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| **PROJECT:** | Cordova RdSH 46 to SH 123Seguin, 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