

**Northeast District Plan Working Group (NEDPWG) Meeting #37 Summary
April 1, 2026**

The Collaborative Northeast District Plan aims to address historical inequities and foster inclusive development in northeastern Travis County. The initiative is a joint effort between Travis County (TC) and the City of Austin (COA) to look at inequities and disinvestments around public transportation, housing, displacement, infrastructure, economic development, food access, and more. The InterLocal Agreement (ILA) establishing this initiative requires a Cross City- Cross County staff Working Group (WG). The City of Austin and Travis County collaboratively formed an NEDPWG made up of 14 members, evenly split between the two entities.

1. Welcome and Agenda

Members present:

City of Austin

Sravya Garladdenne

Angel Zambrano

Amanda Jasso

Aaron Jenkins

Travis County

Cathy McClaugherty

Kirsten Siegfried

Michelle Meaux

Selena Muñoz

Yaira Robinson

Patrick Phillips

Members absent:

City of Austin

Genaro Peña

Edwin Marty

Travis County

N/A

Facilitators present:

City of Austin

Shanisha Johnson

Travis County

Bill Wilson

Addison Ptomey

2. Member Check in

No updates.

3. Approve Meeting Summary #36

Meeting #36 Summary was approved on consensus.

4. Group Charter Amendments

The WG agreed to updates to the Charter to reflect recent changes. The Charter may still need to be updated in the future pending changes.

Purpose and Structure

- Northeast District Working Group Structure
The total number of members was reduced from 14 to 12 members. This change was approved on consensus.

Attendance, Absences, Proxies, Participation, and Replacement

This title was renamed and rearranged to be more reflective and accurate.

- Minimum Attendance
Minimum attendance was updated so that no fewer than three WG members from each entity (six total) are required for the WG to make decisions. Proxy attendees are not included in the minimum attendance count because they are not included in consensus decisions. This change was approved on consensus.
- Absences
This language was updated to align with allowing proxies. The proposed changes were agreed on consensus.
- Backups and Proxies
Proxies are allowed but not required when a member is going to be absent. A proxy can contribute to the discussion of issues but may not be included in consensus decisions. The proposed changes were approved on consensus.

Boundaries

- Recordings
While WG meetings will still not be recorded, facilitators will create a meeting summary that will be approved by the WG and then posted on each entity's website. This change was passed on consensus.

Other Updates

- The WG discussed including a sub section in the Scope of Work section of the Charter to reflect the existence of the new Executive Leadership Team (ELT).

The WG will address this option in several months after the relationship between the ELT and WG is more established and how the ELT will impact the way the WG works.

The updated Charter was passed on consensus. Staff will create a PDF of the updated Charter for final WG approval and then will be posted on each entity's website.

5. Procurement Update

A memo is being submitted to County Procurement that includes the WG-approved Scope, the City's comparison of engagement consultants, and another potential County consultant that, if possible, may be a quicker path forward. The County has an ILA that allows us to work with COA bench contractors if the contractor is amenable. This could allow us to avoid a three-party contract which would allow for a more expedient process.

Both options will be reviewed by the County's Purchasing Office and legal. Any work completed will be consistent with Procurement processes. When we get more information or if there is another decision point about which way to move forward, staff will reach back out to the working group. For now, there isn't any more for the WG to do; however, there may likely be more to do in the future.

The WG came to consensus on a consultant recommendation. Facilitators will draft a memo to send to their respective ELT representatives providing information on the WG's consultant recommendation. This memo will be sent early next week.

6. Community Meeting Preparation

The WG formerly created a community engagement small group (CE Committee). The CE Committee previously met with key stakeholders identified in the ILA and gathered feedback. The WG came to consensus on keeping the CE Committee but changing the County membership to add Bill Wilson and remove Jasmin Gardner. The CE Committee will come back to the WG with recommendations.

The five community organizations in the ILA will meet with the City Manager and Commissioner Travillion. This meeting is scheduled for April 8, 2026. The WG discussed possible updates for the meeting, including input on an overall NEDP project timeline.

7. NEDP Deliverables Timeline

The WG updated the deliverables timeline based on recent changes for accuracy moving forward. The WG came to consensus on committing to finalizing CAC formation by the end of 2026 Quarter 3 (September). WG members should review the updated timeline and provide edits, suggestions, and feedback by Tuesday.

8. Next Meeting & Homework

- **Next Meeting**

- April 15, 2026, 1-3pm
- Virtual vs. in-person: TBD

- **Homework**

- Review Charter edits and provide feedback before the end of the week
- Review Deliverables Timeline and provide feedback before Tuesday