



TIP Subcommittee Meeting

May 7, 2025 - 9:30 A.M.

PLEASE USE THE TEAMS INVITATION
TELECONFERENCE PARTICIPATION VIA MICROSOFT TEAMS
+1 346-262-0140 United States, Houston
Phone conference ID: 499 499 533#

A G E N D A

I. Opening

- Roll Call - Vishu

II. Project Delivery Update

- Project Development/Delivery Milestone Workgroup Meeting – Callie Barnes

III. TIP/STIP

- TIP/STIP Project Description Standard Operating Procedure - Vishu

IV. Announcements

- TAC Meeting May 14th, 2025, 9:30 a.m., Onsite
- RTP Subcommittee May 14th, 2025, 1:30 p.m., Virtual (Teams)
- Project Development Delivery Milestone workgroup meeting TBD
- TPC Meeting May 23rd, 2025, 9:30 a.m., Onsite
- TIP Subcommittee Meeting – June 4th, 2025, 9:30 a.m., Virtual (Teams)

V.

- Adjournment



TIP Subcommittee



TIP Subcommittee
May 7, 2025

Agenda

1. Subcommittee Roll Call
2. Project Development/Delivery Milestone Policy Workgroup Meeting – Callie Barnes
3. TIP/STIP Project Description Standard Operating Procedure – Vishu
4. Announcements
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 2. RTP Subcommittee May 14th, 2025, 1:30 p.m., Virtual (Teams)
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Representing	Primary Name	Organization	Alternate Name	Organization
Active Transportation	Luis Guajardo	Harris County Pct. 4	Jeffrey English	TxDOTHouston District
Local Government	Stacy Slawinski	Fort Bend County	Rick Staigle	Fort Bend County
Local Government	Melanie Beaman	City of Sugar Land	Vacant	City of Sugar Land
Local Government	Jason Smith	Montgomery County	TommyWoodley	Montgomery County
Local Government	Ruthanne Haut	The Woodlands Township	Shelley SekulaGibbs	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	City of Missouri City
Local Government	Jildardo Arias	City of Friendswood	Michael Shannon	Galveston County

Representing	Primary Name	Organization	Alternate Name	Organization
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	KathieReyer	City of Shenandoah	Byron Hebert	City of Katy
Planning	Amy Skicki	BAYTRAN	Andrea French	Scenic Houston
Port	Rohit Saxena	Port Houston	Candice Armenoff	Port Houston
Port	Vacant		Vacant	
State	Catherine McCreight	TxDOT- HOU	Grady Mapes	TxDOT- HOU
State	Nancy Peron	TxDOT- BMT	Lisa Collins	TxDOT- BMT
Transit Agency	Alan Clark	METRO	Clint Harbert	METRO
Transit Agency	Perri D'Armond	Fort Bend County Trans	PamelaLebrane	Fort Bend County Trans
Transit Agency	Ken Fickes	Harris County Transit	Vernon Chambers	Harris County Transit

May 2025 TIP Subcommittee meeting

- Project Development/Delivery Milestone Policy Workgroup Meeting Update



Standard Operation Procedures (SOP) For TIP Project Descriptions



TIP Subcommittee
May 7, 2025

SOP Purpose

- Standardize the nomenclature used in crafting a project descriptions in Planning and Programming documents
- To avoid delays in project approvals in the STIP
- Project descriptions should include sufficient descriptive material (*i.e.*, type of work, termini, and length) to identify the project and inform
 - Work being delivered
 - Funding eligibility
 - Need for conformity determination
 - If the project is exempt or exempt from regional emissions analysis

TxDOT HOU SOP

Project Type	Not Recommended	Recommended	Comment
Access Management	Reconstruct and widen from 2 to 4 lanes including access management	Reconstruct and widen from 2 to 4 lanes with access mgmt incl. raised median, dedicated right turns, a NB shared use path, and a SB sidewalk	Include both the existing and proposed number of travel lanes, indicate if roadway will be reconstructed or widened, describe the access mgmt. and other treatments to be used.
		Reconstruct and widen from 2 to 4 lanes with access mgmt incl. a CTWLT and a RR grade separation	
	Rehabilitate street and construct safety, access management, intersection, and multimodal improvements in segments	Reconstruct existing roadway with a new raised median throughout for safety, right turn deceleration lanes, ped buttons, and bus bay	
	Implement Access Management treatments to improve safety.	Implement access mgmt incl. converting existing CTWLT to a raised median, left/right turn deceleration lanes, median openings, and construction of a roundabout	The channelization in the example project description changes the project from Exempt under 40 C.F.R. 93.126 to EREA under 93.127.

TxDOT HOU SOP

Project Type	Not Recommended	Recommended	Comment
Direct Connectors	Construct 2 direct connectors	Construct two, new DCs (EB-NB and NB-WB) to eliminate the at-grade turning movements	Indicate if direct connectors are new, replacing existing at-grade movements, or being reconstructed/widened and the number of existing and proposed
		Reconstruct and widen two direct connectors from 1 lane to 2 lanes each (EB-NB & NB-WB)	
Bike/Ped	Construct bicycle and pedestrian improvements on roadway	Construct new shared use paths (WB and EB) and reconstruct and widen existing sidewalk (WB and EB)	Include specific bike/ped accommodations to be constructed or reconstructed with corresponding facility direction or proximity to adjacent travel lanes.

TxDOT HOU SOP

Ferry	One ferry boat	Purchase a new ferry boat to replace and decommission an existing ferry boat. No added capacity	Additional ferry boats are considered added capacity in non-attainment regions. If the new ferry boat will replace an existing ferry boat and the old boat will be taken out of service. Note: it is okay if the decommissioned boat is kept as a back up or used for parts.
Frontage Road	Construct 2 lane frontage road	Construct two continuous 2-lane frontage roads (EB & WB) on new location	Include both existing and proposed number of travel lanes with direction. Indicate if new or reconstructed and if they are continuous or discontinuous.
Intersection Improvement	Construct intersection improvements	Construct intersection impvmts incl. crosswalks with enhanced pavement markings, ramps, and new pedestrian buttons for safety	All of these activities are Exempt according to 40 C.F.R. 93.126.
Maintenance	Mill and 3" asphalt overlay with full depth repair	Full depth repair, mill, overlay	Do not include design details such as "3 inch" or materials in descriptions.

TxDOT HOU SOP

Project Type	Not Recommended	Recommended	Comment
Major Project	Reconstruct and widen interstate to 16 lanes with direct connectors and frontage roads.	Reconstruct and widen from 10 to 12 mainlanes, widen managed lane from 1 to 4 lanes, reconstruct 8 direct connectors (EB-SB, EB-NB, WB-NB, WB-SB, NB-EB, NB-WB, SB-EB, SB-WB), and reconstruct and widen from 2 to 3 lanes the EB and WB frontage roads and construct new sidewalks on south side only	Include both the existing and proposed number of travel lanes for all components including direction of direct connectors, frontage roads, and any other active transportation accommodations.
Multimodal	Widen roadway and implement multimodal improvements.	Widen roadway from 2 to 4 lanes and add sidewalks on both sides of the roadway and construct one shared use path on the south side of the roadway along with two bus pullouts for two existing bus stops	State whether roadway is divided or undivided. State the types of multimodal improvements.

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Multimodal	Widen roadway and implement multimodal improvements.	Widen roadway from 2 to 4 lanes and add sidewalks on both sides of the roadway and construct one shared use path on the south side of the roadway along with two bus pullouts for two existing bus stops	State whether roadway is divided or undivided. State the types of multimodal improvements.
New Location	Construct new roadway with multimodal improvements	Construct new location 4 lane divided highway (principal arterial - other FC) with grade separations at Joe Road and Johnny Road and add NB and SB new sidewalks	Indicate that the facility is a new location, number of proposed travel lanes, proposed functional classification, and other scope details such as divided or undivided.
Resiliency	Raise NB and SB frontage road, operational improvements, and drainage	Reconstruct existing roadway to raise NB and SB frontage roads for resiliency and operational improvements at intersection including dedicated right turn lane	Indicate the improvements are for resiliency and include specific operational improvements scope.

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New Location	Construct new roadway with multimodal improvements	Construct new location 4 lane divided highway (principal arterial - other FC) with grade separations at Joe Road and Johnny Road and add NB and SB new sidewalks	Indicate that the facility is a new location, number of proposed travel lanes, proposed functional classification, and other scope details such as divided or undivided.
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TxDOT HOU SOP

Project Type	Not Recommended	Recommended	Comment
Road Diet	Jay Blvd safe route to transit - construct and/or widen sidewalk, fill in sidewalk gaps, replace curbs, provide ADA ramps, new pedestrian lighting, new landscaping, and associated utilities. Convert one existing travel lane in each direction to shared use path in median.	<p>Road diet: convert one travel lane in each direction to a shared use path (6 lanes to 4 lanes) and reconstruct and widen sidewalks. Include new pedestrian lighting and landscaping</p> <p>Road diet: reconstruct roadway and convert 1 travel lane in each direction to a shared use path (6 lanes to 4 lanes) and reconstruct and widen sidewalks. Include new pedestrian lighting and landscaping</p>	State if the project is a road diet and say how the road diet is being accomplished. For example, how many travel lanes are being reduced.
Truck Parking	Construct truck parking	<p>Construct truck parking lot with 50 spaces including 4 EV charging stations to provide a rest stop for large trucks</p> <p>Construct a new truck weigh station</p> <p>Construct an emergency truck pullover to improve safety</p>	<p>It's important to distinguish the type of truck parking and the purpose for the truck parking. Inspection and weigh stations vs. for rest. Truck size and weight inspection stations are EREA. Safety rest areas are Exempt under 40 CFR 93.126/127.</p>

TxDOT HOU SOP

Project Type	Not Recommended	Recommended	Comment
Widening	Widen existing roadway and include pedestrian accommodations	Reconstruct and widen from 2 to 4 lanes including EB and WB sidewalks and EB shared use path	Include both the existing and proposed number of travel lanes and the type/direction of ancillary improvements such as bike/ped accommodations.
	Restripe WB mainlanes from 3 to 4 lanes	Restripe to widen existing pavement from 3 to 4 lanes and eliminate the CTWLTL	
	Restripe to widen		
Safety	Project includes safety treatments	Implement a raised median, shoulder improvements, straighten the horizontal alignment to improve sight distance, and install new lighting where no lighting exists currently	These treatments all qualify as Exempt from a Conformity Determination under 93.126. State if the project is funded with HSIP funds.

Transit Project Descriptions

- Funded with Cat 5 or Cat 7
- Project descriptions should include sufficient descriptive material to identify the project and inform
 - Work being delivered
 - Funding eligibility
 - Need for conformity determination
 - If the project is exempt or exempt from regional emissions analysis

Transit Projects

- Regional Vanpool Program
- Regional Transit Fare Collection System
- Construction of transit operations and maintenance facility
- Construction of Park and Ride garage
- Transit Facility modifications (transfer stations, transit centers)
- Purchase of Vehicles
- BOOST Corridors
- Pedestrian and bicycle Improvements
- Expansion of HOV lanes

Transit Project Descriptions

- Funded with FTA Formula Grants 5307, 5310, 5339, e.t.c.
 - Capital, operating, planning and administration
 - Bus/Rail capitalized maintenance
 - Bus shelter amenities and lighting
 - Safety and security implementation
 - Statement of Good Repair
 - Vehicle purchase

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