

ITEM #: 6
DATE: 01-23-24
DEPT: AAMPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: **TRANSPORTATION POLICY COMMITTEE BYLAWS**

BACKGROUND:

The Transportation Policy Committee (TPC) is the governing body responsible for directing the activities of the Ames Area Metropolitan Planning Organization (AAMPO). The TPC adopts a set of bylaws for the transaction of its duties. These bylaws establish the voting representation of the committee, establish committee officers, establishing meeting rules and voting procedures, and detail the primary purpose and functions to be carried out by the TPC.

Historically, the TPC has reviewed its existing bylaws with the completion of the decennial Census and subsequent update to the AAMPO Metropolitan Planning Area (MPA) Boundary. The existing bylaws (see **Attachment A**) were adopted on March 26, 2013, coinciding with the last update to the AAMPO MPA Boundary after the 2010 Census. **Since the AAMPO is currently undergoing the process to update its MPA Boundary after the 2020 Census, now is an appropriate time to conduct a review of the bylaws and make any appropriate updates.**

AAMPO staff conducted a review of the existing bylaws and has developed recommended amendments that are reflected in new set of bylaws (see **Attachment B**). **The following are the primary changes from the existing bylaws:**

1. More explicitly defining the primary functions that the TPC must perform and adhere to. These functions are listed in Article II of the proposed bylaws.
2. More clearly defining procedures pertaining to voting representation on the TPC including the appointment of representatives and alternate representatives to the TPC by MPO member agencies and the process to amend voting representation on the TPC. Article III of the proposed bylaws discusses representation.
3. More clearly establishing the role of the Transportation Technical Committee (TTC) as well as formally granting the authority of the Story County Transportation Collaboration to act as the AAMPO's Transportation Advisory Group (TAG) for the development of CyRide's Passenger Transportation Plans. Committees are discussed in Article VI of the proposed bylaws.

Note that the purpose of the proposed changes from the existing bylaws is primarily to improve clarity and better define various functions and processes. No significant functional changes are proposed from the previous bylaws. Critical items such as voting representation on the TPC, committee officers, and meeting and voting procedures remain unchanged from the current bylaws.

ALTERNATIVES:

1. Approve the proposed amendments to the Transportation Policy Committee Bylaws, reflected in Attachment B.
2. Approve the proposed amendments to the Transportation Policy Committee Bylaws, with modifications.
3. Do not amend the Transportation Policy Committee Bylaws and continue operating under the existing bylaws.

MPO DIRECTOR'S RECOMMENDED ACTION:

The proposed amendments to the Transportation Policy Committee Bylaws will improve the structure and readability of the bylaws as well as better define the various functions of the TPC and its processes. Therefore, it is the recommendation of the MPO Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

ATTACHMENT(S):

[Attachment A - Existing Bylaws.pdf](#)

[Attachment B - Proposed Amended Bylaws.pdf](#)