



Public Meetings Procedure

Rev:	0.1
Date:	05/25/18
Page	1

Scope

Public Meetings are generally held for large CIP or Bond projects, in particular, Streets projects or any project that will directly affect the public.

Affected Agents/Entities

Executive Director of Public Works
Director of Engineering
Senior Program Manager
Project Manager
Public Information Officer – Engineering

ATTACHMENT "I"

Document Outputs

Exhibits
Flyers (handouts)
Letter to residents

Design Input Public Meeting

The Director of Engineering decides which projects will have a public meeting. The Project Manager assigned to the project informs the Engineering Public Information Officer (PIO) that the project is ready for a public meeting. The first meeting is at the 30% Design Review phase.

The PIO sets up a calendar event with the Project Manager and the AE Consultant. The PIO researches venues to hold the public meeting. Typically, a city-owned facility such as a Rec or Senior Citizens Center but occasionally a church is used dependent on price and availability.

The PIO researches venues to hold the public meeting. Typically, a city-owned facility such as a Rec or Senior Citizens Center but occasionally a church is used dependent on price and availability.

The PIO drafts a flyer and a letter that includes the following information:

1. Date, Time and Location of the public meeting
2. Project name and a brief description
3. The public meeting information

The PIO works with an EIT using the ARCGIS program to gather all names and mailing information for the property owners adjacent to the project but not excluding a larger radius, dependent on the project. A typical mailing is less than 500 packets. The mailing data is exported by the EIT to MS Excel spreadsheet.

Engineering Services has a contract with Gateway for printing and mailing services. Gateway needs at least 2-weeks' notice ahead of time to print, stuff envelopes, and mail. The mailing data (in MS Excel) along with the electronic version of the approved flyer and letter in PDF format is sent to Gateway.

	<h1>Public Meetings Procedure</h1>		Rev:	0.1
			Date:	05/25/18
			Page	1

The PIO orders envelopes with the Engineering Services Logo from the City's print shop. Once they're printed they are left at the Engineering Services front desk for pickup by Gateway.

Gateway prints, stuffs the envelopes, mails the packets and informs the PIO that they've been sent.

The AE Consultant creates the exhibits to be used at the public meeting. The PIO makes contact with the AE Consultant to see if they will need an easels to display the exhibits or need any other equipment. Typically, PowerPoint presentations are not used.

The PIO creates a City Manager Memo, routes it for signatures and the City Manager adds it to the City Manager Packet, which gets emailed every Monday. The PIO drafts a City Manager Comment, with the same information, to be read at the City Council meeting before the meeting.

The PIO drafts a public notice and takes the public meeting flyer to the City Secretary. The flyer must be posted at least 72 hours before the meeting. The City Secretary's Office then stamps the date/time on the flyer and gives a copy back to the PIO. The City Secretary sends the stamped flyer to all of the City Council members and posts the information to the public notice web page. Note: this step has to be done because if City Council members attend there may be a quorum so the notice must be posted for the public to read.

A few days before the public meeting the PIO posts a News Release on the following social media:

- City Website
- City News Release Email blast
- City Facebook
- City Twitter

The Day Of

The PIO sends out an Outlook Reminder to the following people:

- Executive Director of Public Works
- Director of Engineering
- Senior Program Manager
- Project Manager
- AE Consultant
- Contractor

The PIO takes any requested easels, Sign In sheets, extra flyers, Comment Sheets, and pens to the meeting. The PIO, along with the Project Manager greet the attendees as they arrive and ask them to sign in.



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Rev:	0.1
Date:	05/25/18
Page	1

The meeting follows this schedule:

5:30pm – 6:00pm. Open House. Some questions may be asked about the project and may be answered.

6:00pm – 7:00pm. Introductions and presentations

7:00pm – 7:30pm. Question and Answer

The PIO is the timekeeper for public meetings.

The PIO kicks off the meeting, with introductions of relevant team members and then hands the meeting over to the Project Manager. The Project Manager gives a brief overview of the project and then hands to meeting over to the AE Consultant. The AE Consultant describes the exhibits and talks about the project.

The AE Consultant is responsible for taking meeting minutes and capturing input for the design.

After the Question and Answer segment, the PIO thanks everyone for attending the meeting and collects the Comment Sheets.

Once everyone has left, the PIO and any helpers, pack up the room, including taking the Comment Sheets, left over flyers and letters. Engineering Services keeps the exhibits.

The following day, the PIO makes a PDF package of the Flyer, Letter, and Comment Sheets and distributes to the following people electronically:

- Executive Director of Public Works
- Director of Engineering
- Senior Program Manager
- Project Manager
- AE Consultant

The PIO keeps both a hard and soft copy of the file.

Construction Input Public Meeting

The second public meeting for the project is held after the construction contract has been approved by City Council.

The PIO sets up a calendar event with the Project Manager approximately 2-3 weeks after award, which is close to but before the Pre-Construction Meeting.

Rev. #	Date	Author	Description of Change
V0.2	5/25/18	Michelle Villarreal Leschper	Move few processes around in the appropriate order. Tried not to duplicate information.

City of Corpus Christi
Office of Public Works
1201 Leopard Street
Corpus Christi, Texas 78401
(361) 826-3500



Dear Resident or Property Owner,

This letter is to inform you of an upcoming public meeting scheduled as follows:

RSRP Streets Public Meeting
Wednesday, August 15, 2018
5:30 p.m. Open House
6 p.m. Presentation
Lindale Senior Center
3135 Swantner Street

Voters approved funds in November 2016 as part of the Bond election for the city-wide *Residential Street Rebuild Project (RSRP)*. City Council approved the Bond 2016 RSRP work plan in 2017.

The purpose of this public meeting is to present information on the Bond 2016 RSRP streets to be improved in your area. The streets are as follows:

- **Acacia Drive** from Mueller Street to IH 37
- **Belton Street** from Crosstown to Reynosa Street
- **Bolivar Street** from Crosstown to Sarita Street
- **Brock Drive** from Staples Street to Gollihar Road
- **Craig Street** from Brownlee Boulevard to Sixteenth Street
- **Dalraida Drive** from Dakin Place to Carroll Lane

This project in addition to rebuilding streets may include limited improvements to curb and gutter, sidewalks, driveway approaches, and utility adjustments.

A brief project description and time schedule will be presented. The City Project Manager and Design Engineers will be available to answer questions during the public meeting. You are invited to attend the meeting, learn about the project, and offer your comments.

Sincerely,

Andy Leal, P.E.

Director of Street Operations

Notice of Public Hearing

Notice of Availability of Draft Environmental Assessment

PARK ROAD 22

From Whitecap Boulevard to SH 361 (Commodores Drive)

CSJs: 0617-02-064

NUECES COUNTY, TEXAS

The City of Corpus Christi in conjunction with the Texas Department of Transportation (TxDOT) is proposing to construct two bridges (northbound and southbound) on Park Road 22 over a proposed third-party canal between White Cap Boulevard and State Highway 361 (Commodores Drive) in Corpus Christi, Nueces County, Texas. Pursuant to Texas Administrative Code, Title 43, §2.107 and §2.108, this notice is to advise the public that a draft Environmental Assessment (EA) is available for public review and TxDOT will be conducting a public hearing on the proposed project. The Public Hearing will be held on April 7, 2016 at the Seashore Middle Academy, 15437 South Padre Island Drive, Corpus Christi, Texas 78414. The purpose of the hearing is to present the planned improvements for Park Road 22 from White Cap Boulevard to State Highway 361 (Commodores Drive), and to receive public comment. Displays will be available for viewing at 6:00 P.M. with the formal hearing commencing at 7:00 P.M.

The existing roadway consists of two travel lanes in each direction with 10 foot outside shoulders, 4-foot inside shoulders and an approximate 34-foot grassy center median. The existing right-of-way (ROW) width is 200-feet. The proposed project consists of constructing two precast bridges for the north and south bound lanes within the existing TxDOT ROW of PR 22. Each of the proposed bridges would be comprised of two 12-foot lanes with 10-foot inside and outside shoulders with one foot railings for an overall bridge width of 46 feet. The 34-foot depressed median would be maintained. The total length of the proposed bridges would be approximately 128 feet. The proposed third-party canal would connect Lake Padre (east of PR 22) with the Padre Isles canal system (west of PR 22). The project also includes associated lighting, striping, railing, traffic control and other items necessary for the completion of the project. The proposed project would result in impacts to potentially jurisdictional wetlands.

The draft EA, maps showing the project location and design, tentative construction schedules, and other information relative to the project are on file and available for inspection Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. at the City of Corpus Christi, Engineering Services, located on the 3rd floor of City Hall, 1201 Leopard Street, Corpus Christi, TX 78469. The information is available on the City of Corpus Christi website at www.cctexas.com (keyword "PR 22") and the TxDOT website at www.txdot.gov (keyword "PR 22"). This information will also be available for inspection at the hearing.

All interested citizens are invited to attend this public hearing. Verbal and written comments from the public regarding this project are requested and may be presented at the hearing or for a period of 10 calendar days following the hearing. Written comments may be submitted either in person or by mail to the City of Corpus Christi, Mr. Jeffery H. Edmonds, P.E., Director of Engineering Services, 1201 Leopard Street, Corpus Christi, TX 78469 or by email to JeffreyE@cctexas.com. Comments must be received on or before April 17, 2016 in order to become part of the official hearing record.

The Public Hearing will be conducted in English. Persons interested in attending the hearing who have special communication or accommodation needs, or need an interpreter, are encouraged to contact

Sam Blanco, Senior Environmental Planner, at Raba-Kistner Environmental, Inc., 210-649-3691 or sblanco@rkci.com. Requests should be made at least two days prior to the public hearing. Every reasonable effort will be made to accommodate these needs. If you have general questions or concerns regarding the proposed project, you may contact Project Manager Mr. Chris Hale, P.E. at (361) 826-3807.

Aviso de audiencia pública

Aviso de Disponibilidad del Proyecto de Evaluación Ambiental

Park Road 22

De Whitecap Boulevard a SH 361 (Commodores Drive)

CSJs: 0617-02-064

Condado de Nueces, Texas

La Ciudad de Corpus Christi en conjunto con el Departamento de Transporte de Texas (TxDOT) está proponiendo la construcción de dos puentes (norte y sur) en Park Road 22 sobre un canal de terceros propuesta entre White Cap Boulevard y la carretera estatal 361 (Commodores Drive) en Corpus Christi, Condado de Nueces, Texas. De conformidad con el Código Administrativo de Texas, Título 43, §2.107 y §2.108, este aviso es para notificar al público que un proyecto de Evaluación Ambiental (EA) está disponible para revisión pública y TxDOT estará llevando a cabo una audiencia pública sobre dicho proyecto propuesto. La audiencia pública se llevará a cabo el 7 de Abril, 2016 a la Academia Seashore, ubicada en el 15437 South Padre Island Drive, Corpus Christi, Texas 78414. El propósito de la audiencia es presentar las mejoras previstas para Park Road 22 desde White Cap Boulevard a la carretera estatal 361 (Commodores Drive), y para recibir comentarios del público. Estarán disponibles exhibiciones para su consulta a las 6:00 p.m. mientras que la audiencia formal que comienza a las 7:00 p.m.

El camino existente consta de dos carriles de circulación en cada sentido con acotamiento de 10 pies, 4 pies de acotamiento al interior y un aproximado de 34 pies de camellón con pasto al centro. El carril para dar paso es de 200 pies de ancho. El proyecto propuesto consiste en la construcción de dos puentes prefabricados para los carriles norte y sur con destino dentro del carril de paso de TxDOT sobre PR 22. Cada uno de los puentes propuestos se compone de dos carriles de 12 pies con 10 pies dentro y fuera del acotamiento, con un pie de pasamanos para sumar un total de 46 pies de ancho del puente. El camellón central de 34 pies se mantendría. La longitud total de los puentes propuestos sería de aproximadamente 128 pies. El canal de terceros propuesto conectaría Lake Padre (al este de PR 22) con el sistema de canales Padre Isles (al oeste de PR 22). El proyecto también incluye la iluminación, el rayado, los pasamanos, control de tráfico y otros elementos necesarios para la realización del proyecto. El proyecto propuesto resultaría en impactos potenciales a la jurisdicción de las zonas pantanosas.

Los mapas del proyecto de EA, que muestran la ubicación y diseño del proyecto, los plazos de construcción tentativos, y otra información relativa al proyecto son archivados y disponibles para la inspección de lunes a viernes entre las 8:00 am y las 5:00 pm, en la Ciudad de Corpus Christi, en los Servicios de Ingeniería, ubicada en el 3er piso del Ayuntamiento, 1201 Leopard Street, Corpus Christi, TX 78469. la información está disponible en la página web de la ciudad de Corpus Christi en www.cctexas.com (palabra clave "PR 22") y el sitio web de TxDOT al www.txdot.gov (palabra clave "PR 22"). Esta información también estará disponible para su inspección en la audiencia.

Todos los ciudadanos interesados están invitados a asistir a esta audiencia pública. Se solicita que los comentarios verbales y escritos de los ciudadanos con respecto a este proyecto, se pueden presentar en la audiencia o por un período de 10 días naturales siguientes a la audiencia. Los comentarios escritos pueden ser presentados ya sea en persona o por correo a la ciudad de Corpus Christi, el Sr. Jeffery H.

Edmonds, PE, Director de Servicios de Ingeniería, 1201 Leopard Street, Corpus Christi, TX 78469 o por correo electrónico a JeffreyE@cctexas.com . Los comentarios deben recibirse, a mas tardar en la tarde del 17 abril, 2016 para llegar a ser parte del registro oficial de audiencia.

La audiencia pública se llevará a cabo en Inglés. Las personas interesadas en asistir a la audiencia que tienen necesidades de comunicación o especiales de alojamiento, o la necesidad de un intérprete, se les exhorta a ponerse en contacto con Sam Blanco, Planificador Ambiental, en Raba-Kistner Environmental, Inc., 210-649-3691 o sblanco@rkci.com . Las solicitudes deben hacerse por lo menos dos días antes de la audiencia pública. Se harán todos los esfuerzos razonables para dar cabida a estas necesidades. Si usted tiene preguntas generales o preocupaciones con respecto al proyecto propuesto, puede comunicarse con el Jefe de Proyecto el Sr. Chris Hale, P. E. al (361) 826 a 3807.

**The City of Corpus Christi
BOND 2016 RESIDENTIAL STREET
REBUILD PROJECT
is coming to your neighborhood.**

WHAT TO EXPECT

CONSTRUCTION

- Work is expected to begin on your street soon
- Construction on your block is expected to take a few months
- **Preparatory work, including concrete improvements, will be done before any pavement construction starts**
- City utilities may be adjusted
- Dust and noise will be minimized as much as possible

ACCESS

- When detour signs go up, and your street is blocked off, you will not be able to park on the street
- **Do not park on the street between 8 AM and 6 PM, Monday through Friday**
- **Vehicles parked on street during work hours will be towed**
- You will be notified, and parking arrangements will be made if your driveway will be blocked
- Your street will be closed to through traffic at all times, but you will always have access to your home
- Pedestrian access will be provided
- Trash, recycling, and brush pick up will remain on your normal schedule
- For more information about the program: www.cctexas.com or Engineering Services (361) 826-3500.

**Bonos del 2016 Para Calles Residenciales de la Ciudad de Corpus Christi
EL PROYECTO DE RECONSTRUCCIÓN**

LLEGA A TU VECINDARIO

CONSTRUCCIÓN

- Se espera que el trabajo comience en su calle pronto
- Se espera que la construcción de su cuadra tome unos meses
- **El trabajo secundario, incluidas las mejoras en el concreto, se realizará antes de que comience cualquier construcción de pavimento**
- Las tuberías de servicios de la ciudad pueden ser ajustadas
- El polvo y el ruido se minimizarán tanto como sea posible

ACCESO

- Cuando las señales de desvío sean colocadas y tu calle está bloqueada, no podrás estacionarte en la calle
- **No se estacione en la calle entre las 8 AM y las 6 PM, de lunes a viernes**
- **Los vehículos estacionados en la calle durante las horas de trabajo serán remolcados**
- Se le notificará, y se harán arreglos de estacionamiento si su entrada esta bloqueada
- Su calle estará cerrada al tráfico en todo momento, pero siempre tendrá acceso a su hogar
- Se proporcionará acceso peatonal
- La basura, el reciclaje y la recolección de ramas permanecerán en su horario normal
- Para obtener más información sobre el programa: www.cctexas.com o Engineering Services (361) 826-3500.



**The City of Corpus Christi
BOND 2016 RESIDENTIAL STREET
REBUILD PROJECT
is coming to your neighborhood.**

NOTICE

ACCESS

- In the next 2 days, your street will be blocked off to through traffic
- **No parking will be allowed on the street between 8 AM and 6 PM, Monday through Friday**
- **Vehicles parked on the street during work hours will be towed**
- You will be notified, and parking arrangements will be made, if your driveway will be blocked
- Your street will be closed to through traffic at all times, but you will always have access to your home.
- Pedestrian access will be provided
- Trash, recycling, and brush pick up will remain on your normal schedule

CONTACTS

- Questions or concerns during construction: City Inspection Office at (361) 826-3555
- ADA accommodations: Human Relations at (361) 826-3190
- For more information about the program: www.cctexas.com or Engineering Services (361) 826-3500.

**BONO del 2016 PROYECTO DE
RECONSTRUCCIÓN DE CALLES RESIDENCIALES
de la Ciudad de Corpus Christi viene a su vecindario**

AVISO

ACCESO

- En los próximos 2 días, su calle estará bloqueada al tráfico vehicular
- **No se permitirá estacionarse en la calle de lunes a Viernes entre las 8 AM y las 6 PM**
- **Los vehículos estacionados en la calle durante las horas de trabajo serán remolcados**
- Se le notificará, y se harán arreglos de estacionamiento, si su camino de entrada será bloqueado
- Su calle estará cerrada al tráfico en todo momento, pero siempre tendrá acceso a su hogar.
- Se proporcionará acceso peatonal
- La basura, el reciclaje y la recolección de ramas permanecerán en su horario normal

CONTACTOS

- Preguntas o inquietudes durante la construcción: Oficina de Inspección de la Ciudad al (361) 826-3555
- Adaptaciones ADA: Relaciones Humanas al (361) 826-3190
- Para obtener más información sobre el programa: www.cctexas.com o Engineering Services (361) 826-3500.



Engineering and Street Projects

This page provides access to information on City projects throughout the city and information for upcoming public meeting notices.

Proposed Bond 2018

Upcoming Public Meeting Notices

None at this time

STREET IMPROVEMENT PROJECTS STATUS

Quarterly Engineering Bond and CIP Project Status Report

Information on Select City Projects by District

Bicycle Mobility

TxDOT Project Status Update

Street Project Status Updates

Residential Street Rebuild Program (RSRP)

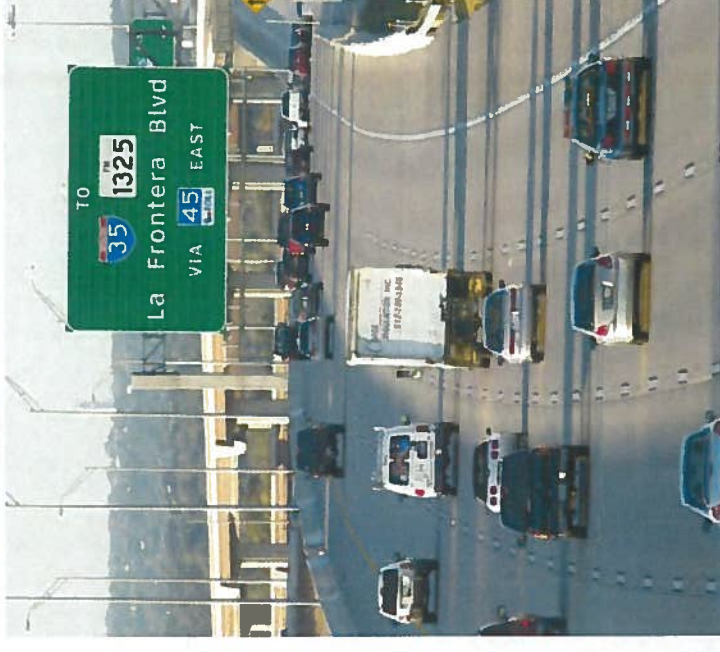
CONTACT

Access services and report problems. Call Center Representatives can assist you Monday through Friday from 7 a.m. to 6 p.m.

The City of Corpus Christi adopted a tax rate that will raise more taxes for maintenance and operations than last year's tax rate. The tax rate will effectively be raised by 4.69 percent and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$16.87.



TEXAS DEPARTMENT OF TRANSPORTATION



TXDOT PROJECT STATUS UPDATE

Corpus Christi Area

October 21, 2014

Overview

- TxDOT has recently invested over \$175 million in roadway projects in the Corpus Christi area, including
 - \$18.7 million – resurface and restripe major roadways
 - \$13.0 million – safety grade separation
 - \$47.3 million – additional travel lanes
 - \$96.1 million – upgrade to freeway
- Design Build Projects
 - I-69/US 77 (\$78.9 million – ongoing)
 - US 181 Harbor Bridge
- Design projects under development
 - Over \$70 million (2015-2016)
mobility, safety, resurfacing, local, etc.



Resurfacing Projects

- Crosstown Interchange - resurfacing of freeway main lanes
-West Point to Kostoryz on SH 358, Gollihar to Holly on SH 286
Paving completed October 2014
\$4.5 million
- SH 358 - resurfacing of freeway main lanes
- from West Point to IH 37; completed June 2014; \$3 million
- from Ayers to Paul Jones; completed January 2014; \$4.7 million
- PR 22 - resurfacing of freeway main lanes from SH 358 to SH 361
completed July 2014; \$3.2 million
- I-69/US 77, SH 358, FM 624 (various locations)
pavement repair, mill & inlay
completed August 2014; \$1.5 million
- I-37/SH 286, SH 358 (various locations)
mill and inlay
completed September 2014; \$2.8 million



SH 44 Grade Separation

- Construction of overpass at FM 1694 (Callicoatte Road)
- Contractor: Bay, Ltd.
- Construction began September 2013
- Estimated construction completion in Spring 2015
- \$13 million



FM 2444 – Staples Street

- From SH 286 to Oso Parkway
- Construction of 5-lane curb and gutter roadway
- Contractor: Bay, Ltd.
- Awaiting City utility adjustments to begin construction (mid-November)
- Anticipate construction completion in Summer 2017
- \$24.4 million



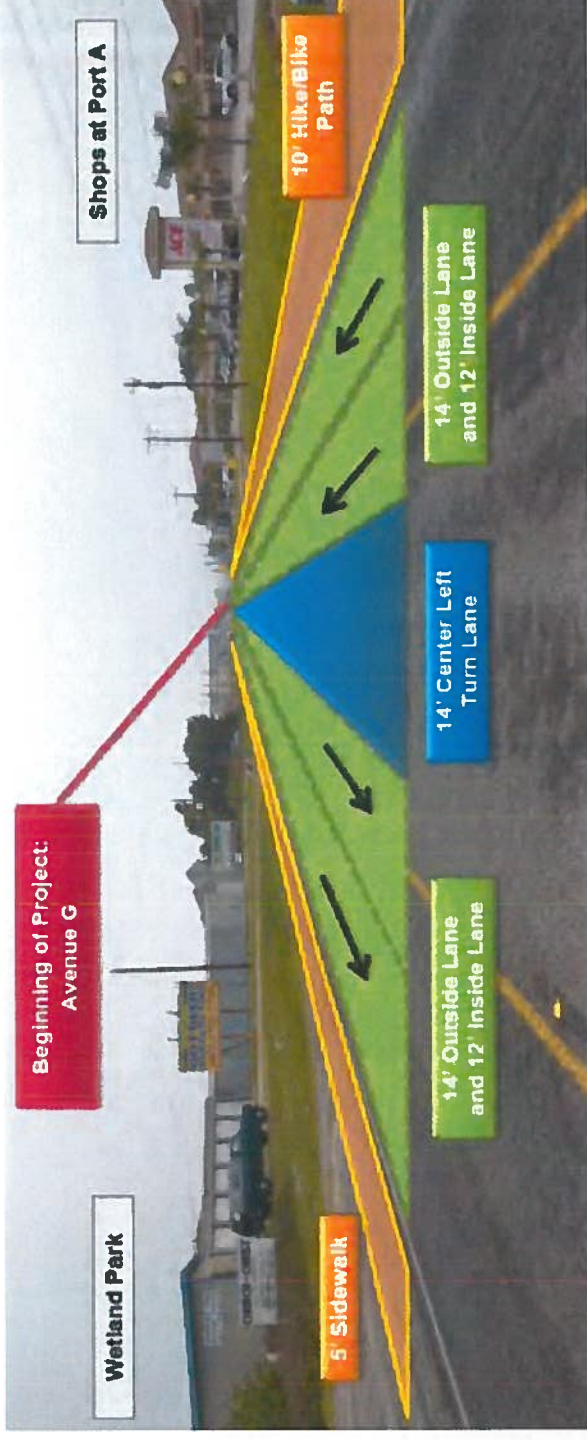
FM 43 – Weber Road

- From SH 286 to Yorktown Boulevard
- Construction of 5-lane curb and gutter roadway
- Contractor: Bay, Ltd.
- Construction began January 2014
- Estimated construction completion in Spring 2015
- \$9.9 million



SH 361

- From Avenue G in Port Aransas to Beach Access 1
- Construction of 4-lane curb and gutter with raised median
- Contractor: Haas-Anderson Construction, Ltd.
- Estimate start of construction on November 1
- Estimate construction completion by the end of 2016
- \$13 million



SH 286

- From SH 357 to South of FM 43
- Extension of freeway section - overpasses at J.C. Elliot landfill and Weber Rd.
- Contractor: Haas-Anderson Construction, Ltd.
- Construction began March 2014
- Estimated construction completion in Summer 2017
- \$45.9 million



I 69 / US 77 Projects – upgrade to Interstate Standards

From SH 44 to FM 892

- Contractor: Haas-Anderson Construction
- Construction began January 2013
- Construction completion expected by the end of 2014
- \$11.3 million

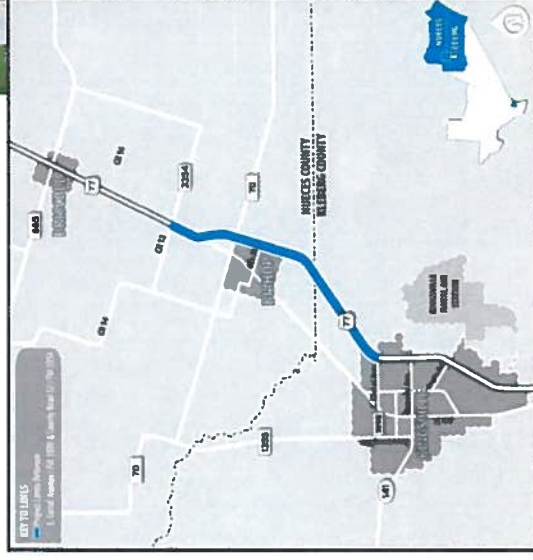


From FM 892 to South of FM 2826

- Contractor: Austin Bridge & Road, Ltd. / Bay, Ltd.
- Construction expected to begin early 2015 - Awaiting clearance of ROW on one parcel
- Construction completion anticipated in Summer 2017
- \$38.9 million

I 69 / US 77 Design Build Project

- Upgrade to Interstate standards
- From FM 3354 to FM 1898
- Contractor: Austin Bridge & Road, Ltd. / Bay, Ltd.
- Construction began in Fall 2013
- Construction completion expected by the end of 2016
- \$78.9 million



US 181 Harbor Bridge

- Anticipate Record of Decision (ROD) in January 2015
- The Final Request for Proposals (RFP) was posted October 2nd Responses are due by February 17, 2015
- Expected to Conditionally Award at the March 2015 Commission Meeting
- Anticipated to receive the Notice to Proceed about 6 months later (construction estimated to begin Fall 2015)
- Estimated construction completion in 2020 (approximately 4 years)



SH 358 Ramp Reversal – Phase II

- Reversal of ramps along South Padre Island Drive (SPID) from Ayers to Airline (Eastbound side)
- Project scheduled to let January 2016
- Anticipate construction to begin Fall 2016
- Estimate construction completion in Spring 2019
- \$38 million (primarily funded thru the MPO)



Ramp Reversal Phase I
photo from October 2007