



Adoption of Amendments to the Technical Advisory Committee Charters

Subject: Adoption of amendments to the Charter Statements for each of the following Technical Advisory Committees of the Austin Transit Partnership: (i) the Engineering, Architecture and Construction Committee (“EAC”); (ii) the Planning, Sustainability, Equity & DBE Advisory Committee (“PSEC”); and (iii) the Finance and Risk Committee (“FAR”).

Fiscal Impact: Does not apply.

Business Case: Does not apply.

Executive Summary: Amendments are necessary to the Technical Advisory Committee (“TAC”) Charters for the purposes of: removing the requirement for the TACs to appoint officers; correcting the qualifications for PSEC members; updating the staff liaisons; updating the number of FAR committee members; updating the duties and meeting frequency of the FAR; a requirement of Board liaisons to report to the ATP Board on the work of the respective TAC; and acknowledging that members of the Community Advisory Committees will be appointed to the TACs as delegates.

Responsible Department: Legal

Procurement Summary: Does not apply.



**RESOLUTION
OF THE
AUSTIN TRANSIT PARTNERSHIP
BOARD OF DIRECTORS**

STATE OF TEXAS

Resolution ID: ATP-2022-001

COUNTY OF TRAVIS

***Adoption of Amendments to the Technical
Advisory Committee Charters***

WHEREAS, the Austin Transit Partnership (“ATP”) is a local government corporation organized jointly by the City of Austin (“City”) and Capital Metropolitan Transportation Authority (“Capital Metro”) pursuant to Chapter 431, Subchapter D of the Texas Transportation Code, as amended; and

WHEREAS, the ATP Board of Directors has created three technical advisory committees to advise the Board with respect to the implementation of the Project Connect Program in the fields of (i) engineering and architecture (Engineering, Architecture and Construction Committee), (ii) planning, sustainability, equity and DBE (Planning, Sustainability, Equity & DBE Advisory Committee), and (iii) finance and risk (Finance and Risk Committee); and

WHEREAS, the ATP Technical Advisory Committee Charters are in need of for purposes of: removing the requirement for the TACs to appoint Officers; correcting the qualifications for PSEC members; updating the staff liaisons; updating the number of FAR committee members; updating the duties and meeting frequency of the FAR; a requirement of board liaisons to report to the ATP Board; and acknowledging that Community Advisory Committees will be appointed to the TACs as delegates.

NOW, THEREFORE, BE IT RESOLVED that the ATP Board of Directors has reviewed and approved the Technical Advisory Committee Charters, as amended, attached hereto as Exhibit A.

Casey Burack
Secretary of the Board

Date: _____

Exhibit A



Engineering, Architecture, Construction

Committee (EAC)

Purpose

To advise the Austin Transit Partnership Board on matters related to technical engineering, architecture and construction issues.

Composition

The EAC will be composed of no less than five (5) and no more than (9) members.

Community Member applicants:

- Shall be residents of either the City of Austin or Capital Metro's service area
- Shall not be a person who is registered or required to register as a lobbyist under City Code Chapter 4-8 or who is employed by a person registered or required to register under City Code Chapter 4-8
- Shall not be an employee of the City, Capital Metro, or ATP
- Shall not have a contract for real property, goods or services with the City, Capital Metro, or the Joint LGC, or be employed by such a contractor

Candidates will be selected based on professional and lived experience related to urban planning, design, architecture, engineering and construction.

Other considerations include geographic representation as it relates to the proposed transit plans as well as a diversity of viewpoints.

Terms of Service

Members of the Committee shall serve for a term of at least two (2) years. In the event of a vacancy or vacancies in the Committee, the remaining members may nominate an individual or individuals to be considered by the ATP Board.

Meetings

The EAC will meet once a month, with additional meetings to be scheduled as needed.

Duties

The EAC shall provide input to help inform decisions and actions of the ATP Board and staff regarding the processes associated with engineering, architecture and construction of the Project Connect program.

Board Liaison

- ATP Board Chair Veronica Castro de Barrera

Staff Liaisons

- Chief of Architecture & Urban Design Peter Mullan

Community Advisory Committee Delegate

The Project Connect Community Advisory Committee may appoint one or more delegates to attend and participate in EAC meetings.

Staff Duties

Staff will develop agendas and programming for EAC meetings, follow up and report on action items and facilitate communications with committee members.



Planning, Sustainability, Equity & DBE Advisory

Committee (PSEC)

Purpose

To advise the Austin Transit Partnership Board on matters related to community planning and sustainability, equity involving Disadvantaged Business Enterprises and program equity. Focus on DBE and local business support programs, community planning and engagement, program equity, urban design, accessibility, and environmental programs.

Composition

The PSEC will be composed of no less than five (5) and no more than (9) members.

Community Member applicants:

- Shall be residents of either the City of Austin or Capital Metro's service area
- Shall not be a person who is registered or required to register as a lobbyist under City Code Chapter 4- 8 or who is employed by a person registered or required to register under City Code Chapter 4-8
- Shall not be an employee of the City, Capital Metro, or ATP
- Shall not have a contract for real property, goods or services with the City, Capital Metro, or the ATP, or be employed by such a contractor

Candidates will be selected based on professional and lived experience related to DBE & local business support programs, community planning & engagement, program equity, urban design, accessibility, and environmental programs. Other considerations include geographic representation as it relates to the proposed transit plans as well as a diversity of viewpoints

Terms of Service

Members of the Committee shall serve for a term of at least two (2) years. In the event of a vacancy or vacancies in the Committee, the remaining members may nominate an individual or individuals to be considered by the ATP Board.

Meetings

The PSEC will meet once a month, with additional meetings to be scheduled as needed.

Duties

The PSEC shall provide input to help inform decisions and actions of the ATP Board and staff regarding DBE & local business support programs, community planning & engagement, program equity, urban design, accessibility, and environmental programs.

Board Liaison

- ATP Board Vice Chair Dr. Colette Pierce Burnette

Staff Liaisons

- Chief of Architecture & Urban Design Peter Mullan
- Director of Community Engagement & Involvement Jackie Nirenberg

Community Advisory Committee Delegate

The Project Connect Community Advisory Committee may appoint one or more delegates to attend and participate in FAR meetings.

Staff Duties

Staff will develop agendas and programming for PSEC meetings, follow up and report on action items and facilitate communications with committee members.



Finance & Risk Advisory Committee (FAR)

Charter

Purpose

To advise the Austin Transit Partnership Board on financial and risk management matters.

Composition

The FAR will be composed of no more than seven (7) members.

Community Member applicants:

- Shall be residents of either the City of Austin or Capital Metro's service area
- Shall have interests and experience that will assist the Committee in developing recommendations on community engagement and equity matters related to Project Connect
- Shall not be a person who is registered or required to register as a lobbyist under City Code Chapter 4-8 or who is employed by a person registered or required to register under City Code Chapter 4-8
- Shall not be an employee of the City, Capital Metro, or ATP
- Shall not have a contract for real property, goods or services with the City, Capital Metro, or the ATP, or be employed by such a contractor

Candidates will be selected based on professional and lived experience related to finance and/or risk analysis.

Terms of Service

Members of the Committee shall serve for a term of at least two (2) years. In the event of a vacancy or vacancies in the Committee, the remaining members may nominate an individual or individuals to be considered by the ATP Board.

Meetings

The FAR will meet once a quarter, with additional meetings to be scheduled as needed.

Duties



The FAR shall provide advice to help inform decisions and actions of the ATP Board and staff including, but not limited to matters that include: capital management, risk management, budgets, insurance, treasury management, internal audit, procurement, advisory services selection, grants management and real estate related matters.

Reporting

The Board Liaison shall verbally report to the board of directors on the agenda of the FAR meeting and committee recommendations.

Board Liaison

- ATP Board Member Tony Elkins

Staff Liaison

- ATP Budget Analyst Jamie Atkinson

Community Advisory Committee Delegate

The Project Connect Community Advisory Committee may appoint one or more delegates to attend and participate in FAR meetings.

Staff Duties

Staff will develop meeting agendas and programming for FAR meetings, follow up and report on action items and facilitate communications with committee members.