

A G E N D A

I. Call to Order

- Confirm quorum

II. What We Heard: September Subcommittee

- Stephen Keen will address outstanding questions and comments from September TIP Subcommittee meeting

III. Standard Operating Procedure – Project Descriptions

- Stephen Keen will present the draft Standard Operating Procedure for Project Descriptions for approval.

IV. Project Milestone Policy Update

- Sagnik Raha will present an update on the Project Milestone Policy for information.

V. Announcements

- RTP Listing – Stephen Keen
- Meeting Agenda and Presentations Posted to Website
- Next TIP Subcommittee meeting: November 5 at 9:30 AM



Transportation Improvement Program (TIP) Subcommittee



October 7, 2025

Agenda

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1. Call to Order
 2. What we heard: September TIP Subcommittee
 3. Standard Operating Procedure – Project Descriptions
 4. Project Milestone Policy Update
 5. Announcements

Call to Order - TIP Subcommittee Roster

Nominated Position	Primary-Name	Organization	Alternate-Name	Organization
Active Transportation	Luis Guajardo	Harris County Pct. 4	Jeffrey English	TxDOT Houston District
Local Government	Stacy Slawinski	Fort Bend County	Rick Staigle	Fort Bend County
Local Government	Melanie Beaman	City of Sugar Land	Vacant	Vacant
Local Government	Jason Smith	Montgomery County	Tommy Woolley	Montgomery County
Local Government	Ruthanne Haut	The Woodlands Township	Dr. Shelley Sekula-Gibbs	The Woodlands Township
Local Government	Brandon Cook	City of Galveston	Robert Winiecke	City of Galveston
Local Government	Lorenzo Wingate	City of Pearland	Fabiola De Carvalho	City of Pearland
Local Government	Wael Tabara	Brazoria County	Karen McKinnon	Brazoria County
Local Government	Patrick Mandapaka	Harris County	Kristian Heighway	Harris County
Local Government	Joi Johnson	City of Missouri City	Vacant	Vacant
Local Government	Jildardo Arias	City of Friendswood	Michael Shannon	Galveston County
Local Government	David Wurdlow	City of Houston	Marlene Gafrick	City of Houston
Local Government	Kris Larson	Downtown Houston	Sherry Weesner	Memorial Heights TIRZ
Local Government	Kathie Reyer	City of Shenandoah	Byron Hebert	City of Katy
Planning	Amy Skicki	BAYTRAN	Andrea French	Scenic Houston
Port	Callie Barnes	Port Houston	Candice Armenoff	Port Houston
Port	Vacant	Vacant	Vacant	Vacant
State	Catherine McCreight	TxDOT Houston District	Grady Mapes	TxDOT Houston District
State	Nancy Peron	TxDOT Beaumont District	Lisa Collins	TxDOT Beaumont District
Transit	Alan Clark	METRO	Clint Harbert	METRO
Transit	Perri D'Armond	Fort Bend County Transportation	Pamela Lebrane	Fort Bend County Transportation
Transit	Ken Fickes	Harris County Transit	Vernon Chambers	Harris County Transit

What we heard: September TIP Subcommittee

- **How do we produce the performance targets for Pavement and Road Condition?**
 - A four-year average is used to better reflect condition movement over time.





Standard Operating Procedure (Project Descriptions)



Stephen Keen
TIP Subcommittee
October 7, 2025

Goals and Guidelines

■ Goals

1. Work being delivered
2. Funding eligibility
3. Conformity Determination

1. Non-exempt, exempt, non-regionally significant, or exempt from regional emissions analysis (EREA)

■ Proposed Guidelines

- 250-character limit
 - If above 250 characters, staff will re-write.
- Include specific improvements, such as sidewalk direction.
- Exclude design decisions, such as roadway material or sidewalk width.
- Identify if segmented or phased in the project description (i.e. Seg B, Phase 2, etc).
- Limit use of “VA” usage



Types of Projects

- Added Capacity
- Road Diet
- Reconstruction
- New Location
- Extension
- Direct Connectors
- Interchanges
- Auxiliary Lanes
- Bicycle/Pedestrian/Multimodal
- Intersection Improvements
- Safety Improvements
- Access Management Improvements
- Frontage Roads
- Ferry Vessels
- Maintenance
- Facilities
- Port Improvements
- Grade Separation
- Rail
- Tollway/HOV/Managed Lanes
- Bridges
- Intelligent Transportation Systems
- Commercial Truck Parking
- Transit*

* Transit SOP will be developed separately

Discussion and Approval

- Staff will open floor to TIP Subcommittee members for comments on the draft SOP.
- Action Item



Announcements



Announcements



- TIP Amendment
 - **Timeline:** www.h-gac.com/transportation-improvement-program/tip-stip-amendment-schedule
 - **Amendment Form:** www.h-gac.com/transportation-improvement-program/tip-amendment-request-submission-portal/login
 - **Email:** TIPamendments@h-gac.com
- Agenda and Presentation are posted to the website.
- **Transportation Advisory Committee (TAC)**
 - Next Meeting: **October 15, 2025**, at 9:30 am (In-Person).
- **Transportation Policy Council (TPC)**
 - Next Meeting: **October 24, 2025**, at 9:30 am (In-Person).
- **Transportation Improvement Program Subcommittee**
 - Next Meeting: **November 5, 2025**, at 9:30 am (Virtual)