



Mid-Region Council of Governments
Metropolitan Transportation Board's
TRANSPORTATION COORDINATING COMMITTEE

Friday, October 6, 2019
1:30 p.m. – 3:00 p.m.

Charles Thomas, *Chair*

B.J. Gottlieb, *Vice Chair*

AGENDA

Call to Order

The presence of a quorum will be noted.

Approval of the October 6, 2019 Agenda

Tab 1 **Approval of the September 6, 2019 Action Summary**

PUBLIC COMMENT AND REPORTS

Tab 2 **Public Comments**
Anyone who wishes to address the TCC must register with the Secretary of the Board.

Tab 3 **Reports**
 ♦ Staff
 ♦ TPTG
 ♦ CMP
 ♦ ITS

ACTION ITEMS

Tab 4 **Re-vote on the TCC Bylaws**

Tab 5 **Election of Officers for FY 2020**

DISCUSSION AND INFORMATION ITEMS

Tab 6 **Report on Ozone from the City of Albuquerque Environmental Health Department**
Adjournment

NOTES

Next Meeting: **Friday, November 1, 2019**
 1:30 p.m. - 3:00 p.m.
 Mid-Region Council of Governments
 809 Copper Ave. N.W.
 (505) 724-3616

Anyone requiring special accommodations is requested to notify the MRCOG office at (505)247-1750 seven (7) days prior to the meeting or e-mail bthomas@mrcog-nm.gov.



Mid-Region Council of Governments
Metropolitan Transportation Board's

TCC

TRANSPORTATION COORDINATING COMMITTEE

Friday, September 6, 2019

1:30 p.m. - 3:00 p.m.

809 Copper Ave. N.W. Albuquerque, NM 87102

Charles Thomas, Chair

B.J. Gottlieb, Vice-Chair

ORGANIZATION	MEMBER	ALTERNATE
Bernalillo County	Elias Archuleta	X Rodrigo Eichwald
City of Albuquerque, Council Services	X Tom Menicucci	Petra Morris
City of Albuquerque, Environmental Health	X Dario Rocha	Ed Merta
City of Albuquerque, Municipal Development	X Debra Bauman	John MacKenzie
City of Albuquerque Planning Department	X Russell Brito	Carol Toffaleti
City of Albuquerque Municipal Development	Paula Dodge Kwan	John MacKenzie
City of Albuquerque Traffic Engineering		John MacKenzie
City of Albuquerque Planning Department	Shahab Biazar	X Ernest Armijo
City of Albuquerque Transit Department	X Andrew de Garmo	Dawn Candelaria
Albuquerque Public Schools	X Amanda Velarde	Elizabeth Halpin
Albuquerque Metropolitan Arroyo Flood Control Authority	Jerry Lovato	X Nicole Friedt Nolan Bennett
Town of Bernalillo	Ida Fierro	Maria Monclova
Bernalillo County	Brian Lopez	X Rodrigo Eichwald
Bernalillo County	X Richard Meadows	Julie Luna
City of Belen	Steven Tomita	Jerah Cordova
Village of Corrales		JoAnne Roake
Village of Los Lunas	Erin Callahan	
Village of Los Ranchos de Albuquerque	X Tiffany Justice	Tim McDonough
City of Rio Communities	Mark Gwinn	X Jim Winters
Middle Rio Grande Conservancy District Environmental Planning	Vacant	Vacant
New Mexico Department of Transportation	Jill Mosher	X Nancy Perea Mary Lovato
New Mexico Department of Transportation	X Luke Smith	Marguerite Johnson
City of Rio Rancho	X Leonard Rivera	Joe Norby
City of Rio Rancho	X B.J. Gottlieb, Vice Chair	Jamie Marrufo
Rio Metro Regional Transit District	X Grant Brodehl	Tony Sylvester
Rio Rancho Public Schools	Vacant	John Francis
Cochiti Pueblo	Vacant	Vacant
Isleta Pueblo	Kathy Trujillo	Shawna Ballay
Laguna Pueblo	X Gaylord Siow	Sharon Hausam
Sandia Pueblo	X John Paul Romero	
Santo Domingo Pueblo	Kathy Ashley	
Sandoval County Planning & Zoning	Mark Hatzenbuhler	Phillip Bradley Ortiz Dora Dominguez
Valencia County	Lina Benavidez	Gerard Saiz
SSCAFCA	X Charles Thomas, Chair	Dave Gatterman
Village of Tijeras	Vacant	Vacant
NON-VOTING ADVISORY MEMBERS		
ORGANIZATION	MEMBER	ALTERNATE
City of Albuquerque Aviation Department	Jack Scherer	
Albuq/Bern County Air Quality Control Board	Vacant	Vacant
Federal Highway Administration	Vacant	
Greater Albuq Bicycling Advisory Committee	Vacant	Vacant
Kirtland Air Force Base	Vacant	Vacant
Santa Ana Pueblo	Nathan Tsoie	
MRCOG STAFF ATTENDING		
	Dave Pennella, Steven Montiel, Barbara Thomas	

AGENDA

Call to Order

Chair Chuck Thomas called the meeting to order at 1:40 p.m. and the presence of a quorum was noted.

Approval of the September 6, 2019 Agenda

Dave Pennella asked that Tab 6 of the agenda be moved from the Action Items category to the Discussion and Information Items.

Action Taken:

Nancy Perea, NMDOT, made a motion to:

APPROVE THE AGENDA OF SEPTEMBER 6, 2019 AS REVISED

The motion was seconded by Leonard Rivera, City of Rio Rancho, and passed unanimously.

Tab 1

Action Summary of July 12, 2019

Action Taken:

B.J. Gottlieb, City of Rio Rancho, made a motion to:

APPROVE THE ACTION SUMMARY OF JULY 12, 2019 AS PRESENTED

The motion was seconded by Grant Brodehl, RMRTD, and passed unanimously.

PUBLIC COMMENT

Tab 2

Public Comments

There were no requests from the public to address the Committee.

Tab 3

Reports

◆ **Staff** - There was no report from the MPO staff.

◆ **TPTG** – Steven Montiel, TIP Coordinator, reported on the status of the 2019 TIP projects and there were brief discussions about particular projects. Mr. Montiel stressed that next year obligation dates must be met. Luke Smith, NMDOT, said it is imperative that all agencies stay on top of termination dates for agreements.

Mr. Montiel noted that there is no Inactive List for this month.

◆ **ITS** - Nathan Masek, MROCG Transportation Planner, reported that the ITS subcommittee is proceeding with their work on the Incident Management Plan and that work on the RTMC (Regional Transportation Management Center) is ongoing.

◆ **CMP** – Mr. Montiel said that the committee will meet again in September.

FINAL ACTION ITEMS

Tab 4
R-19-01 TCC
R-19-09 MTB

Approving Revisions to the Bylaws of the Transportation Coordinating Committee (TCC) of the Metropolitan Transportation Board

Mr. Pennella presented the revisions to the TCC Bylaws saying that they are in conformity with the MTB Bylaws and the Memorandum of Agreement for the Establishment of Operations of the Mid-Region Metropolitan Planning Organization (MOA for Oper.). The draft bylaws were distributed for review and have undergone four draft versions. All comments have been incorporated. The current format preserves the original format from 1973.

Highlights of the revisions include:

Article I. Defines "voting member", "associate member", "advisory member", and "member government" consistently with the MTB Bylaws and the MOA for Oper.

Article II. Clarifies membership roles to conform to existing practices and allows "associate member" representatives to serve and vote on any TCC subcommittee. Defines a "vacant seat" as one in which a member or alternate has not attended three consecutive TCC meetings. This article specifies subcommittees of the TCC be established with a charter defining their role, purpose, etc.

Article V. Clarifies voting to conform to existing practices, and defines "vacancy". This section also allows the option for participation via teleconference in order to encourage participation from smaller agencies and those located more than 30 miles away from MRCOG. (ex. Pueblo de Cochiti, Santo Domingo Pueblo, Navajo Nation DOT located in Window Rock, AZ, City of Rio Communities, etc.)

Article VI. Clarifies rules for vacancies/absences of the chair/vice chair.

The revisions must be approved by $\frac{3}{4}$ vote of the TCC, then majority vote of the MTB.

Revision Proposed by Albuquerque Public Schools (APS) include the following:

As of July 12, 2019, APS has withdrawn their earlier request for additional APS voting representation and submitted a different proposal. APS proposes the following:

"The following 2 agencies to be part of MRCOG/TCC due to their unique knowledge and jurisdictions over school infrastructure issues in the Middle Rio Grande and statewide:

- 1. New Mexico Public Schools Facilities Authority (PSFA)*
- 2. New Mexico Construction Industries Division (CID)"*

MPO staff recommendation is to address this request in two steps.

1. Immediately approve the two agencies as "advisory members" allowing representatives of the two agencies to attend and participate in TCC and TPTG meetings. They can also become familiar with the various subcommittees of the TCC and the work of those groups, particularly the TPTG.

Per Article I - "Advisory Member" *any person representing a private or public organization who is appointed by the TCC as a non-voting member to the TCC who by professional expertise can contribute to the functions of the TCC."*

2. During a period (i.e. 6-12 months) of participation, representatives of the PSFA and CID can make an assessment of their participation and decide whether they would like to request an upgrade of their status to either full-voting or associate membership. That action would require a minor amendment to Article I of the TCC Bylaws.

Mr. Pennella stood for questions and said the resolution will now be forwarded to the MTB for approval.

Action Taken:

Russell Brito, City of Albuquerque, made a motion to:

RECOMMEND APPROVAL OF R-19-01 TCC

The motion was seconded by Gaylord Siow, Laguna Pueblo, and passed unanimously.

Tab 5
R-19-02 TCC

Approving Charters Governing Various Advisory Subcommittees to the TCC of the Metropolitan Transportation Board

Mr. Pennella presented the resolution approving the charters for the various MPO subcommittees. He explained that the establishment of charters for the various subcommittees of the TCC is meant to clarify the role of each group, the decision-making process of each group and assure conformity to the TCC Bylaws, MTB Bylaws and the *Memorandum of Agreement for the Establishment for Operations of the Mid-Region Metropolitan Planning Organization (MOA for Oper.)*.

Each of the subcommittees have reviewed various draft versions of the charters and have approved the version being presented for approval by the TCC.

The sub-committees include the TPTG, LUTI (Land Use and Transportation Integration Committee), the ATC (Active Transportation Committee), the CMP (Congestion Management Process Committee), the ITS (Intelligent Transportation System Subcommittee), and the Freight and Logistics Committee.

Mr. Pennella stood for questions.

Action Taken:

Mr. Rivera made a motion to:

APPROVE THE CHARTERS GOVERNING VARIOUS ADVISORY SUBCOMMITTEES TO THE TCC OF THE METROPOLITAN TRANSPORTATION BOARD

The motion was seconded by Debra Bauman, City of Albuquerque, and passed unanimously.

Tab 6
R-19-10 MTB

Recommending Approval of the Charter of the Community Engagement Committee (CEC) as an Advisory Group of the Metropolitan Transportation Board (MTB) and the Transportation Coordinating Committee (TCC)

Mr. Pennella explained that the Public Involvement Committee (PIC) was established over thirty years ago, based on representation from neighborhood groups to disseminate information on long-range plans, TIPs, and other transportation issues of interest. The method used at the time was for representatives to serve as liaisons to the neighborhood associations within their city council district. The PIC has not been active since 2012.

Since the 1980s, methods of gathering public input has greatly changed and continues to do so as technology changes. The previous "committee-information gathering

methods" no longer work.

MRMPO now utilizes social media, videos, electronic surveys, interactive maps, interactive surveys, online dissemination of information, email, and other methods which are constantly changing. In addition, we continue to attend community meetings, pop-up events, distribute hard-paper copies as appropriate.

The Community Engagement Committee (CEC) is designed to be a group of public information staff, news media, community-based organizations, and other advisory groups who will steer and guide the direction and typed of public involvement needed for a particular document, study or general planning processes. This will allow the group to respond to innovative methods and technology.

The new CEC would bring representative from various groups, public information officers, etc together to best decide how best to inform communities concerning transportation projects within their or the region's boundaries.

The establishment of the CEC and approval of its charter must be approved by majority vote of the MTB. This action also rescinds the now defunct PIC.

As the discussion of this item resolved any questions, it was placed back on the agenda as an "Action Item" for a vote.

Action Taken:

Mr. Rivera made a motion to:

RECOMMEND APPROVAL OF R-10-10 MTB APPROVING THE CHARTER OF THE COMMUNITY ENGAGEMENT COMMITTEE (CEC) AS AN ADVISORY GROUP OF THE METROPOLITAN TRANSPORTATION BOARD (MTB) AND THE TRANSPORTATION COORDINATING COMMITTEE (TCC)

The motion was seconded by Mr. Siow and passed unanimously.

DISCUSSION AND INFORMATION ITEMS

Adjournment

The September 6, 2019 meeting of the Transportation Coordinating Committee was adjourned at 2:45 p.m.

Charles Thomas, Chair
Transportation Coordinating Committee

ATTEST

Dewey V. Cave, Executive Director

R-19-01 TCC and R-19-09 MTB Approving Revisions to the Bylaws of the Transportation Coordinating Committee (TCC) of the Metropolitan Transportation Board

Background: The revisions to the TCC Bylaws were initiated by MPO staff to bring the bylaws into conformity with the *MTB Bylaws* and the *Memorandum of Agreement for the Establishment of Operations of the Mid-Region Metropolitan Planning Organization (MOA for Oper.)*. The draft bylaws were distributed for review and has undergone four draft versions. All comments have been incorporated. The current format preserves the original format from 1973.

Highlights of Revisions

Article I. Defines "voting member", "associate member", "advisory member", and "member government" consistently with the MTB Bylaws and the MOA for Oper.

Article II. Clarifies membership roles to conform to existing practices and allows "associate member" representatives to serve and vote on any TCC subcommittee. Defines a "vacant seat" as one in which a member or alternate has not attended three consecutive TCC meetings. This article specifies subcommittees of the TCC be established with a charter defining their role, purpose, etc.

Article V. Clarifies voting to conform to existing practices, and defines "vacancy". This section also allows the option for participation via teleconference in order to encourage participation from smaller agencies and those located more than 30 miles away from MRCOG. (ex. Pueblo de Cochiti, Santo Domingo Pueblo, Navajo Nation DOT located in Window Rock, AZ, City of Rio Communities, etc.)

Article VI. Clarifies rules for vacancies/absences of the chair/vice chair.

Approval of the TCC Bylaws

The revisions must be approved by $\frac{3}{4}$ vote of the TCC, then majority vote of the MTB.

Revision Proposed by Albuquerque Public Schools (APS)

As of July 12, 2019, APS has withdrawn their earlier request for additional APS voting representation and submitted a different proposal. APS proposes the following:

"The following 2 agencies to be part of MRCOG/TCC due to their unique knowledge and jurisdictions over school infrastructure issues in the Middle Rio Grande and statewide:

- 1. New Mexico Public Schools Facilities Authority (PSFA)*
- 2. New Mexico Construction Industries Division (CID)"*

MPO staff recommendation is to address this request in two steps.

1. Immediately approve the two agencies as "advisory members" allowing

representatives of the two agencies to attend and participate in TCC and TPTG meetings. They can also become familiar with the various subcommittees of the TCC and the work of those groups, particularly the TPTG.

Per Article I - "Advisory Member" any person representing a private or public organization who is appointed by the TCC as a non-voting member to the TCC who by professional expertise can contribute to the functions of the TCC."

2. During a period (i.e. 6-12 months) of participation, representatives of the PSFA and CID can make an assessment of their participation and decide whether they would like to request an upgrade of their status to either full-voting or associate membership. That action would require a minor amendment to Article I of the TCC Bylaws.

TCC Action

TCC has reviewed the various draft versions of the proposed changes and concurred to move the current version to formal vote for approval.

1 RESOLUTION

2 of the

3 TRANSPORTATION COORDINATING COMMITTEE

4 of the

5 METROPOLITAN TRANSPORTATION BOARD

6 of the

7 MID-REGION METROPOLITAN PLANNING ORGANIZATION

8 (R-19-01 TCC)

9 **APPROVING REVISIONS TO THE**
10 **BYLAWS OF THE TRANSPORTATION COORDINATING COMMITTEE (TCC)**
11 **OF THE METROPOLITAN TRANSPORTATION BOARD**
12

13 WHEREAS, the Mid-Region Metropolitan Planning Organization (MRMPO) is a
14 Division of the Mid-Region Council of Governments (MRCOG) which is designated as
15 the Metropolitan Planning Organization for the Albuquerque Metropolitan Planning Area
16 (AMPA) pursuant to 23 CFR 450; and

17 WHEREAS, the Metropolitan Transportation Board (MTB) of MRMPO is
18 responsible for establishing transportation planning policy for the AMPA; and

19 WHEREAS, the MTB has established a Transportation Coordinating Commit-
20 tee (TCC) to advise them regarding transportation matters and transportation
21 planning processes in the AMPA; and

22 WHEREAS, the organization and membership, role and authority, functions
23 and responsibilities, and meeting and voting processes for the TCC are described in
24 Bylaws for the TCC; and

25 WHEREAS, the TCC Bylaws required revisions to conform to *the Memorandum of Agreement for the Establishment of Operations of the Mid-Region Metropolitan Planning Organization*; and

28 WHEREAS, the TCC Bylaws required revisions to conform to the MTB Bylaws; and

30 WHEREAS, the existing Bylaws require amendments to be approved by three-fourths vote of the TCC and subsequent approval by the MTB; and

32 NOW THEREFORE BE IT RESOLVED by the Transportation Coordinating Committee of the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization, a division of the Mid-Region Council of Governments of New Mexico, that the amended *Bylaws of the Transportation Coordinating Committee of the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments* as provided in Attachment A are hereby approved.

39 PASSED, APPROVED, AND ADOPTED this 6th day of September 2019 by the Transportation Coordinating Committee of the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization, a division of the Mid-Region Council of Governments of New Mexico.

43
44
45 ATTEST: _____
Charles Thomas, Chairman
Transportation Coordinating Committee

46
47
48 _____
49 Dewey V. Cave
50 Executive Director, Mid-Region Council of Governments
Executive Director, Mid-Region Metropolitan Planning Organization



Division of
Mid-Region Council of Governments
809 Copper Avenue NW
Albuquerque, New Mexico 87102
(505) 247-1750-tel. (505) 247-1753-fax
www.mrcog-nm.gov

BYLAWS
of the
TRANSPORTATION COORDINATING COMMITTEE
of the
METROPOLITAN TRANSPORTATION BOARD
of the
**MID-REGION METROPOLITAN PLANNING
ORGANIZATION**
of the
MID-REGION COUNCIL OF GOVERNMENTS

Statement of Purpose

These bylaws have been established to define the purpose, role, function, and membership of the Transportation Coordinating Committee (TCC) as approved by the Metropolitan Transportation Board (MTB).

Article I – Definitions

- A. As used in these bylaws, the following terms shall be understood to mean:
1. "ADVISORY MEMBER" – any person representing a private or public organization who is appointed by the TCC as a non-voting member to the TCC who by professional expertise can contribute to the functions of the TCC. Advisory members shall have no vote and shall not be considered for determination of a quorum but they may participate in TCC discussions per the MTB or TCC appointment. Any entity eligible for full-voting or associate membership but chooses to be a nonparticipating entity shall be considered an advisory member at any meeting they are in attendance.
 2. "ASSOCIATE MEMBER" – any person representing any jurisdiction or agency seated on the MTB as an "Associate Member". Associate Members shall have no vote on the TCC and shall not be considered for determination of a quorum but they may participate in TCC discussions and may serve and vote on committees and task groups of the TCC.

3. "VOTING MEMBER" – any representative of a member government which is a voting member of the MTB and who is appointed by that member government as its voting representative of the TCC.
 - a. "ALTERNATE MEMBER" – a representative of a member government who is appointed by that member government to serve as a proxy voting member in the absence of a voting member.
4. "MEMBER GOVERNMENT" – those general and special purpose units of local government, and agencies that administer or operate major modes of transportation (having scheduled and multiple fixed route service) within the AMPA, and appropriate state agencies, and governments of federally recognized tribes having land within the boundaries of the AMPA, which choose to be members of the MTB in accordance with MTB bylaws.
5. "ALBUQUERQUE METROPOLITAN PLANNING AREA (AMPA)" - that portion of the State of New Mexico (which includes the Albuquerque Urbanized Area and the Los Lunas Urbanized Area) designated as a Metropolitan Planning Area and Transportation Management Area by resolution of the MTB and approved by the Governor of New Mexico pursuant to 23 CFR 450.312, for which the Mid-Region Council of Governments acts as the Metropolitan Planning Organization, and the MTB provides transportation policy direction.
6. "METROPOLITAN PLANNING ORGANIZATION (MPO)" – the entity designated by the Governor (December 11, 1973) responsible for the continuing, cooperative, and comprehensive transportation planning process in the AMPA as mandated by Federal law.
7. "METROPOLITAN TRANSPORTATION BOARD (MTB)" - the body of local officials responsible for determining transportation policy for the Albuquerque Metropolitan Planning Area and the governing body of the Mid-Region Metropolitan Planning Organization.
8. "MID-REGION COUNCIL OF GOVERNMENTS (MRCOG)" – the association made up of and representing the local, tribal, and special governments, and public transit operators within Bernalillo, Sandoval, Torrance and Valencia Counties and southern Santa Fe County. The designated metropolitan organization for the Albuquerque Metropolitan Planning Area.
9. MID-REGION METROPOLITAN PLANNING ORGANIZATION (MRMPO) – a division of MRCOG for the purpose of overseeing, directing, and establishing comprehensive transportation planning and policies for the Albuquerque Metropolitan Planning Area to carry out the provisions of Title 23 and Title 49 United States Code related to metropolitan planning. The Mid-Region Metropolitan Planning Organization (MRMPO) is a division of the Mid-Region Council of Governments per the *Memorandum of Agreement for the Establishment of Operations of the Mid-Region Metropolitan Planning Organization*.
10. "TRANSPORTATION COORDINATING COMMITTEE (TCC)" – the body established by the MTB and governed by these bylaws and which serves in a technical advisory capacity to the MTB.

Article II – Organization and Membership

A. The TCC shall be composed of representatives with transportation and capital projects, planning knowledge, skills, and experience from member governments and agencies.

1. TCC Voting Members shall be representatives of member governments and agencies represented on the MTB as full-voting members.
2. TCC Associate Members shall be representatives of member governments and agencies represented on the MTB as Associate Members. Associate members shall have no vote on TCC and shall not be considered for determination of a quorum but they may participate in all TCC discussions and may vote on subcommittees of the TCC.
3. TCC Advisory Members will include representatives from private and public agencies which the members of the TCC consider qualified to make an effective contribution to the TCC. Advisory members shall have no vote and shall not be considered for determination of a quorum but they may participate in all TCC discussions.
4. The number of TCC voting representatives from any participating member government or agency shall not exceed the number of its MTB representatives from that government or agency.
5. If a member does not attend three (3) consecutive TCC meetings and an alternate does not serve as proxy for the member, the seat shall be declared vacant at the next TCC meeting. Vacant seats shall not be considered when determining a quorum for conducting business.

B. The TCC may establish task groups (including non TCC members) and subcommittees of the TCC to formulate recommendations to TCC.

1. Such groups shall report on their activities to the TCC.
2. All such groups and committees shall have a TCC approved charter stating its role, purpose, membership and decision-making process.

Article III – Role and Authority

A. The role of the TCC shall be that of a technical advisory body to the MTB on all matters pertaining to transportation planning in the AMPA and shall be that of a coordinating body for participants in the transportation planning process within the AMPA.

B. Pursuant to MTB resolutions R-05-09 MTB approved August 25, 2005, and R-19-04 MTB approved June 21, 2019, which adopted and revised the *Roadway Access Control Policy*, the TCC shall serve as the decision-making body in accordance with the policy as may be amended by the MTB.

C. The TCC shall make decisions on only those items delegated to the TCC by the MTB. Any decision of the TCC may be appealed to the MTB.

Article IV – Functions and Responsibilities

A. It shall be the function of the TCC to make recommendations on technical matters to the MTB regarding projects, plans and programs designed to serve the transportation needs of the AMPA.

B. It shall be the responsibility of the TCC to assist in the implementation of the Unified Planning Work Program for intermodal transportation planning for the AMPA.

Article V – Meeting and Voting

A. The TCC shall meet at a regularly scheduled time and place as the TCC may determine appropriate, and may meet at additional times and places as it deems necessary. Special meetings of the TCC may be called by the Chairperson of the TCC at his/her discretion, at the request of any one-third of the voting members, or at the request of the Chairperson of the Metropolitan Transportation Board or the MPO assigned staff coordinator, or MPO Executive Director.

B. The TCC voting membership shall follow the adopted *MRCOG Rules of Procedures* during their meetings. Where questions of procedure or precedence arise, the *Rules of Procedure* will govern.

C. A simple majority of the voting members shall constitute a quorum at any meeting held by the TCC at which formal action is to be taken.

D. Each voting member shall have one vote on an issue or question presented to the TCC. A vote of a majority of the voting members at a meeting shall decide in the affirmative or negative any issue or question presented to the TCC. Any opinions or advisory member comments shall, at the request of the member(s) and submitted in written form, be appended to the record of voting to inform the MTB of alternatives and questions which should be considered.

E. Representatives of associate and advisory members may participate in TCC meetings via electronic video conference or teleconference. Representatives of full-voting member governments may participate and vote in TCC meetings via electronic video conference or teleconference if their offices are further than thirty (30) miles from the MRCOG office and the entity, due to a having few staff members, determines that their representative cannot be physically present at a TCC meeting. Any representative requesting participation electronically must notify MRCOG staff of their request at least seventy-two (72) hours in advance of the scheduled meeting.

F. MRCOG shall provide special accommodations (i.e. sign language interpreter) upon notification of needs with notification seven (7) days prior to the scheduled meeting.

Article VI – Officers

A. Officers of the TCC shall consist of a Chairperson and Vice Chairperson.

B. The Chairperson and Vice Chairperson shall be chosen from among the voting members of the TCC by a majority vote. They shall have previously served at least one year as a member of the TCC or the Transportation Program Technical Group (TPTG) at any time prior to their appointment as an officer.

C. The officers shall hold office for one year, with said term to begin on the first meeting of the federal fiscal year (October). Officers may be reappointed for a second, consecutive term at the discretion of the TCC.

D. If a vacancy occurs in the office of Chairperson, the Vice Chairperson shall assume the duties of the Chairperson. If a vacancy occurs in the office of Vice Chairperson, the TCC shall elect a new Vice Chairperson.

E. If both the officers are unable to be physically in attendance at a meeting of the TCC, the most senior MRMPO staff member regularly assigned to the TCC shall preside over the meeting, but may not vote or count towards a quorum.

Article VII – Staff

A. MRMPO will provide the TCC with the necessary staff and technical assistance to support the work of the TCC.

B. The Secretary for the TCC shall be designated by the Executive Director from the staff at the MRCOG.

Article VII – Approval and Amendments

A. These bylaws may be amended by the affirmative vote of three-fourths ($\frac{3}{4}$) of the TCC's voting members. Amendments shall be subject to approval by the MTB.

AMENDED BYLAWS APPROVED by three-fourths vote of the Transportation Coordinating Committee of the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments on the 6th day of September 2019.

Charles Thomas, Chairperson
Transportation Coordinating Committee

AMENDED BYLAWS APPROVED by the Metropolitan Transportation Board of Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments on the 20th day of September 2019.

Wayne Ake, Chairperson
MRMPO Metropolitan Transportation Board

ATTEST:

Dewey V. Cave
Executive Director MRCOG and Executive Director MRMPO

David R. Pennella
M.P.O. Administrator, MRMPO

TCC Bylaws History

Adopted August 9, 1973, Amended June 14, 1994, Amended February 27, 2003,
Amended September 20, 2019.

Related Documents

Memorandum of Agreement for the Establishment of Operations of the Mid-Region
Metropolitan Planning Organization
Bylaws of the Metropolitan Transportation Board
MRCOG Rules of Procedure
Letter dated December 11, 1973 from Governor King to FHWA designating MRCOG
(formerly MRGCOG) as the MPO.