



TRANSPORTATION POLICY BOARD MEETING

The Junior League of Austin Community Impact Center
5330 Bluffstone Lane
Austin, TX 78759
Monday, January 9, 2023
2:00 p.m.

Livestream at www.campotexas.org

All individuals attending the CAMPO Transportation Policy Board Meeting are required by the meeting facility to follow the Center for Disease Control (CDC), state, and local guidance.

AGENDA

- 1. Certification of Quorum – Quorum requirement is 12 members
.....Commissioner Cynthia Long, Chair
- 2. Public Comments
The public is invited to comment on transportation-related topics in the CAMPO geographic area. Up to 10 individuals may sign up to speak and must adhere to the three (3) minute time limit. Written comments may be emailed to TPBcomments@campotexas.org by 5:00 p.m., Thursday, January 5, 2023.

This is an opportunity for the public to address the Transportation Policy Board concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Board. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Public Comments is limited to a statement of fact regarding the item; a statement concerning the policy regarding the item or a proposal to place the item on a future agenda.

EXECUTIVE SESSION:

Under Chapter 551 of the Texas Government Code, the Board may recess into a closed meeting (an executive session) to deliberate any item on this agenda if the Chairman announces the item will be deliberated in executive session and identifies the section or sections of Chapter 551 that authorize meeting in executive session. A final action, decision, or vote on a matter deliberated in executive session will be made only after the Board reconvenes in an open meeting.

- 3. Executive SessionCommissioner Cynthia Long, Chair
The Transportation Policy Board will recess to an Executive Session, if needed.
- 4. [Report from the Technical Advisory Committee \(TAC\) Chair](#)Ms. Laurie Moyer, P.E.
Ms. Moyer will provide an overview of TAC discussion items and recommendations to the Transportation Policy Board.

ACTION:

The public is invited to comment on items 5-7 in the section below. Speakers must adhere to the three (3) minute time limit. Written comments may be emailed to tpbcomments@campotexas.org by 5:00 p.m., Thursday, January 5, 2023.

- 5. [Discussion and Take Appropriate Action on November 14, 2022 Meeting Minutes](#)
..... Commissioner Cynthia Long, Chair
Chair Long will request Transportation Policy Board approval of the November 14, 2022 meeting minutes.
- 6. [Discussion and Take Appropriate Action for CAMPO Executive Director to Begin Negotiation of Audit Services Contract](#).....Ms. Theresa Hernandez, CAMPO
Ms. Hernandez will request Transportation Policy Board authorization for the CAMPO Executive Director to begin negotiations with the top-ranked firm for CAMPO’s audit services contract.
- 7. [Discussion and Take Appropriate Action on Carbon Reduction Program \(CRP\) and Funding Request](#).....Mr. Ryan Collins, CAMPO
Mr. Collins will present a funding request for the CRP plan development requirement with accompanying Resolution 2023-1-7 and request Transportation Policy Board approval.

INFORMATION:

- 8. Recognition of Service to the CAMPO region from Council Member Ann Kitchen and Commissioner Mark Jones.....Commissioner Cynthia Long, Chair
Chair Long will recognize Council Member Ann Kitchen and Commissioner Mark Jones for their service to Central Texas.
- 9. [Discussion and Possible Action on Nomination of Officers for Vice Chair and Secretary of the Transportation Policy Board](#).....Commissioner Cynthia Long, Chair
Chair Long will facilitate discussion on the process for filling the vacancies for Transportation Policy Board Officer positions of Vice Chair and Secretary.
- 10. [Discussion and Potential Action on CAMPO Appointments to the Capital Metro Board](#)
.....Mr. Tim Tuggey, CAMPO Legal Counsel
Mr. Tuggey will facilitate discussion on filling the upcoming vacancies for CAMPO appointees to the Capital Metro Board currently held by Mr. Wade Cooper and CM Ann Kitchen.
- 11. [Executive Director’s Report on Transportation Planning Activities](#)
 - a. [2023 Transportation Planning Activities Calendar](#)
 - b. TxDOT “Safety Hack” Event

Persons with Disabilities:

Upon request, reasonable accommodations are provided. Please call 737-226-4840 at least three (3) business days prior to the meeting to arrange for assistance.

Transportation from Transit Stops:

Upon request, transportation vouchers from adjacent transit stops are available. Please call 737-226-4840 at least three (3) business days prior to the meeting to arrange for a voucher.

12. Announcements

- a. Transportation Policy Board Chair Announcements
- b. Next Technical Advisory Committee Meeting, January 23, 2023 – 2:00 p.m.
- c. Next Transportation Policy Board Meeting, February 13, 2023 – 2:00 p.m.

13. Adjournment

Persons with Disabilities:

Upon request, reasonable accommodations are provided. Please call 737-226-4840 at least three (3) business days prior to the meeting to arrange for assistance.

Transportation from Transit Stops:

Upon request, transportation vouchers from adjacent transit stops are available. Please call 737-226-4840 at least three (3) business days prior to the meeting to arrange for a voucher.



MEMORANDUM

TO: Technical Advisory Committee (TAC)
FROM: Chad McKeown, Deputy Executive Director
SUBJECT: Update on Current and Upcoming Agenda Items
DATE: December 15, 2022

With the cancellation of the December 12, 2022 Technical Advisory Committee (TAC) meeting, this memorandum has been prepared to update members on current and upcoming agenda items.

Project Readiness for Regional Corridor Improvement

The Prioritization Subcommittee met on November 9, and discussed possible corridors for which studies could be initiated. Each member communicated their individual priorities to the subcommittee and to TxDOT, which will be considered as corridors are prioritized by the subcommittee. TxDOT is currently further evaluating possible funding sources from both statewide and district funding sources, and results of that evaluation will be communicated to the subcommittee and subsequently to the entire TAC in early 2023. Please contact Chad McKeown with any questions on this topic.

Travel Demand Model Development

Work on the next Travel Demand Model to support development of the 2050 Regional Transportation Plan (RTP) continues. Recent milestones are listed below. Please contact Greg Lancaster with any questions on this topic.

- The transportation network reflecting the 2045 RTP is complete, pending CAMPO and TxDOT review.
- The demographic forecasts are being completed now and will be distributed for stakeholder review.
- A base year model is being developed for model calibration.

Carbon Reduction Program Update

Following up on the Carbon Reduction Program (CRP) previously presented to the TAC and Transportation Policy Board (TRB), staff has finalized the scope of work for the development of a regional mobile emission reduction plan as required by CRP legislation. At the January TPB meeting, staff will request \$1 million in CRP funding for the development of this plan along with 250,000 Transportation Development Credits for the local 20% match requirement. The mobile emission reduction plan will be developed collaboratively with regional stakeholders and will provide a comprehensive approach to emission reduction for the six-county region. This will include a current emission inventory, future emission projections, goals, objectives, targets, strategy evaluation, and recommendations for the remaining CRP funding. Please contact Ryan Collins for any questions on this topic.

Planning Activities

- The next deadline for TIP/RTP amendment requests is January 13, 2023.
- The FTA 5310 Project Call will open on January 2, 2023.



Capital Area Metropolitan Planning Organization

Transportation Policy Board Meeting

The Junior League of Austin Community Impact Center

5330 Bluffstone Lane Austin, TX 78759

Monday, November 14, 2022 – 2:00 p.m.

Livestream at: www.campotexas.org

1. Certification of Quorum – Quorum requirement is 12 members

.....Commissioner Cynthia Long, Chair

The CAMPO Transportation Policy Board was called to order by the Chair at 2:04 p.m.

The roll was taken and a quorum was announced present.

	Member	Representing	Member Attending	Alternate Attending
1	Cynthia Long, Chair	Commissioner, Williamson County	Y	
2	Ann Kitchen, Vice-Chair	City of Austin, District 5	N	Mayor Pro Tem Alison Alter
3	Alison Alter	Mayor Pro Tem, City of Austin, District 10	Y	
4	Clara Beckett	Commissioner, Bastrop County	Y	
5	Andy Brown	Judge, Travis County	N	Ms. Amy Pattillo
6	Christine DeLisle	Mayor City of Leander	Y	
7	Paige Ellis	City of Austin, District 8	Y	
8	Tucker Ferguson, P.E.	TxDOT-Austin District	Y	
9	Natasha Harper-Madison	City of Austin, District 1	Y	
10	Matt Harriss	Capital Metro Board Member	Y	
11	Ann Howard	Commissioner, Travis County	Y	
12	Jane Hughson	Mayor, City of San Marcos	N	
13	Mark Jones	Commissioner, Hays County	Y	

14	Rudy Metayer	City of Pflugerville, Place 4	Y	
15	Travis Mitchell	Mayor, City of Kyle	N	Council Member Rudy Metayer
16	Craig Morgan	Mayor, City of Round Rock	N	Commissioner Cynthia Long
17	James Oakley	Judge, Burnet County	Y	
18	Amy Pattillo	Travis County	Y	
19	Jim Penniman-Morin	City of Cedar Park	N	Mayor Christine DeLisle
20	Josh Schroeder	Mayor, City of Georgetown	N	
21	Edward Theriot	Commissioner, Caldwell County	N	Judge James Oakley
22	Jeffrey Travillion	Commissioner, Travis County	Y	

2. Public Comments

There were no public comments.

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:00:55

3. Report from Technical Advisory Committee (TAC) Chair

The Chair recognized Mr. Chad McKeown, CAMPO Deputy Executive Director who provided a report of the discussion and action items from the October 17, 2022 meeting in the absence of TAC Chair, Ms. Laurie Moyer, P.E.

Mr. McKeown reported that the TAC unanimously approved a recommendation for Transportation Policy Board approval of amendments to the TIP and RTP.

Mr. McKeown also reported that the Committee received a presentation on the Regional State of Safety Report by Mr. Jeff Kaufman of the Texas A&M Transportation Institute and an update on the Priority Corridor Readiness Program.

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:01:02

4. Discussion and Take Appropriate Action on October 3, 2022 Meeting Minutes

The Chair entertained a motion for approval of the October 3, 2022 meeting minutes, as presented.

Mayor Christine DeLisle moved for approval of the October 3, 2022 meeting minutes, as presented.

Council Member Natasha Harper-Madison seconded the motion.

The motion prevailed unanimously.

Ayes: Commissioner Cynthia Long (Proxy for Mayor Craig Morgan), Mayor Pro Tem Alison Alter (Proxy for Council Member Ann Kitchen), Commissioner Clara Beckett, Mayor Christine DeLisle (Proxy for Mayor Jim Penniman-Morin), Council Member Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Natasha Harper-Madison, Mr. Matt Harriss, Commissioner Ann Howard, Commissioner Mark Jones, Judge James Oakley (Proxy for Commissioner Edward Theriot), Ms. Amy Pattillo (Proxy for Judge Andy Brown), and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: Mayor Jane Hughson, Council Member Rudy Metayer (Proxy for Mayor Travis Mitchell), and Mayor Josh Schroeder

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:02:10

5. Discussion and Take Appropriate Action on Amendments to the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP)

The Chair recognized Mr. Ryan Collins, Short Range Planning Manager who provided a brief overview of the Fall amendment cycle process and briefly discussed the amendment requests received for the TIP and RTP.

Ms. Doise Miers, Community Outreach Manager provided a brief overview of the public involvement process for the proposed amendments to the TIP and RTP. Ms. Miers informed the Board that the public comment period began on October 2, 2022 and ended on November 3, 2022. Ms. Miers also provided a brief summary of the public comments received.

The presentation was concluded with a request for approval of the amendments to the TIP and RTP, as presented with accompanying Resolution 2022-11-5.

The Chair entertained a motion for approval of the amendments to the TIP and RTP, as presented with accompanying Resolution 2022-11-5.

Commissioner Ann Howard moved for approval of the amendments to the TIP and RTP, as presented with accompanying Resolution 2022-11-5.

Judge James Oakley seconded the motion.

The motion prevailed unanimously.

Ayes: Commissioner Cynthia Long (Proxy for Mayor Craig Morgan), Mayor Pro Tem Alison Alter (Proxy for Council Member Ann Kitchen), Commissioner Clara Beckett, Mayor Christine DeLisle (Proxy for Mayor Jim Penniman-Morin), Council Member Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Natasha Harper-Madison, Mr. Matt Harriss, Commissioner Ann Howard, Commissioner Mark Jones, Council Member Rudy Metayer (Proxy for Mayor Travis Mitchell), Judge James Oakley (Proxy for Commissioner Edward Theriot), Ms. Amy Pattillo (Proxy for Judge Andy Brown), and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: Mayor Jane Hughson and Mayor Josh Schroeder

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:03:02

6. Discussion and Take Appropriate Action to Authorize CAMPO Executive Director to Begin Negotiation on SL 150/Chestnut Street Multimodal Corridor Study Contract

The Chair recognized Mr. Will Lisska, Regional Planning Manager who informed the Board that an Interlocal Agreement (ILA) between CAMPO and the City of Bastrop for the SL 150/Chestnut Street Multimodal Corridor Study contract was approved at the October 3, 2022 Transportation Policy Board meeting. Mr. Lisska provided a brief overview of the procurement and evaluation process for consultant services for the SL 150/Chestnut Street Multimodal Corridor Study contract and identified Toole Design Group as the top ranked consultant firm.

The presentation was concluded with a request for approval to authorize the CAMPO Executive Director to negotiate and execute a contract with the top ranked consultant firm to develop the SL 150/Chestnut Street Multimodal Corridor Study.

The Chair entertained a motion for approval to authorize the CAMPO Executive Director to negotiate and execute a contract with the top ranked consultant firm to develop the SL 150/Chestnut Street Multimodal Corridor Study.

Commissioner Clara Beckett moved for approval to authorize the CAMPO Executive Director to negotiate and execute a contract with the top ranked consultant firm to develop the SL 150/Chestnut Street Multimodal Corridor Study.

Commissioner Mark Jones seconded the motion.

The motion prevailed unanimously.

Ayes: Commissioner Cynthia Long (Proxy for Mayor Craig Morgan), Mayor Pro Tem Alison Alter (Proxy for Council Member Ann Kitchen), Commissioner Clara Beckett, Mayor Christine DeLisle (Proxy for Mayor Jim Penniman-Morin), Council Member Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Natasha Harper-Madison, Mr. Matt Harriss, Commissioner Ann Howard, Commissioner Mark Jones, Council Member Rudy Metayer (Proxy for Mayor Travis Mitchell), Judge James Oakley (Proxy for Commissioner Edward Theriot), Ms. Amy Pattillo (Proxy for Judge Andy Brown), and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: Mayor Jane Hughson and Mayor Josh Schroeder

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:12:44

7. Discussion and Take Appropriate Action on Functional Classification for RM 2243 (Hero Way) Project

The Chair recognized Mr. Ryan Collins who provided a brief overview of the process for functional classification change requests. Mr. Collins informed the Board that the RM 2243 (Hero Way) Project is classified as a minor arterial but the project design for the new portion of the project is currently unclassified. Mr. Collins noted that the functional classification change request will ensure that the new portion is also classified as a minor arterial.

The presentation was concluded with a request for approval of the functional classification change for RM 2243 (Hero Way Project) with accompanying Resolution 2022-11-7.

The Chair entertained a motion for approval of the functional classification change for RM 2243 (Hero Way Project) with accompanying Resolution 2022-11-7.

Mayor Christine DeLisle moved for approval of the functional classification change for RM 2243 (Hero Way Project) with accompanying Resolution 2022-11-7.

The Chair seconded the motion.

The motion prevailed unanimously.

Ayes: Commissioner Cynthia Long (Proxy for Mayor Craig Morgan), Mayor Pro Tem Alison Alter (Proxy for Council Member Ann Kitchen), Commissioner Clara Beckett, Mayor Christine DeLisle (Proxy for Mayor Jim Penniman-Morin), Council Member Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Natasha Harper-Madison, Mr. Matt Harriss, Commissioner Ann Howard, Commissioner Mark Jones, Council Member Rudy Metayer (Proxy for Mayor Travis Mitchell), Judge James Oakley (Proxy for Commissioner Edward Theriot), Ms. Amy Pattillo (Proxy for Judge Andy Brown), and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: Mayor Jane Hughson and Mayor Josh Schroeder

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:16:11

8. Discussion and Take Appropriate Action to Support Texas SMARTTrack

The Chair recognized Mr. Nirav Ved, Data & Operations Manager who informed the Board that the SMART Grant is one (1) of several discretionary funding programs as a result of the Infrastructure Investment and Jobs Act (IIJA). Mr. Ved added that the purpose of the SMART Grant is to fund projects that use technology to improve transportation efficiency and safety.

Mr. Ved also informed the Board that the Texas SMARTTrack Initiative is a collaboration between the TxDOT-Austin District, City of Austin, University of Texas, and CAMPO that fits the funding requirements of the SMART Grant. Mr. Ved provided a brief overview of the SMARTTrack Initiative. The Board was advised that the SMART Grant application process will be very competitive as federal match is not required, resulting in full federal funding.

The presentation was concluded with a request for approval to support the Texas SMARTTrack Initiative with accompanying Resolution 2022-11-8.

The Chair entertained a motion for approval to support the Texas SMARTTrack Initiative with accompanying Resolution 2022-11-8.

Commissioner Ann Howard moved for approval to support the Texas SMARTTrack Initiative with accompanying Resolution 2022-11-8.

Council Member Rudy Metayer seconded the motion.

The motion prevailed unanimously.

Ayes: Commissioner Cynthia Long (Proxy for Mayor Craig Morgan), Mayor Pro Tem Alison Alter (Proxy for Council Member Ann Kitchen), Commissioner Clara Beckett, Mayor Christine DeLisle (Proxy for Mayor Jim Penniman-Morin), Council Member Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Natasha Harper-Madison, Mr. Matt Harriss, Commissioner Ann Howard, Commissioner Mark Jones, Council Member Rudy Metayer (Proxy for Mayor Travis Mitchell), Judge James Oakley (Proxy for Commissioner Edward Theriot), Ms. Amy Pattillo (Proxy for Judge Andy Brown), and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: Mayor Jane Hughson and Mayor Josh Schroeder

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:17:59

9. Executive Session

A. Review, Discuss, and Appropriate Action on Report of Executive Director's Annual Performance Appraisal and Related Compensation Adjustment Recommendation

The Chair informed the Board that an Executive Session will not be convened and provided a report of the performance evaluation process for the CAMPO Executive Director, Mr. Ashby Johnson.

The Chair reported that the Executive Committee met in October to review the evaluations as submitted by 12 board members. The Chair also reported that Mr. Johnson received a glowing evaluation with an overall score of 3.8 out of a possible score of 4. The Chair noted the impact of his hard work on CAMPO's reputation locally, regionally, and nationally. The Chair also offered comments of appreciation upon working with Mr. Johnson.

The Chair informed the Board that the CAMPO Executive Committee recommended a compensation adjustment of 11% for the CAMPO Executive Director. The Chair noted that Williamson County serves as the fiscal agent for CAMPO, cost of living increases for Williamson County staff are the basis for salary adjustments for CAMPO staff and is a factor in the CAMPO Executive Director's compensation adjustment. The Chair also noted that the 11% compensation adjustment includes a 3% Mid-Year Cost of Living Adjustment that was awarded in January 2022 to Williamson County employees, an additional 5% Cost of Living Adjustment that was awarded to Williamson County employees, and a 3% compensation adjustment recommendation of the CAMPO Executive Committee.

The Chair moved for approval of an 11% compensation adjustment for the CAMPO Executive Director.

Commissioner Mark Jones seconded the motion.

Ayes: Commissioner Cynthia Long (Proxy for Mayor Craig Morgan), Mayor Pro Tem Alison Alter (Proxy for Council Member Ann Kitchen), Commissioner Clara Beckett, Mayor Christine DeLisle (Proxy for Mayor Jim Penniman-Morin), Council Member Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Natasha Harper-Madison, Mr. Matt Harriss, Commissioner Ann Howard, Commissioner Mark Jones, Council Member Rudy Metayer (Proxy for Mayor Travis Mitchell), Judge James Oakley (Proxy for Commissioner Edward Theriot), Ms. Amy Pattillo (Proxy for Judge Andy Brown), and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: Mayor Jane Hughson and Mayor Josh Schroeder

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Part 1 Start Video at 00:20:24

10. Presentation on Regional State of Safety Report

The Chair recognized Mr. Jeff Kaufman of the Texas A&M Transportation Institute who provided a high-level overview of the State of Safety Report for the CAMPO region.

Mr. Kaufman informed the Board that the State of Safety Report looks at the last 10 years of crash reports provided by regional law enforcement agencies. Mr. Kaufman also discussed safety issues for the CAMPO region which included 16 various focus areas.

Video of Part 1 of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>.
Start Video at 00:23:56

Video of Part 2 of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>.
Start Video at 01:11:30

At the conclusion of Agenda Item 10-Regional State of Safety Report, the Chair changed the order of business to further address Agenda Item 9A- Review, Discuss, and Appropriate Action on Report of Executive Director's Annual Performance Appraisal and Related Compensation Adjustment Recommendation.

The Chair informed the Board that an implementation date was not included in the original motion requesting approval of an 11% compensation adjustment for the CAMPO Executive Director.

The Chair entertained a friendly amendment to the motion to request approval of an 11% compensation adjustment for the CAMPO Executive Director, effective on the next available pay cycle.

Judge James Oakley moved for approval of the friendly amendment to request approval of an 11% compensation adjustment for the CAMPO Executive Director, effective on the next available pay cycle.

The Chair seconded the motion.

The motion prevailed unanimously.

Ayes: Commissioner Cynthia Long (Proxy for Mayor Craig Morgan), Mayor Pro Tem Alison Alter (Proxy for Council Member Ann Kitchen), Commissioner Clara Beckett, Mayor Christine DeLisle (Proxy for Mayor Jim Penniman-Morin), Council Member Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Natasha Harper-Madison, Mr. Matt Harriss, Commissioner Ann Howard, Commissioner Mark Jones, Council Member Rudy Metayer (Proxy for Mayor Travis Mitchell), Judge James Oakley (Proxy for Commissioner Edward Theriot), Ms. Amy Pattillo (Proxy for Judge Andy Brown), and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: Mayor Jane Hughson and Mayor Josh Schroeder

Following the vote, the Chair proceeded to the next order of business, Agenda Item 11-Discussion on Carbon Reduction Program (CRP).

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Part 2 Start Video at 00:55:01

11. Discussion on Carbon Reduction Program (CRP)

The Chair recognized Mr. Ryan Collins who provided a brief overview of the CRP. Mr. Collins informed the Board that the CRP is a new funding program as a result of the Infrastructure Investment and Jobs Act (IIJA) designed to directly reduce transportation and tailpipe emissions. Mr. Collins added that the CRP is directly under the purview of the metropolitan planning organization (MPOs) and the Transportation Management Areas (TMAs).

Mr. Collins also informed the Board that CAMPO will receive approximately \$22 million for distribution within the TMA and discussed the requirements for accessing the funding.

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:55:43

12. Executive Director's Report on Transportation Planning Activities

a. Quarterly Project Progress Report

Mr. Ryan Collins presented the 3rd Quarter Project Progress Report as included in the meeting materials. Mr. Collins briefly highlighted the status of specific projects included in the report for the City of Austin, City of Kyle, City of Round Rock, and City of San Marcos. Mr. Collins also noted that a progress report was not received for the North Lamar/Airport Boulevard Grade Separation Project and is not updated in the 3rd Quarter Project Progress Report.

Mr. Ashby Johnson reported that the National Association for Metropolitan Planning Organizations (AMPO) which includes over 400 Metropolitan Planning Organizations (MPOs) across the country held its annual meeting in Minneapolis, MN in late October. Mr. Johnson announced that at that meeting, he was elected president of AMPO by a body of his peers. Mr. Johnson added that he will serve as president for the next two (2) years.

Mr. Johnson also introduced Mr. Jeff Morton of Serco who provided a brief update on the Highway Emergency Response Operator (HERO) Program and its incident management services and related programs for the Austin region. Mr. Morton informed the Board that the HERO Program is a partnership of CAMPO, TxDOT, and SERCO with its primary focus to provide quick and safe clearance to the roadway to keep motorists moving.

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 00:59:51

13. Announcements

a. Transportation Policy Board Chair Announcements

The Chair announced that that the December 12, 2022 meeting of the Transportation Policy Board has been canceled.

b. The next Technical Advisory Committee Meeting will be held on November 28, 2022 at 2:00 p.m.

c. The next Transportation Policy Board Meeting will be held on January 9, 2023 at 2:00 p.m.

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 01:14:07

14. Adjournment

The November 14, 2022 meeting of the Transportation Policy Board was adjourned at 3:19 p.m. by unanimous consent.

Video of this item can be viewed at <https://austintx.new.swagit.com/videos/189960>. Start Video at 01:14:30



Date: January 9, 2023
Continued From: N/A
Action Requested: Approval

To: Transportation Policy Board
From: Ms. Theresa Hernandez, Finance & Administration Manager
Agenda Item: 6
Subject: Discussion and Take Appropriate Action for CAMPO Executive Director to Begin Negotiation of Audit Services Contract

RECOMMENDATION

CAMPO staff recommends that the Transportation Policy Board (TPB) authorize the CAMPO Executive Director to negotiate and execute a contract for Audit Services with the top ranked firm. Staff proposes execution of a five-year contract.

PURPOSE AND EXECUTIVE SUMMARY

On November 21, 2022, CAMPO issued a Request for Qualifications (RFQ) to solicit proposals for audit services.

Staff emailed the solicitation to over 80 accounting firms and posted it on several websites, including the CAMPO website. The submittals were due on December 9, 2022. Proposals were received from the following firms:

- CLA (CliftonLarsonAllen LLP)
- Montemayor Britton Bender PC

Proposals were independently reviewed and scored by the evaluation team, composed of CAMPO staff and Williamson County Auditor’s Office staff, using the selection criteria below in **Table 1**. This selection criteria were also detailed in the RFQ.

Table 1. Selection Criteria

Criteria	Points Available
Professional Experience of Firm – Submissions will be assessed on professional experience of the firm in similar audits and effectiveness in the government environment as covered in Section III of this RFQ.	30
Staff Qualifications assigned – Submissions will be assessed on staff resumes with relevant experience to the services requested.	30
Audit Approach – Submissions will be assessed on how the consultant will approach the requested services.	30
Past Performance – Submissions will be assessed on a demonstrated track record of timely performance, quality, and integrity, as evidenced by a list of client references (section F, G).	10
Total Points	100

Proposal scores and rankings are shown below in **Table 2**.

Table 2. Proposal Scores and Rankings

Ranking	Firm Name	Score (100 Max.)
1	Montemayor Britton Bender PC	96
2	CLA (CliftonLarsonAllen LLP)	88

FINANCIAL IMPACT

On June 14, 2021, as part of adoption of the FY 2022 and 2023 Unified Planning Work Program (UPWP), the Transportation Policy Board allocated, in Subtask 1.3, \$25,000 per year, of Federal Highway Administration PL-112 (planning) funds for Audit Services.

BACKGROUND AND DISCUSSION

In accordance with 2 CFR Part 200 Subpart F, an audit is required for an entity that expends \$750,000 or more during the entity's fiscal year in Federal awards.

SUPPORTING DOCUMENTS

None.



Date: January 9, 2023
Continued From: November 14, 2022
Action Requested: Action

To: Transportation Policy Board
From: Mr. Ryan Collins, Short-Range Planning Manager
Agenda Item: 7
Subject: Discussion and Appropriate Action on the Carbon Reduction Program (CRP) and Funding Request

RECOMMENDATION

Staff is recommending the Transportation Policy Board approve Carbon Reduction Program (CRP) funding and corresponding Transportation Development Credits (TDC)s for the development of a regional carbon reduction plan as detailed in Resolution 2023-1-7.

PURPOSE AND EXECUTIVE SUMMARY

The Infrastructure Investment and Jobs Act (IIJA) created the Carbon Reduction Program (CRP) to reduce transportation emissions through the development of carbon reduction strategies and by providing funding for projects designed to reduce transportation emissions. The CRP funding is subject to eligibility requirements outlined in the IIJA including the adoption of carbon reduction strategies by November 15, 2023. To address this requirement, staff is requesting the Transportation Policy Board (TPB) authorize \$1 million in CRP funding for the development of a regional carbon reduction plan, associated administrative costs, and corresponding Transportation Development Credits (TDCs) to meet local match requirements. The plan will provide emission reduction strategies, guide the selection of projects for the remainder program funding, and ultimately set the foundation for a regional air quality program for the six-county region.

FINANCIAL IMPACT

The CRP distributes 65 percent of its funding to the state's transportation management areas by population, with the Transportation Policy Board responsible for project selection and funding allocation. The IIJA will apportion approximately \$22 million through FY 2026, with \$8,766,342 currently available. This funding request allocates \$1 million in CRP funding, however any unused funding at the conclusion of the plan development will be made available for distribution to projects. This request will also allocate 250,000 in Transportation Development Credits from the approximately 800 million available.

BACKGROUND AND DISCUSSION

The IIJA establishes the CRP, which provides funds for projects designed to reduce transportation emissions from mobile sources. This program provides base project eligibility for the funding, but also requires that states and MPOs develop carbon reduction strategies that will provide a tailored regional approach to project eligibility and selection.

SUPPORTING DOCUMENTS

Attachment A – [*Carbon Reduction Program Fact Sheet*](#)

Attachment B – Resolution 2023-1-7

Attachment C – Transportation Development Credit Application



Resolution 2023-1-7

Acknowledging the Transportation Policy Board's Allocation of Carbon Reduction Funding and Transportation Development Credits

WHEREAS, pursuant to federal law, the Governor of the State of Texas designated the Capital Area Metropolitan Planning Organization (CAMPO) as the Metropolitan Planning Organization for the Austin region in 1973; and

WHEREAS, CAMPO's Transportation Policy Board is the regional forum for cooperative decision-making regarding transportation issues in Bastrop, Burnet, Caldwell, Hays, Travis and Williamson Counties in Central Texas; and

WHEREAS, the Infrastructure Investment and Jobs Act (IIJA) created the Carbon Reduction Program (CRP) to reduce transportation emissions through the development of carbon reduction strategies and by providing funding for projects designed to reduce transportation emissions; and

WHEREAS, the Transportation Policy Board is responsible for administration of the CRP in the six-county region and specifically the allocation of funding distributed to the Transportation Management Area (TMA); and

WHEREAS, the CRP funding is subject to eligibility requirements outlined in the IIJA including the adoption of carbon reduction strategies by November 15, 2023; and

WHEREAS, the Transportation Policy Board has approved the allocation of \$1,000,000 in CRP funding to CAMPO for the development of a regional carbon reduction plan and associated administrative costs including staff time and direct state costs as determined; and

WHEREAS, the Transportation Policy Board has approved 250,000 Transportation Development Credits (TDC) for CAMPO which will serve as the required local match (20 percent) to the \$1,000,000 (80 percent) in federal CRP funding as detailed in the TDC application; and

NOW, THEREFORE BE IT RESOLVED that the CAMPO Transportation Policy Board hereby votes to approve the allocation of the requested \$1,000,000 in Carbon Reduction Program funding and 250,000 Transportation Development Credits to CAMPO as reflected in this resolution; and

Hereby orders the recording of this resolution in the minutes of the Transportation Policy Board; and

BE IT FURTHER RESOLVED that the Board delegates the signing of necessary documents to the Board Chair.

The above resolution being read, a motion to approve the allocation of the requested \$1,000,000 in Carbon Reduction Program funding and 250,000 Transportation Development Credits to CAMPO as reflected was made on January 9, 2023 by _____ duly seconded by _____.

Ayes:

Nays:

Abstain:

Absent and Not Voting:

SIGNED this 9th day of January 2023.

Chair, CAMPO Board

Attest:

Executive Director, CAMPO

Form Name: Transportation Development Credit Application
Submission Time: December 28, 2022 2:20 pm
Browser: Chrome 108.0.0.0 / Windows
IP Address: 98.6.123.114
Unique ID: 1051559132
Location: 32.5817, -97.1399

General Information

Sponsor Information

Sponsor	Capital Area Metropolitan Planning Organization (CAMPO)
Address	3300 N. Interstate 35 Suite 630 Austin, TX 78705
Project Manager	Ryan Collins
Phone	(737) 217-8306
Email	ryan.collins@campotexas.org

General Information (Primary Project)

County	Bastrop Burnet Caldwell Hays Travis Williamson
Project Name	Regional Carbon Reduction Plan
Limits (From)	N/A
Limits (To)	N/A
Project Description	The Regional Carbon Reduction Plan will develop a comprehensive and practical emission reduction plan for the six-county CAMPO region that will evaluate emissions related to transportation and provide a regional implementation strategy that will contribute to their reduction. This plan will assess the region's current emissions, develop future emission scenarios, collaboratively develop regional goals, objectives, and targets, evaluate eligible activities of the CRP program for effectiveness, provide an actionable set of strategies that will directly reduce transportation carbon emissions in the region, and set the foundation for a regional air-quality program that supports the core functions of the MPO.

Funding Information (Primary Project)

Federal Funding Program	Other
Other Program Description	Carbon Reduction Program (CRP)
Federal Funding Amount	1000000
Local Match Requirement	250000
Fiscal Year of Expenditure	2023

Transportation Development Credit Policy (Primary Project)

Policy Goals

The Regional Carbon Reduction Plan meets both the stated Transportation Development Credit (TDC) program goals of the Texas Transportation Commission and Transportation Policy Board. The application of TDC to the development of the Regional Carbon Reduction Plan will help maximize the use of available federal funds, advance regionally significant priorities identified in the Regional Transportation Plan, support public transit, prioritize projects on severely congested transportation facilities, including support for incident management, traffic management, and strategies that increase use of high occupancy vehicles or the reduction of peak period vehicular travel demand. The Regional Carbon Reduction Plan will also help support and enhance investment from the Texas Department of Transportation and other entities by identifying and analyzing critical reduction strategies and prioritizing potential projects for development and implementation.

Eligibility

The Regional Carbon Reduction Plan meets the general eligibility requirements as a regionally focused plan authorized under the planning eligibilities of the federal transportation code. Additionally, the plan development meets several activities specifically listed under Eligible Projects and Activities including planning activities, specifically those that focus on issues of regional significance and will support the development of operational improvements that reduce congestion, transit projects (including rail), and bicycle and pedestrian projects.

Financial Need

The Capital Area Metropolitan Planning Organization (CAMPO) primary source of funding is provided through formula federal transportation funding. These federal planning funds (PL), as with all other federal funds, are prohibited from being used towards the local match requirements of the Carbon Reduction Program (CRP) funding. As such, CAMPO must utilize limited non-federal funding as the match, typically provided by local government contributions or through the SH-130 Concession Funding. Because of the limited amount of local contribution funding available and commitment of SH-130 Concession Funding to the Regional Corridor Program, CAMPO is requesting Transportation Development Credits to support these planning efforts.

Implementation

With the application of Transportation Development Credits, the Capital Area Metropolitan Planning Organization (CAMPO) can immediately complete the Advanced Funding Agreement (AFA) with the Texas Department of Transportation for the development of the Carbon Reduction Plan. CAMPO can continue to use the SH-130 Concession funding source to support the Regional Corridor Program.

Supporting Information (Primary Project)

Location Information	https://www.formstack.com/admin/download/file/13929600361
Funding and Cost Information	https://www.formstack.com/admin/download/file/13929600362

General Information (Secondary Project)

County	Bastrop Burnet Caldwell Hays Travis Williamson
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Project Name	Regional Corridor Improvement Program
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Limits (From)	N/A
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Limits (To)	N/A
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Project Description	The secondary project will be the CAMPO Project Readiness for Regional Corridor Improvement program. The CAMPO TPB approved the use of SH 130 Concession Company funds for this project in 2021. The scope of the project consists of identifying and prioritizing segments of several regionally significant, on-system corridors to begin planning, pre-NEPA analysis, and initial engineering phases of project development. The primary purpose of this initiative is to assist the TxDOT - Austin District and local governments in advancing projects so that they are ready to receive federal funds for design and/or construction. Doing so would make the central Texas region competitive with San Antonio, Houston, and Dallas/Fort Worth for Category 2, 4, and 12 funding and make us more competitive with other communities across the country for federal grants.
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Funding Information (Secondary Project)

Local Funding Amount	250000
Fiscal Year of Expenditure	2023

Transportation Development Credit Policy (Secondary Project)

Policy Goals The project meets both the stated Transportation Development Credit (TDC) program goals of the Texas Transportation Commission and Transportation Policy Board. Given that the project is focused on regionally significant, on-system roadways, the project has the potential to further current and future investment from the Texas Department of Transportation (TxDOT).

Eligibility The project meets the general eligibility requirements as a regionally focused plan authorized under the planning eligibilities of the federal transportation code. Additionally, the activity is listed specifically under Eligible Projects and Activities as 'planning activities, specifically those that focus on issues of regional significance.'

Financial Need The Capital Area Metropolitan Planning Organization (CAMPO) primary source of funding is provided through formula federal transportation funding. These federal planning funds (PL), as with all other federal funds, are prohibited from being used towards the local match requirements of the Carbon Reduction Program (CRP) funding. As such, CAMPO must utilize limited non-federal funding as the match, typically provided by local government contributions or through the SH-130 Concession Funding. Because of the limited amount of local contribution funding available and commitment of SH-130 Concession Funding to the Regional Corridor Program, CAMPO is requesting Transportation Development Credits to support these planning efforts.

Implementation With the application of Transportation Development Credits, the Capital Area Metropolitan Planning Organization (CAMPO) can immediately complete the Advanced Funding Agreement (AFA) with the Texas Department of Transportation for the development of the Carbon Reduction Plan. CAMPO can continue to use the SH-130 Concession funding source to support the Regional Corridor Program.

Supporting Information (Secondary Project)

Location Information <https://www.formstack.com/admin/download/file/13929600374>

Funding and Cost Information <https://www.formstack.com/admin/download/file/13929600375>

Additional Information <https://www.formstack.com/admin/download/file/13929600376>

Certification and Submittal

Name Ryan Collins

Email ryan.collins@campotexas.org

Phone

(737) 217-8306

Signature



A handwritten signature in black ink, consisting of a stylized, cursive letter 'R' with a long horizontal tail extending to the right. The signature is positioned above a horizontal line.



Date: January 9, 2023
Continued From: N/A
Action Requested: Information

To: Transportation Policy Board
From: Commissioner Cynthia Long, Chair
Agenda Item: 8
Subject: Recognition of Service to the CAMPO Region From Council Member Ann Kitchen and Commissioner Mark Jones

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Date: January 9, 2023
Continued From: N/A
Action Requested: Information

To: Transportation Policy Board
From: Mr. Tim Tuggey, CAMPO Legal Counsel
Agenda Item: 9
Subject: Discussion and Possible Action on Nomination of Officers for the CAMPO Transportation Policy Board

RECOMMENDATION

Counsel and Staff recommend the Transportation Policy Board (TPB) commence a nomination process to fill vacancies for Vice Chair and Secretary for the remainder of the two-year term.

PURPOSE AND EXECUTIVE SUMMARY

CAMPO Bylaws and Operating Procedures state that the TPB shall elect a Chairperson, Vice Chairperson, and Secretary for a term of two years. Current terms for Chairperson, Vice Chairperson, and Secretary will expire in January 2024.

The provisions of Section III, D., of CAMPO’s Bylaws and Operating Procedures as amended May 10, 2021, state: “D. Officers. The Transportation Policy Board elects a Chairperson, a Vice Chairperson, and a Secretary, each of whom shall be a current voting member of the TPB. Each shall serve for a term of two years. If the Chairperson resigns or is no longer eligible to be a voting member of the TPB, the Vice Chairperson will serve as Chairperson until the next election is held.” It is the preference that the Vice Chair succeeds to the Chair position. However, the Executive Committee shall reserve the right to recommend that the Vice Chair not succeed to the Chair’s position at the end of the two-year term.

The Chair, Vice Chair and Secretary must come from different counties. Elections are to be held at the first meeting of each even year.

BACKGROUND AND DISCUSSION

Chairperson Long appointed a TPB Officer Nominating Committee at the November 8, 2021 Transportation Policy Board Meeting which was comprised of Mayor Craig Morgan (Chairperson), Council Member Alison Alter, Judge Andy Brown, Commissioner Clara Beckett, and Mayor Travis Mitchell. The Nominating Committee was convened on December 16, 2021 and discussed a potential slate of officers. The consensus recommendation reached was as follows:

Transportation Policy Board Chairperson:	Commissioner Cynthia Long
Transportation Policy Board Vice-Chairperson:	Council Member Ann Kitchen
Transportation Policy Board Secretary:	Commissioner Mark Jones

The slate of officers as presented was elected at the January 10, 2022 TPB meeting for two-year terms set to expire in January 2024.

The Vice Chair and Secretary positions are now vacant due to City of Austin term limits and Hays County November 2022 election results. Counsel and staff believe an election to fill the vacancies should be held no later than March 2023 to fill the unexpired terms.

Counsel and Staff recommend that Chairperson Long form a Nominating Committee to discuss and form a consensus recommendation to the Transportation Policy Board on candidates to fill the vacancies, for action at the Policy Board's February or March meeting

FINANCIAL IMPACT

None.

SUPPORTING DOCUMENTATION

Attachment A – *CAMPO Bylaws and Operating Procedures*

CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION BYLAWS AND OPERATING PROCEDURES

SECTION I DEFINITIONS

For the purposes of these bylaws, the following definitions apply:

- A. Metropolitan Transportation Planning Process.** The Metropolitan Planning Organization (MPO), designated as Capital Area Metropolitan Planning Organization (CAMPO), in cooperation with the State and with operators of publicly owned transit services, shall be responsible for carrying out the metropolitan transportation planning process in accordance with Section 134, Title 23, United States Code (23 USC 134) and applicable federal and state regulations. CAMPO shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. These plans and programs shall lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods.

The metropolitan transportation planning process includes the development of a transportation plan, transportation improvement program (TIP) and a unified planning work program (UPWP) that will encourage the achievement of community goals by evaluating the environmental, energy, economic, and social costs of transportation plans and systems, projecting future travel demands, determining viable transportation alternatives, and evaluating these alternatives to determine the optimum combination of all modes of travel to best serve the citizens of central Texas.

- B. Public Participation Program.** The metropolitan transportation planning process includes the development of a Public Involvement Program, also known as the Public Participation Program, and related staff procedures. The Program is intended to include all central Texas area citizens, groups, agencies, and transportation providers in a transportation effort that is proactive and provides complete information, timely public

notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans and programs including the Transportation Plan and Transportation Improvement Program. The Public Participation Program shall integrate the concerns of a wide variety of involved parties and encourage and provide for the greatest level of education of transportation issues. The program will provide opportunities for citizens to contribute ideas and voice opinions early and often, both during and after preparation of draft plans and programs. Public participation in CAMPO Transportation Policy Board (hereinafter the "TPB") meetings is governed by Section III. E. of this document (unless any emergency orders issued by the Governor of Texas, or other lawful local, state or federal authority, suspend the operation of these provisions).

- C. Transportation Plan.** The metropolitan planning process includes the development of a transportation plan addressing at least a twenty-year planning horizon. The plan shall include both long-range and short-range strategies/actions that lead to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods, and includes a financial plan (fiscally constrained). The transportation plan shall be reviewed and updated at least every five years to confirm its validity and its consistency with current and forecasted transportation and land use conditions and trends and to extend the forecast period. The transportation plan must be approved (adopted) by the CAMPO TPB.
- D. Transportation Improvement Program.** The Transportation Improvement Program specifies how federal transportation funds, as well as state and local funds for regionally significant projects, are spent in central Texas for a minimum three-year period. The TIP will be prepared at least every other year and will include a financial plan that demonstrates how the Transportation Improvement Program can be implemented.
- E. Unified Planning Work Program.** The Unified Planning Work Program is a document required by federal law setting forth, by work element tasks, the planning priorities facing

the metropolitan area and documenting the planning activities to be performed with funds available to CAMPO. The estimated expenditures and funding sources for carrying out the work shall be identified for a minimum of one year and maximum two years in accordance with state and federal statutes, rules and guidelines.

- F. Metropolitan Planning Organization.** The Metropolitan Planning Organization (MPO) is that organization designated by the Governor as being responsible, together with the state, for carrying out the provisions of 23 USC 134 (The Urban Transportation Planning Process) and 49 USC 5303, as amended. The MPO is the forum for cooperative decision making by principal elected officials of general purpose local and state government and a representative from the Texas Department of Transportation and the Capital Metropolitan Transportation Authority.

SECTION II ORGANIZATION

The structure of the Metropolitan Planning Organization consists of the TPB, the Executive Committee, the CAMPO Office and other Committees, all as described in subsequent paragraphs of these bylaws and operating procedures.

- A. Transportation Policy Board.** The TPB furnishes policy guidance and direction for the six-county central Texas region. The TPB is the legal and governing body of CAMPO, as set out and described by the Joint Powers Agreement (dated August 5, 2013). Ultimate responsibility for the total transportation process including, but not limited to, review and approval of the recommended transportation plan and Transportation Improvement Program rests with the TPB.
- B. Executive Committee.** The Executive Committee are members of the TPB who make recommendations on transportation planning issues, projects and the process as directed by the TPB.

- C. **CAMPO Office.** The development of detailed transportation studies, maintenance of accurate data, preparation of reports, and performance of other activities requested by the TPB is the responsibility of the CAMPO Office. The Executive Director of the CAMPO Office is responsible solely to the TPB.
- D. **Other Committees.** The Chairperson, with the advice and consent of the Executive Committee, may establish other committees as needed.

SECTION III TRANSPORTATION POLICY BOARD

The following rules shall govern the operations of the TPB.

- A. **Membership.** Membership on the Transportation Policy Board is established by the Joint Powers Agreement.

B. **Voting Representation.**

1. **Voting Member.** Each member of the TPB as established by the Joint Powers Agreement is entitled to one vote on all items presented for action by the TPB.
2. **Alternate Designation; Proxy.** A member of the TPB may designate as a proxy any other member of the TPB to exercise some or all of that member's authority as a member of the TPB. The option provided herein for a TPB Member to designate any other member of the TPB to serve as his or her proxy shall not nullify nor override the authority of the governing body of a CAMPO member organization to appoint alternate voting members pursuant to the Joint Powers Agreement. The proxy designated by a member will count toward a quorum and may vote on any matter authorized by the member designating the proxy. A person designated as a voting proxy may vote as a proxy on behalf of only one designating member. A member who designates a proxy shall give written notice

of the proxy's name and voting authority to the Chairperson and Executive Director prior to the commencement of the first meeting for which the proxy is designated. The authority of a proxy designated under this subparagraph (B)(2) shall continue until it is rescinded or changed by written notice from the designating member to the Chairperson and Executive Director.

- C. Quorum.** Fifty percent (50%) of the total members encompassed in paragraph A or their alternate or proxy shall constitute a quorum of the members for transaction of business at all meetings.
- D. Officers.** The Transportation Policy Board elects a Chairperson, a Vice Chairperson, and a Secretary, each of whom shall be a current voting member of the TPB. Each shall serve for a term of two years. If the Chairperson resigns or is no longer eligible to be a voting member of the TPB, the Vice Chairperson will serve as Chairperson until the next election is held. It is the preference that the Vice Chair succeeds to the Chair position. However, the Executive Committee shall reserve the right to recommend that the Vice Chair not succeed to the Chair's position at the end of the two-year term. The Chair, Vice Chair and Secretary must come from different counties. Elections are to be held at the first meeting of each even year.
- E. Meetings.** Except as modified by the provisions of these Bylaws, all meetings shall be conducted in accordance with Robert's Rules of Order. The Chairperson, with the advice and consent of the Executive Committee, shall establish the dates and times of meetings, and the Chairperson designates in the written notice of the meetings the location and business to be transacted or considered. Any Board member may submit a matter for consideration on a future agenda. If the Chairperson does not include that item on the agenda, the item may be placed on a future agenda by agreement of any seven (7) TPB members.

Written notice of the meeting, the agenda, and all supporting documents shall be mailed or otherwise provided to each member of the Board at least seven (7) days prior to the meeting.

All meetings are to be held as open meetings as defined in Chapter 551, Government Code, and the CAMPO Director shall insure that the written notice of the meeting is posted in the appropriate governmental offices and online on the CAMPO website at least seventy-two (72) hours prior to the meeting, and shall insure that at least two copies of the agenda and such supporting documentation as is available to the members of the TPB are made available for public inspection in the CAMPO Office and on the CAMPO website at the same time they are made available to Board members.

In the absence of the Chairperson and Vice Chairperson from a meeting of the TPB at which a quorum is present, the Executive Director will convene the meeting and the remaining members of the TPB present shall elect by a majority vote a presiding officer who shall serve until the conclusion of that meeting or until the arrival of the Chairperson or Vice Chairperson. At the commencement of each meeting, the Secretary shall certify the presence of a quorum.

Public participation in meetings shall be as follows: Persons wishing to comment on a specific agenda item must fill out the card provided by the CAMPO staff, or if meeting virtually, by electronic sign-up. The card will be presented to the Chairperson before the board begins consideration of the item. The card must specify the item on which they will comment and include the speaker's name and whom they represent. Upon publication of the TPB's meeting agenda, the Chairperson may set and publish reasonable and lawful limitations on the time made available to each speaker. If no such limitations are otherwise set, speakers are limited to three minutes and a speaker's time may not be assigned to another speaker. Speakers are requested not to directly address any individual members of the TPB or CAMPO staff.

Persons wishing to address the board about issues not on the agenda should offer their comments during the "Citizens Communication" agenda item. Persons wishing to speak during "Citizens Communication" must contact the CAMPO staff via phone,

electronic mail, or in person between 9:00 a.m. on the 6th day before the meeting at which they wish to speak and two hours prior to the commencement of the meeting on the day of the meeting at which they wish to speak. Such persons must give their name and specify the topic on which they wish to address the board. Topics are limited to those that directly or indirectly affect transportation in the CAMPO geographic area. Upon publication of the TPB's meeting agenda, the Chairperson may set and publish reasonable and lawful limitations on the time made available to each speaker. If no such limitations are otherwise set, speakers are limited to three minutes and a speaker's time may not be assigned to another speaker. Speakers are requested not to address directly any individual members of the TPB or the CAMPO staff. The Chairperson will enforce decorum.

- F. **Functions.** The functions of the TPB shall be as delineated in the Joint Powers Agreement.

- G. **Attendance.** If a member of the TPB (or their alternate or proxy) misses three (3) consecutive meetings of the TPB or more than half of the TPB meetings scheduled during a calendar year, the Chairperson may contact the member's appointing body to request a replacement appointee to the TPB.

SECTION IV EXECUTIVE COMMITTEE

- A. **Membership.** The Executive Committee will consist of the TPB Chairperson, Vice-Chairperson, Secretary, and members of the Transportation Policy Board that are, at a minimum, representative of the jurisdictions that are signatory of the Joint Powers Agreement; provided, that if the Chairperson, Vice-Chairperson or Secretary are representative of any of the below-listed entities, no additional representative of that entity shall serve on the Committee. The members of the Executive Committee shall be appointed by the Chairperson of the TPB at the first meeting each year, provided, that the

total number of members of the Committee shall never constitute a quorum of the TPB.

The jurisdictional representatives of the Joint Powers Agreement are indicated below:

Texas Department of Transportation	1
City of Austin	1
County of Travis	1
County of Williamson	1
County of Hays	1
Capital Metropolitan Transportation Authority	1

B. Function. The functions of the Executive Committee shall be as follows:

1. Meet at the direction of the Chairperson.
2. Make recommendations on items to the TPB.
3. The Executive Committee will have no other distinctive powers unless granted by the TPB or established by these bylaws.

C. Attendance. A member of the Executive Committee may delegate attendance at an Executive Committee meeting to another TPB member. The member shall notify the Chairperson of the appointment of the alternate prior to the commencement of the Committee meeting.

SECTION V CAMPO OFFICE

The following rules govern the operations of the CAMPO Office:

A. Direction. The CAMPO Executive Director will be selected by the TPB. The CAMPO Executive Director will hire staff, supervise, and prepare contracts as necessary to perform the work outlined in the Unified Planning Work Program.

B. Funding. The budget of the CAMPO Office must be consistent with the Unified Planning Work Program.

SECTION VI OTHER COMMITTEES

The following rules govern the operations of other committees.

- A. **Other Committees.** Other committee(s) will perform tasks and functions as requested by the Chairperson, with the advice and consent of the Executive Committee, or as requested by a majority vote of the TPB.
- B. **Membership.** Members of other committees are appointed by the Chairperson with the advice and consent of the Executive Committee. Membership of each committee may include persons who are not board members with expertise of a nature that would be beneficial to the planning process.
- C. **Officers.** The Chairperson and any Vice Chairperson for the committee shall be designated by the Chairperson of the TPB.
- D. **Meetings.** Meetings of a committee are held as necessary to perform the tasks and functions of the committee. The Chairperson of the committee calls such meetings as necessary and shall notify all committee members of the time, date, and place of the meeting.
- E. **Technical Advisory Committee.** The Technical Advisory Committee shall be a standing committee. The Committee's purpose is to advise the TPB in its development of:
 - 1. The long-range metropolitan transportation plan;
 - 2. The Transportation Improvement Program, including review of and recommendations on candidate projects for the TIP;
 - 3. The Unified Planning Work Program;

4. Other transportation planning activities, as directed by majority vote of the TPB or CAMPO's Executive Director; and
5. Additionally, the Committee shall have the opportunity to advise and make recommendations on all other technical TPB agenda items to be considered for action by the TPB before the TPB is asked to take action.

SECTION VII ETHICS POLICY

A. A member of the TPB shall not:

1. Accept or solicit any gift, favor, or service that might reasonably tend to influence the member in the discharge of official duties or that the member knows or should know is being offered with the intent to influence the member's official conduct;
2. Accept other employment or engage in a business or professional activity that the member might reasonably expect would require or induce the member to disclose confidential information acquired by reason of the official position;
3. Accept other employment or compensation that could reasonably be expected to impair the member's independence of judgment in the performance of the member's official duties;
4. Make personal investments that could reasonably be expected to create a substantial conflict between the member's private interest and the public interest; or
5. Intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised the member's or official powers or performed the member's official duties in favor of another.

- B. Notwithstanding this subsection, a Board member who violates Subsection A. is subject to any applicable civil or criminal penalty if the violation also constitutes a violation of another statute or rule.
- C. The foregoing ethics policies shall apply in all respects to the CAMPO Office's employees and shall be included in the written employee policy guidelines or handbook maintained by the CAMPO Office.

SECTION VIII ADOPTION

These bylaws shall be in full force and effect at such time, and under such terms and conditions, as they have been approved by a majority vote of the TPB at a meeting at which a quorum, as defined herein, is present.

SECTION IX REVISIONS

These bylaws and operating procedures may be revised by approval of the TPB at a meeting at which a quorum, as defined herein, is present.

Adopted unanimously by the Capital Area Metropolitan Planning Organization Transportation Policy Board on June 10, 1996; revised by resolution on February 8, 1999, April 14, 2003, February 13, 2006, January 22, 2007, November 9, 2009, January 20, 2010, May 10, 2010, September 13, 2010, February 13, 2012, January 13, 2014, August 8, 2016, and May 10, 2021.

ATTEST:



Timothy N. Tuggey
Counsel



Date: January 9, 2023
Continued From: May 2, 2016
Action Requested: Information

To: Transportation Policy Board
From: Mr. Ashby Johnson, Executive Director
Agenda Item: 10
Subject: Discussion and Potential Action on CAMPO Appointments to Capital Metro Board

RECOMMENDATION

Staff recommends that the Transportation Policy Board consider and act at the February 2023 meeting, to vacancies on the Capital Metro Board of Directors, by appointment of an elected official pursuant to Section 451.5021(b)(1) and an individual with at least ten years of executive level position pursuant to Subsection (b)-(7)) of the Texas Transportation Code.

PURPOSE AND EXECUTIVE SUMMARY

Section 451.5021 of the Texas Transportation Code states, in part, that CAMPO will appoint three (3) individuals to the Board of Directors of Capital Metro:

- one appointee who is an elected official (Subsection (b)(1));
- one appointee must have at least 10 years of experience as a financial or accounting professional (Subsection (b)(6)); and
- one appointee must have at least ten (10) years of experience in an executive level position (Subsection (b)-(7)).

With respect to the elected official appointee, according to Texas Transportation Code Section 451.5021(c) only a member of a metropolitan planning organization who is an elected officer of a political subdivision in which a tax of the authority is collected is entitled to vote on an appointment under Subsection (b)(1). Therefore, only those Transportation Policy Board members whose jurisdictions collect the sales tax (City of Austin: Mayor Pro Tem Alter, Council Members Natasha Harper-Madison and Paige Ellis; Travis County: Judge Andy Brown, Commissioners Ann Howard and Jeffrey Travillion; and Williamson County Commissioner Cynthia Long) are eligible to vote on the elected official appointee.

FINANCIAL IMPACT

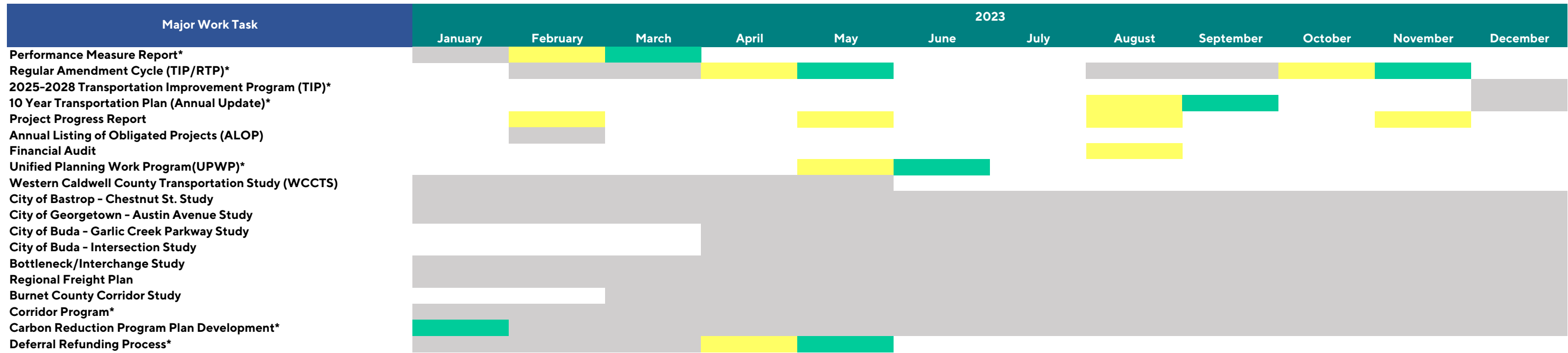
None.

BACKGROUND AND DISCUSSION

Council Member Kitchen was first appointed to the Capital Metro Board on April 6, 2015 to fill the remainder of the term for Council Member Mike Martinez , whose term expired on June 1, 2016. Council Member Kitchen was reappointed to the Capital Metro Board on May 6, 2016 and completed a full term. Council Member Kitchen was Council Member Kitchen was reappointed again on May 19, 2019 but will conclude her term as council member with the City of Austin in January 2023.

SUPPORTING DOCUMENTS

None.



Graph Key
Action Item
Information Item
Staff Work

*Items that will go to TAC for information and/or action.
Schedule is estimated and subject to change.



Date: January 9, 2023
Continued From: N/A
Action Requested: Information

To: Transportation Policy Board
From: Mr. Ashby Johnson, Executive Director
Agenda Item: 11b
Subject: TxDOT “Safety Hack” Event

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