

BYLAWS
OF
SIouxLAND REGIONAL TRANSPORTATION PLANNING ASSOCIATION
TECHNICAL ADVISORY COMMITTEE

ARTICLE I. - NAME

Section 1. The name of this body shall be the Siouxland Regional Transportation Planning Association Technical Advisory Committee (hereinafter “**Technical Committee**”).

ARTICLE II. - PURPOSE

- Section 1. The **Technical Committee** shall make recommendations to the **Policy Board** for matters necessary to comply with the requirements of Title 23, United States Code, and subsequent acts. The **Technical Committee**, under the direction of the **Policy Board**, shall advise the **Policy Board** on comprehensive transportation studies and plans to help guide the unified development of the Sioux Regional Transportation Planning Area and to promote the general welfare and prosperity of its people in an economic and efficient manner.
- Section 2. The **Technical Committee**, under the direction of the **Policy Board**, shall examine and recommend projects concerning the development of a safe, efficient, and coordinated transportation network.
- Section 3. The **Technical Committee**, under the direction of the **Policy Board**, shall annually prepare and recommend, at a minimum, a four-year *S RTPA Transportation Improvement Program* (TIP) and shall review the allocation of all federal-aid funds to eligible projects within each Annual Element of the TIP.
- Section 4. The **Technical Committee**, under the direction of the **Policy Board**, shall annually review the *S RTPA Long-Range Transportation Plan* (LRTP) and recommend updates as necessary, or at least once every five years.
- Section 5. The **Technical Committee**, under the direction of the **Policy Board**, shall annually prepare and recommend a *S RTPA Transportation Planning Work Program* (TPWP) that details projected work activities and a proposed budget for implementation.
- Section 6. The **Technical Committee**, under the direction of the **Policy Board**, shall prepare and recommend a *S RTPA Public Participation Plan* (PPP) that outlines the promotion and utilization of public involvement, to be reviewed annually and updated as necessary.
- Section 7. The **Technical Committee** shall annually review the Passenger Transportation Plan (PTP) and update as necessary, or at least once every five years.

ARTICLE III. - MEMBERSHIP

Section 1. A **Technical Committee** voting member shall be an employee or contract engineer of the governmental entities listed in Subsection 1a. The mayor or chairperson of the following governmental entities shall submit in writing to the **Technical Committee** Secretary the name of the designated voting member and an alternate, who shall also be an employee or contract engineer of the governmental entity listed in Subsection 1a.

Subsection 1a. Voting Members

Woodbury County (1)
Plymouth County (1)
Cherokee County (1)
Monona County (1)

Ida County (1)
City of Le Mars (1)
City of Cherokee (1)
Siouxland Regional Transit System (1)

A **Technical Committee** non-voting member shall be a representative(s) of the governmental entities listed in Subsection 1b.

Subsection 1b. Non-Voting Members

Iowa Department of Transportation
Federal Highway Administration - Ames, Iowa
Federal Transit Administration

Section 2. All vacancies occurring in the **Technical Committee** shall be filled in a manner similar to the original appointment.

ARTICLE IV. - OFFICERS

Section 1. The officers of the **Technical Committee** shall be: a Chairperson whose duties shall be to preside at all meetings and to call special meetings; a Vice-Chairperson who shall perform the duties of the Chairperson in his or her absence or inability to act; and a Secretary who shall keep a full record of the proceedings of the **Technical Committee** and of its subcommittees and shall perform such other duties as the **Technical Committee** may from time to time direct.

Section 2. The Chairperson and Vice-Chairperson shall be elected annually by a majority of those present of the **Technical Committee** voting members annually for a term of one (1) year at the first regular meeting of each calendar year.

Section 3. The Transportation Planning Director shall serve as Secretary.

Section 4. All vacancies occurring in the offices of the **Technical Committee** shall be filled by election by a majority vote of the **Technical Committee** voting member present; the officer or officers so elected will serve until the next regular annual election of officers.

ARTICLE V. - MEETINGS

- Section 1. The **Technical Committee** shall meet at least bi-annually. Special meetings may be called by the Chairperson or by at least three (3) voting members of the **Technical Committee**.
- Section 2. The Secretary of the **Technical Committee** shall email, or mail notice of each regular meeting, including a tentative agenda and designated location, to each member of the **Technical Committee** at least seven (7) calendar days prior to such meeting. Notice of special meetings shall state the purpose for which said meeting is called and shall be called or delivered at least 24 hours in advance of the meeting date and time.
- Section 3. **Technical Committee** may adopt such rules of operation as is deemed necessary, be open to the public, and conform to the requirements of Chapter 21 per the Code of Iowa.
- Section 4. The **Technical Committee** may conduct a meeting by electronic means only in circumstances where such a meeting in person is impossible or impractical.
- Section 5. Any member can initiate items for **Technical Committee** meetings to the Chairperson or Transportation Planning staff for incorporation into the formal agenda.

ARTICLE VI. - QUORUM

- Section 1. The Secretary shall provide the **Technical Committee** with an annual list of regular meetings. A simple majority of the voting members shall constitute a quorum of the Technical Committee for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When there is quorum, action may be taken by the Technical Committee upon a majority vote of the voting members present.
- Section 2. The adoption of plans, amendments, revisions, or other actions thereof shall be by a majority vote of those present of the **Technical Committee** voting members.

ARTICLE VII. - VOTING POWER

- Section 1. Each **Technical Committee** voting member shall have one vote. Non-voting members shall not have voting power.
- Section 2. In the absence of a regular **Technical Committee** voting member, the designated alternate shall have the voting power.
- Section 3. No proxy vote shall be accepted.

ARTICLE VIII. - COMMITTEES

Section 1. The **Technical Committee** may utilize subcommittees as may be necessary to carry out their duties. Subcommittees shall be appointed by action of the **Technical Committee**.

ARTICLE IX. - AMENDMENT TO BYLAWS


Section 1. All Bylaws of the **Technical Committee** are subject to amendment, alteration, or repeal. New Bylaws or amendments, alterations or repeals may be made by a majority vote of all the Technical Committee voting members, provided that written notice shall be emailed or mailed to each member at least seven (7) calendar days prior to the date of such meeting, which shall state an intention to alter, amend or reject or to adopt new provisions at such meeting. A majority vote of all voting members of the **Technical Committee** and of the **Policy Board** shall be required to amend these Bylaws.

Section 2. The **Technical Committee** may adopt other rules or operational procedures that are not inconsistent with these or subsequently adopted Bylaws.

ARTICLE X.

Section 1. If any one or more of the provisions of these Bylaws are declared contrary to law and therefore null and void, the validity of the remainder shall not be affected thereby.

The Bylaws of the Siouxland Regional Transportation Planning Association Technical Advisory Committee are hereby passed and adopted this 18th day of March 2010

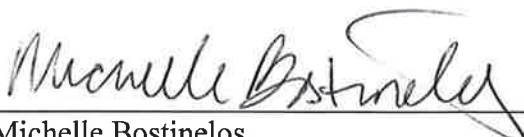


Jeff Simonsen
SRTPA Policy Board Chairperson



Tom Rohe
SRTPA Technical Advisory Committee Chairperson

ATTEST:



Michelle Bostinelos
Transportation Planning Director