



**BY LAWS**

**OF THE**

**CLARKSVILLE URBANIZED AREA METROPOLITAN PLANNING**

**ORGANIZATION**

**EXECUTIVE BOARD**

**ARTICLE I - NAME**

The name of the organization shall be the **Clarksville Urbanized Area Metropolitan Planning Organization Executive Board**.

**ARTICLE II - COMPOSITION**

The **Executive Board** shall be composed of principal officials of governmental jurisdiction participating in the Clarksville Urbanized Area Transportation Planning Process. Membership by jurisdiction is as follows:

<b>Governor</b>	<b>State of Tennessee</b>
<b>Transportation Cabinet Secretary</b>	<b>Commonwealth of Kentucky</b>
<b>Mayor</b>	<b>City of Clarksville, TN</b>
<b>Mayor</b>	<b>City of Hopkinsville, KY</b>
<b>Mayor</b>	<b>City of Oak Grove, KY</b>
<b>County Mayor</b>	<b>Montgomery County, TN</b>
<b>County Judge/Executive</b>	<b>Christian County, KY</b>
<b>Executive/Official</b>	<b>Greater Nashville Regional Council</b>
<b>Director</b>	<b>Clarksville Transit Systems</b>
<b>Highway Department Superintendent</b>	<b>Montgomery County, TN</b>

### **ARTICLE III - DUTIES**

The **Executive Board** constitutes the forum for cooperative transportation decision making in the Clarksville Urbanized Area with responsibilities as follows:

1. Administrative and fiscal control;
2. Review and approval of regional transportation planning, programming, and implementation decisions;
3. Establish study/project committees as required to ensure cooperative, comprehensive and continuing transportation planning;
4. Establish a public participation process; and
5. Comply with applicable Federal regulations and requirements.

### **ARTICLE IV - ORGANIZATION**

1. The Executive Board shall elect a Chairperson and Vice Chairperson from its membership. Such election shall be by a majority of that membership.
2. Election of officers shall take place on the first meeting of the calendar year and the term of office shall be for one year or until such new officers are elected.
3. An officer may succeed oneself, with no limitation to number of terms, contingent on eligibility as the result of being a member of the Executive Board.
4. The Chairperson of the TCC shall serve as Secretary of the Executive Board.

### **ARTICLE V - DUTIES OF CHAIRPERSON**

1. The Chairperson, or in his absence, the Vice Chairperson, shall preside at all meetings of the Executive Board.

2. The Chairperson shall authenticate, by his signature, all resolutions adopted by the Executive Board.
3. The Chairperson or his designated representative shall represent the Executive Board at hearings, conferences, and other events as required.

#### **ARTICLE VI - MEETINGS**

1. The Executive Board shall meet at least quarterly or as required to accomplish administrative control of the planning process and maintain certification. The date, time, and location will be advertised at least fourteen (14) days prior to meetings.
2. Each Executive Board member shall designate, in writing, an alternate representative to serve at meetings during said member's absence.
3. The presence of a simple majority, more than fifty (50) percent of the Executive Board membership or designated alternatives at Board meetings shall constitute a quorum for business transaction.

#### **ARTICLE VII - RULES OF ORDER**

1. The Executive Board shall conduct business as prescribed in Robert's Rules of Order Revised unless prescribed otherwise by amendment to these by-laws.
2. The Secretary of the Executive Board shall be the Board's Parliamentarian.

#### **ARTICLE VIII - AMENDMENT TO BY LAWS**

1. These By-laws may be amended by affirmative vote of a quorum of the Board. A By-law change shall be presented for consideration at a regular Board Meeting with voting being deferred until subsequent meeting.