|  |  |  |  |
| --- | --- | --- | --- |
| **PROJECT:** | Cordova Rd  SH 46 to SH 123  Seguin, TX | **DATE:** | September 26, 2023 |
| **CONFERENCE LOCATION:** | Virtual – Microsoft Teams Meeting | **CONFERENCE DATE:** | September 26, 2023 |
| **PURPOSE OF MEETING:** | TxDOT Envirionmental Public Involvement Kickoff | | |
| **FROM:** | John A. Tyler, PE, RAS | **PROJECT NO.:** | 12775-00 |
| **cc:** | CoS, TxDOT, PD Design Team | | |

**DISCUSSION:**

Below is an outline of the discussion and direction for the project listed above. ***Action items and/or question responses are shown in the bold and italic format.***

* Introductions and Meeting Purpose
* Scope
  + Roadway widening from 2 lane to 4 lane with a raised center median
  + Shared use bath on both sides
  + Acquire variable width ROW
* Public Invovlement
  + City of Seguin desires single public meeting
    - 3 option; virtual, hybrid, in-person only
    - CoS prefers in-person only, quickest approval process
    - John Bryant- In-person only is allowable, and easier to pull off. John Bryant approves.
  + Current identified dates 11/16; 12/07
    - CoS utility center
  + Expectations of TxDOT
    - TxDOT will have to review all materials, some will have to be reviewed by division (notice at minimum, JB to check)
    - Other requirements (FHWA)- notice (NEPA assignment language). Every abutting propery needs notice (division review)
    - Review timeline (District)- 2 weeks
    - Publishing materials to city website.
      * Posting materials is ok
    - John Bryant needs to see results of historical analysis prior to event
      * PCR, archeology, section 106 (standing structure survey)
      * More historic feedback (need for standing structure survey?)
      * PCR submitted to PCR- John Bryant to request meeting
      * New TxDOT historian assigned- need to brief.
  + Review requirements and support
  + Attendance by TxDOT / Stakeholders
    - Public meeting is elective, TxDOT attendance is not required
  + Timelines
* Open Discussion
  + Notices- 30 day advance not required
    - Prepare public meeting notice
      * Dist/Amy Redmond TPP review
        + 2 wk dist/more for ENV
    - Posted on txdot website 15 days in advance of meeting. Cant submit day before posting (1 wk prior)
    - Notices to adjacent property owner/local public officials (city/county/etc)
      * Receive 15 days in advance of meeting (regular mail)
      * Post marked 18 days in advance of meeting
    - Comment period
      * 15 days post meeting
  + Social media promotion- TxDOT must review, all publications
  + JB to send SH 123 public meeting materials for comparison
  + TxDOT branding not required
  + Don’t deviate from template