

Last Revised: October 30, 2024

**PENNYRILE AREA DEVELOPMENT DISTRICT
TRANSPORTATION PLANNING COMMITTEE
BYLAWS**

**ARTICLE I
NAME AND PURPOSE**

Section I: Name

The name of this body shall be known as the Pennyryle Area Development District Transportation Planning Committee, an advisory committee of the Pennyryle Area Development District Board of Directors, hereinafter called the Transportation Committee. The area of service for the committee is the nine (9) Pennyryle counties consisting of Caldwell, Christian, Crittenden, Hopkins, Lyon, Livingston, Muhlenberg, Trigg and Todd counties.

Section II: Authority

This committee has been established by the authority granted by the Pennyryle Area Development District Board of Directors. The Transportation Committee shall be governed by these Bylaws, as amended.

Section III: Purpose

The purpose of the Pennyryle Area Development District Transportation Committee shall be to promote the sound planning and development of the region's transportation system and to support the general highway safety within the nine (9) county Pennyryle region. The committee shall also serve as the regional forum for local officials and communities to have input on transportation planning and safety projects and issues.

**ARTICLE II
MEMBERSHIP**

Section I: Representation (Voting Members)

Each representative appointed to this committee under Section I herein shall be a voting member of this committee and shall be entitled to one (1) vote on all matters brought before the committee membership. The membership shall be listed by name and area represented and provided to the committee for approval at the beginning of each year. All designees must have written authorization to confirm their appointments.

Members from the following agencies and elected officials by virtue of office shall be eligible to either serve or appoint one (1) member to the committee.

1. The Mayor of each city with a population of 5,000 or greater, and/or the Mayor of any city which is a county seat or his/her designee.
2. The County Judge Executive of each county or his/her designee.
3. The Chairperson of each Planning Commission or his/her designee.
4. The Chairperson of each Chamber of Commerce or his/her designee.

To add diversity and broaden input, one at-large member from each county, shall be recommended by each County Judge Executive from the following categories for consideration by the Transportation Committee. These members will be approved by the Transportation Committee at the beginning of each year or as vacancies occur. Efforts shall be made to include as many representative groups as possible from the following groups but in no event shall be limited to said list.

Ethnic Minority Community
Law Enforcement
Highway/Public
Emergency Medical Services/Fire Department
Education
Human Services
Trucking, Logistic, Intermodal, Rail, Airport, or Public Transportation
Bikeway/Greenway/Pedestrian advocates
Economic/Industrial Development
Historic Preservation
Agriculture
Community at Large

ADVISORY MEMBERS OF THE COMMITTEE (Non-Voting)

The following representatives and/or their designees shall serve as non-voting advisory members of the Committee:

Chief District Engineers from the Kentucky Transportation Cabinet Districts 1, 2 and 3
Drive Smart/Highway Safety Coordinators from Districts 1, 2 and 3
Pennyriple Area Development District Highway Safety Coordinator
Metropolitan Planning Organizations (MPO)
Ft. Campbell

Section II: Terms of Members

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

1. All members of the committee except for the Advisory members shall serve for a term of one year beginning on January 1 of each year. With the exception of elected officials, all members will be automatically reappointed each year unless replaced by the appointing authority.
2. Terms of elected officials serving on the Committee shall run concurrent with their term of office.
3. When selecting new committee members, the committee/staff shall strive to maintain a balance of representation among the counties of the Pennyriple region.
4. Three consecutive unexcused absences on the part of any member from a regularly scheduled Transportation Committee meeting may be interpreted as a lack of interest. The

Chair may, at his discretion, instruct the staff to determine whether the respective member intends to remain on the Committee. If this member indicates he/she is no longer interested in being a member, the Chair may consider this sufficient reason for recommending a replacement.

Section III: Officers and Their Duties

The officers of the Transportation Committee shall include Chair and Vice-Chair and shall be elected by the Pennyrile Area Development District Transportation Committee membership for a two-year term beginning January 1st of each year that falls on an odd number year. Election of new officers shall be held on the first meeting of the year.

The Chair shall have the responsibility to preside at all meetings of the Committee and have the authority to sign official documents on behalf of the Committee.

Section IV: Participation

In the normal conduct of the Transportation Committee, citizens of the Pennyrile area, participating state and federal agencies, state and federal governments, the general public, police, emergency services, transportation providers, bikeway coordinators, environmental interest 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 Transportation Committee shall serve without pay, but may be reimbursed for necessary and actual expenses should funds be available and are pre- approved.

Section VI: Voting on Regional Highway Priorities

When the Committee votes on Regional Highway Priorities, voting members must have attended at least one Committee meeting where the guidelines were discussed to select these regional priorities.

ARTICLE III MEETINGS OF THE COMMITTEE

Section I: Regular Meetings

The Transportation Committee shall hold regular meetings at least quarterly and special called meetings can be scheduled by the Chairman of the committee.

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. Electronic mail shall also serve as official notification of a duly called meeting.

Section III: Quorum

A quorum shall be necessary for transacting any business by the Transportation Committee. A quorum shall consist of a minimum of one representative for each county in the district of duly appointed committee members qualified to vote and present at the meeting either in person or

identifiable through a virtual platform. Unfilled vacancies of Committee members do not count toward determining a quorum.

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. The Chairperson of the Transportation Committee shall establish such committees as is deemed necessary. The Chairperson shall also appoint members to serve on established standing and/or advisory committees.

Section II: Committee Procedures

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

1. These Bylaws may be amended at any regular or special meeting of the membership by affirmative vote 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 and a quorum is present.
2. Robert's Rules of Order shall govern the deliberations of the committee and its standing and/or advisory committees.
3. All matters not specifically covered herein shall be subject to the action of the committee.