

## Charter of the Beautifying Transportation Infrastructure Council

- 1. Advisory Committee's Official Designation.** The Beautifying Transportation Infrastructure Council.
- 2. Authority.** The Beautifying Transportation Infrastructure Council is being established as a discretionary committee by the Secretary of Transportation in accordance with the provisions of the Federal Advisory Committee Act (FACA) of 1972, as amended (5 U.S.C. ch. 10).
- 3. Objective and Scope of Activities.** The purpose of the Council is to provide advice and recommendations to the Secretary of Transportation on enhancing the aesthetic value of our Nation's transportation systems.

The Council provides the Secretary of Transportation with information, advice, and recommendations related to tasked matters. The Council does not exercise program management responsibilities and makes no decisions directly affecting the programs on which it provides advice. The Secretary of Transportation may accept or reject a recommendation made by the Council and is not bound to pursue any of its recommendations.

- 4. Description of Duties.** The duties of the Council are solely advisory in nature. The Council provides recommendations on policies, designs, and funding priorities that beautify transportation infrastructure, including highways, bridges, and passenger terminals, while maintaining safety and efficiency. The Council identifies best practices, develops aesthetic performance metrics, and advises on projects that enhance public spaces and reflect local character. If tasked by the Department, the Council may also make recommendations regarding the contents of the *Beauty in Transportation* guidebook, which steers project planners toward inspiring outcomes using principles like harmony with landscapes, use of local materials, biophilic design, minimization of signage, and public art integration.
- 5. Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations.** The Council will report to the Secretary of Transportation through the Office of the Assistant Secretary for Transportation Policy (OST-P).
- 6. Support.** OST-P will provide necessary support for the Committee.
- 7. Estimated Annual Operating Costs and Staff Years.** The annual operating (administrative) costs associated with the Council's functions are estimated to be \$200,000. The cost estimate includes support from one full-time equivalent position that is required to support the Council.
- 8. Designated Federal Officer.** A full-time or permanent part-time Federal employee, appointed in accordance with agency procedures, serves as the Designated Federal Officer (DFO), and the DFO must:

- A. Ensure Council activities comply with FACA, the FACA Final Rule, agency administrative procedures, and any other applicable laws and regulations;
- B. Approve or call all meetings of the Council and its subcommittees;
- C. Approve the agenda;
- D. Attend all Council and subcommittee meetings for their duration;
- E. Fulfill the requirements under § 10(b) of FACA (codified at 5 U.S.C. 1009(b));
- F. Adjourn any meeting when the DFO determines it to be in the public interest;
- G. Chair any meeting when so directed by the Secretary;
- H. Maintain information on Council activities and provide such information to the public, as applicable; and
- I. Ensure Council members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with FACA and the FACA Final Rule.

**9. Estimated Number and Frequency of Meetings.** The Council expects to meet biannually. As required by FACA, the Council will hold open meetings unless the Secretary of Transportation determines that a meeting or a portion of a meeting may be closed to the public in accordance with 5 U.S.C. § 552b(c). Unless otherwise required by law or approved by the Secretary, all meetings will be held virtually (or in a hybrid forum that does not require additional use of Federal funds).

**10. Duration.** Continuing, subject to renewal every 2 years.

**11. Termination.** This charter terminates 2 years after its effective date, unless renewed in accordance with FACA and other applicable requirements.

**12. Membership and Designation.**

- A. The Council comprises up to 11 members, appointed by the Secretary of Transportation.
- B. Members are appointed for a 2-year term but may continue to serve until their replacement is appointed. Members may be reappointed. There are no other term limits for Council members. Members serve at the discretion of the Secretary.
- C. Members may include architects, landscape designers, urban planners, artists, transportation engineers, historic preservation and other community advocates, and representatives from State, local, and Tribal governments. The Council also comprises the following representatives:

- (1) The Chair of the U.S. Commission of Fine Arts;
- (2) Any prior Chair of the U.S. Commission of Fine Arts if that individual chooses to serve on the Council; and
- (3) The Chief Architect of the U.S. General Services Administration.

D. Membership will be balanced fairly in terms of represented points of view, professional backgrounds, and functions to be performed by the Council. No single interest group holds a majority.

E. Members appointed solely for their expertise serve as Special Government Employees; those serving on behalf of specific interests will serve as Representatives.

F. The Secretary of Transportation will appoint the Chair and may appoint a Co-Chair or Vice Chair of the Council. The Chair and Co-Chair (or Vice Chair) will serve a 2-year term and may be reappointed for an additional term.

**13. Subcommittees.** The Secretary (or designee) may create subcommittees to work on specific tasks. Subcommittees may be formed to address specific challenges and oversee targeted initiatives, with designated Council members leading these efforts. Subcommittees must not work independently of the Council. They must submit their work product to the Council, rather than directly to the Department. The Council will deliberate, discuss, and vote on whether to submit a recommendation to the Department.

**14. Recordkeeping.** The records of the Council are handled in accordance with National Archives and Records Administration (NARA) General Records Schedule 6.2. Subject to the Freedom of Information Act, 5 U.S.C. § 552, the records, reports, transcripts, minutes, and other documents that are made available to, or prepared for or by the Council, will be available for public inspection and copying at the U.S. Department of Transportation. The Department will charge a fee for information furnished to the public in accordance with the fee schedule published in 49 CFR part 7. Council records are also located on the Department's committee public website.

**15. Filing Date.** This charter is effective November 5, 2025, which is the filing date of this charter. The charter will expire on November 5, 2027, unless renewed.

## **Membership Balance Plan**

### **(1) FEDERAL ADVISORY COMMITTEE NAME**

The Beautifying Transportation Infrastructure Council.

### **(2) AUTHORITY**

The Beautifying Transportation Infrastructure Council is established pursuant to, and operates in accordance with, the Federal Advisory Committee Act (5 U.S.C. ch. 10.).

### **(3) MISSION/FUNCTION**

The Council provides recommendations on policies, designs, and funding priorities that beautify transportation infrastructure, including highways, bridges, and transit hubs, while maintaining safety and efficiency. The Council identifies best practices, develops aesthetic performance metrics, and advises on projects that enhance public spaces and reflect local character. If tasked by the Department, the Council may also propose modifications to the *Beauty in Transportation* guidebook.

### **(4) POINTS OF VIEW**

The Council's membership is intended to include a broad composition of individuals with expertise in infrastructure aesthetics, including architects, landscape designers, urban planners, artists, transportation engineers, historic preservation and other community advocates, and representatives from State, local, and Tribal governments. The Federal Government will also be represented on the Council through current Chairs of the U.S. Commission of Fine Arts and the Chief Architect of the U.S. General Services Administration.

### **(5) OTHER BALANCE FACTORS**

Another factor considered in selecting the Council membership is variety in the work sector (e.g., private industry, academia, trade associations). DOT will ensure that no one interest group will dominate the committee.

### **(6) CANDIDATE IDENTIFICATION PROCESS**

- (a) The Council's Designated Federal Officer is involved in determining the membership balance.
- (b) The Secretary may fill vacancies either by soliciting nominations for membership on the Council or appointing members to ensure a balanced membership.
- (c) The Secretary will make every effort to appoint members who have the technical expertise required to meet departmental needs and do so in a manner to ensure an

appropriate balance of membership. The selection of Council members will be consistent with achieving the greatest impact, scope, and credibility among the Department's stakeholders.

- (d) The Chair (and Co-Chair or Vice Chair, if applicable) have a 2-year term limit. While members are appointed for 2-year terms, they may continue to serve until reappointed or replaced.
- (e) Members shall not reference or otherwise utilize their membership on the Council in connection with public statements made in their personal capacities without a disclaimer that the views expressed are their own and do not represent the views of the Council or the U.S. Department of Transportation.

## **(7) SUBCOMMITTEE AND WORKING GROUP BALANCE**

Subcommittees will be balanced according to the criteria discussed in paragraphs 4 and 5. A truncated selection process may be implemented.

## **(8) OTHER**

No additional information.

## **(9) DATE PREPARED/UPDATED**

The Department prepared the initial Membership Balance Plan on November 5, 2025, and will update it as needed in conjunction with the charter every 2 years.