

**LINCOLN TRAIL AREA DEVELOPMENT DISTRICT  
REGIONAL TRANSPORTATION & HIGHWAYS SAFETY COMMITTEE**

**BYLAWS**

**ARTICLE I**

Name and Purpose

**Section I: Name**

The name of this organization shall be the Regional Transportation and Highway Safety Committee.

**Section II: Authority**

The Committee has been established by the authority granted by the Lincoln Trail Area Development District Board of Directors and shall be governed by the Bylaws of the Lincoln Trail Area Development District as amended.

**Section III: Purpose**

This Committee will serve as an advisory body to the Lincoln Trail Area Development District Board of Directors and represent the interests of the citizens of Breckinridge, Grayson, Larue, Marion, Nelson, and Washington Counties. Its purpose shall be to promote the development of a safe, accessible, efficient, and economical transportation system by:

- a. Providing assistance to the Board in the formulation of regional transportation policy.
- b. Advising the staff in the execution of technical transportation planning programs.
- c. Providing a forum for elected officials to work together in solving regional transportation problems.
- d. Acting as an advocacy body on transportation related matters as needed.
- e. Acting as a data and information base for the public-at-large and to provide legislators with the information necessary to make equitable legislative decisions.
- f. Providing a forum for local public involvement into the regional planning process.
- g. Providing local transportation officials the opportunity to prioritize transportation projects.
- h. Providing input for the Kentucky Transportation Planning Process.

## ARTICLE II

### Terms of Membership

#### **Section I: Membership**

The Committee shall be made up of at least nine (9) but no more than 29 voting members. The minimum voting membership shall include the County Judge/Executive of each county and the Mayor of each city with populations of 5,000 or more. There shall be a limit of three (3) voting members per county, two (2) per city of 5,000 or more, and five (5) voting members representing regional interests. The names of proposed members shall be submitted to the Committee for approval prior to appointment on the Committee.

The number of advisory members shall be determined by the Committee. Advisory membership shall include representatives from state, federal, or regional agencies, special interest groups or individuals. These representatives shall be eligible to attend the meetings of the committee and take an active part by expressing their opinions and ideas. The LTADD Transportation Staff shall also serve in an advisory capacity for the Committee.

#### **Section II: Voting**

Each member of the Committee will be entitled to one vote on any matter brought before the Committee. In the event that a Committee member cannot attend a meeting, he/she may appoint a proxy to attend the meeting and to cast the vote of the member. Evidence may be requested of the proxy that he/she is the designee of the member. Those members serving in an advisory capacity will retain a non-voting status. Voting members may abstain from voting only in the event of a conflict of interest.

#### **Section III: Officers**

The elected officers of the committee shall include a Chairperson, and a Vice-Chairperson. Officers shall be nominated by voting members of the Committee and then elected by majority vote. An officer's term of office will extend from July 1 through June 30 of their second calendar year of service. Officers may succeed themselves. The ADD Transportation Planner will serve as the Recording Secretary of the committee.

The Chairperson shall preside over and conduct all meetings of the Committee. In the absence of the Chairperson, the Vice-Chairperson shall exercise the powers of the Chair.

The Committee shall fill vacancies in any office by a majority vote at a regularly scheduled meeting. If the vacancy occurs during a current term, the term of office for the newly elected officer shall be determined by the Committee at that time.

#### **Section IV: Absences**

Three consecutive meeting absences on the part of any member shall be interpreted as a possible lack of interest. The Chairperson or Vice-Chairperson shall, at this point, inquire as to whether the respective member intends to remain active on this Committee. If this member is no longer interested in being an active member, or there is no reply, the Chairperson or Vice-Chairperson may consider this sufficient reason for vacating the position.

### **ARTICLE III**

#### **Meetings of the Committee**

##### **Section I: Regular Meetings**

The Committee shall hold regular meetings as necessary to complete the tasks assigned to the Committee and on call by the Chairperson of the Committee. The Committee shall meet quarterly, but is subject to change at the discretion of the Committee. Such meetings shall be held in the boardroom of the LTADD or in a location previously approved by a majority of Committee members. Other meetings shall be called at the discretion of the Committee Chairperson or by petition of three or more members.

##### **Section II: Notice of Meetings**

Notice of all regular and special meetings shall be sent electronically to each member of record at least twice. The first notice shall be sent 14 days prior to the meeting and the second shall be sent seven (7) days prior to the meeting.

##### **Section III: Quorum**

A quorum shall be necessary for transacting any business by the Regional Transportation and Highway Safety Committee. A quorum shall consist of those members present and include at least one Committee Officer.

##### **Section VI: Minutes**

Official minutes shall be kept of each and all meetings of the Regional Transportation and Highway Safety Committee. An original set shall be kept in a permanent file in the office of the ADD. Attendance/ absences of all members will be noted in the minutes of each meeting and a log of attendance maintained.

## ARTICLE IV

### Committee Management

#### **Section I: Meeting Procedure**

The rules of parliamentary procedure as laid down in "Robert's Rules of Order" (75th Edition) shall govern all meetings of the committee.

#### **Section III: Consultation**

The committee shall have the authority to seek specialized consultation through a formation of advisory subcommittees, as it may deem necessary in the execution of its responsibilities. All such temporary subcommittees shall be subject to the call of the respective chairperson. A record of all temporary subcommittee meetings shall be made and their proceedings reported to the Committee.

## ARTICLE V

### Amendments

#### **Section I: Amendments**

Amendments to the Bylaws of the Regional Transportation and Highway Safety Committee may be made at any meeting of the committee at which a quorum is present. No proposition to amend shall be acted on unless written notice has been given to the Chairperson at least fourteen (14) days prior to the meeting. A copy of such a proposition shall be embodied in the call for the next scheduled meeting.