



## BYLAWS OF THE STATEWIDE TRANSPORTATION ADVISORY COMMITTEE October 27, 2020

### ARTICLE I - Name

The name of this committee shall be the Statewide Transportation Advisory Committee (STAC)

### ARTICLE II - Objective

The Statewide Transportation Advisory Committee provides advice to both the department and the commission on the needs of the transportation systems in Colorado, including but not limited to budgets, transportation improvement programs, the statewide transportation improvement program, transportation plans, and state transportation policies, and shall review and provide comment to both the department and the commission on all regional transportation plans submitted for the transportation planning regions. The activities of the committee shall not be construed to constrain or replace the Project Priority Programming Process (4P), formerly known as the county hearing process.

The Statewide Transportation Advisory Committee reviews and comments on all regional and statewide transportation plans submitted by the transportation planning regions and/or the Colorado Department of Transportation.

### ARTICLE III - Members

- Section 1.** Each Transportation Planning Region (TPR) shall select a representative to the STAC pursuant to §43-1-1104 C. R. S. (1991).
- Section 2.** Each Transportation Planning Region shall select alternate(s) to provide representation, in the case of the absence of the STAC representative.
- Section 3.** The Ute Mountain Ute and Southern Ute Indian Tribes may each appoint a voting members to the STAC.
- Section 4.** The TPR must notify the Director of the Division of Transportation Development (DTD) in writing the name, title, mailing address, telephone number, and electronic mail address of any change in STAC representation within 30 days.

### ARTICLE IV - Officers

- Section 1.** The Offices of the STAC shall consist of a chairperson and a Vice-Chairperson.
- Section 2.** The Chairperson shall preside at all meetings of the STAC. The Chairperson shall represent STAC with the Transportation Commission. The Chairperson shall work with CDOT staff on agenda setting. The Chairperson shall be a member of the STAC and shall hold office until successor is elected.
- Section 3.** The Vice-Chairperson shall, in the case of the absence or disability of the Chairperson, perform the duties of the Chairperson. The Vice-Chairperson shall be a member of the STAC. The term of office as the Vice-Chairperson shall be until a successor is elected. In the absence of both the Chairperson and the Vice-Chairperson selection by those present shall preside.
- Section 4.** The officers shall perform the duties described in the parliamentary authority (Roberts Rules of Order) and these bylaws.



- Section 5.** The officers shall be elected by vote at a regularly scheduled STAC meeting to serve a term of 2 years or until their successors are elected. Their term of office shall begin upon adjournment of the regular meeting during which the election took place.
- Section 6.** Elections shall be held at the STAC meeting in October in even years.
- Section 7.** In the event, the Chairperson should resign from the STAC, the Vice-Chairperson shall assume the position until the end of the term.
- Section 8.** In the event the Vice-Chairperson also resigns, a special election will take place at the next scheduled STAC meeting.
- Section 9.** No person shall hold office if he/she is not a representative, and no representative shall hold more than one office at one time.
- Section 10.** Each TPR or Tribal Entity shall cast one vote for the chairperson and vice chairperson.

## ARTICLE V - Meetings

- Section 1.** A regular meeting of the STAC shall be held at least quarterly.
- Section 2.** A notice meeting materials, and agenda will be sent to each STAC member by the Division of Transportation Development (DTD) for regular meetings at least one week in advance. Emergency agenda items may be considered with a majority vote of the STAC members.
- Section 3.** All meetings of the STAC shall be open to the public.
- Section 4.** The majority of the membership shall constitute a quorum. A majority vote of the members present shall be required to carry any motion. A representative may participate via, phone, internet or in-person.
- Section 5.** Meetings may be held virtually, in-person or a combination.

## ARTICLE VI - Records

The records of the STAC shall be public records and shall be open for public inspection. Minutes shall be recorded for all STAC meetings and shall be approved by the STAC. After approval by the STAC, minutes shall be made a part of the STAC record.

## ARTICLE VII - Amendment

These bylaws may be amended at any regular or special meeting of the STAC by a two-thirds vote of the membership, provided that previous notice of the amendment was given to all members at least two weeks in advance.

## ARTICLE VIII - Ad Hoc Committee

Ad Hoc committees can be formed by STAC or appointed by the Chairperson as necessary.