

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

BYLAWS

ARTICLE I

Name and Purpose

Section I: Name

The name of this body shall be known as the Regional Transportation and Highway Safety Committee, an advisory committee to the Lincoln Trail Area Development District Board of Directors. It will serve the people of the eight (8) county region: Breckinridge, Grayson, Hardin, Larue, Marion, Meade, Nelson, and Washington Counties.

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

The purpose of the Committee 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

Members shall be solicited per the Bylaws and the Kentucky Transportation Cabinet guidelines for broad based membership. The suggested membership should include, at minimum, representation from the following categories:

1. Elected official or representative for each county and city of 5000 or more in population
2. Law Enforcement representatives
3. Highway/Public Works representatives from cities or counties
4. Emergency Medical Service representatives / Fire Department representatives
5. School Transportation Officials
6. Human Service Delivery representatives
7. Representatives of major trucking, logistic, intermodal, rail, airport, riverport or public transportation entities
8. Underserved populations (minority, low-income, disability)
9. Aging populations
10. Planning and Zoning Commissions / organizations
11. Bikeway / Greenway / Pedestrian coordinators
12. Economic Development organizations
13. Industrial authorities / commissions
14. Public citizens at large

Representatives from State or Federal transportation agencies, specialized groups or individuals shall be eligible to attend the meetings of the committee and take an active part by expressing their opinions and ideas. These representatives and ADD Transportation and Highway Safety Staff will serve in an advisory position to 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, for that meeting only, 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 officers of the committee shall include a Chairperson, and a Vice-Chairperson. The officers shall be elected by the majority of vote by the members of the committee. 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. All terms of office shall be for two (2) years. The ADD Transportation Staff will serve as the Recording Secretary of the committee.

Section IV: Absences

Three consecutive absences or five meetings missed in a given year on the part of any member to a regularly scheduled committee meeting shall be interpreted as a possible lack of interest. The 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 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 standing meeting date shall be the third Wednesday of the even months of the year, but is subject to change at the discretion of the committee. Such meetings shall be held in the board room of the ADD or in a location previously approved by a majority of committee members. Other committee 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 mailed to each member of record at least 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 will be kept of each and all meetings of the Regional Transportation and Highway Safety Committee. An original set will 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.