

Hays County
FM 150 West Character Plan
Citizen Advisory Panel Charter

Introduction

The Hays County Commissioners Court is initiating the development of a Corridor plan to address capacity and safety performance of Farm to Market (FM) 150 from the vicinity of Arroyo Ranch Road northwest through the County to Ranch Road (RR) 12 in Dripping Springs.

The Court has established that the most important guiding principle in developing the FM 150 West Character Plan is using a community based process that is transparent, open, and inclusive. The capital investment in FM 150 will be substantial and likely be made over a long period of time; perhaps over one or two decades. The overarching ideas, concepts, and projects identified in the FM 150 West Character Plan must stand the test of time. To accomplish this, the Court has stated the FM 150 West Character Plan be developed through a series of phases and through a community based process that is transparent, open, and inclusive. The three phases for the Plan include:

- Phase 1: Prepare a Corridor Needs, Features and Themes Report
- Phase 2: Prepare a Nature and Character Plan
- Phase 3: Prepare a Corridor Master Plan

Through this incremental approach as each phase of work is completed the County and the community will have the opportunity to actively participate and engage by:

- Continuously confirming that the overall goals and objectives driving the project are being honored as the project progresses;
- Reflecting on progress made at the end of each phase; and,
- Considering whether and how to continue with the path forward.

The Court is now moving forward with Phase 1 of the Study and as one of its first actions is forming a stakeholders committee to help define and lead the public process.

Name of the Committee

The full name of this volunteer committee will be the Citizen Advisory Panel and it will be commonly referred to as the CAP.



Purpose and Role of the CAP

The Commissioners Court, County staff, corridor stakeholders and users, and the general public will each be involved in reviewing and sharing their input on information provided by the technical team. The committee members are responsible for representing corridor stakeholders in the FM 150 West Character Plan process and helping define the best methods and means of communicating with the public at large. Specifically, CAP members will be expected to:

- Attend and participate in a minimum of 12 meetings and maximum of 16 meetings during the entire study.
- Provide input on study information presented throughout the study process.
- Provide input and feedback to the study team on public participation activities and materials.
- Assist in identifying stakeholders interested in the project.
- Promote public meetings to increase attendance and participation.
- Serve as a liaison to their representative groups and report back to the CAP and project team what they have heard.

Membership of the CAP

The CAP shall consist of no more than 11 members who will be selected and appointed by Precinct 3 Commissioner Will Conley and Precinct 4 Commissioner Ray Whisenant (as the project is located in their precincts). In selecting and appointing CAP members they will jointly appoint a chairperson for the Committee. They will also seek to balance membership from throughout the corridor and from among the wide variety of stakeholders, including major property owners, corridor residents and travelers, neighborhood associations representatives, business owners, locally elected officials, and special interest groups that have the following desired characteristics:

- Interest in and familiarity with transportation and mobility issues related to Hays County, with a particular focus on the FM 150 Corridor.
- A willingness to give input and feedback to technical staff to help them better understand community values and issues.
- A willingness to collaborate constructively with fellow committee members and technical staff.

Expected Behavior for CAP Members

The purpose of this section is to establish a set of “ground rules” that will allow each member of the CAP to participate in a positive and meaningful way. CAP members are expected to:

- Prepare in advance of and attend all meetings.
- Treat each member of the CAP with courtesy and respect.
- Be positive and constructive in their comments and actions. CAP members can agree or disagree with ideas, not with people.
- Identify issues rather than taking “positions.”
- Listen and consider the opinions of others, continually seeking common ground.
- Be brief and clear in their comments avoiding repetition of what has already been said and focusing on the meeting objectives.
- Focus on providing thoughtful, well-meaning comments that represent the community’s interests and needs.



CAP Meetings

CAP meetings will be structured as “working sessions” to minimize formal presentations and maximize discussion time and individual participation. Members will have an opportunity to express their viewpoint in an orderly manner.

Participants in CAP meetings will include the CAP members, County elected officials, County staff, and technical team members. All CAP meetings will be open to the public.

The technical team will be responsible for developing and maintaining a discussion log on issues considered by the CAP. As part of the process, written summaries of all CAP meetings will be provided to CAP members after each meeting and posted on the website. These meeting summaries may be used by the CAP members to keep their stakeholder groups informed of study progress.

Term of CAP Members

The term of CAP members will be for the duration of time it takes to complete the FM 150 West Character Plan, which is currently expected to be completed by August 2016.

Applying for the CAP

If you are interested in participating in the FM 150 West Character Plan, please send a brief letter via e-mail or postal mail by November 3, 2014 to:

Commissioner Ray Whisenant
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195 Roger Hanks Parkway
Dripping Springs, Texas 78620
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