

**PURCHASE AREA DEVELOPMENT DISTRICT
TRANSPORTATION COMMITTEE**

BYLAWS

ARTICLE I

NAME AND PURPOSE

Section I: Name

The name of this body shall be known as the Regional Transportation Committee (RTC), an advisory committee to the Purchase Area Development District (PADD) Board of Directors, serving the people of the eight (8) Jackson Purchase counties: Ballard, Calloway, Carlisle, Fulton, Graves, Hickman, Marshall, and McCracken.

Section II: Authority

This committee has been established by the authority granted by the PADD Board of Directors. The RTC shall be governed by the bylaws of the Purchase Area Development District, Inc., as amended.

Section III: Purpose

The purpose of the RTC shall be to focus on goals that will provide for a safer, more efficient and environmentally sound transportation system for the movement of people, goods and services, thereby enhancing the quality of life and economic development in the Purchase Region. To accomplish this purpose, the RTC will:

- a. Provide assistance to the Board in the formulation of regional transportation policy.
- b. Advise the staff in the execution of technical transportation planning programs.
- c. Provide a forum for elected officials to work together in solving regional transportation problems.
- d. Act as an advocacy body on transportation related matters as needed.
- e. Act 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. Provide a forum for local public involvement into the regional planning process.
- g. Provide local transportation officials the opportunity to prioritize transportation projects.
- h. Provide input for the Kentucky Transportation Planning Process.

ARTICLE II

MEMBERSHIP AND ORGANIZATION

Section I: Membership

Members shall be solicited per the bylaws and the Kentucky Transportation Cabinet (KYTC) guidelines for broad based membership. There shall be two types of appointment to the committee memberships: Automatic and At-Large. The Automatic appointment will be applicable to the requirements outlined in the PADD bylaws (Article IV, Section IV) for a total of 22 automatic members. The KYTC suggested membership should include at a minimum:

1. Elected official or representative for each county and city of 5,000 or more in population
2. Law Enforcement representatives
3. Highway/Public Works representatives from cities and 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 population
10. Planning and Zoning Commissions/organizations
11. Bikeway/greenway/pedestrian coordinators
12. Economic Development organizations
13. Emergency service representatives
14. Industrial authorities/commissions
15. Agriculture
16. Public citizens at large

To match membership with that which the KYTC Annual Work Program (AWP) requires, a minimum of three (3) At-Large appointments will be used to aid in the diversification of the membership to fulfill the AWP requirements. At-Large members shall be appointed by the Chairman of the PADD Board of Directors.

In addition, the Chairman of the PADD Board of Directors may elect to appoint At-Large members from other areas as is deemed necessary to meet the requirements outlined by the KYTC guidelines for broad based membership. At-large members are to comprise not more than 25% of the committee.

The committee shall have no less than two (2) minority and one (1) representative of low-income groups. Whenever the composition of the automatic and at-large membership does not meet minority representation as set forth by Federal and/or State law, or overall committee representation does not meet the suggested KYTC guidelines for broad based membership,

compliance shall be achieved by additional membership through the following appointment process:

The PADD Board of Directors will appoint persons from the eight (8) Purchase Area counties with no more than one (1) person per county being selected for an At-Large appointment.

The PADD Transportation Planning Staff will serve in an advisory position to the committee. Members representing State and Federal transportation agencies shall also serve in an advisory capacity. This could include but not be limited to the KYTC District 1 Chief District Engineer, the Project Development Branch Manager and staff, the Public Information Officer and other D1 staff as deemed necessary.

Section II: Voting

Each member of the committee will be entitled one vote for a total of 22 Automatic voting members and a minimum of 3 At-Large voting members. Advisory members will retain a non-voting status.

Section III: Terms of Members

Tenure of voting members shall be established by the committee in the following manner:

1. One-third of the original (or automatic) membership of the committee shall serve for a term of three years, one-third for a term of two years, and one-third for a term of one year.
2. The term of each automatic successor shall be for three years and until his/her successor is appointed; and he/she will serve at the pleasure of his/her appointing locally elected official.
3. At-large members will serve a term of one year and until his/her successor is appointed; and he/she will serve at the pleasure of the Chairman of the PADD Board of Directors.
4. Vacancies occurring on the RTC shall be filled from the same county of representation for the remainder of the term of the resigning voting member.
5. Three consecutive absences on the part of any voting member to a regularly scheduled RTC meeting shall be interpreted as a possible lack of interest. The Chairman of the RTC shall at this point inquire as to whether the respective voting member intends to remain active on this Committee. If this member indicates he is no longer interested in being an active voting member, or there is no reply, the Chairman may consider this sufficient reason for recommending his replacement to the appointing authority.
6. The Executive Committee of the RTC shall include Chairman, Vice-Chairman and Secretary.

7. The Chairman of the RTC shall be appointed by the Purchase Area Development District Board of Directors Chairman for a one-year term beginning July 1 of each year and may succeed himself.
8. The Vice-Chairman and Secretary of the Regional Transportation Committee shall be elected by the entire membership for a one-year term beginning July 1 of each year and may succeed themselves.
9. Each year the Chairman shall notify the Vice-Chairman of the PADD Board of any vacancies on the Committee.

Section IV: Participation

In the normal conduct of the RTC, citizens of the Purchase, participating state and federal agencies, state and federal governments, the general public, and official agents or any of the aforementioned are invited to participate and/or have reasonable access to the records and proceedings of the committee.

Section V: Compensation and Reimbursements

Members of the RTC shall serve without pay but may be reimbursed for necessary and actual expensed should funds become available.

ARTICLE III

MEETINGS OF THE COMMITTEE

Section I: Regular Meetings

The RTC shall hold regular meetings as necessary to complete the tasks assigned to the committee, and on call by the Chairman of the committee. Meetings scheduled by the Chairman and/or staff will be done in a manner to allow times and locations to be flexible enough to accommodate and involve as many areas of the region as possible.

Section II: Notice of Meetings

Notice of all regular and special meetings shall be mailed and/or e-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 RTC. A quorum for any full committee meeting shall consist of a simple majority of the full voting membership.

At any full committee meeting where a quorum is not present, the Chairman may call for a quorum of the Executive Committee, and if present, transact business.

Member participation by telephone or video conference is permissible in accordance with KRS § 61.826. Any member participating by such means shall be considered present at the meeting, provided that the communication technology allows all participants to see, hear, and communicate with one another simultaneously, and all statutory requirements are met.

ARTICLE IV

COMMITTEES AND CONSULTATION

Section I: Consultation

This committee shall have the authority to seek specialized consultation through a formation of advisory committees, as it may deem necessary in the execution of its responsibilities.

Section II: Implementation Procedures

The following policies shall be deemed applicable for implementation of committee groups of the Regional Transportation Committee in the carrying out of its functions.

1. The Chairman of the RTC shall establish such committees as is deemed necessary. He shall also appoint members to serve on established standing and/or advisory committees.
2. The Chairman of the RTC may make membership changes of the respective standing and/or advisory committee with the advice of the Chairman of that committee.
3. Standing and/or advisory committee Chairman shall make available all minutes, reports, and recommendations to the RTC Chairman.
4. The Executive Committee shall have the authority to act for the full committee in the interim between meetings of the committee. A simple majority of the Executive Committee membership shall constitute a quorum.
5. These Bylaws may be amended at any regular or special meeting of the membership by affirmative vote of two-thirds (2/3) of the members present, provided notice of the proposed amendment is submitted to the committee members in writing at least seven (7) days prior to the meeting at which such action is requested.
6. Robert's Rules of Order shall govern the deliberations of the committee and its standing and/or advisory committees.
7. All matters not specifically covered herein shall be subject to the action of the committee.