

# TRANSPORTATION TECHNICAL ADVISORY + REGIONAL PLANNING ADVISORY COMMITTEES



Friday, December 2, 2022 | 10:00a

Omaha Public Library Milton Abrahams Branch, 5111 N 90th Street, Omaha

## AGENDA

### Action Items

For TTAC Approval

**A. Approval of the Minutes from the October 21, 2022 meeting (2.5 min)**

TTAC Recommendations to MAPA's Board of Directors

**B. Amendment 3 to the FY2023 Transportation Improvement Program (5 min)**

Court Barber will present the amendment, which includes changes to two NDOT projects and updates to Metro Transit's 5307 and 5339 programs.

MAPA requests a recommendation to approve this amendment to the Board of Directors.

For RPAC Approval

**C. Approval of the Minutes from the October 7, 2022 meeting (2.5 min)**

TTAC + RPAC Joint Recommendations to MAPA's Board of Directors

**D. Formation of a Regional Funding Committee (40 min)**

Court Barber will present the proposed makeup of the committee along with its powers and responsibilities.

MAPA seeks a recommendation from both committees to the Board of Directors whether to pursue the formation of this committee.

### Discussion Items

**E. MAPA Certification Review Report (15 min)**

Justin Luther with FHWA Nebraska will present the report from MAPA's review.

**F. Regional Housing Affordability (15 min)**

Meridith Dillon and Eva Roberts with Front Porch Investments will present about how their organization is working to support affordable housing options in our region.

**G. Traffic Data Presentation (less than 15 min)**

Josh Corrigan from MAPA will provide a brief overview of the 2019-2020 Traffic Reports.

**H. Additional Business**

## **Future Meetings & Events**

- **MAPA Board of Directors: Thursday, December 8, 2022**
- **Coordinated Transit Committee: January 18, 2023**
- **Transportation Technical Advisory Committee: January 20, 2023**
- **Regional Planning Advisory Committee: February 3, 2023**

*Meeting Quorum: The presence of ten (10) members of TTAC at an officially called meeting shall constitute a quorum.  
The participation of two thirds of the membership of voting members of the Regional Planning Advisory Committee shall constitute a quorum.  
The vote of a simple majority plus one of members present shall decide questions brought before the Committee.*

# **Agenda Item A**

## **Meeting Minutes**

# TRANSPORTATION TECHNICAL ADVISORY COMMITTEE



Friday, October 21, 2022 | 10:00a  
Boardroom - Main Level of the Metro Transit Building

## Minutes

In attendance:

### Voting Members

Dennis Wilson (Carpy County)  
Matt Cox (City of Council Bluffs)  
Pat Dowse (City of La Vista)  
Kevin Carder (City of Omaha)  
Todd Pfitzer (City of Omaha)  
\*Krista Wassenaar (City of Omaha)  
Dan Kutilek (Douglas County)  
Craig Wacker (NDOT)  
Maurice Hinchey (NDOT)  
Damion Stern (NDOT)  
Eric Williams (PMRNRD)  
Alex Evans (City of Papillion)  
Bryan Guy (City of Omaha)  
\*Jeff Reissleman (City of Omaha)  
Joe Soucie (City of La Vista)  
Kevin Carder (City of Omaha)  
\*Scott Suhr (Iowa DOT)  
\*Dan Waddle (NDOT)

### Non Voting Members

Jason Carbee (HDR)  
Matt Selinger (JEO)  
Katie Salerno (Olsson)  
Tim Adams (WSP USA)  
Jesse Poore (FHU)  
Hunter Arias (FHU)  
Kornel Gwiazdowski (FHU)  
Alex Heywood (Burns & McDonnell)  
\*Jamie Kamarad (NDOT)  
\*Jessica Smith (Benesch)  
\*Terry Rush (T&A)  
\*Lee Myers (AARP)  
\*Jeff Riesselman (City of Omaha)

### MAPA

Carlos Morales  
Jim Boerner  
\*Travis Halm  
Lindsey Button  
Michael Blank

*\* Attended virtually. Voting members are not eligible to vote while attending virtually and do not count for quorum.*

Dennis Wilson called the meeting to order at 10:01am.

## Action Items

For TTAC Approval

### **A. Approval of the Minutes from the August 19th and September 16, 2022 meetings**

No amendments were made. Maurice motioned Scott Suhr Iowa seconded the motion. Unanimous approval. Motion carried.

Recommendations to MAPA's Board of Directors

### **B. Final 2022 Coordinated Transit Plan (CTP)**

Travis Halm presented the final plan for coordination of service and project programming over the next five years.

MAPA staff seek a recommendation from TTAC for adoption of the 2022 CTP.

Motion to recommend approval Todd Pfitzer Motioned Pat Dowse seconded. Unanimous approval. Motion carried.

### **C. Amendment 2 to the FY2023 Transportation Improvement Program**

Carlos Morales will present Amendment 2, which includes changes to projects sponsored by the City of Bellevue and the Nebraska DOT. Changes include the addition of two projects and the removal of two projects.

MAPA staff seek a recommendation from TTAC for approval of Amendment 2.

No comments. Motion to approve Alex Evans. Seconded by Pat Dowse. Motion carried with unanimous approval.

## Discussion Items

### D. Transportation Funding Status

Carlos Morales will share the current status of regional federal-aid transportation funding. STGB, TAP, and CR funding. FY 2023 began October 1.

Carbon Reduction is a newly available funding source that will be made available in FY23. MAPA will not be making a call for projects this year, so this funding will likely carry over to FY24. Eric Williams asked for clarification in CR funding. Carlos stated that CR is similar to CMAQ funding, but allocated locally. MAPA will be developing a new series of selection funding for projects that work to reduce carbon emissions in transportation. Call for projects will occur in fall 23. Funds will go directly to MAPA, but will come as an allocation from the State. The State has until November 2023 to develop a Statewide plan for carbon reduction by a given target date. MPOs will be the major stakeholders in that strategy. NDOT is currently in scope negotiations. Strategy does not need to be in place for MPOs to program the funds. Craig Walker recommends coordinating closely with FHWA prior to programming projects as guidance at this time is very vague.

### E. Project Selection Committee Update

Carlos Morales presented MAPA's thoughts on the creation of a new, unified project selection committee.

The current committee structure within MAPA was presented, along with a brief overview of the roles and responsibilities of each committee. A new committee structure was presented, with the creation of a Regional Funding Committee (RFC) that would be responsible for selection projects under all MAPA funding streams. The goal of this structure is to limit the number of meetings members must attend, and to include additional voices and perspectives in the project selection process. Recommendations from RFC would go directly to the MAPA board. MAPA is currently drafting bylaws and will share prior to the December 2nd meeting. The Dec 2nd meeting will be a joint meeting between TTAC and RPAC to discuss the forming of this new project selection committee.

Eric Williams asked for clarification on Amendments to the TIP. Those would still go through TTAC, however, any addition of new projects would need to go through the full application process.

### F. Southside Terrace Indian Hills Multimodal Study

Jesse Poore with FHU presented the results of this Heartland 2050 Mini-Grant study. This study was conducted in conjunction with the City of Omaha's choice neighborhood grant funding, with efforts coordinated between FHU, Lamp Rynearson, and Capital Solutions. 30th St and Q st were of particular interest and this study recommended alignment to support multimodal transportation options and increase safety for this community.

One key take away moving forward on other plans and projects throughout the region is to be sensitive to survey fatigue when performing outreach on multiple projects within the same area.

### G. Member Agency Updates

Council Bluffs (Matt Cox) - progress on North Broadway bridge and Lincoln Highway - traffic is back to normal. South expressway reconstruction plan is complete and set for December letting. Working to complete remaining ROW acquisition for March letting on the Steven Rosch project (?)

La Vista (Pat Dowse) - applewood creek trail project is coming along well. South half of the Giles underpass is completed and the rest is ongoing. 84th st bike/ped and redevelopment is taking off and moving forward (trail on both sides and underpass) giles to Harrison underpass at Thompson Creek.

City of Omaha (Todd Pfitzer) - 168th center to pacific is open. Project let for the center to the Q St. portion. Working on updated concrete specs and will keep the committee posted. 84th and dodge working for completion by the deadline but is running behind.

City of Omaha (Kevin Carder) - public open houses for the active mobility master plan are scheduled for Nov 9 (Highlander) and 10 (Barbara Weitz Community Engagement Center) from 5-7pm.

City of Papillion (Alex Evans) - 108th and giles to 96th and harris will be slowed for putting up holiday lights

Douglas County (Dan Kutilek) - Federal Aid 180th project phase 2 will open by 1st week of november for traffic. Harrison St west of 204th is supposed to open today. Other local projects are closing down for the winter. State st. by google data center ran into some soils problems over drainage structure. Hoping to get this resolved and pipe installed, and have the asphalt base in place in time to open for winter.

Iowa DOT (Scott Suhr) - Council bluffs interstate project is on schedule. Segment 5 Madison Avenue was let a month ago and came in significantly under budget.

NDOT (Maurice Hinchey) - Construction updates were provided on numerous projects throughout the Region. Bridge work, pavement, membrane, freeway closures, night work, guardrails.

PMRNRD (Eric Williams) - NEAT Study Steering committee meeting is this afternoon with final report to be completed before the end of the year. Platt River Bridge trail - NRD interested in getting plans finalized and working to be on the january letting. Beltline trail is not federal aid - it connects to North Omaha trail which is celebrating its completion with a tree planting - extensions are still in the works to improve connectivity in this neighborhood.

Sarpy County (Denny Wilson) - A number of projects in design phase. Schram Rd. by the Google complex. DOT has been working on 150th st and signals. Economic development projects tied to Gretna on Sarpy County Roads. Not a lot of information just now. Numerous bridge projects underway and in various stages from minimally paved to still in design phase. Country bridge match committee met a week and a half ago - October 14th release the RFP - dec 9th submission date.

City of Omaha (Krista Wassennar) - update on projects and RFW  
156th st will be bidding soon - advertising next week. Grover will be coming soon after. Baby Bob - getting into the January letting - working out some kinks as we get closer to bidding. Construction of that is contingent on CWS. Farnam roundabouts design RFP coming out very soon. OSA will be putting out the streetcar final design in November. RFQ for the streetcar CMGC will be coming.

## **H. Additional Business**

Reminders - don't leave without your calendars.

Joint TTAC/RPAC meeting in December

Todd Pfitzer motioned to adjourn, Pat Dowse seconded. Meeting adjourned at 10:55.

## Future Meetings & Events

- **MAPA Board of Directors: Thursday, October 27, 2022**
- **TTAC-RPAC Joint Meeting: Friday, December 2, 2022**

*Meeting Quorum: The presence of ten (10) members of TTAC at an officially called meeting shall constitute a quorum.*

# **Agenda Item B**

## **FY2023 TIP Amendment 3**



# FY2023 TIP Amendment 3

Effective Date 12/08/2022

ONEDOT STIP Approval Date

ONEDOT STIP Approval Letter

MAPA Board Resolution

NDOT Approval

## Revisions

OLA	Project Name	Description	Details
<b>Document Revision</b>			
		Metro Transit's 5307 and 5339 Programs of Projects are updated for FY2023, including changes to funding for all project categories. See the updated tables at <a href="https://mapacog.knack.com/2023-transportation-improvement-program#fta-sections-5307--5339/">https://mapacog.knack.com/2023-transportation-improvement-program#fta-sections-5307--5339/</a>	<a href="#">view</a>
<b>Funding Increase</b>			
Metro	<a href="#">24th Street Transit Corridor Design</a>	\$560,000 of Other Discretionary funding programmed in FY2023 for PE-NEPA-FD and \$1,600,000 of Other Discretionary funding programmed in FY2023 for PE-NEPA-FD; these increases reflect two discretionary federal-aid awards received by Metro: Areas of Persistent Poverty (AOPP) and Rebuilding American Infrastructure with Sustainability and Equity (RAISE), respectively	<a href="#">view</a>
<b>Funding Source Change</b>			
NDOT	<a href="#">HSIP-80-9(124)</a>	\$308,000 of NHPP funding programmed in FY2023 for UTIL-CON-CE; HSIP funding for UTIL-CON-CE in FY2023 decreased from \$4,872,000 to \$4,839,000	<a href="#">view</a>
<b>Project Description Update</b>			
NDOT	<a href="#">US-275/72nd St, Omaha</a>	Description updated to clarify intersection work will be performed and update the length of the project to 1.02mi.	<a href="#">view</a>

**Agenda Item C**  
**RPAC Minutes**  
**(no attachment for TTAC**  
**packet)**

# **Agenda Item D**

## **Formation of a Regional Funding Committee**

MAPA received some preliminary questions regarding the proposed formation of a Regional Funding Committee. We hope the answers to these questions will help better prepare everyone for the discussion at the December 2nd meeting. Many of the answers refer to the [Transportation Improvement Program \(TIP\)](#) and [Long Range Transportation Plan \(LRTP\)](#); please follow these links for more information on these documents.

*What is the current level of annual funding provided to the region by each of the funding sources identified in the proposal?*

- [FTA 5310 funding](#): Estimated at \$900,000 per year
- [STBG](#): Estimated at \$18,000,000 per year (\$16,000,000 NE, \$2,000,000 IA)
  - [Heartland 2050 Mini Grants](#): A MAPA set-aside with a target of \$330,000 per year
- [Transportation Alternatives Program](#): Estimated at \$2,230,000 per year (\$2,000,000 NE, \$230,000 IA)
- [Carbon Reduction Program](#): A new funding program from the Bipartisan Infrastructure Law, estimated at \$2,230,000 per year (\$2,000,000 NE, \$230,000 IA)

*Can funds be commingled and what are the requirements for commingling of the federal funds and/or grants?*

- Per federal guidelines you cannot match federal funds to federal funds. However, you can supplement federal funds with other federal funds as long as the local match is being met for both and the project is eligible for all funding categories.
- FTA 5310 can not be used for any other purpose other than 5310 allocation of capital and/or operational funding for 5310 eligible projects.
- STBG, TAP are part of federal allocations and TAP projects are eligible for STBG, but not all STBG are interchangeable. MAPA's current project selection guidelines allow for flexibility to be exercised for STBG and TAP projects and allow MAPA's committees to award funding to projects submitted to MAPA's STBG or TAP programs. The proposed framework builds on that approach with the new Carbon Reduction program.
- Heartland 2050 mini-grants are a set-aside of regional STBG funding with eligibility criteria related to the implementation of the Heartland 2050 Regional Vision. The program is generally intended for planning and corridor studies that lead to future implementation activities, but that is not an explicit limitation.



*What provision of Federal law specifically identifies the need for and the role of the project selection committee for each of the identified funding sources?*

- **MAPA's Certification Review in 2010 included the following Corrective Action related to project selection: "Pursuant to 23 CFR 450.324 (I), a corrective action is hereby issued, the MAPA MPO should formally document a project prioritization and selection process for the development of LRTP and implementation of the TIP." Subsequent Certification Reviews have stressed the importance of creating a deliberative process for linking the LRTP goals to the projects implemented by the TIP.**
- **Per this requirement MAPA has elected to institute a process that is inclusive of all members of the community we serve. As part of the performance based planning process this along with the selection committee were established to help select projects to include in the TIP.**

*Does the FTA or FHWA have policies related to project selection in addition to the federal law?*

- **For the FTA Section 5310 Program, FTA requires:**
  - **A Coordinated Transit Committee to ensure coordination among service providers and related organizations; and**
  - **A Program Management Plan that details how the funding will be administered, including how project selection will be done.**
- **Guidance on FHWA-related funding sources mostly comes through the state DOTs. The [Iowa](#) and [Nebraska](#) MPO/RPA manuals lay out the expectations for project selection and what is generally allowed. Two primary requirements are that no eligible jurisdiction be barred from applying and that no potentially regionally significant project be barred from consideration (through restrictive suballocation, for example). Beyond that, the process is mostly up to each MPO, but the MPO must follow the process it establishes. Please see the links in the answer about funding programs above for more information on the processes related to those specific programs. This process also involves MAPA's [Public Participation Plan](#).**
- **Per 23 CFR 450.306, MPOs are responsible for actively involving all affected parties in an open, cooperative, and collaborative process that provides meaningful opportunities to influence transportation decisions. Decision makers must consider fully the social, economic, and environmental consequences of their actions, and assure the public that transportation programs support adopted land use plans and community values.**

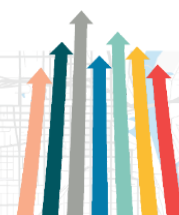


*In order to distribute federal funds for transportation projects and programs does Federal law require Regional Planning Advisory Committee involvement in project selection?*

- Per [Federal regulations](#), MAPA is required to have a process for the TIP and LRTP that is inclusive of, “individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties.” MAPA, like most MPOs, meets this requirement by developing and following our [Public Participation Plan](#), which includes the use of [advisory committees](#).
- The last several transportation authorization bills have added [planning factors](#) that must be considered by MPOs as part of the metropolitan planning process. These new factors require more coordination and consultation with entities like those who participate regularly in RPAC and other MAPA committees.
- In June 2020 MAPA's Board of Directors adopted an [equity resolution](#). To meet the goals laid out in the equity resolution, the MAPA [2021 Equity Assessment](#) and [2022 Equity Assessment](#) recommended analyzing committee structure and project selection committees in order to increase equity and committee authority. The proposed Regional Funding Committee comes directly from that work.

*What is the reason for providing more decision making power to the RPAC when their area of responsibility is equity and engagement, natural resources, housing and infrastructure? Let's not forget that MAPA is an organization which distributes federal funding for transportation projects and programs.*

- The Heartland 2050 Regional Vision was led by an Executive Committee of cross-sectoral leaders, bringing diverse experience and perspectives to the challenges faced by our region. The MAPA Board of Directors created the RPAC to internalize this group as a formal committee within MAPA's structure and to carry forward the work of the Heartland 2050 Regional Vision.
- The RPAC's responsibilities related to equity, engagement, natural resources, housing, and infrastructure are precisely why MAPA is interested in providing them more decision making power in the transportation planning process. With the passing of the Bipartisan Infrastructure Law and MAPA's review of the requirements and programs therein, the regional transportation planning process. Areas such as climate resilience equity, and coordinating transportation and housing investments are areas with which MAPA believes RPAC's expertise will be impactful. These align closely with the [new planning factors](#) identified by Congress in the Bipartisan Infrastructure Law.



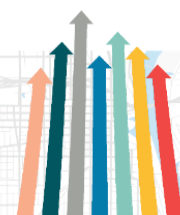
- EJ considerations are carried out through public participation and complementary benefits and burdens analysis at planning and project development stages to gauge potential impacts of proposed projects on traditionally underserved populations. The presence of disproportionately high and adverse impacts on EJ populations could necessitate mitigation. The results of these analyses are then incorporated into planning products such as the LRSTP or MTP, STIP or TIP, UPWP, and PPP.

*What percentage or amount of each funding source is allocated to administratively support MAPA?*

- Up to 10% of FTA Section 5310 Program funds can be allocated to MAPA for administrative support. Historically, MAPA has used \$50,000 per year for this task.
- The other sources of funding listed do not have a specific amount allocated for administrative support. MAPA primarily uses a separate federal funding category, Metropolitan Planning (PL) funds, to accomplish this goal. In 2018, MAPA's Council of Officials approved a [1% TIP Fee](#) that applies to select STBG and TAP projects.

*Project selection criteria was established for determining projects. What is the mechanism to change or modify that criteria?*

- The mechanism is a recommendation from TTAC to MAPA's Board of Directors and, ultimately, a resolution by MAPA's Board of Directors establishing a new process.



In addition to answering the above questions, MAPA thought it prudent to share additional guidance from the USDOT regarding Title VI compliance. It comes from the [FHWA briefing book](#), a guide for decision makers regarding the planning process for USDOT encompassing both FHWA, FTA sources.

Beyond Title VI of the Civil Rights Act of 1964 and the aforementioned executive orders, other statutory, regulatory, and other authorities for nondiscrimination include:

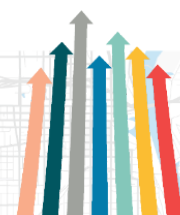
- FHWA Title VI Program and Related Statutes, 23 CFR Part 200, provides guidelines for implementing FHWA's Title VI compliance program under Title VI of the Civil Rights Act of 1964 and related civil rights laws and regulations.
- FTA Title VI Circular 4702.1B, published on October 1, 2012, provides recipients of FTA financial assistance with guidance and instructions necessary to carry out USDOT Title VI regulations (49 CFR part 21) and to integrate into their programs and activities considerations expressed in the USDOT's Policy Guidance Concerning Recipients' Responsibilities to LEP Persons. It is derived by the authority outlined in: Title VI of the Civil Rights Act of 1964; Federal Transit Laws, Title 49, U.S.C., Chapter 53; 49 CFR 1.51; 49 CFR part 21; and 28 CFR 42.401 et seq.
- The Civil Rights Restoration Act of 1987 clarifies the original intent of Congress, with respect to Title VI and other nondiscrimination requirements (e.g., the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, and the Federal-Aid Highway Act of 1973 prohibiting discrimination on the basis of sex) by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the recipient of Federal funding.
- The National Environmental Policy Act and 23 U.S.C. 109(h) require agencies to consider social, economic, and environmental consequences when contemplating any action that has Federal support.
- FHWA Order on Environmental Justice 6640.23A, issued on June 14, 2012, establishes policies and procedures for FHWA to use in complying with Executive Order 12898. It directs FHWA managers and staff to ensure that FHWA programs, policies, and activities for which they are responsible do not have a disproportionately high and adverse effect on minority populations or low-income populations.
- FTA Environmental Justice Circular 4703.1, issued on August 15, 2012, provides recommendations to State DOTs, MPOs, public transportation providers, and other recipients of FTA funds on how to fully engage EJ populations in the public





transportation decision making process; how to determine whether EJ populations would be subjected to disproportionately high and adverse human health or environmental effects as a result of a transportation plan, project, or activity; and how to avoid, minimize, or mitigate these effects.

- The Age Discrimination Act of 1975 prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance.
- The ADA of 1990 prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services.



# **Metropolitan Area Planning Agency Regional Funding Committee Bylaws**

Adopted:

DRAFT 11/21/2022

# **ARTICLE I – ORIGIN AND PURPOSE**

## **Section 1: Name**

The name of this committee shall be the Regional Funding Committee of the Metropolitan Area Planning Agency, hereinafter referred to as the Committee.

## **Section 2: Origin**

The Committee is an appointed group composed of members of the Transportation Technical Advisory Committee (TTAC), Regional Planning Advisory Committee (RPAC), and Coordinated Transit Committee (CTC) of the Metropolitan Area Planning Agency. These committees will hereinafter be referred to as the Parent Committees.

## **Section 3: Purpose**

The purpose of the Committee is to advise the MAPA Board of Directors on project selection for federally-funded projects within the MAPA Transportation Management Area (TMA). The Committee, composed of members of the parent committees and associated stakeholders, will select projects for federal funding programs which advance regional development and infrastructure priorities.

The Committee's primary responsibility is to guide MAPA staff and its Board of Directors on allocating federal aid funding to projects within the TMA region. The Committee will, with guidance from MAPA staff, evaluate project applications and make formal recommendations to the Board of Directors on how to allocate regionally-apportioned federal funds.

# **ARTICLE II – ORGANIZATION**

## **Section 1: Membership**

A. Composition: There shall be 15 voting members of the Committee. Members shall be individuals representing jurisdictions or organizations with direct responsibility of construction or maintenance of transportation infrastructure, public health activities, education initiatives, economic development, and/or advocacy of transportation infrastructure enhancements. Representatives from private, for-profit organizations cannot be members of the Committee.

The Committee shall be comprised of members of the Parent Committees in accordance with the following:

- Five (5) members shall be appointed by the TTAC
  - One (1) member must be from Metro Transit
  - One (1) member must be from a jurisdiction or organization in Iowa
  - One (1) member must be from the City of Omaha
  - Two (2) members must be from jurisdictions or organizations not listed above

- Five (5) members shall be appointed by the RPAC
  - RPAC members who are also TTAC members cannot be nominated
- Three (3) members shall be appointed by the CTC
- Two (2) members from the public at large shall be appointed by MAPA staff

B. Terms of Appointment: Members shall be appointed by the members of the Parent Committees according to Article II, Section 1-A of these bylaws. Appointment shall be for two years commencing on the date of the first meeting after the Parent Committees select their representatives. Members of the Committee shall be eligible for reappointment.

The Parent Committees will appoint new members to the Committee as vacancies occur.

C. Responsibilities: The Committee shall be responsible for:

1. Reviewing project applications and making funding recommendations for programs managed by MAPA, or programs where MAPA provides input;
2. Determining methodology for the evaluation of project applications;
3. Assisting with the development, maintenance, and updating of MAPA studies as they relate to making funding decisions in the region;
4. Assisting in the preparation of the MAPA Transportation Improvement Program;
5. Assisting in the preparation of the MAPA Long Range Transportation Plan;
6. Ensuring that the social, economic, and environmental impacts of projects are considered during the MPO planning process; and
7. Carrying out duties as directed by the Parent Committees.

## **Section 2: Officers**

A. Appointment/Election of Officers:

1. Committee Chairperson

The Committee Chairperson shall be elected by the members of the Committee. Should a vacancy occur, members of the Committee shall elect a new Chairperson as soon as possible to serve out the term. The Vice Chairperson shall take over duties of the Chairperson until the vacancy is filled.

2. Committee Vice Chairperson

The Committee Vice Chairperson shall be elected by the members of the Committee. Should a vacancy occur, members of the Committee shall elect a new Vice Chairperson as soon as possible to serve out the term. In the event that the Committee Chairperson cannot attend the meeting, the Vice Chairperson will assume the responsibilities of the Chairperson.

3. Temporary Chairperson

In the event that both the Chair and Vice Chair cannot attend a meeting, MAPA Staff will assume responsibility for conducting a meeting.

B. Terms of Office: The committee officers shall serve two-year terms concurrent with the appointment of the committee. These offices are eligible for re-election and are not subject to term limits.

C. Duties of Officers:

The Chairperson shall call and preside at all meetings of the Committee. The Chairperson shall review agendas, provide communication between the committee and the MAPA Board of Directors, and represent the Committee in the other usual duties of the office.

The Vice Chairperson shall perform the duties of the Chairperson in their absence and shall perform other duties as the Chairperson may assign.

### **Section 3: MAPA Staff Liaison**

The Executive Director of MAPA, or designee, shall assign staff to assist and advise the Committee in carrying out the purposes set forth in these bylaws.

## **ARTICLE III – MEETINGS**

### **Section 1: Date and Time of Meetings**

The Committee shall have regular meetings occurring at least twice annually, typically once in the spring and once in the fall. The regular meeting dates and times shall be established by the Committee at its initial meeting, subject to change at a later date if necessary. The Chairperson shall call special meetings as needed.

### **Section 2: Notice of Meetings**

The notice of meetings shall be emailed to committee members at least seven days in advance of the meeting date whenever possible. The agenda, minutes, and other materials shall be emailed with the meeting notice whenever practical.

### **Section 3: Quorum and Voting**

The presence of nine voting members of the Committee shall constitute a quorum. The vote of a simple majority of members present shall decide questions brought before the Committee. Each member will be entitled to one vote for each item in question with the exception of the TTAC representatives from the City of Omaha and Metro Transit. In the interest of providing more proportional representation, the TTAC representatives from the City of Omaha and Metro Transit will each have the voting power of two members rather than one. The Chairperson will be considered as part of the quorum and shall vote.

If voting members are unable to attend the Committee meeting in person, they must make arrangements with the MAPA Staff Liaison to participate via conference call or they may

designate an alternate representative who shall possess their voting privileges for the designated meeting. See Section 5 of Article III for more information on alternates.

#### **Section 4: Operating Rules**

Meetings of the Regional Funding Committee shall be conducted under Robert's Rules of Order.

#### **Section 5: Absences**

Voting members who are not able to attend a meeting can send an alternate in their stead, but must notify MAPA staff and the committee chairperson a minimum of one week in advance in order to prepare the alternate for the topics that will be discussed. Absences not filled by an alternate will be considered unexcused. Two unexcused absences shall be cause for consideration of removal from the Committee.

#### **Section 6: Meeting Participation**

The Chairperson shall have authority to limit discussion by non-members in order to transact the business before the committee.

### **ARTICLE IV – AMENDMENT OF BYLAWS**

#### **Section 1: Procedures for Amending Bylaws**

Amendments to these Bylaws can be initiated by the Committee, the Parent Committees, MAPA Staff, or the MAPA Board of Directors. In all cases, MAPA Staff shall develop a presentation of the changes and draft the amended bylaws. The draft bylaws shall be reviewed by the Committee and the Parent Committees. A recommendation of whether to adopt the amended bylaws shall be provided by the Committee, forwarded to the Parent Committees, and the Parent Committees shall provide a recommendation of whether to adopt the amended bylaws to MAPA's Board of Directors. The Board of Directors shall review the amended bylaws and the recommendations and decide by resolution whether to formally adopt the amended bylaws.

Adopted this 23rd day of February, 2023

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Doug Kindig, Chairperson  
MAPA Board of Directors