

Northeast District Plan Working Group Meeting #40 Summary
May 13, 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 12 members, evenly split between the two entities.

1. Welcome and Agenda

Members Present:

City of Austin

Edwin Marty

Aaron Jenkins

Genaro Peña

Angel Zambrano

Travis County

Michelle Meaux

Kirsten Seigfried

Selena Muñoz

Yaira Robinson

Patrick Phillips

Cathy McClaugherty

Members Absent

City of Austin

Sravya Garladenne

Travis County

NA

Facilitators Present:

City of Austin

Shanisha Johnson

Romina Tafazzoli

Travis County

Bill Wilson

2. Standing Agenda Item – Member Check in

Members discussed that Austin Public Health and library funding items had been added back into the City bond proposal and noted that Colony Park community members had attended and advocated during the public process.

An update was shared on potential SNAP and WIC impacts from federal changes, including possible impacts to smaller food retailers' ability to accept SNAP. A member asked if these impacts were reflected in the Summary Report. The WG discussed that the Summary Report is a snapshot of existing conditions and that new federal or legislative changes can be captured through the needs and gaps analysis.

The City's project staff notified the group that Amanda Jasso has left the organization and her position on the Working Group will be filled by Kellee Coleman. Kellee will also fill Amanda's position on the Engagement Small Group.

3. Meeting Summary #39, April 29, 2026

The WG reviewed Meeting Summary #39. One typo was identified in the Engagement Small Group Update section. WG members were asked to provide any additional necessary edits by the end of the following day before the summary is posted to the website.

4. Summary Report Memo Status

The Summary Report release recommendation memo was sent to the Executive Leadership Team (ELT) on Monday, May 11, 2026 with a request for feedback by May 22, 2026. Staff leads shared that future WG recommendations will be sent jointly to all Executive Leadership Team members. Staff also shared that the City Manager's Office and Commissioner Travillion's Office are working on a response to the community group email.

5. Engagement Small Group Update

The engagement small group has met twice and has another meeting scheduled. The group has discussed the CAC selection process and is beginning work on the CAC application or interest form, evaluation tool, and composition matrix. An evaluation tool and composition matrix will be developed. The small group reviewed sample forms from other processes, including the Food Plan CAC, Palm School Steering Committee, Raising Travis County CAC, and the County CPS Board application. The small group will also refine the CAC outreach plan to help reach specific stakeholder and interest groups identified in the ILA.

6. Website Update

County staff prepared a draft ELT webpage based on prior WG direction but received direction not to create or post the ELT webpage at this time. City staff had not received feedback from the City Manager's Office on the ELT webpage idea. WG members discussed website accessibility, formatting, and the process for posting public-facing documents. No action was taken on this item.

7. CAC Consultant Update

County staff shared that there was no new update on the WG facilitator procurement. City staff shared that initial work has begun to revise the WG-approved consultant scope for the CAC consultant. The WG discussed support needs for CAC members and whether related questions should remain in the CAC interest form. City staff noted that support-related items had not been removed from the draft scope and that a fuller update will be provided after internal review and leadership approval.

8. Decision Matrix Discussion

The WG reviewed the decision matrix draft, which had been revised to include more consistent language around roles and responsibilities. WG members discussed how to represent the roles of the WG, CAC, ELT, Commissioners Court, City Council, and City Manager's Office. Members suggested simplifying the matrix so that it focuses mainly on clarifying the roles of the Staff Working Group and CAC, with the roles of the ELT, Commissioners Court, City Manager, and City Council explained through narrative language instead of additional chart columns. Staff leads will revise the decision matrix and bring it back to the WG for further review.

9. Next Meeting & Homework

a. Next Meeting

- i. May 27, 2026, 1–3pm
- ii. Virtual – Teams
- iii. Anticipated engagement small group update
- iv. Anticipated decision matrix update
- v. Anticipated CAC consultant update, if available

b. Homework

- i. WG members should provide any final edits to Meeting Summary #39 by May 15, 2026.
- ii. Staff leads will revise the decision matrix before bringing it back to the WG.
- iii. WG members should review the revised decision matrix once received.
- iv. WG members should review Meeting Summary #40 once received.