

# **GOCA TRANSPORTATION COMMITTEE**

## **CHARTER**

August 4, 2014

Whereas the President, under the ByLaws of the Greater Olney Civic Association, Inc. (GOCA), has recommended the establishment of a charter of the TRANSPORTATION COMMITTEE, a Standing Committee under Article VII of the ByLaws.

Whereas GOCA Officers have determined that there is a need for establishing processes and procedures and for describing the scope of the TRANSPORTATION COMMITTEE for the effective functioning of the committee;

Therefore, the Officers of GOCA approve the below charter on functions and guidelines of the TRANSPORTATION COMMITTEE. This charter is effective until rescinded or modified by the vote of the Officers Committee.

### **Purpose**

The purpose of the TRANSPORTATION COMMITTEE is to develop and recommend to GOCA membership positions on transportation issues that impact the Olney Master plan area. In terms of its scope, the TRANSPORTATION COMMITTEE may recommend that GOCA take a position on any transportation issue that affects Olney residents. The functions of the Transportation Committee include the following:

- Gather information concerning transportation issues, including but not limited to roads, transit, bikeways, traffic law enforcement, trails, pedestrian access, and parking, and keep the GOCA membership informed of these issues and the status of major transportation projects that may have an impact on the Olney area.
- Review the transportation portions and traffic implications of any County and State Plan or amendments to plan; identify and resolve, if possible, issues related to the plan or amendments; and make recommendations concerning the GOCA position concerning the plan or amendments.
- Review and make recommendations on the GOCA position with regard to any Transportation issues, provisions or practices.
- Draft resolutions that identify the critical issues and, if applicable, the resolution thereof; and state the recommended GOCA position with regard to the issue.
- Develop annually and maintain a list of transportation priorities for GOCA. These priorities shall be approved by a vote of the GOCA membership (Executive Board) and communicated to appropriate State and County officials through official GOCA correspondence.
- Additional issues that may be addressed by the TRANSPORTATION COMMITTEE:

- its preliminary view on any existing state or county traffic related laws that may affect local transportation or laws being considered that may affect local transportation;
- its preliminary view on the current state of any relevant court proceeding affecting local transportation;
- any additional specific issues that the TRANSPORTATION COMMITTEE chair deems appropriate after obtaining approval of it by the President.

### **Membership**

To be eligible to apply to become a member of the TRANSPORTATION COMMITTEE, a person must reside in the Olney Master Plan Area. GOCA Representatives are encouraged to apply. Applications must be submitted to the President. The President will select persons on the basis of stated qualifications and the need to have a balanced membership that represents various community perspectives on the issue. The TRANSPORTATION COMMITTEE Chairman will be appointed by the President as stated in the ByLaws. The President will make the final determination regarding which persons will become members of the TRANSPORTATION COMMITTEE. The TRANSPORTATION COMMITTEE must comprise at least 3 persons. The President will determine the date that the TRANSPORTATION COMMITTEE is newly constituted. The TRANSPORTATION COMMITTEE will make all major decisions by a simple majority vote after establishing quorum, which shall be a simple majority of its members.

### **Process**

The general processes of the TRANSPORTATION COMMITTEE are as follows:

- Only the individual members of the Transportation Committee may vote on the position of the Transportation Committee and each member shall have one vote. No member of the Transportation Committee may cast more than one vote.
- Other GOCA Members and individuals may attend the Transportation Committee meetings, but do not have a vote in committee.
- Should an appointed member of the Transportation Committee miss three consecutive meetings or over one half of the meetings in any eight month period, the member shall be removed from the committee membership unless reappointed by the TRANSPORTATION COMMITTEE Chair with the concurrence of the President.
- The proceedings of the TRANSPORTATION COMMITTEE shall be open to the GOCA Executive Board. Non committee members may speak at the discretion of the Chair.

### **Responsibilities of the Committee Chairman**

The Chairman is responsible to the President and the membership for the operation of the TRANSPORTATION COMMITTEE. The Chairman shall:

- Set the agenda of the TRANSPORTATION COMMITTEE and conduct regular meetings.
- Coordinate with members of local government as necessary to ensure the committee is aware of Transportation issues and arranging for developing the facts and implications of the issues. The Chairman shall also arrange for the appropriate county and state officials to address the TRANSPORTATION COMMITTEE and GOCA membership.
- Organize and direct the TRANSPORTATION COMMITTEE in the execution of the committee functions and responsibilities. The Chairman may establish subcommittees comprising individual members of the TRANSPORTATION COMMITTEE to determine the facts and issues concerning individual issues and make recommendations to the full TRANSPORTATION COMMITTEE concerning the disposition of the case.
- Present TRANSPORTATION COMMITTEE resolutions to the membership.

### **Responsibilities of Committee Membership**

- The primary responsibility of the individual members is to develop the best possible position for GOCA as a whole. This position shall consider the full range of issues, pros and cons; and consistency with approved plans and GOCA prior positions. The overriding concern shall be to represent the interests of GOCA as a whole.
- A member of the TRANSPORTATION COMMITTEE, speaking as a GOCA representative, will present only the approved positions of GOCA before any governmental entity, other public entity or association, or to the media after approval of the President.
- Membership in the TRANSPORTATION COMMITTEE does not prohibit any individual from expressing his or her view to a governmental entity as an individual or as a member of another organization.
- Individual members that are directly affected by the TRANSPORTATION COMMITTEE on an issue before the committee shall recuse themselves from the vote. Exception: This does not apply in the case of special tax district issues or in the case of land use issues.