

# **CSRA REGIONAL TRANSPORTATION ROUNDTABLE GUIDELINES**

## **FOR THE IMPLEMENTATION OF THE TRANSPORTATION INVESTMENT ACT OF 2010**

The ROUNDTABLE GUIDELINES address various issues that may arise during the implementation of the *Transportation Investment Act of 2010* (TIA2010). As the need arises, the guidelines can be added to or changed by a two-thirds vote of the Regional Roundtable.

### **GOVERNANCE:**

- The Regional Transportation Roundtable (RTR) for District 7 shall be known as the CSRA Regional Transportation Roundtable.
- Membership on the Regional Transportation Roundtable shall be as follows pursuant to the Transportation Investment Act of 2010:
  - Two Representatives from each county, including the chairperson, sole commissioner, mayor, or chief executive officer of the county governing authority and one mayor elected by the mayors of the county (provided that in Augusta-Richmond County, the consolidated government shall elect a second elected member of the county consolidated government to serve on the Regional Roundtable.

### **CHAIRMAN:**

- The CSRA RTR shall elect a Chairman, who shall preside over all meetings of the CSRA RTR, at the first meeting of the Roundtable. The Chairman shall be elected via majority vote of the CSRA RTR members present at the first meeting.
- The CSRA RTR Chairman shall serve as a voting member of the CSRA RTR's Executive Committee.
- The Chairman of the CSRA RTR may be replaced by another member of the CSRA RTR by a two-thirds vote of those present at an official meeting of the CSRA RTR.

### **EXECUTIVE COMMITTEE**

- The Regional Transportation Roundtable shall elect five (5) members of the Roundtable to serve as an Executive Committee pursuant to the requirements of HB277. The Chairman of the Regional Transportation Roundtable shall automatically be one of the five (5) Executive Committee members.
- The Executive Committee shall also include two members of the House of Representatives (selected by the Chairperson of the House Transportation Committee) and one member of the Senate (selected by the chairperson of the Senate Transportation Committee).
- Each member of the General Assembly appointed to the Executive Committee shall be a nonvoting member of the Executive Committee and shall represent a district which lies wholly or partially within the CSRA region.
- The Chairman of the Regional Transportation Roundtable shall be a voting member of the Executive Committee as outlined above.
- The Executive Committee shall not have more than one representative from any one county, but any member of the General Assembly serving on the Executive Committee shall not count as a representative of his or her county.

## VOTING

- The RTR and the EC shall use a single vote per person and a majority vote to reach their decisions.
- All voting members of the RTR must be physically present at the meeting(s) to vote and have their vote counted. RTR members may send a proxy in their stead, but this person is not permitted to vote for the voting member.

## MEETINGS:

- The Chairman of the CSRA RTR will, in conjunction with the Georgia Department of Transportation (GDOT) and the CSRA Regional Commission, establish the meeting dates, time, and location for future meetings of the Roundtable.
- The meetings of the RTR and the EC are considered public and are open to anyone who may want to attend.
- The Department of Transportation in coordination with its transportation partner, the CSRA Regional Commission, and GDOT consultants will facilitate all meetings called for within TIA2010. Other informal or smaller group meetings of the RTR or the EC may be conducted at the discretion of the RTR and the EC. Any additional meetings will not be officially facilitated by the Department nor will the consultant facilitation team participate. Such meetings may be facilitated by the CSRA Regional Commission as directed by the RTR or the Executive Committee.
- The RTR and the EC will follow Robert's Rules of Order as revised.
- Input from non-governmental partners is encouraged; however, the ultimate decisions regarding project criteria and project selection lie with the members of the RTR. Non-governmental partners shall be encouraged to submit in writing information they wish for the RTR to consider.
- A 10-minute period for public comments will be held at the beginning of each regular RTR meeting. Each speaker will be limited to two minutes. If the comment period expires, comments may be provided to the RTR in writing.

## STAFFING:

- The CSRA Regional Commission shall be designated as the official staff to the Regional Transportation Roundtable and the Executive Committee.
- The CSRA Regional Commission shall work with the RTR and the Executive Committee to facilitate meetings and provide logistical, planning, analytical and technical support to the RTR and the Executive Committee.

## TECHNICAL ADVISORY COMMITTEE:

A Technical Advisory Committee will be used to provide technical advice and additional information to the Executive Committee and the Regional Transportation Roundtable. The Technical Advisory Committee shall include the following positions:

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| 1. Executive Director, CSRA Regional Commission                | 7. County Administrator (or designee), Columbia County |
| 2. Planning Director, CSRA Regional Commission                 | 8. County Administrator, Jefferson County              |
| 3. Project Director, Metropolitan Planning Organization        | 9. County Administrator, McDuffie County               |
| 4. Planning Director, Metropolitan Planning Organization       | 10. County Administrator, Wilkes County                |
| 5. County Administrator (or designee), Augusta-Richmond County | 11. City Administrator, City of Millen                 |
| 6. County Administrator, Burke County                          | 12. City Administrator, City of Sandersville           |
|  | 13. City Administrator, City of Sparta                 |