

**ROUNDTABLE GUIDELINES FOR THE IMPLEMENTATION
OF THE TRANSPORTATION INVESTMENT ACT OF 2010**

The ROUNDTABLE GUIDELINES are recommendations to the Regional Transportation Roundtable (RTR) and the Executive Committee (EC) for addressing various issues that may arise during the implementation of the Transportation Investment Act of 2010 (TIA2010). It will be beneficial to establish these guidelines early in the process in order to avoid conflicts and delays as the legislation is implemented. As the need arises, the guidelines can be added to or changed.

- The Southern Georgia Regional Commission (SGRC) in coordination with its transportation partners (Georgia DOT) is prepared to coordinate the logistics of all meetings called for within TIA2010.
- The Southern Georgia Regional Commission in coordination with its transportation partners will facilitate all meetings called for within TIA2010. Other informal or smaller group meetings of the RTR or the EC may be conducted by the SGRC at the discretion of the RTR and the EC.
- The RTR and the EC will follow Robert's Rules of Order.
- While the law does not call for a chairman of either body, it is recommended that the Roundtable and the Executive Committee each select a chair by majority vote.
- 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.
- The meetings of the RTR and the EC are considered public and are open to anyone who may want to attend.

Input from non-governmental partners is encouraged; however, the ultimate decisions regarding project criteria and project selection lie with the members of the RTR. In general, meetings should be limited to interaction between designated members of the RTR. Presentations from non-governmental partners should be discouraged. A 10-minute period for public comments is recommended 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.