

BYLAWS
for the
TECHNICAL ADVISORY COMMITTEE
of the
SARASOTA/MANATEE
METROPOLITAN PLANNING ORGANIZATION

Section 1. Name:

The name of this Committee shall be the Technical Advisory Committee of the Sarasota/Manatee Metropolitan Planning Organization (Sarasota/Manatee MPO).

Section 2. Purpose:

A. The Committee shall serve the Sarasota/Manatee MPO in an advisory capacity on technical matters.

B. The functions of this Committee shall include, but not be limited to, the following:

1. To promote communication among members of the MPO, TAC and CAC, in the identification and resolution of common transportation problems;
2. To assist in developing transportation work programs;
3. To promote the coordination of transportation planning and programming;
4. To review the sufficiency, accuracy and completeness of appropriate studies, plans, programs or public information documents and advise the Sarasota/Manatee MPO thereof;
5. To make priority recommendations to the Sarasota/Manatee MPO for transportation plans and program implementation based upon the needs as determined by technical studies;
6. To review and make appropriate technical responses to requests from the Citizens Advisory Committee.
7. Provide continuing liaison with local, state and federal agencies involved in the transportation planning process.
8. To review and recommend annual plan certification.

Section 3. Membership, Composition Appointment, Qualifications and Terms:

A. The membership of the technical advisory committee shall include planners;

engineers; representatives of local aviation authority, port authority and public transit departments of municipal or county governments, as applicable; the school superintendent of each county within the jurisdiction of the MPO or the superintendent's designee; and other appropriate representatives of affected local governments responsible for planning, control, development or improvement of transportation. Each Committee representative shall serve at the pleasure of his or her member jurisdiction. The MPO Executive Director shall be notified in writing of the appointment, reappointment or replacement of a member jurisdiction's representative. A list of current Technical Advisory Committee membership shall be attached to these bylaws.

B. The Technical Advisory Committee shall be composed of 23 regular and alternate members appointed from each of the MPO's member jurisdictions and 12 advisory members appointed from each of the advisory agencies as reflected in the attached membership list. Regular members shall be voting members. Advisory members shall be non-voting members.

C. Alternate representatives shall be designated to act on behalf of regular and advisory members with all of the privileges accorded thereto, with the exception of serving as an officer, provided the alternate is an employee of the regular member's jurisdiction. The MPO Executive Director shall be notified in writing of the appointment, reappointment or replacement of a member jurisdiction representative's alternate.

REGULAR MEMBER AGENCIES

Manatee County

Planning Department
Transportation Department
Community Services Department - Transit Division
Manatee County School Board

Sarasota County

Planning and Development Services
Public Works Business Center - Public Works Planning

Public Works Business Center - Transit
Sarasota County School Board

City of Bradenton

Development Services Department
Public Works Department

Town of Longboat Key

Public Works
Planning, Zoning and Building

City of Palmetto

Department of Public Works Engineering
Department of Public Works Planning and Zoning

City of Sarasota

Engineering Department
Planning and Redevelopment Department

City of Venice

Planning and Zoning Department
Engineering Department

City of North Port

Planning and Zoning Department
Engineering

Island Transportation Planning Organization

Staff Representative from Cities of Holmes Beach, Bradenton Beach or Anna Maria

Aviation

Sarasota Manatee Airport Authority

Seaport

Manatee County Port Authority

ADVISORY MEMBER AGENCIES (non-voting)

Manatee County

Environmental Management Department

Sarasota County

Natural Resources

Regional

Freight Movement Stakeholders
The MPOs in FDOT's District One

Southwest Florida Regional Planning Council
Tampa Bay Regional Planning Council

State

Florida DOT
Governor's Energy Office
Transportation Disadvantaged Commission

Federal

Federal Highway Administration
Federal Transit Administration

D. All Committee members-regular, advisory and alternates-must identify themselves on the attendance roster as to the member jurisdiction represented and type of membership.

E. The MPO Executive Director will be responsible for maintaining a current list of the names of regular, advisory and alternate members.

Section 4. Officers and Duties:

A. A Chairman and a Vice Chairman of the Committee shall be elected at the first regularly scheduled meeting of each calendar year and shall hold the offices until their successors are elected.

B. Any regular member may nominate or be nominated as an officer. All elections shall be by the majority vote of regular members present.

C. The Chairman shall preside at all meetings and shall be responsible for the conduct of all meetings. The Chairman shall also serve as a liaison between the Technical Advisory Committee and the Sarasota/Manatee MPO whenever the need arises. In the absence of the Chairman, his alternate may sit as a regular member of the Committee.

D. The Vice Chairman shall, during the absence of the Chairman or his inability to serve, have and exercise all of the duties and powers of the Chairman. The Vice Chairman shall

also perform such other duties as may be assigned him by the Chairman.

E. If both the Chairman and Vice Chairman are absent from a meeting, the meeting shall be chaired by the Executive Director, or his MPO staff designee, who shall not vote. Any vacancy in office created by resignation or replacement of an Officer by the appointing member jurisdiction shall be filled by a majority vote of regular members.

The Officer so elected shall fill the remainder of the unexpired term of the vacant office. If, at any time, the Committee feels that an Officer is not performing his duties in accordance with Section 4, Subsection C, that Officer may be removed from office by a two-thirds vote of the regular members present at a regular meeting, provided that an item to that effect has been discussed at a regular meeting to be voted on at the next regular meeting, and an agenda has been distributed in accordance with Section 5, Subsection B, of these Bylaws.

Section 5. Meetings:

A. The Committee shall meet monthly at a date, time and place acceptable to a majority of the regular membership. The date or time may be changed by a majority vote if ten (10) calendar days notice is given to the regular members.

B. A seven (7) calendar day notice shall be given for regular meetings. Special meetings may be called by the Chairman with a minimum of three (3) calendar days notice, indicating the reason for the meeting and notifying all member agencies. Agendas shall be prepared prior to all meetings. Tentative agendas should be mailed with meeting notices and, whenever possible, minutes of the previous meeting, at least seven (7) calendar days prior to any regular meeting and at least three (3) calendar days prior to any special meeting. Members may place items on the tentative agenda by notification of the MPO Executive Director or his designee. Any item requiring Committee action may be brought before the committee by any member, even though it is not on the agenda. The Committee shall decide if action is to be taken

at that meeting or at a subsequent meeting.

C. Whenever reports are to be given, copies will be prepared for each member of the committee. When possible, said copies should be mailed with meeting notices.

D. Each regular member shall have one vote.

E. A quorum shall consist of a majority (12) regular or alternate TAC members and shall be required for conduct of all official business. A majority of the quorum shall be necessary to decide an issue before the Committee.

F. All meetings will be open to the public. Public participation shall be at the discretion of the Chairman.

Section 6. Amendments:

These Bylaws may be amended by the affirmative vote of two-thirds of the regular or alternate members of the full committee, provided a copy of the proposed amendment shall have been sent to every member at least ten (10) calendar days before it is to be voted on. All proposed amendments shall be voted on at regular meetings.

Section 7. Prior Agreement:

These Bylaws supersede and replace any and all Bylaws previously adopted by the Technical Advisory Committee.

Section 8. Effective Date:

These Bylaws and any and all amendments to the Bylaws will become effective upon endorsement of the Sarasota/Manatee MPO.

These Bylaws for the Technical Advisory Committee of the Sarasota/Manatee Metropolitan Planning Organization were hereby adopted in an open session with a quorum present and voting on July 10, 2006 by the Technical Advisory Committee and subsequently endorsed by the Sarasota/Manatee Metropolitan Planning Organization on July 24, 2006.

TECHNICAL ADVISORY COMMITTEE

By: _____
Juan Florensa
TAC Chair

METROPOLITAN PLANNING ORGANIZATION

By: _____
Lawrence E. Bustle, Jr.
MPO Chairn

ATTESTED BY: _____
Michael P. Howe
MPO Executive Director