

BY-LAWS
of the
METROPOLITAN TRANSPORTATION POLICY COMMITTEE
of the
AKRON METROPOLITAN AREA TRANSPORTATION STUDY

ARTICLE I
METROPOLITAN TRANSPORTATION POLICY COMMITTEE

Section 1 - NAME

The name of this committee shall be the Metropolitan Transportation Policy Committee of the Akron Metropolitan Area Transportation Study (AMATS).

Section 2 - ORIGIN

The Metropolitan Transportation Policy Committee was established on December 10, 1962 in cooperation with the United States Bureau of Public Roads and the Ohio Department of Highways as a requirement of Section 134 of the Federal-Aid Highway Act of 1962.

Section 3 - PURPOSE

The purpose of this committee shall be to guide the development and implementation of a Coordinated, Comprehensive, and Continuing Urban Transportation Plan and a Transportation Improvement Program for all of Summit and Portage Counties and Chippewa Township area of Wayne County, Ohio, in cooperation with the Counties and Political Sub-Divisions therein, the Federal Highway Administration, the Urban Mass Transportation Administration, U.S. Department of Transportation, U.S. Environmental Protection Agency and the Ohio Department of Transportation.

Section 4 - GENERAL FUNCTION

This committee shall initiate, guide, and sanction the necessary activities required for the development of a Coordinated, Comprehensive, Continuing Urban Transportation Planning Process and a Transportation Improvement Program for the area. Its basic objective is to guide the staged development of a balanced transportation system in concert with existing and future development to efficiently serve the existing and future transportation needs of the area.

Section 5 - MEMBERSHIP

- A. Voting membership shall consist of the following or their designated alternates with one vote each:
The Summit County Executive and two additional members appointed by the County Executive; Summit County Engineer; the Portage County Commissioners; Portage County Engineer; the Mayors of the Municipalities of Akron, Aurora, Barberton, Boston Heights, Brady Lake, Clinton, Cuyahoga Falls, Doylestown, Fairlawn, Garrettsville, Hiram, Hudson, Lakemore, Macedonia, Mantua, Mogadore, Munroe Falls, Northfield, Norton, Peninsula, Ravenna, Reminderville, Richfield, Silver Lake, Stow, Streetsboro, Sugar Bush Knolls, Tallmadge, Twinsburg and Windham and any subsequently created municipalities in the Study area; the City Manager of the City of Kent; the District Four Deputy Director of the Ohio Department of Transportation, the President of the Board of Trustees of the METRO Regional Transit Authority; and the President of the Board of Trustees of the Portage Area Regional Transportation Authority; and one member appointed by the Board of Wayne County Commissioners.

- B. Non-voting membership shall include the Study Director or his designated representative as the Executive Secretary of the Metropolitan Policy Committee.

Section 6 - OFFICIAL ALTERNATES

A member of the Metropolitan Transportation Policy Committee may designate one official alternate to represent the member in his absence. A letter of official designation shall be submitted to the Executive Secretary of the Committee so that the alternate may be officially accorded all the voting rights of the member.

Section 7 - AUTHORITY

The Metropolitan Transportation Policy Committee, as stated in Section 4 of the **State of Ohio Department of Transportation Agreement Number 3370 among the County of Summit, Ohio, the City of Akron, Ohio and the State of Ohio**, dated June 29, 1981, for the continuation of the Urban Transportation Planning Process, is the Metropolitan Planning Organization for the AMATS area designated by the State of Ohio acting on behalf of the Governor in cooperation with local officials of the Akron Metropolitan Area Transportation Study, and is delegated the authority and responsibility for the direction, coordination and administration of the Urban Transportation Planning Process in accordance with the terms of the AMATS Prospectus and Work Program.

Section 8 - DUTIES AND RESPONSIBILITIES

- A. Exercise general management of the Study Activities in accordance with all Agreements of Cooperation, State and Federal Regulations and the AMATS Prospectus and Work Program and Budget as amended by further committee action.
- B. Appoint Technical Advisory Committee members to represent municipalities. The Technical Advisory Committee is provided for in the AMATS Prospectus and **State of Ohio Department of Transportation Agreement Number 3370** and advises the Metropolitan Transportation Policy Committee on all technical and financial matters. The Metropolitan Transportation Policy Committee as a whole shall appoint a representative of private provider interests to serve as a non-voting member of the Technical Advisory Committee.
- C. Appoint members of the Citizens Involvement Committee. The Citizens Involvement Committee is provided for in the AMATS Prospectus and involves the public in transportation decisionmaking. Each Policy Committee member may appoint one member to the Citizens Involvement Committee.
- D. Direct the Agenda for each meeting to be distributed one week prior to the scheduled meetings. Items may be added to the published agenda but must be approved by unanimous vote of those members in attendance.
- E. Direct the Technical Advisory Committee to meet at

least one day preceeding the Metropolitan Transportation Policy Committee meeting to consider study progress and technical matters and to recommend action on such items to the Metropolitan Transportation Policy Committee at regular meetings.

- F. Direct the Technical Director of the AMATS Program, as Executive Secretary of the Technical Advisory Committee, to report technical progress and financial status, monthly, to the Technical Advisory Committee, so that a committee representative can report such matters to the Metropolitan Transportation Policy Committee.

- G. Provide direction for the regional transportation

planning process to ensure that the transportation plan is developed in a Continuous, Comprehensive and Coordinated manner.

- H. Provide direction for the annual development and approval of the Transportation Improvement Program to ensure that transportation projects using Federal funds are implemented in a systematic manner.

- I. Each member of the Committee is expected to exercise the previous mentioned duties and responsibilities in accordance with the policies of the agency or organization he or she represents but remain cognizant of the needs of the total area.

ARTICLE II ORGANIZATION

Section 1 - OFFICERS

The officers shall consist of a Chairman, a Vice-Chairman, and an Executive Secretary

Section 2 - ELECTION OF OFFICERS

The Chairman and Vice-Chairman of the Committee shall be elected at a meeting during the last quarter of the year. The term of office shall start at the first meeting of the new year and shall be for one year or until a successor shall be elected and shall assume the office. The Executive Secretary of the Metropolitan Transportation Policy Committee, as a non-voting member, shall be the Director of the Department of Planning and Urban Development of the City of Akron, officially recognized as the Study Director.

Section 3 - DUTIES OF OFFICERS

- A. Chairman-shall preside at all meetings of the Metropolitan Transportation Policy Committee and call special meetings as required; appoint all subcommittees; and obtain committee adherence to the duties and responsibilities as delineated in Article I Section 8 of the By-laws.

- B. Vice-Chairman-shall perform the duties of the Chairman in his absence.

- C. Executive Secretary-shall attend meetings of the Metropolitan Transportation Policy Committee and record all proceedings of the Committee action, and carry out all work necessary and incidental to the objectives of AMATS and the Metropolitan Transportation Policy Committee.

ARTICLE III SUBCOMMITTEES

Section 1 - SUBCOMMITTEE FORMATION

Subcommittees shall be formed when necessary to carry out the various phases of the work of the Study. Members of subcommittees shall be appointed by the Chairman of the Metropolitan Transportation Policy Committee (see Article II-Section 3). Subcommittee members need not be members of the Metropolitan Transportation Policy Committee.

Section 2 - STANDING SUBCOMMITTEE

The Project Review Committee (PRC) shall be a standing committee of the Policy Committee charged with the

responsibility of reviewing and commenting upon all applications for Federal Aid Urban System and Minimum Allocation funding. The Policy Committee and Technical Advisory Committee Chairmen, Summit and Portage County Engineers, and Policy Committee members representing cities over 25,000 population will serve on this Committee to perform this responsibility. (If the Summit or Portage County Engineers or any Mayor of a city over 25,000 population is serving as Chairman of the Policy Committee or Technical Advisory Committee, then the Vice-Chairman of that Committee will serve on the Project Review Committee.) Periodic meetings shall be held.

ARTICLE IV MEETINGS

Section 1 - METROPOLITAN TRANSPORTATION POLICY COMMITTEE

The Metropolitan Transportation Policy Committee shall schedule at least six (6) regular meetings annually. An annual schedule of Metropolitan Transportation Policy Committee meetings shall be adopted for the next year no later than the last regularly scheduled meeting of each calendar year. The Chairman may cancel regularly scheduled meetings of the Committee or establish special meetings as required.

Section 2 - QUORUM

A quorum shall consist of ten (10) members of the voting membership of the Committee. There shall be a roll call of the membership at the beginning of each meeting to determine if a quorum exists so that business can be conducted. A majority vote of the voting membership present shall be required for Committee action.

ARTICLE V AMENDMENT OF ARTICLES

Section 1 - HOW AMENDED

These articles may be amended by a majority vote of a quorum of the Metropolitan Transportation Policy Com-

mittee at a regularly scheduled meeting or special meeting provided such amendments have been distributed to all members a minimum of one week in advance of the meetings.

BY – LAWS
of the
TECHNICAL ADVISORY COMMITTEE
of the
AKRON METROPOLITAN AREA TRANSPORTATION STUDY

ARTICLE I
TECHNICAL ADVISORY COMMITTEE

Section 1 – NAME

The name of the committee shall be the Technical Advisory Committee of the Akron Metropolitan Transportation Study.

Section 2 – ORIGIN

The Technical Advisory Committee (TAC) is provided for in the AMATS Prospectus and the AMATS Program Design Report of 1968. The TAC continues to be provided for in biennial agreements between the **State of Ohio Department of Transportation**, The **County of Summit**, and the **City of Akron**.

Section 3 – PURPOSE

- A. Provide specific technical advice to the Metropolitan Transportation Policy Committee.
- B. Exercise general technical guidance and review technical progress of this study.
- C. Advise and assist the Technical Director in obtaining data required for the study.

Section 4 – MEMBERSHIP

The Technical Advisory Committee shall consist of the technical representatives appointed by the Metropolitan Transportation Policy Committee.

- A. Voting membership appointed by the Policy Committee shall include:

The Summit County Engineer,

The Portage County Engineer,

Three professionals, whose work is concerned with highway engineering, traffic engineering, or planning, from cities with populations over 100,000,

Two professionals, whose work is concerned with highway engineering, traffic engineering, or planning, from cities with populations over 20,000 and under 100,000,

One professional, whose work is concerned with highway engineering, traffic engineering, or planning, from cities or villages with populations over 2,500 and under 20,000,

One representative of a village with a population under 2,500 shall be appointed by the Summit County Executive/County Council and the Portage County Commissioners respectively to represent the interests of all villages within their respective counties,

One representative each shall be appointed by the Summit County and the Portage County Township Association respectively,

The General Manager of the METRO Regional Transit Authority,

The General Manager of the Portage Area Regional Transportation Authority,

The Director of the Summit County Planning Department,

The Director of the Portage County Regional Planning Commission,

The Director of the Northeast Ohio Four County Regional Planning and Development Organization,

The District 4 Deputy Director of the Ohio Department of Transportation.

- B. Non-voting membership shall include:

The Director of the Akron Regional Air Quality Management District,

The Manager of the Akron-Canton Regional Airport,

A representative of the environmental community,

A representative of the trucking industry,

A representative of the railroad industry,

A representative of the Greater Akron Chamber,

The Director of the Portage County Port Authority,

A representative of the Summit Metro Parks,

The Executive Director of the Portage Park District,

A representative of the Development Finance Authority,

The Superintendent of the Cuyahoga Valley National Park,

A representative of Private Transportation Providers,

The Technical Director of AMATS,

A representative of the Ohio Turnpike Commission.

Section 5 – OFFICIAL ALTERNATES

A member of the Technical Advisory Committee may designate one official alternate to represent the member in their absence. A letter of official designation shall be submitted to the Executive Secretary of the Committee in order that the alternate shall be accorded all the voting rights of the member.

Section 6 – DUTIES AND RESPONSIBILITIES

This committee shall provide technical advice to the Metropolitan Transportation Policy committee in regard to:

- A. Technical methods, procedures, and standards.
- B. The assembly and evaluation of pertinent data.
- C. Coordination of various operating departments and agencies of government in the study area.
- D. Review of technical progress and financial status of the various elements of the study area.

ARTICLE II ORGANIZATION

Section 1 – OFFICERS

The officers shall consist of a Chairman, a Vice Chairman, and an Executive Secretary.

Section 2 – ELECTION OF OFFICERS

The Chairman and Vice Chairman of the Committee shall be elected at a meeting during the last quarter of the year.

The terms of office shall start at the first meeting of the new year and shall be for one year or until a successor shall assume the office. The Technical Director of the Study shall be the Executive Secretary.

Section 3 – DUTIES OF OFFICERS

- A. Chairman: To preside at all meeting of the Technical Advisory Committee; to call special

meetings as required, and to appoint subcommittees as needed.

- B. Vice Chairman: To perform the duties of the Chairman in his absence.
- C. Executive Secretary: To record the minutes and attendance; prepare required reports; notify members of meetings; and such other duties as required or directed by the Technical Advisory Committee. Notice of meetings shall be mailed at least one week in advance of meeting date whenever practical. Items may be added to the published agenda, but must be approved by unanimous vote of those members in attendance.
- D. Temporary Chairman: In the absence of the Chairman and Vice Chairman, a Temporary Chairman shall be selected by the members present.

ARTICLE III SUBCOMMITTEES

Subcommittees shall be formed when necessary to carry out the various phases of the work of the Study. The Chairman and members of the subcommittees shall be

appointed by the chairman of the Technical Advisory Committee. Subcommittee members need not be members of the Technical Advisory Committee.

ARTICLE IV MEETINGS

Section 1 – TECHNICAL ADVISORY COMMITTEE

The Technical Advisory Committee shall schedule at least six (6) regular meetings annually to be held at least one day prior to the regularly scheduled Policy Committee meeting. An annual schedule of regular Technical Advisory Committee meeting dates shall be adopted for the next year no later than the last regularly scheduled meeting of each calendar year. The Chairman of the Technical Advisory Committee may call special meetings or cancel regularly scheduled meetings as required.

Section 2 – QUORUM

A quorum shall consist of ten (10) members of the voting membership of the committee. There shall be a roll call of the membership at the beginning of each meeting to determine if a quorum exists so that business may be conducted. A majority vote of the voting membership present shall be required for Committee action.

ARTICLE V AMENDMENT OF ARTICLES

Section 1 – AMENDMENTS

These articles may be amended by a majority vote of a quorum of the Technical Advisory Committee, provided

such amendments have been distributed to all members a minimum of one week in advance of the meeting.

AMENDED: JULY 11, 2012

BY – LAWS
of the
TECHNICAL ADVISORY COMMITTEE
of the
AKRON METROPOLITAN AREA TRANSPORTATION STUDY

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The General Manager of the METRO Regional Transit Authority,

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Section 3 – PURPOSE

- A. Provide specific technical advice to the Metropolitan Transportation Policy Committee.
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The Director of the Northeast Ohio Four County Regional Planning and Development Organization,

The District 4 Deputy Director of the Ohio Department of Transportation.

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A representative of the environmental community,

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