

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE) RESOLUTION NO. 94-1902
TRANSPORTATION POLICY)
ALTERNATIVES COMMITTEE (TPAC)) Introduced by
BYLAWS) Planning Committee

WHEREAS, The Bylaws of the Transportation Policy Alternatives Committee (TPAC), dated January 25, 1990, are outdated and need minor housekeeping changes; and

WHEREAS, There is no longer an Intergovernmental Relations Committee, citizen representatives will be nominated by the Planning Committee; and

WHEREAS, The 1992 Charter officially changed the agency title of "Metropolitan Service District" to "Metro"; and

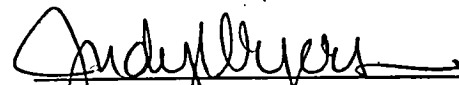
WHEREAS, Resolution 93-1830, approved by the Metro Council on September 9, 1993, the process for selection of citizen alternates was clarified but not inserted into the TPAC Bylaws; and

WHEREAS, Metro's representation on TPAC (non-voting) has only included staff appointed by the Metro Executive Officer; now, therefore

BE IT RESOLVED,

That the Metro Council amends the TPAC Bylaws as shown in Exhibit A.

ADOPTED by the Metro Council this 24th day of March, 1994.


Judy Wyers, Presiding Officer

TRANSPORTATION POLICY ALTERNATIVES COMMITTEE

BYLAWS

(Adopted by Metro Council in Resolution 94-1902 on March 24, 1994)

ARTICLE I

This Committee shall be known as the TRANSPORTATION POLICY ALTERNATIVES COMMITTEE (TPAC).

ARTICLE II

The Transportation Policy Alternatives Committee coordinates and guides the regional transportation planning program in accordance with the policy of the Metro Council.

The responsibilities of TPAC with respect to transportation planning are:

- a. Review the Unified Work Program (UWP) and Prospectus for transportation planning.
- b. Monitor and provide advice concerning the transportation planning process to ensure adequate consideration of regional values such as land use, economic development, and other social, economic and environmental factors in plan development.
- c. Advise on the development of the Regional Transportation Plan in accordance with the Intermodal Surface Transportation Efficiency Act (ISTEA), the L.C.D.C. Transportation Planning Rule, and the 1992 Metro Charter.
- d. Advise on the development of the Transportation Improvement Program in accordance with the ISTEA.
- e. Review projects and plans affecting regional transportation.
- f. Advise on the compliance of the regional transportation planning process with all applicable federal requirements for maintaining certification.
- g. Develop alternative transportation policies for consideration by JPACT and

the Metro Council.

- h. Review local comprehensive plans for their transportation impacts and consistency with the Regional Transportation Plan.
- i. Recommend needs and opportunities for involving citizens in transportation matters.

The responsibilities of TPAC with respect to air quality planning are:

- a. Review and recommend project funding for controlling mobile sources of particulates, CO, HC and NOx.
- b. Review the analysis of travel, social, economic and environmental impacts of proposed transportation control measures.
- c. Review and provide advice (critique) on the proposed plan for meeting particulate standards as they relate to mobile sources.
- d. Review and recommend action on transportation and parking elements necessary to meet federal and state clean air requirements.

ARTICLE III

MEMBERSHIP, VOTING, MEETINGS

Section 1. Membership

- a. The Committee will be made up of representatives from local jurisdictions, implementing agencies and citizens as follows:

City of Portland	1
Clackamas County	1
Multnomah County	1
Washington County	1
Clackamas County Cities	1

Multnomah County Cities	1
Washington County Cities	1
Oregon Department of Transportation	1
Washington State Department of Transportation	1
Southwest Washington Regional Transportation Council	1
Port of Portland	1
Tri-Met	1
Oregon Department of Environmental Quality	1
Metro (non-voting)	2
Citizens	<u>6</u>
	21

In addition, the City of Vancouver, Clark County, C-TRAN, Federal Highway Administration, Federal Aviation Administration (FAA), Urban Mass Transportation Administration (UMTA), and Washington Department of Ecology may appoint an associate member without a vote. Additional associate members without vote may serve on the Committee at the pleasure of the Committee.

- b. Each member shall serve until removed by the appointing agency. Citizen members shall serve for two years and can be reappointed.
- c. Alternates may be appointed to serve in the absence of the regular member.
- d. Unexcused absence from regularly scheduled meetings for three (3) consecutive months shall require the Chairperson to notify the appointing agency with a request for remedial action.

Section 2. Appointment of Members and Alternates

- a. Representatives (and alternatives if desired) of the Counties, and the City of Portland shall be appointed by the presiding executive of their jurisdiction/agency.
- b. Representatives (and alternates if desired) of Cities within a County shall be appointed by means of a consensus of the Mayors of those cities. It shall be the responsibility of the representative to coordinate with the cities within his/her county.
- c. Citizen representatives will be nominated by the Planning Committee of the

Metro Council, confirmed by the Metro Council, and appointed by the Presiding Officer of the Metro Council. All citizen members shall, with the approval of the Chairperson of the Metro Council Planning Committee, appoint an alternate to serve in their absence; if a citizen member fails to appoint an alternate within 30 days of appointment, the Metro Council will make the appointment.

d. Metro representatives (non-voting) shall be appointed one each by the Metro Executive Officer and Council Presiding Officer.

Section 3. Voting Privileges

a. Each member or alternate of the Committee, except associate members, shall be entitled to one (1) vote on all issues presented at regular and special meetings at which the member or alternate is present.

b. The Chairperson shall have no vote.

Section 4. Meetings

a. Regular meetings of the Committee shall be held each month at a time and place established by the Chairperson.

b. Special meetings may be called by the Chairperson or a majority of the Committee members.

Section 5. Conduct of Meetings

a. A majority of the voting members (or designated alternates) shall constitute a quorum for the conduct of business. The act of the majority of the members (or designated alternates) present at meetings at which a quorum is present shall be the act of the Committee.

b. All meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

c. The Committee may establish other rules of procedure as deemed necessary for the conduct of business.

d. An opportunity will be provided at each meeting for citizen comment on agenda and non-agenda items.

ARTICLE IV

OFFICERS AND DUTIES

Section 1. Officers

The permanent Chairperson of the Committee shall be the Metro Planning Director or designee.

Section 2. Duties

The Chairperson shall preside at all meetings he/she attends and shall be responsible for the expeditious conduct of the Committee's business.

Section 3. Administrative Support

a. Metro shall supply staff, as necessary, to record actions of the Committee and to handle Committee correspondence and public information concerning meeting times and places.

ARTICLE V

SUBCOMMITTEES

One (1) permanent subcommittee of the Committee is established to oversee the major functional area in the transportation planning process where specific products are required:

a. Transportation Improvement Program Subcommittee (TIP) -- to develop and update the five-year TIP, including the Annual Element.

b. Transportation Demand Management Subcommittee (TDM) -- to

recommend measures to reduce travel demand for inclusion in the Regional Transportation Plan or funding in the Transportation Improvement Program.

Subcommittees may be established by the Chairperson. Membership composition shall be determined according to mission and need. The Chair shall consult with the full committee on membership and charge before organization of subcommittees. Subcommittee members can include TPAC members, alternates and/or outside experts. All such committees shall report to the Transportation Policy Alternatives Committee.

ARTICLE VI

REPORTING PROCEDURES

The Committee shall make its reports and findings and recommendations to the Joint Policy Advisory Committee on Transportation (JPACT). The Committee shall develop and adopt procedures which adequately notify affected jurisdictions on matters before the Committee.

ARTICLE VII

AMENDMENTS

The Bylaws may be amended or repealed only by the Metro Council.

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 94-1902, FOR THE PURPOSE OF AMENDING THE TRANSPORTATION POLICY ALTERNATIVES (TPAC) BYLAWS

Date: January 20, 1994

Presented by: Gail Ryder

FACTUAL BACKGROUND AND ANALYSIS

The Transportation Policy Alternatives Committee (TPAC) Bylaws have not been revised since 1990 and are in need of minor housekeeping updates as follows:

- There is no longer a Council Intergovernmental Relations Committee, so citizen members are now nominated by the Council Planning Committee.
- With passage of the 1992 Metro Charter, the title "Metropolitan Service District" became obsolete; the new title is "Metro".
- When the then Planning and Development Department and the Transportation Department were merged at the beginning of FY 1992-93, the "Transportation Director" became the "Planning Director". In the absence of the Planning Director, the chairperson is the designee appointed by the Planning Director.
- The IRC of Clark County has become the Southwest Washington Regional Transportation Council (RTC).

In addition, on September 9, 1993, the Metro Council approved Resolution 93-1830, which in part clarified the process for selection of citizen alternates. According to the resolution, "All citizen members shall, with the approval of the Chairperson of the Metro Council Planning Committee, appoint an alternate to serve in their absence; if a citizen member fails to appoint an alternate within 30 days of appointment, the Metro Council will make the appointment." This new language was approved but not inserted into the TPAC Bylaws.

Finally, under the current bylaws, "representatives . . . of the . . . implementing agency shall be appointed by the presiding executive of their jurisdiction/agency." This language has always been interpreted to mean the Executive Officer of Metro appoints "the implementing agency (Metro's) "non-voting" representative or representatives. Her appointee is Andy Cotugno, the Director of the Planning Department who serves as

TPAC Chair. This appointment is interpreted to include any Planning Department staff assigned by the Planning Director to cover specific agenda items. There has never been staff representation from the Metro Council on TPAC. This final amendment provides for two "non-voting" Metro representatives - one appointed by the Metro Executive Officer and one appointed by the Metro Presiding Officer. The new appointment anticipated by this change is the addition of the Senior Council Analyst to the Planning Committee to the TPAC membership.

This change is being proposed so that a Metro Council perspective as well as that of the Planning Department can be part of TPAC deliberations. TPAC decisions routinely make significant changes in the recommendation from the Metro Planning Department before issues go to the Joint Policy Advisory Committee on Transportation (JPACT).

TPAC Action: The Transportation Policy Alternatives Committee (TPAC) approved the resolution and recommended the following additional clarifications regarding TPAC responsibilities:

- Under responsibilities for transportation planning, advice on the Regional Transportation Plan (RTP) and Transportation Improvement Plan (TIP) were separated. Advice on the development of the RTP was clarified to be "in accordance with ISTEA, the LCDC Transportation Planning Rule, and the Metro Charter". Advice on the development of the TIP was clarified to be "in accordance with ISTEA.
- Under responsibilities for to air quality planning, language was added to clarify responsibility to "review and recommend action on transportation and parking elements necessary meet federal and state clean air requirements."
- Under explanation of subcommittees, the Transportation Demand Management (TDM) Subcommittee was added as a permanent subcommittee.

PLANNING COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 94-1902 FOR THE PURPOSE OF AMENDING THE TRANSPORTATION POLICY ALTERNATIVES (TPAC) BYLAWS

Date: March 17, 1994

Presented By: Councilor Gardner

Committee Recommendation: At the March 17 meeting, the Planning Committee voted unanimously to recommend Council adoption of Resolution 94-1902. Voting in favor: Councilors Kvistad, Gardner, Devlin, Gates, Monroe, Moore, and Washington. Absent: Councilor Susan McLain.

Committee Issues/Discussion: Gail Ryder, Senior Council Analyst, presented the staff report. She explained that the TPAC Bylaws have not been revised since 1990 and are in need of revision. The revisions include: 1) several title clarifications; 2) updating the process of selecting citizen alternates; 3) adding the Senior Council Analyst assigned to Planning to the TPAC membership; and several additions suggested by TPAC. Both TPAC and JPACT unanimously approved the measure with the changes suggested by TPAC.

EXHIBIT A

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- c. Advise on the development of the Regional Transportation Plan in accordance with the Intermodal Surface Transportation Efficiency Act (ISTEA), the L.C.D.C. Transportation Planning Rule, and the 1992 Metro Charter. [~~and Transportation Improvement Program.~~]
- d. Advise on the development of the Transportation Improvement Program in accordance with the ISTEA.
- e. Review projects and plans affecting regional transportation.
- [e.] f. Advise on the compliance of the regional transportation planning process with all applicable federal requirements for maintaining certification.

~~[f]~~g. Develop alternative transportation policies for consideration by JPACT and the Metro Council.

~~[g]~~h. Review local comprehensive plans for their transportation impacts and consistency with the Regional Transportation Plan.

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Washington County Cities	1
Oregon Department of Transportation	1

Washington State Department of Transportation	1
[IRC of Clark County] <u>Southwest Washington</u>	
<u>Regional Transportation Council</u>	1
Port of Portland	1
Tri-Met	1
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In addition, the City of Vancouver, Clark County, C-TRAN, Federal Highway Administration, Federal Aviation Administration (FAA), Urban Mass Transportation Administration (UMTA), and Washington Department of Ecology may appoint an associate member without a vote. Additional associate members without vote may serve on the Committee at the pleasure of the Committee.

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- c. Citizen representatives will be nominated by the ~~[Intergovernmental Relations]~~ **Planning** Committee of the Metro Council, confirmed by the Metro Council, and appointed by the Presiding Officer of the Metro Council. ~~[Alternates for the citizen members will be selected by each citizen member choosing to have an alternate.]~~ **All citizen members shall, with the approval of the Chairperson of the Metro Council Planning Committee, appoint an alternate to serve in their absence; if a citizen**

member fails to appoint an alternate within 30 days of appointment, the Metro Council will make the appointment.

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