CHARTER
2023 Travis County Citizens Bond Advisory Committee

This Citizens Bond Advisory Committee shall be composed of members appointed the Commissioners Court members. The committee will establish their own operating procedures (with the guidance of this charter). All meetings will be open to the public, and subject to the open meetings act. The role of the Committee shall be the following:

1. Establish a democratic, inclusive process to study a bond program that ensures the confidence and trust of the Travis County voters. It is a fundamental expectation of the Commissioners Court in relation to the Committee that the elements of this Charter should only be implemented by the Committee or its appointed subcommittees in a public forum. This effort should be at stated meeting times, properly called, and at which all the members of the Committee or subcommittee are given an opportunity to attend. Private communication with parties who may financially benefit from the design, construction, or implementation of a candidate bond project is prohibited and must be reported.

2. Attend Committee regularly and participate in public meetings to provide information and get feedback.

3. Review information from Travis County staff regarding county roles and authorities, previous bond programs, the current needs for improved or additional facilities, related maintenance and operating costs for each project, and the financial capacity of the County to assume bond debt.

4. Identify the fundamentally critical needs for Travis County capital projects including parks, open space, trails, county roads and State Farm-to-Market Roads, bikeways, pedestrian ways, storm water drainage, and necessary county facilities in the context of the financial impact on taxpayers along with programmatic impact and community benefits.

5. Determine if project proposals meet appropriate tests for inclusion in a bond program with an affordable financial scope as will be established by Commissioners Court and are coordinated with other civic efforts. Appropriate tests shall include but not be limited to the following:
   - Optimize limited bond funding and maximize the value received for the outlay of taxpayer dollars by using creative, innovative, or heretofore unused financing vehicles or techniques and achieving economies of scale and other public benefits by partnering with public and private entities.
   - All projects should be based upon need, have a significant scale and outcome, and an expected 20-year design life or better.
   - All projects must be able to be completed within five years of the bond election.
   - All projects must be consistent with County adopted plans and policies.

- All projects must demonstrate value and affordability and should include a fiscal impact analysis of their associated operating and maintenance costs in order to inform the voting public, and an analysis of the implications of not building the capital improvements.
- All candidate projects should consider joint use with other jurisdictions and due consideration should be given to overlapping debt.
- All projects should reflect Travis County's statutory responsibilities and include serious consideration of citizens' previously voiced needs.

6. Conduct public meetings throughout Travis County from the beginning to the end of the Committee process to receive public input on proposed needs and related impacts. Specific outreach effort must also be made to those neighborhoods that would be directly affected by projects recommended by the Committee, and consideration be given to their feedback. Committee members also serve as points of contact for the public regarding questions or comments related to recommended projects, or a resulting bond referendum.

7. In order to avoid any perception of a conflict of interest, no Committee member may bid on a County capital project or benefit financially from any project under consideration.

8. Advise the Travis County Commissioners Court on the need for a bond election and the prospects for conducting a successful election in November, 2023. If a bond program is warranted, advise the Court on the overall scope of a bond package, recommend a prioritized list of projects and report on the fiscal impacts to the County and to local jurisdictions. The final report shall also include recommendations on projects to be considered for funding through the annual budget process, or funded through future bond elections. The Committee is asked to provide an initial status report to the Commissioners Court within three months after their first meeting, with a final report due no later than July 11, 2023.