



## **Austin Light Rail Advisory Group (Advisory Group)**

### **Charter**

*Adopted July 17, 2024*

#### **Purpose**

To advise the Austin Transit Partnership Board of Directors on matters related to Austin Light Rail.

#### **Composition**

The Advisory Group will be composed of no more than seven (7) community members appointed by the ATP Board of Directors.

Community member applicants:

- Shall be residents of either the City of Austin or Capital Metro's service area
- Shall have demonstrated expertise relevant to large scale capital delivery projects
- 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 ATP, or be employed by such a contractor

#### **Appointment Process**

A nomination process will be led by two members of the ATP Board, as determined by the Board Chair. Following a nomination process, the ATP Board shall appoint seven (7) community members to the Advisory Group.

#### **Terms of Service**

The Advisory Group members shall be divided into two (2) groups, designated as Group A (three (3) members) and Group B (four (4) members). The term of office of each Advisory Group member shall be four years; provided, however that the initial term of office of the Group A members shall be two years to provide for staggered terms. At the expiration of a member's term, such member shall have to reapply for appointment.

#### **Vacancies**



In the event of a vacancy, ATP staff will notify the ATP Board in writing of the vacancy and the ATP Board shall appoint a replacement community member to serve out the term of the vacated seat.

## **Removal of Members**

Advisory Group members may be removed at the sole discretion of the ATP Board.

## **Guidelines**

This Charter may be supplemented with written procedures or guidelines (Advisory Group Guidelines) approved by the Executive Director if they do not conflict with the terms of this Charter.

## **Meetings**

The Advisory Group will endeavor to meet once a quarter or as needed to support the implementation of Austin Light Rail.

## **Duties**

The Advisory Group shall provide advice to help inform decisions and actions of the ATP Board and staff, including, but not limited to matters that include the design and other factors to aid in the implementation of Austin Light Rail.

## **Board Liaison**

At least one Community Expert Director may attend each meeting of the Advisory Group and may report to the ATP Board of Directors, at a public meeting, regarding the Advisory Group meeting and any recommendations from the Advisory Group.

## **Assigned Staff**

An ATP executive staff member designated by the executive director shall convene meetings of the Advisory Group and otherwise provide administrative support to the Advisory Group in accordance with the Advisory Group Guidelines.

## **Amendments**

The ATP Board may amend this Charter.