release to other local media outlets indicating that a draft Amendment is available for public review on the agency’s website (www.setrpc.org) and at the SETRPC office. Public meetings are required for Amendments to the MTP and Amendments to the TIP.
- Other community involvement techniques may be used, as outlined in the Community Dialogue section of this PPP.
- The public review and comment period is 45 days for the PPP and 30 days for the MTP and TIP, and begins on the day the availability notification of the draft document is posted on the website. E-mail notifications of the commencement of the public comment period will be sent to the TPC as well as to interested persons in the SETRPC-MPO mailing database.
- MPO staff will have seven days after the closing of the comment period to summarize and address any public input received.
The TPC will consider the public input prior to their adoption of the Amendment.

All public input and comments received will be documented with responses by the MPO in the adopted document of the Amendment.

The MPO will submit the adopted Amendment to the required parties (TxDOT, FHWA, FTA, etc.) for approval.

**ADMINISTRATIVE MODIFICATION**

Administrative Modifications are minor modifications that do not require public review and comment, re-demonstration of fiscal constraint, or a conformity determination.

Administrative Modifications to the contents of the MPO’s planning documents are documented by the MPO staff, discussed at regular TPC meetings, and formalized in subsequent updates to the necessary documents. A public review and comment period is not required for Administrative Modifications to any MPO planning document.

*Table 3* provides examples of “minor” changes to MPO planning documents that can be handled by Administrative Modification.

**Table 3 - Administrative Modifications**

<table>
<thead>
<tr>
<th>DOCUMENT</th>
<th>EXAMPLES OF “MINOR” CHANGES WITHIN ADMINISTRATIVE MODIFICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Participation Plan (PPP)</td>
<td>• Expanding or refining public outreach techniques</td>
</tr>
</tbody>
</table>
| Unified Planning Work Program (UPWP) | • Refining the scope of a task  
  • Changes to the overall total budget of less than 25%* |
| Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) | • Adding or deleting an exempt project, i.e. one which does not require an air quality transportation conformity determination. (Refer to Appendix C for a list of projects that are exempt from the requirement to determine conformity. Projects on this list can be added or deleted via Administrative Modification.)  
  • Change in the estimated cost of a project that does one, but not both, of the following: a) exceeds 50% and b) results in a cost exceeding $1.5 million*  
  • Moving a project from one fiscal year to another fiscal year, without affecting fiscal constraint  
  • Moving a project from one federal funding category to another  
  • Changing a project’s funding source from federal to state funding  
  • Splitting or combining projects without modification to original project design concept and scope  
  • Changes to projects within the “grouped” category  
  • Changes to project identification numbers (such as Control-Section-Job (CSJ) numbers) |

* Metropolitan Planning Funds Administration (Texas Department of Transportation, Revised July 2010)
Update and Revision Process Summary

Table 4 summarizes the development milestones and public participation activities for updates and amendments of the four prescribed SETRPC-MPO planning documents. Administrative modifications, which occur on an as-needed basis, do not require public meetings, nor do they have a public comment period. However, Administrative Modifications will be presented at TPC meetings, which are open to the public.

Table 4 - Administrative Modifications

<table>
<thead>
<tr>
<th>DOCUMENT</th>
<th>ALTERATION TYPE</th>
<th>FREQUENCY</th>
<th>PUBLIC MEETINGS</th>
<th>PUBLIC MEETING NOTIFICATION</th>
<th>COMMENT PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PPP</strong></td>
<td>Update</td>
<td>As needed</td>
<td>Use focus groups rather than organized open house meetings</td>
<td>Variable, depending on focus group(s)</td>
<td>45 days</td>
</tr>
<tr>
<td></td>
<td>Amendment</td>
<td>As needed</td>
<td>n/a</td>
<td>n/a</td>
<td>45 days</td>
</tr>
<tr>
<td><strong>UPWP</strong></td>
<td>Update</td>
<td>Every year</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td></td>
<td>Amendment</td>
<td>As needed</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>MTP</strong></td>
<td>Update</td>
<td>Every 5 years</td>
<td>3, one in each county, with an optional additional meeting in Jefferson County</td>
<td>10 days prior to first public meeting</td>
<td>30 days</td>
</tr>
<tr>
<td></td>
<td>Amendment</td>
<td>As needed</td>
<td>3, one in each county, with an optional additional meeting in Jefferson County</td>
<td>10 days prior to first public meeting</td>
<td>30 days</td>
</tr>
<tr>
<td></td>
<td>Administrative Modification</td>
<td>As needed</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>TIP</strong></td>
<td>Update</td>
<td>Every 2 years</td>
<td>3, one in each county, with an optional additional meeting in Jefferson County</td>
<td>10 days prior to first public meeting</td>
<td>30 days</td>
</tr>
<tr>
<td></td>
<td>Amendment</td>
<td>Quarterly, if needed, or otherwise*</td>
<td>3, one in each county, with an optional additional meeting in Jefferson County</td>
<td>10 days prior to first public meeting</td>
<td>30 days</td>
</tr>
<tr>
<td></td>
<td>Administrative Modification</td>
<td>As needed</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>
Quarterly TIP Amendments are due November 1, February 1, May 1, and August 1. Public comment period begins with the website notification of the availability of the planning document to be revised. The MPO has seven days after the closing of the public comment period to address public comments and will provide the document to the TPC at least seven days prior to the meeting in which adoption of the document will be requested by the SETRPC-MPO. There is therefore a minimum of at least 14 days between the end of the public comment period and TPC action on the document.

PUBLIC PARTICIPATION TIMELINE EXAMPLE

The diagram on the following page illustrates the events and timeline for the SETRPC-MPO to conduct the public participation process for a Quarterly TIP Amendment due November 1.
The SETRPC-MPO will continually evaluate the techniques and strategies it uses during the public involvement process in order to determine the effectiveness of this Public Participation Plan. The evaluation of the plan will help to assess the need for new public outreach activities and/or the need to discontinue ineffective activities to receive meaningful public input during the transportation plan development and update process. Should the MPO determine that changes to its Public Participation Plan efforts are required, the MPO will execute those changes via Amendment and will make the revised document available for public review during a 45-day comment period.

Evaluation of the Public Participation Plan will include consultation with individuals and with groups during the course of specific projects and at least once a year as outlined in the MOEs. The review of the public participation MOEs will be part of the discussion raised with the groups listed in the public participation contacts database during their annual contact to consult with those groups on the effectiveness of the outreach to groups and individuals, and the methodologies and processes used in the outreach efforts. The consultation review will ensure that transportation planning has an open public participation process that provides meaningful and timely public participation opportunities, and that all public input is received, documented, addressed, and incorporated into the planning process.
Appendix A: Transportation Planning Committee and Technical Committee Membership

JOHRTS Transportation Planning Committee and Technical Committee

*Purpose:* The JOHRTS Transportation Planning Committee (TPC) is designated with the responsibility of directing the “continuous phase” of the JOHRTS area and all other transportation planning activities in the region. The JOHRTS TPC assures that transportation plans and programs are consistent with the objectives and goals of regional comprehensive planning. The TPC is comprised of both voting and non-voting members from a variety of government entities within the Hardin, Jefferson, and Orange counties.

**VOTING MEMBERSHIP**

City of Beaumont
City of Bridge City
City of Groves
City of Lumberton
City of Nederland

City of Orange
City of Port Arthur
City of Port Neches
City of Silsbee
City of Vidor

City of West Orange
Hardin County
Jefferson County
Orange County

**NON-VOTING EX-OFFICIO MEMBERSHIP**

City of Bevil Oaks
City of China
City of Kountze
City of Nome
City of Pinehurst
City of Pine Forest
City of Rose City
City of Rose Hill Acres
City of Sour Lake
City of Taylor Landing

State Representative, District 22
State Senator, District 3
State Senator, District 4
SETRPC Executive Director
Texas Commission on Environmental Quality
Governor’s Office

U.S. Representative, District 14
U.S. Representative, District 36
Federal Highway Administration

U.S. Coast Guard

State Representative, District 21

A-1
The following table presents public involvement requirements from 23 CFR §450.316(a)(1) and how the SETRPC-MPO has addressed them within this Public Participation Plan.

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>SETRPC-MPO ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Provide adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to, a reasonable opportunity to comment on the proposed Metropolitan Transportation Plan and the TIP</td>
<td>Public meeting notices are sent to newspapers throughout the three-county area to ensure adequate geographic coverage. Notifications may also be made via radio and/ or TV news media releases, and by sending notifications directly to individuals and entities within the MPO’s contact database. All such notifications will be made at least 10 days in advance of public participation activities</td>
</tr>
<tr>
<td>(ii) Provide timely notice and reasonable access to information about transportation issues and processes</td>
<td>Information regarding transportation issues and processes is disseminated via the SETRPC website, outreach meetings, and formal publications</td>
</tr>
<tr>
<td>(iii) Employ visualization techniques to describe Metropolitan Transportation Plan and TIP</td>
<td>Maps, charts, pictures, and electronic media will be used at public involvement activities</td>
</tr>
<tr>
<td>(iv) Make public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web</td>
<td>MPO documents and meeting notices are available on the SETRPC’s website at <a href="http://www.setrpc.org">www.setrpc.org</a></td>
</tr>
<tr>
<td>(v) Hold any public meetings at convenient and accessible locations and times</td>
<td>Public meetings are held in diverse locations throughout the region, which are accessible to individuals with disabilities, accessible to transit stops, at both day and evening times</td>
</tr>
<tr>
<td>(vi) Demonstrate explicit consideration and response to public input received during the development of the Metropolitan Transportation Plan and the TIP</td>
<td>All public comments will be published in the document upon which the comments were made. In addition, responses to each comment will be included in the final document</td>
</tr>
<tr>
<td>(vii) Seek out and consider the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services</td>
<td>Public meetings will be held in diverse locations to ensure geographic coverage. As appropriate, efforts will be made to accommodate traditionally underserved audiences, including low-income and minority households, limited English proficiency persons and individuals with disabilities</td>
</tr>
</tbody>
</table>
# Appendix B: FAST ACT MPO Public Involvement Requirements

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>SETRPC-MPO ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>(viii)</td>
<td>Provide an additional opportunity for public comment if the final Metropolitan Transportation Plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not have reasonably foreseen from the public involvement efforts.</td>
</tr>
<tr>
<td></td>
<td>If the MTP or TIP requires “significant” changes based upon public comment, there will be an additional opportunity for public comment.</td>
</tr>
<tr>
<td>(ix)</td>
<td>Coordinate with the statewide transportation planning, public involvement, and consultation processes.</td>
</tr>
<tr>
<td></td>
<td>When possible, public meetings will be coordinated with outreach activities by the Texas Department of Transportation. SETRPC offices will be made available to TxDOT for its outreach efforts.</td>
</tr>
<tr>
<td>(x)</td>
<td>Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.</td>
</tr>
<tr>
<td></td>
<td>The SETRPC-MPO regularly reviews this PPP and the effectiveness of its overall outreach efforts.</td>
</tr>
</tbody>
</table>
The SETRPC region has been declared to be in attainment with air quality regulations. For regions declared to be nonattainment, special rules apply: federal regulations require that transportation plan revisions in nonattainment areas be found to conform to air quality standards before they can be approved by the MPO or accepted by TxDOT. Some projects, however, are exempt from this requirement and as such do not require a determination of conformity. This provision is not applicable while the SETRPC region is declared to be in attainment, but are listed in the Table below for reference. As previously mentioned in this PPP, changes to the MTP or TIP involving such exempt projects may be made via Administrative Modification. The applicable federal regulation pertaining to exempt projects is 40 CFR Part 93: Transportation Conformity Rule, § 93.126 Exempt Projects.

Notwithstanding the other requirements of this subpart, highway and transit projects of the types listed in the Table are exempt from the requirement to determine conformity. Such projects may proceed toward implementation even in the absence of a conforming transportation plan and TIP. A particular action of the type listed is not exempt if the MPO in consultation with other agencies (see § 93.105 (c) (1) (iii)), the EPA, and the FHWA (in the case of a highway project) or the FTA (in case of a transit project) concur that it has potentially adverse emissions impacts for any reason. States and MPOs must ensure that exempt projects do not interfere with Transportation Control Measure implementation.

### SAFETY

- Railroad/highway crossing
- Hazard elimination program
- Safer non-federal-aid system roads
- Shoulder improvements
- Increasing sight distance
- Safety improvement program
- Traffic control devices and operating assistance other than signalization projects
- Railroad/highway crossing warning devices
- Guardrails, median barriers, crash cushions
- Pavement resurfacing and/or rehabilitation
- Pavement marking demonstration
- Emergency relief (23 U.S.C. 125)
- Fencing
- Skid treatments
- Safety roadside rest areas
- Adding medians
- Truck climbing lanes outside the urbanized area
- Lighting improvements
- Widening narrow pavements or reconstructing bridges (no additional travel lanes)
- Emergency truck pullovers

### AIR QUALITY

- Continuation of ride-sharing and vanpooling promotion activities at current levels
- Bicycle and pedestrian facilities
### Appendix C: Selected Regulations Regarding Exempt Projects

**MASS TRANSIT**
- Operating assistance to transit agencies
- Purchase of support vehicles
- Rehabilitation of transit vehicles
- Purchase of office, shop, and operating equipment for existing facilities
- Purchase of operating equipment for vehicles (e.g., radios, fireboxes, lifts, etc.)
- Construction or renovation of power, signal, and communications systems
- Construction of small passenger shelters and information kiosks
- Reconstruction or renovation of transit buildings and structures
- Rehabilitation or reconstruction of track structures, track, and track bed in existing rights-of-way
- Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of the fleet
- Construction of new bus or rail storage/maintenance facilities categorically excluded in 23 CFR part 771

**OTHER**
- Specific activities which do not involve or lead directly to construction, such as:
  - Planning and technical studies
  - Grants for training and research programs
  - Planning activities conducted pursuant to Titles 23 and 49 U.S.C.
  - Federal-aid systems revisions
  - Engineering to assess social, economic, and environmental effects of the proposed action or alternatives to the action
  - Noise attenuation
  - Emergency or hardship advance land acquisition (23 CFR 712.204(d))
- Acquisition of scenic easements
- Plantings, landscaping, etc.
- Sign removal
- Directional and informational signs
- Transportation enhancement activities (except rehabilitation and operation of historic transportation buildings, structures, or facilities)
- Repair of damage caused by natural disasters, civil unrest, or terrorist acts, except projects involving substantial functional, locational or capacity changes

1 In PM10 nonattainment or maintenance areas, such projects are exempt only if they are in compliance with control measures in the applicable implementation plan.

Since the SETRPC region has been declared to be in attainment with air quality regulations, the special rules to document conformance with air quality standards for projects in the MTP or TIP, and the category of exempt projects, are not applicable at this time. This section detailing public participation requirements for these special rules is retained to maintain the necessary public participation procedures in the plan and to ensure that those procedures remain consistent with other elements of the plan.
Appendix D: Glossary of Transportation Planning Terminology

**Americans with Disabilities Act of 1990 (ADA)** - ADA requires public transportation to provide equal access to those with one or more disabilities.

**Attainment Area** - A metropolitan area which is in compliance with the National Ambient Air Quality Standards identified in the Clean Air Act Amendments of 1990. The JOHRTS area was formerly a nonattainment area, but has progressed in conformity to an attainment status.

**Bicycle Rack** - A small, fixed framework designed to secure bicycles.

**Bike Lane** - A portion of a roadway designated by striping, signing, and pavement markings for the preferential or exclusive use of bicycles.

**Bike Path** - A bikeway physically separated from motorized vehicular traffic by an open space or barrier and either within the highway right-of-way or within its own right-of-way.

**Bike Route** - A segment of a system of bikeways designated by the jurisdiction having authority with appropriate directional and informational markers. Bike routes are shared with vehicular traffic.

**Bikeway** - An all-inclusive classification of any road, path, or way which in some manner is specifically designated as being open to bicycle travel, regardless of whether such facilities are designated for the exclusive use of bicycles or are to be shared with other modes of transportation.

**Clean Air Act Amendments of 1990 (CAAA)** – Legislation that identified vehicles as one of the primary sources of pollution and called for stringent new requirements in metropolitan areas and states where attainment of National Ambient Air Quality Standards (NAAQS) is a potential problem.

**Conformity** - A process defined in the Clean Air Act Amendments and required for nonattainment areas which involves assessing the compliance of a transportation plan, program, or project with the State Implementation Plan (SIP).

**Congestion Mitigation and Air Quality Improvement Program (CMAQ)** - The CMAQ Improvement Program provides funding for transportation-related projects that help attainment of clean air standards under the CAAA.

**Environmental Justice (EJ)** – The fair treatment and meaningful involvement of all people in the development, implementation, and enforcement of programs regardless of race, color, national origin, or income. Compliance with EJ regulations requires that SETRPC track access to and impacts of its activities for Census Tracts with high concentrations of the populations of interest.

**Fixing America’s Surface Transportation Act (FAST Act)** – The current federal transportation authorization and funding bill, signed into law on December 4, 2015 as the successor to ISTEA LU. The FAST Act provides transportation funding totaling $305 billion for fiscal years 2016 through 2020.
Appendix D: Glossary of Transportation Planning Terminology

Four-Factor LEP Guidelines - Guidelines provided to determine reasonable accommodations for persons with limited English proficiency. The four factors consider the number or proportion of LEP persons in the region, the frequency of their contact with SETRPC, the nature and importance of the services provided by SETRPC to the LEP population, and the resources available to provide LEP assistance.

High-Occupancy Vehicle (HOV) - A High-Occupancy Vehicle is a vehicle containing multiple persons.

Intelligent Transportation Systems (ITS) - ITS are advanced technologies used to improve the safety, security and efficiency of the surface transportation system.

Intermodal - The interaction of various modes of transportation, particularly as it relates to connections, choices, coordination, and cooperation.

Intermodal Surface Transportation Efficiency Act (ISTEA) - The Act was signed into law on December 18, 1991, and was effective for a six-year period (federal fiscal year 1992 through 1997). ISTEA resulted in broad changes to the way transportation decisions are made by emphasizing diversity and balance of modes and preservation of existing systems over construction of new transportation facilities.

Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) – The JOHRTS area is the 3-county area for which SETRPC is the MPO.

Level of Service (LOS) - A measure used in transportation planning and traffic engineering often used to measure the level of congestion. The Highway Capacity Manual defines six levels of service, ranging from LOS A (best) to LOS F (worst).

Limited English Proficiency (LEP) - Recognizes that a person’s treatment as influenced by their inability to speak, read, write, or understand English can be a form of discrimination based on national origin. SETRPC uses the “four-factor LEP guidelines” to ensure that it accommodates its LEP populations.

Metropolitan Planning Organization (MPO) - The agency designated by the governor of each state to carry out long range transportation planning for a designated metropolitan area. The SETRPC serves as the MPO for the JOHRTS area.

Metropolitan Transportation Plan (MTP) - A 20-year Plan (minimum horizon required by ISTEA) which is required for both metropolitan areas (greater than 50,000 population) and states. The Plan must consider social, environmental, energy, and economic factors in determining overall regional and state goals.

Model - A mathematical representation of relationships within a system that is used to analyze various conditions based on changes in the relationships. For example, in transportation, future travel demand can be forecast based on changes or projections in socio-economic data.

Multimodal - Involves more than one type of transportation for moving goods and/or persons.
Nonattainment Area - A metropolitan area which is not in compliance with the National Ambient Air Quality Standards. Areas can be considered nonattainment for one or more pollutants including carbon monoxide (CO), ozone, and particulate matter (PM). In nonattainment areas, long range plans and Transportation Improvement Programs (TIPs) must demonstrate conformity with the State Implementation Plan (SIP) before receiving approval, and thus, federal funding for transportation improvements. JOHRTS was formerly classed a nonattainment area for the 2008 eight-hour ozone and 1997 eight-hour and one-hour ozone standards. The region has been reclassified as in attainment with the 1997 standards effective November 19, 2010, and as Unclassifiable/Attainment for the 2008 standards effective July 20, 2012.

Park-n-Ride - A transit access mode, in which people drive their private vehicles to a transit stop, park in a designated area, and then ride the transit system.

Right-of-Way (ROW) - ROW is a strip of land or property acquired or designated for transportation purposes.

Roundabout - A circular intersection with yield control of all entering traffic, channelized approaches, and appropriate geometric curvature to ensure circulatory travel speeds of less than 30 mph.

Safe, Accountable, Flexible, Efficient Transportation Equality Act: A Legacy for Users (SAFETEA-LU) - An act was signed into law on August 10, 2005, authorizing expenditure of $286 billion for a six-year period (federal fiscal year 2004 through 2009. On March 18, 2010 an extension was signed through December 31, 2010. SAFETEA-LU was designed to address challenges such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment.

South East Texas Regional Planning Commission (SETRPC) - SETRPC is the MPO for the JOHRTS area.

State Implementation Plan (SIP) - A plan developed by the state to ensure attainment of National Ambient Air Quality Standards.

Statewide Transportation Improvement Program (STIP) - The STIP includes projects to be implemented throughout Texas consistent with the Statewide Transportation Plan.

Surface Transportation Program (STP) - A funding category which provides flexibility in the expenditure of “road” funds for non-motorized and transit modes, and for a category of activities known as transportation enhancement, which could be used to enhance the historic, environmental, and multimodal characteristics of the transportation system.

Title VI - Federal legislation providing that no person shall be denied benefits or excluded from participation in any program receiving federal assistance on the grounds of race, color, or national origin. The SETRPC’s drive to comply with Title VI in letter and in spirit is the basis for its programs in public participation, Environmental Justice, and Limited English Proficiency.

Transportation Enhancement Activities (TEAs) - A range of ten projects with an objective that extends beyond that of providing a transportation function (e.g. bicycle facilities).
Appendix D: Glossary of Transportation Planning Terminology

Transportation Alternative Program Funds - A sub-allocation of the STP to be used for transportation projects that represent efforts over and above what would normally be undertaken.

Transportation Improvement Program (TIP) - The TIP is a financially constrained short-range document that lists specific projects to be implemented within the JOHRTS area. Projects included in the TIP must be consistent with the long-range plan, and inclusion of projects in the TIP is a requirement for the use of federal transportation funding.

Transportation Management Area (TMA) - Urbanized areas with over 200,000 population are designated as TMAs. Within each TMA, plans and programs must be based on a continuing and comprehensive transportation planning process carried out by the MPO in cooperation with the state and local transit operators. Despite having a current population of over 200,000 the SETRPC-MPO area has not been designated a TMA because its two urbanized areas are considered to be separate, and individually both have populations less than 200,000.

Transportation Mode - A means of transporting people and goods that includes automobiles, transit (i.e. buses, carpooling, HOV lanes, fixed guideway), bicycling, walking, air travel, railroads, waterways, and trucking.

Transportation System Management (TSM) - TSM includes relatively low cost expenditures used to improve the efficiency and safety of the existing transportation system (i.e. intersection modification, traffic signalization, and signal timing coordination).

Urbanized Area (UZA) - A statistical geographic entity consisting of a densely settled core created from census tracts or blocks and contiguous qualifying territory that together have a minimum population of at least 50,000 persons.

Vehicle Hours Traveled (VHT) – Vehicle Hours Traveled, a measure of time spent travelling in a vehicle, often summed up for all vehicles over all roads for a given time period.

Vehicle Miles Traveled (VMT) – Vehicle Miles Traveled, a measure of the distance travelled by a vehicle, often summed up for all vehicles over all roads for a given time period.

Volume to Capacity Ratio (V/C Ratio) - Volume (V) to Capacity (C) Ratio representing demand over supply. Demand is expressed as vehicles per hour per lane, or volume, and capacity is maximum number of vehicles that can traverse a given section of roadway during a specific timeframe.
Appendix E: Public Participation Contacts Database

The Public Participation Contacts Database is a key component to maintaining meaningful public participation opportunities in the SETRPC region. The database provides the data for individuals who attend public meetings and choose to provide their contact information for participation in future outreach efforts. Additionally, the database lists contact information for special interest groups, organizations, and governments affected by transportation decisions. The data for individuals and groups is the mechanism for ongoing consultation with the public.

The first part of the Public Participation Contacts Database is the listings for individuals. This is sourced from the individuals who attend public meetings or provide their contact information to SETRPC or project-specific websites, comment boards, or other venues provided by the public participation process. One MOE for the public participation process is to contact at least 50% of the individuals listed in the database each year. Individuals will remain on the database until the updates reveal that their contact information is no longer valid or until they request to be removed.

The second part of the Public Participation Contacts Database is the listings for special interest groups, organizations, and governments. This portion of the database provides contact information and consultation opportunities for groups referenced in 23 CFR 450.32(a) and 23 CFR 450.32(b), along with other groups representing industries or individuals with an interest in regional transportation planning. The categories of contacts in this portion of the database include:

- Voting and non-voting Transportation Planning Committee (TPC) members, which includes city and county governments, TxDOT, State and US Representatives, TCEQ, FHWA, and the Coast Guard.
- Elected officials and government contacts at the federal, state, county, and city levels are also listed on the database, with some overlap with the TPC. The expanded list includes County Commissioners, County Clerks, and City Council members.
- Newspapers, radio stations, civic organizations, and government agencies who focus specifically on Title VI targeted populations. This category also includes advocates for various disabled populations and a listing of local American Sign Language interpreters.
- Public and private transportation interests including government agencies, representatives of public transportation operators, bicycle and pedestrian advocates, representatives of public transit riders, freight transportation providers, public ports and airports, public transit providers, intercity bus, taxi and rideshare services.
- Media contacts including general circulation newspapers, FM and AM radio stations, and television stations.
- The listing for major employers is cross-referenced to the list of special generators defined by the SETRPC-MPO for its demographics database. It includes major regional hospitals, refineries, malls, prisons, universities, and representatives of public transit operators.
- Civic organizations listed in the database include Main Street organizations and Chambers of
Appendix E: Public Participation Contacts Database

• Commerce from regional cities.
  • Universities are cross-referenced and listed in a separate tab.
  • Regulatory and disaster preparedness organizations include air quality regulatory agencies and natural disaster risk managements groups such as the American Red Cross, County Offices of Emergency Management, county Local Emergency Planning Committees, and the Texas Department of Public Safety’s Division of Emergency Management.
  • Tourism and economic development agencies listed in the database are cross-referenced to include Chambers of Commerce from regional cities and city Convention & Visitor’s Bureaus.
THIS PAGE IS A PLACEHOLDER FOR PUBLIC PARTICIPATION DOCUMENTATION FOR THIS PUBLIC PARTICIPATION PLAN
April Status
Regional Transportation Projects

JEFFERSON COUNTY
J2 - FM 1159 0202-01-090
At Hillisand Bayou - Reconstruct & approaches
Total Cost $4,549,385.45
93.30% Complete

J4 - IH 10 0739-02-160
In Chambers Project
Total Cost $10,671,560.23
57.20% Complete

J5 - IH 10 0739-02-161
Total Cost $5,167,758.45
28.70% Complete

J8 - SH 73 0589-04-162
FM 991 to SH 124
FM upgrade standards
Total Cost $18,748,701.29
55.95% Complete

J10-US 290 0202-11-086
FM 120 to US 290
Total Cost $31,328,529.20
26.89% Complete

J11-4W 10 0739-02-162
FM 365 to Walker Rd
Total Cost $21,936,079.17
18.63% Complete

J12-4W 10 0739-02-164
Walker Rd to US 90
Total Cost $2,593,475.94
95.22% Complete

J13-US 69 NFBR 0202-14-086
FM 421 to FM 129
Total Cost $2,892,747.08
63.23% Complete

J14-US 69 0083-07-082
US 69 to US 90
Total Cost $2,750,217.11
68.10% Complete

J15-US 69 0202-14-088
FM 69 to FM 129
Total Cost $8,309,120.93
68.85% Complete

HARDIN COUNTY
H2 - US 96 0065-03-145
Village Creek Br to US 69
Total Cost $4,178,757.29
93.85% Complete

H4 - US 69 0202-10-057
FM 306 to US 96
Total Cost $1,836,011.29
54.0% Complete

H5 - US 69 0200-11-095
FM 202 to US 69
Total Cost $2,593,479.19
11.15% Complete

H6 - US 96 0065-05-153
FM 991 to US 90
Total Cost $2,223,232.82
0% Complete

HARDIN COUNTY

O14-FM 105 0107-02-048
FM 105 to FM 105
Total Cost $394,883.99
88.00% Complete

O15-FM 1131 0784-03-228
FM 1131 to US 69
Total Cost $556,084.00
92% Complete

O16-FM 1442 2502-01-020
FM 1442 to SH 73
Total Cost $1,027,154.69
0% Complete

O17-FM 1078 1286-01-162
FM 1078 to US 96
Total Cost $20,875.00
94.00% Complete

ORANGE COUNTY
O2 - IH 10 0028-14-109
FM 295 to FM 105
Total Cost $1,459,021.70
92% Complete

O6 - E Roundbush 0202-30-077
Total Cost $2,426,493.58
89.79% Complete

O10- SH 12 0499-03-058
FM 991 to FM 991
Total Cost $985,234.00
94.42% Complete

O13- Old Hwy 90 092030-078
Total Cost $1,096,068.00
94.34% Complete

O14-FM 105 0107-02-048
FM 105 to FM 105
Total Cost $20,875.00
94% Complete

O15-FM 1131 0784-03-228
FM 1131 to US 69
Total Cost $761,826.57
92.12% Complete

O16-FM 1442 2502-01-020
FM 1442 to SH 73
Total Cost $1,027,154.69
0% Complete

O17-FM 1078 1286-01-162
FM 1078 to US 96
Total Cost $20,875.00
94.00% Complete

ORANGE COUNTY