



**Lake Cumberland Area Development District  
Regional Transportation Committee  
Bylaws**



BYLAWS FOR THE  
TRANSPORTATION COMMITTEE  
A COMMITTEE OF THE  
LAKE CUMBERLAND AREA DEVELOPMENT DISTRICT

**ARTICLE I**

NAME

- Section 1. The name of this organization shall be known as the Lake Cumberland Area Development District Regional Transportation Committee.

**ARTICLE II**

PURPOSE

- Section 1. The Regional Transportation Committee has been created by the Lake Cumberland Area Development District (LCADD) Board of Directors to:
- 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 Plan.

MEMBERSHIP AND ORGANIZATION

- Section 1. The permanent voting membership shall consist of the following:
- a. County Judge Executive (or designated representative) from each county
  - b. Mayor (or designated representative) from each city

- Section 2. The Transportation Committee shall be composed of a diverse group of members. Voting membership may consist of the following:
- a. A representative of highway/public works
  - b. A representative of emergency medical services/fire department
  - c. A representative of education transportation service

- d. A representative of tourism/parks
  - e. A representative of the underserved population/minority population
  - f. A representative of the public transit
  - g. A representative of industrial authorities/commissions
  - h. A representative of the freight movers
  - i. A representative of law enforcement (minimum of one city, one county, and one state enforcement official, where possible)
  - j. A representative of public safety agencies
  - k. A representative of planning and zoning commissions/organizations
  - l. A representative of economic and industrial development organizations
  - m. A public citizen at large representative
  - n. A representative of bikeway/greenway/pedestrian coordinators
  - o. HDO Planners shall participate as non-voting members in advisory roles only
- Section 3. Members may be added to the Transportation Committee representing special interests or disciplines at the discretion of the Committee. Their term and voting status will be determined prior to their installation as a member.
- Section 4. Ex officio members representing State or Federal transportation agencies will be appointed by the LCADD Transportation Committee.
- Section 5. Each permanent member shall be entitled to one vote on all actions of the Committee. Ex officio members shall not be entitled to a vote.
- Section 6. A quorum shall consist of the permanent members present during each meeting of the committee.
- Section 7. Individuals and groups shall be eligible to attend the meetings of the organization and take an active part by expressing their opinions and ideas and serving as advisors. They will retain a non-voting status.
- Section 8. A member may be replaced and the appropriate elected official shall appoint a new member, if a member missed three meetings in a row or five meetings missed in a given year.
- Section 9. In the event that a Committee member cannot attend a meeting of the Committee, he/she may appoint, for that meeting only, a proxy to attend the meeting and cast the vote of the member.

## **ARTICLE IV**

### MEETINGS

- Section 1. The Committee shall conduct regular meetings as determined by the Committee or upon call by the Chairman. The regular meeting of the Committee shall be held quarterly at noon central time on the first Thursday of the months of March, June, and December in the principal office of the Committee. Whenever possible, notice of the date, time, and place of meetings shall be transmitted to each member not less than two (2) weeks prior to the date of meeting. Meeting dates and/or times may be changed and/or added as needed with proper notice.
- Section 2. News releases announcing the meetings to the public will be made in accordance with the FHWA/FTA Public Involvement Process. The news releases and the news media

- will be notified two (2) weeks in advance of the meeting date.
- Section 3. Official minutes will be kept of each and all meetings of the Transportation Committee. An original set will be kept in a permanent file in the office of the LCADD.
- Section 4. In the event that it is unsafe to meet in person, both regular and special meetings may be held virtually via video- or tele-conferencing or other ADD-approved virtual meeting service where all members can be seen and heard. The necessity of holding a virtual meeting will be decided on by the LCADD Executive Director and care should be taken to ensure all members and public participants have access to these meetings.

Copies will be made available to all Transportation Committee members, coordinating agencies, interest groups and individuals. Wider distribution of the minutes may be made as deemed necessary by the Chairman of the Transportation Committee.

## **ARTICLE V**

### OFFICERS AND ELECTIONS

- Section 1. The officers of the Transportation Committee shall consist of a Chairman and Vice Chairman.
- Section 2. An officer's term of office will extend from January 1 through December 31 of their second calendar year of service. Officers may succeed themselves. All terms of office shall be for two (2) years.
- Section 3. It shall be the duty of the Chairman to preside at all meetings to enforce all laws and regulations relating to the administration of the committee. The Chairman shall call regular and special meetings of the committee in accordance with the Constitution.
- Section 4. The LCADD Board of Directors shall appoint the Chairman of the Committee annually. The appointment shall take place every two years at the first meeting of the LCADD Board of Directors of the calendar year.
- Section 5. The Council shall elect the Vice-Chairman of the Committee biennially. The election of Vice-Chair shall take place every two years at the first scheduled meeting of the Committee of the calendar year.
- Section 6. The Council may elect voting membership to an array of individuals that represent the many different groups interested in improving transportation. Nominations for potential voting membership shall be submitted to the Chairman at least thirty (30) days prior to the first scheduled meeting of the Committee of the calendar year. The term for voting membership shall be for two (2) years.

## **ARTICLE VI**

### COMMITTEE MANAGEMENT

- Section 1. The fiscal year for the Transportation Committee shall be from July 1 to June 30.
- Section 2. The rules of parliamentary procedure as laid down in "Robert's Rules of Order" shall

- govern all meetings of the committee.
- Section 3. The Chairman shall appoint all temporary subcommittees and their chairmen for the Transportation Committee, as needed.
- Section 4. All temporary subcommittees shall be subject to the call of the respective chairmen.
- Section 5. A record of all temporary subcommittees' meetings shall be made and their proceedings reported to the Committee.
- Section 6. A majority of any subcommittee shall constitute a quorum.

## **ARTICLE VII**

### **AMENDMENTS**

- Section 1. Amendments to the Bylaws of the Transportation 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 Chairman at least thirty (30) days prior to the meeting. A copy of such a proposition shall be embodied in the call for the next scheduled meeting.

Adopted: September 29, 2005

Reviewed: September 29, 2006

Reviewed: May 7, 2007

Reviewed: September 23, 2008

Reviewed: November 4, 2009

Reviewed: October 28, 2010

Reviewed: September 1, 2011

Reviewed: September 6, 2012

Reviewed: October 30, 2013

Reviewed: September 5, 2014

Reviewed: September 4, 2015

Revised: September 3, 2016

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Revised: October 11, 2018

Revised: August 1, 2019

Revised: October 1, 2020