



## TRANSPORTATION POLICY BOARD MEETING

The Junior League of Austin Community Impact Center  
5330 Bluffstone Lane  
Austin, TX 78759  
Monday, September 11, 2023  
2:00 p.m.

Livestream at [www.campotexas.org](http://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. The number of speakers and speaker time limits are at the discretion of the Chair. Each speaker will have one (1) minute to provide public comment. Written comments may be emailed to [TPBcomments@campotexas.org](mailto:TPBcomments@campotexas.org) by 5:00 p.m., Thursday, September 7, 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.

3. [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.*

**The public is invited to comment on agenda items 4-6. Speaker time limits and the number of speakers for each topic are at the discretion of the Chair. Each speaker will have one (1) minute to provide public comment. Written comments may be emailed to [TPBcomments@campotexas.org](mailto:TPBcomments@campotexas.org) by 5:00 p.m., Thursday, September 7, 2023.**

4. [Discussion and Take Appropriate Action on August 14, 2023 Meeting Minutes](#)  
.....Commissioner Cynthia Long, Chair  
*Chair Long will request Transportation Policy Board approval of the August 14, 2023 meeting minutes.*

5. [Discussion and Take Appropriate Action to Authorize CAMPO Executive Director to Begin Negotiations on 2050 Regional Transportation Plan \(RTP\) Assistance Contract](#)  
..... Mr. William Lisska, CAMPO  
*Mr. Lisska will request Transportation Policy Board authorization for the CAMPO Executive Director to begin negotiations with the top-ranked firm on the 2050 RTP Assistance Contract.*
6. [Discussion and Take Appropriate Action to Advise the CAMPO Executive Director on CAMPO's Transportation Improvement Program \(TIP\) Administrative Amendment Policy](#)  
.....Mr. Ryan Collins, CAMPO  
*Mr. Collins will brief the Transportation Policy Board on CAMPO's current TIP administrative policy and seek Transportation Policy Board guidance on its future use.*

**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.**

7. Executive Session ..... Commissioner Cynthia Long, Chair  
*The Transportation Policy Board will recess to an Executive Session, if needed.*
  - A. Review, Discuss, and Appropriate Action on Report of Executive Director's Annual Performance Appraisal and Related Compensation Adjustment Recommendation
8. Executive Director's Report on Transportation Planning Activities
  - A. Federal Highway Administration Shared Mobility Equity Lens Peer Exchange
  - B. TxDOT 2024 Long Range Revenue Forecast Committee
  - C. I-35 Capital Express Central Record of Decision
  - D. CAMPO Corridors Program Update
  - E. Transportation Research Board Equity Committee
  - F. TxDOT Statewide Public Transportation Plan Advisory Committee
9. Announcements
  - a. Transportation Policy Board Chair Announcements
  - b. Next Technical Advisory Committee Meeting, September 25, 2023 – 2:00 p.m.
  - c. Next Transportation Policy Board Meeting, October 2, 2023 – 2:00 p.m.
10. 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.*



**To:** Technical Advisory Committee  
**From:** Chad McKeown, AICP, CAMPO Deputy Executive Director  
**Subject:** August Planning Activity Update  
**Date:** August 21, 2023

With the cancellation of the August 21, 2023 Technical Advisory Committee (TAC) meeting, this memorandum provides an update to members on current planning activities.

**Spring Amendment Cycle and 2025-2028 TIP Development**

The cut-off date for the final regularly scheduled amendment cycle for the 2023-2026 Transportation Improvement Program is November 10, 2023. Sponsors may submit amendment requests at any time using the online form.

CAMPO will also be developing the 2025-2028 Transportation Improvement Program (TIP) in conjunction with the spring amendment cycle process and schedule. To be included in the 2025-2028 TIP, sponsors must submit an amendment application by November 10, 2023. CAMPO will list the projects in the appropriate program (current, future, or both) based on the submitted fiscal year. Please review the program documentation to ensure your project meets all requirements to be listed in the TIP including committed federal surface transportation funding. (Please note this process is not a funding opportunity or call for projects). For questions or comments please email Ryan Collins at [ryan.collins@campotexas.org](mailto:ryan.collins@campotexas.org) Additional information can also be found in the Public Participation Plan, Amendment Policies and Procedures, and online application.

**Deferred Project Refunding**

CAMPO, in coordination with TxDOT, is working with sponsors of the four remaining deferred Surface Transportation Block Grant (STBG) projects listed below to conduct a full project readiness assessment. This process will develop a final refunding and scheduling recommendation to the Transportation Policy Board to conclude the deferral of STBG projects. The results of this process will be brought to TAC for discussion in a future meeting. For questions or comments please email Ryan Collins at [ryan.collins@campotexas.org](mailto:ryan.collins@campotexas.org)

Remaining Deferred Projects (Surface Transportation Block Grant – Category 7)			
CSJ	Sponsor	Project Name	Funding Authorization
0914-04-314	City of Austin	West Rundberg Lane	\$11,000,000
0914-05-194	City of Austin	Lakeline Blvd	\$14,425,000
0914-04-326	Travis County	Pearce Lane	\$22,000,000
0914-04-316	Travis County	Braker Lane North	\$14,671,250

### Unified Transportation Program/10 Year Transportation Plan

The Texas Transportation Commission approved the 2024 Unified Transportation Program (UTP) on August 16, 2023. This document serves as the Texas Department of Transportation’s 10-year plan, where major regional projects are detailed including IH-35, 183A, RM 620 at Anderson Mill, and grade separation projects along SL 360 and SH 71.

In coordination with the 2024 Unified Transportation Program (UTP) approval, CAMPO will subsequently update CAMPO’s 10 Year Transportation Plan. The 10 Year Transportation Plan specifically supports the selection of projects for those funding sources which are distributed through the program categories in the UTP and directly reflects CAMPO’s individually listed projects for Categories 2, 4, and 12. These projects are selected by the Texas Department of Transportation (TxDOT) - Austin District and Texas Transportation Commission in collaboration with CAMPO and reflect regional priorities for these specific highway funding sources.

For questions or comments on the 10 Year Transportation Plan please email Ryan Collins at [ryan.collins@campotexas.org](mailto:ryan.collins@campotexas.org). For questions or comments on the 2024 Unified Transportation Program, please contact TxDOT.

### CAMPO Travel Demand Model for Years 2020, 2025, 2030 and 2050

The CAMPO 2020 Base Year travel demand model and associated forecast models were delivered by AECOM on July 31, 2023. The models were reviewed by TxDOT, TTI, and CAMPO staff. The 2020 Base Year model validated traffic counts and transit ridership very well and will provide CAMPO with sound forecast models to use for the 2050 Regional Transportation Plan (RTP) development. There were many improvements made in each model component with the most significant including:

- Household Travel Survey sample expansion factor development
- Corrected household auto-sufficiency model
- Improved trip orientation representation in time of day
- Fixed transit routing procedure for Park-N-Ride/Kiss-N-Ride access model
- Reduced usage of weighting factors adjusting trip generation
- Improved Value of Time for Shared-Ride model
- Toll facilities – damping factors
- Much improved mode choice model including improved sensitivity to service levels of transportation modes

CAMPO staff would like to thank the regional participants from partner agencies that assisted in the development of future year demographics. The cooperation between cities, counties, and the TAC produced results that achieved consensus from stakeholders. The last steps to complete the 2030 and 2050 forecast networks will come as part of the development of the 2050 RTP as CAMPO and its partner agencies have a better understating of the fiscally constrained transportation projects that are proposed to be built. Shown in the tables below are the final population and employment totals that are used in the models. For questions on the travel demand model or demographics, contact Greg Lancaster at [gregory.lancaster@campotexas.org](mailto:gregory.lancaster@campotexas.org).

#### CAMPO Region Demographics: Population

County	Population				2020-2050 Annual Growth %
	2020	2025	2030	2050	
Bastrop	97,216	117,175	167,704	184,520	2.16%

<b>Burnet</b>	49,130	51,990	54,494	62,658	0.81%
<b>Caldwell</b>	45,883	49,772	58,412	69,133	1.38%
<b>Hays</b>	241,067	292,867	356,239	765,751	3.93%
<b>Travis</b>	1,290,188	1,416,887	1,539,244	1,978,903	1.44%
<b>Williamson</b>	609,017	720,688	857,312	1,699,283	3.48%
<b>CAMPO</b>	2,332,501	2,649,379	3,033,405	4,760,248	2.41%

**CAMPO Region Demographics: Employment**

<b>County</b>	<b>Employment</b>				<b>2020-2050 Annual Growth %</b>
	2020	2025	2030	2050	
<b>Bastrop</b>	18,801	22,010	24,887	39,315	2.49%
<b>Burnet</b>	17,595	18,000	18,900	22,600	0.84%
<b>Caldwell</b>	10,154	10,300	11,700	15,200	1.35%
<b>Hays</b>	66,985	98,242	120,498	264,376	4.68%
<b>Travis</b>	677,874	882,864	971,263	1,287,276	2.16%
<b>Williamson</b>	195,312	233,179	280,727	572,743	3.65%
<b>CAMPO</b>	986,721	1,264,595	1,427,975	2,201,510	2.71%

**Transportation Demand Management**

Earlier this month, CAMPO staff kicked off its first Schoolpool initiative in coordination with the staff at BASIS Pflugerville Elementary School. Within the first two weeks of introducing parents to the program, over 100 families have enrolled and are seeking carpools to take their children to and from school. This level of growth shows the high level of interest in such initiatives and staff will continue to work with the school to maintain momentum and help address their transportation challenges during pickup and drop off times. For information on Transportation Demand Management, contact Nirav Ved at [nirav.ved@campotexas.org](mailto:nirav.ved@campotexas.org).

**Unified Planning Work Program (UPWP)**

The Fiscal Years 2024 and 2025 Unified Planning Work Program (UPWP) was approved by the Transportation Policy Board on June 12, 2023 and was submitted to TxDOT by a July 31, 2023 deadline. The document will be posted to CAMPO’s website on October 1, 2023. The UPWP serves both as a budget for CAMPO and as a public-facing document to provide an overview of regional planning activities within the CAMPO area. To ensure the UPWP stays up-to-date with ongoing regional studies, partner agency staff are encouraged to submit corridor or feasibility studies to list in future amendments of the UPWP to Theresa Hernandez at [theresa.hernandez@campotexas.org](mailto:theresa.hernandez@campotexas.org).

### **Safe Streets for All (SS4A) Grant Program**

On August 16, CAMPO and USDOT finalized a grant agreement through the Safe Streets for All (SS4A) discretionary grant program. CAMPO was awarded \$2.3 million to develop a region-wide roadway safety action plan containing projects and strategies to reduce fatal and serious injury vehicle crashes. Once completed, the action plan will make jurisdictions and agencies in the CAMPO region eligible to apply for project implementation grants through the federal SS4A program. CAMPO will be conducting this work in close coordination with Travis County, which was also awarded a safety action plan grant through SS4A.

### **Current Federal Grant Programs**

The following federal discretionary grant programs have active notices of funding opportunity (NOFOs) which may be of interest to local governments and agencies:

- Reconnecting Communities Program and Neighborhood Access and Equity Grant Program – \$3.35 billion available to fund planning and construction activities in economically disadvantaged or underserved communities and for reconnecting communities divided by transportation infrastructure. Applications due by September 28, 2023.
- Pilot Program for Transit-Oriented Development (TOD) Planning – \$13.5 million available for comprehensive or site-specific planning work for TOD associated with new fixed guideway transit or core capacity transit improvement projects. Applications due by October 10, 2023.
- Strengthening Mobility and Revolutionizing Transportation (SMART) Grants Program – \$60 million available to fund demonstration projects focused on advanced smart city or community technologies and systems to improve transportation efficiency and safety. Applications due by October 10, 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, August 14, 2023 – 2:00 p.m.

Livestream at: [www.campotexas.org](http://www.campotexas.org)

**1. Certification of Quorum – Quorum requirement is 12 members.**

..... **Council Member Rudy Metayer, Vice Chair**

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

The roll was taken and a quorum was announced present.

	<b>Member</b>	<b>Representing</b>	<b>Member Attending</b>	<b>Alternate Attending</b>
1	Cynthia Long, Chair	Commissioner, Williamson County	N	Mayor Josh Schroeder
2	Rudy Metayer, Vice-Chair	City of Pflugerville, Place 4	Y	
3	Clara Beckett, Secretary	Commissioner, Bastrop County	Y	
4	Alison Alter	City of Austin, District 10	Y	
5	Andy Brown	Judge, Travis County	N	Ms. Amy Pattillo
6	Christine DeLisle	Mayor City of Leander	N	Council Member Rudy Metayer
7	Joe Don Dockery	Commissioner, Burnet County	Y	
8	Paige Ellis	Mayor Pro Tem, City of Austin, District 8	Y	
9	Tucker Ferguson, P.E.	TxDOT-Austin District	Y	
10	Vanessa Fuentes	City of Austin, District 2	Y	
11	Natasha Harper-Madison	City of Austin, District 1	Y	
12	Matt Harriss	Capital Metro Board Member	Y	
13	Ann Howard	Commissioner, Travis County	Y	
14	Jane Hughson	Mayor, City of San Marcos	Y	

15	Debbie Ingalsbe	Commissioner, Hays County	Y	
16	Travis Mitchell	Mayor, City of Kyle	Y	
17	Craig Morgan	Mayor, City of Round Rock	N	Council Member Kristin Stevens
18	Amy Pattillo	Travis County	Y	
19	Jim Penniman-Morin	City of Cedar Park	Y	
20	Josh Schroeder	Mayor, City of Georgetown	Y	
21	Edward Theriot	Commissioner, Caldwell County	Y	
22	Jeffrey Travillion	Commissioner, Travis County	Y	

**2. Public Comments**

There were no public comments.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:01:43

**3. Executive Session**

An Executive Session was not convened.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:01:54

**4. Report from Technical Advisory Committee (TAC) Chair**

The Vice Chair recognized Mr. Chad McKeown, CAMPO Deputy Executive Director who provided a report of the discussion and action items from the July 24, 2023 TAC Meeting in the absence of TAC Chair, Ms. Laurie Moyer, P.E.

Mr. McKeown informed the Board that the TAC unanimously approved its May 22, 2023 meeting minutes and amendments to the 2023-2026 Transportation Improvement Program (TIP) and 2045 Regional Transportation Plan (RTP).



Mr. McKeown reported that he and Ms. Heather Ashley-Nguyen, P.E., TxDOT-Austin District led the discussion on the amendment process and submitted amendments to the 2023-2026 Transportation Improvement Program (TIP) and 2045 Regional Transportation Plan (RTP).

Mr. McKeown also reported that an update from CAMPO's general engineering consultant on the progress of the CAMPO Project Readiness Corridor Program.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:02:02

#### **5. Public Hearing and Presentation of Amendments to the 2023-2026 Transportation Improvement Program (TIP) and 2045 Regional Transportation Plan (RTP)**

There were no individuals in attendance to offer public comment at the public hearing.

The Vice Chair changed the order of business to address Agenda Item 7 Discussion and Take Appropriate Action on Amendments the 2023-2026 Transportation Improvement Program (TIP) and 2045 Regional Transportation Plan (RTP).

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:03:20

#### **7. Discussion and Take Appropriate Action on Amendments to the 2023-2026 Transportation Improvement Program (TIP) and 2045 Regional Transportation Plan (RTP)**

The Vice Chair recognized Mr. Ryan Collins, Short-Range Planning Manager who briefly discussed the Summer amendment process, key considerations, and presented proposed amendments to the 2023-2026 TIP and 2045 RTP.

Ms. Doise Miers, Community Outreach Manager briefly summarized the public involvement process for the Summer amendment cycle for the 2023-2026 TIP and 2045 RTP. Ms. Miers informed the Board that a total of 92 comments were received via email. Ms. Miers noted that responses were provided to public comments received.

Mr. Collins requested Transportation Policy Board approval of amendments to the 2023-2026 TIP and 2045 RTP with accompanying Resolution 2023-8-7.

The Vice Chair entertained a motion for approval of amendments to the 2023-2026 TIP and 2045 RTP with accompanying Resolution 2023-8-7.

Mayor Travis Mitchell moved for approval of amendments to the 2023-2026 TIP and 2045 RTP with accompanying Resolution 2023-8-7.

Mayor Josh Schroeder seconded the motion.

The motion prevailed.

Ayes: Council Member Rudy Metayer (Proxy for Mayor Christine DeLisle), Commissioner Clara Beckett, Council Member Alison Alter, Commissioner Joe Don Dockery, Mr. Tucker Ferguson, P.E., Mr. Matt Harriss, Commissioner Ann Howard, Mayor Jane Hughson, Commissioner Debbie Ingalsbe, Mayor Travis Mitchell, Ms. Amy Pattillo (Proxy for Judge Andy Brown), Mayor Josh Schroeder (Proxy for Commissioner Cynthia Long), Council Member Kristin Stevens (Alternate for Mayor Craig Morgan), Commissioner Edward Theriot, and Commissioner Jeffrey Travillion

Nays: Council Member Vanessa Fuentes and Council Member Natash Harper-Madison

Abstain: Mayor Pro Tem Paige Ellis

Absent and Not Voting: None

The Vice Chair resumed with Agenda Item 8 Annual Briefing on CAMPO Financial Audit as the next order of business.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:04:01

#### **8. Annual Briefing on CAMPO Financial Audit**

The Vice Chair recognized Ms. Theresa Hernandez who introduced Mr. Archie Montemayor of Montemayor Britton Bender who provided a brief overview of CAMPO's financial audit findings.

Mr. Montemayor informed the Board that the FY 2022 audit for CAMPO was completed on June 28, 2023 and reported that CAMPO received a clean audit with no audit findings. CAMPO was also found to be compliant with government audit standards and compliant with federal requirements for federal funding and major programs.

The Vice Chair changed the order of business to address Agenda Item 6 Discussion and Take Appropriate Action on June 12, 2023 Meeting Minutes.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:04:47

#### **6. Discussion and Take Appropriate Action on June 12, 2023 Meeting Minutes**

The Vice Chair recognized Mr. Ashby Johnson, CAMPO Executive Director who informed the Board that an error in Agenda Item 4 Report from Technical Advisory Committee (TAC) Chair of the June 12, 2023 meeting minutes was brought to CAMPO staff's attention by Travis County staff. Mr. Johnson noted that upon notification, the minutes were corrected, accordingly. Mr. Johnson requested approval of the June 12, 2023 meeting minutes.

The Vice Chair entertained a motion for approval of the June 12, 2023 meeting minutes.

Mayor Jane Hughson moved for approval of the June 12, 2023 meeting minutes, as amended.

Council Member Natasha Harper-Madison seconded the motion.

The motion prevailed unanimously.

Ayes: Council Member Rudy Metayer (Proxy for Mayor Christine DeLisle), Commissioner Clara Beckett, Council Member Alison Alter, Commissioner Joe Don Dockery, Mayor Pro Tem Paige Ellis, Mr. Tucker Ferguson, P.E., Council Member Vanessa Fuentes, Council Member Natash Harper-Madison, Mr. Matt Harris, Commissioner Ann Howard, Mayor Jane Hughson, Commissioner Debbie Ingalsbe, Mayor Travis Mitchell, Ms. Amy Pattillo (Proxy for Judge Andy Brown), Mayor Josh Schroeder (Proxy for Commissioner Cynthia Long), Council Member Kristin Stevens (Alternate for Mayor Craig Morgan), Commissioner Edward Theriot, and Commissioner Jeffrey Travillion

Nays: None

Abstain: None

Absent and Not Voting: None

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:40:51

## **9. Executive Director's Report on Transportation Planning Activities**

An Executive Director's Report on Transportation Planning Activities was not provided.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:41:57

## **10. Announcements**

### **a. Transportation Policy Board Vice Chair Announcements**

The Vice Chair reminded board members to complete and submit their FY 2023 performance evaluations for the CAMPO Executive Director.

b. The August 21, 2023 Technical Advisory Committee Meeting was canceled.

c. The next Transportation Policy Board Meeting will be held on September 11, 2023 at 2:00 p.m.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:42:16

The Vice Chair recognized Mayor Jim Penniman-Morin who offered comments of gratitude for the support of various regional jurisdictions during the wildfire in the City of Cedar Park.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:43:42

## **11. Adjournment**

The August 14, 2023 meeting of the Transportation Policy Board was adjourned at 2:51 p.m. by unanimous consent.

Video of this item can be viewed at <https://www.youtube.com/watch?v=DdtDHzpiMiM>. Start Video at 00:47:37



Date: September 11, 2023  
Continued From: N/A  
Action Requested: Approval

To: Transportation Policy Board  
From: Mr. William Lisska, Regional Planning Manager  
Agenda Item: 5  
Subject: Discussion and Take Appropriate Action to Authorize CAMPO Executive Director to Begin Negotiations on 2050 Regional Transportation Plan (RTP) Assistance Contract

**RECOMMENDATION**

Staff requests the Transportation Policy Board authorize the CAMPO Executive Director to negotiate and execute a contract with the top ranked consultant firm for 2050 Regional Transportation Plan (RTP) Assistance.

**PURPOSE AND EXECUTIVE SUMMARY**

On July 5, 2023, CAMPO issued a Request for Proposals (RFP) to solicit support services for the 2050 RTP, with proposals due on July 28, 2023. The 2050 RTP will need to be adopted by May 2025 to provide State and Federal agencies with enough time for review and acceptance during summer 2025.

CAMPO received three responses to the RFP. These proposals were ranked and scored by the evaluation committee using the criteria detailed in the RFP. The top-ranked firm following this review process has been selected as the preferred contract recipient. A summary of the ranking is provided in the table below:

Rank	Firm Name
1	Kimley-Horn and Associates, Inc.
2	Freese and Nichols, Inc.
3	T J K M, Inc.

**FINANCIAL IMPACT**

This contract will approve the use of up to \$500,000 in Metropolitan Planning (PL) funds, as described in the Unified Planning Work Program (UPWP).

**BACKGROUND AND DISCUSSION**

The purpose of this work is to assist CAMPO with the development of the 2050 RTP for the six-county CAMPO region, which will serve as the next Metropolitan Transportation Plan as described in 23 CFR §450.324. The 2050 RTP will build upon previous work on the currently adopted 2045 RTP, while integrating recent planning work from CAMPO and its member agencies and new requirements from the Infrastructure Investment and Jobs Act (IIJA). The consultant will augment existing CAMPO staff capacity to coordinate with member agencies, conduct public outreach, perform regional analysis, develop thematic maps, and draft and finalize the plan document.

**SUPPORTING DOCUMENTS**

**Attachment A – *Request for Proposals (RFP) – WL-003***



**Date:** September 11, 2023  
**Continued From:** N /A  
**Action Requested:** Approval

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**To:** Transportation Policy Board  
**From:** Mr. Ryan Collins, Short-Range Planning Manager  
**Agenda Item:** 6  
**Subject:** Discussion and Take Appropriate Action to Advise the CAMPO Executive Director on CAMPO's Transportation Improvement Program (TIP) Administrative Policy

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**RECOMMENDATION**

Staff recommends the Transportation Policy Board (TPB) advise the CAMPO Executive Director on CAMPO's Transportation Improvement Program (TIP) Administrative Amendment Policy.

**PURPOSE AND EXECUTIVE SUMMARY**

Amendments are administered in accordance with CAMPO's Amendment Policy and Procedures which defines the parameters in which an amendment request can be processed. In response to recent discussion regarding the processing of administrative amendments, staff will provide a review of the current policy and request the TPB provide direction on the processing of future administrative amendment requests.

The current policy defines administrative amendments as amendments that are non-substantive in nature and do not materially change the individual projects or overall program and are not subject to public involvement or direct approval by the TPB. The Executive Director has the discretion to elevate any proposed administrative amendments to a full amendment. All approved administrative amendments are provided to the public and the TPB for informational purposes. The following actions are classified as administrative amendments:

- Decreases in funding amounts
- Increases in non-TPB delegated funding under 50% of original amount
- Changes in non-federal funding amount
- Changes to project sponsor
- Changes to the Fiscal Year (subject to continual progress review)
- Editorial modifications and corrections
- Requests that do not substantially alter the scope, function, or anticipated impacts
- Actions related to a state or federally designated emergency

**FINANCIAL IMPACT**

None.

**BACKGROUND AND DISCUSSION**

CAMPO develops and maintains the TIP and Regional Transportation Plan (RTP). As part of routine updates, the TIP and RTP are amended on a regular basis to ensure that the most up-to-date information is approved by the TPB.

Sponsors may submit a request for an amendment at any time using the online application which are then processed according to the amendment policies either through a regular amendment cycle, administratively, or as an out-of-cycle amendment. The nature of the request is determined upon review of the submission and additional coordination with the project sponsors as needed.

**SUPPORTING DOCUMENTS**

**Attachment A – [Amendment Policy and Procedures](#)**