

BYLAWS
METROPOLITAN PLANNING ORGANIZATION
For The
SARASOTA-BRADENTON URBANIZED AREA

Revised April, 2003

Section 1. Name

The name of this organization shall be the Metropolitan Planning Organization (MPO) for the Sarasota/Bradenton Urbanized Area.

Section 2. Purpose

A. The Metropolitan Planning Organization in cooperation with the State of Florida and in cooperation with publicly owned operators of mass transportation services shall be responsible for carrying out the Transportation Planning Process in the Sarasota/Bradenton Urbanized Area. The MPO shall be the forum for cooperative decision making by principal elected officials of general purpose local government.

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

1. To assure eligibility of the Sarasota/Bradenton Urbanized Area for receipt of Federal capital and operating assistance.
2. To promote the coordination of transportation planning and programming in accordance with Section 334.211(2), Florida Statutes and Sections 163.3161-163.3211, the Local Government Comprehensive Planning Act and Section 163.01, Florida Statutes.
3. To adopt Transportation Work Programs.
4. To develop and adopt a transportation plan as a product of and subject to modification by the continuous, comprehensive and cooperative transportation planning program.

Section 3. Membership

A. Membership shall include principal elected officials of general purpose local

government, a representative from the Sarasota-Manatee Airport Authority and representatives from the Florida Department of Transportation as designated by the Governor of Florida.

B. Members shall serve by virtue of office held and at the pleasure of the Governor.

C. Should a vacancy occur, the local government, in the case of voting members or the agency in the case of non-voting members, may designate a proposed replacement. The proposed replacement shall not be counted in the quorum nor have voting rights.

D. The Chairman shall notify the Governor of the vacancy and submit a list of qualified replacements giving the recommended designee.

E. The MPO shall be composed of voting, alternate and non-voting members apportioned as follows.

Sarasota County	3
City of Sarasota.....	2
Manatee County	3
City of Venice	1
Town of Longboat Key	1
City of Bradenton.....	1
City of Palmetto	1
Island Transportation Planning Organization (consisting of the Cities of Holmes Beach, Bradenton Beach and Anna Maria).....	1
City of North Port	1
Sarasota Manatee Airport Authority	1
Non-Voting Member, Florida Department of Transportation	1

F. The Chairman of the Island Transportation Planning Organization (ITPO), representing the three island municipalities (Anna Maria, Bradenton Beach and Holmes Beach), shall serve as a representative to the MPO. The term of such representative to the MPO shall not exceed two (2) years and shall rotate among the three island municipalities.

A list of the currently designated voting, alternate and non-voting members shall be attached to these Bylaws.

Section 4. Alternate Membership

A. If desired, an MPO member governmental entity may appoint, by action taken at an official meeting of the governmental entity, an alternate for one or more of its appointed MPO members.

B. The alternate member must be an elected official and serve the same governmental entity or area that the regular member serves.

C. An alternate voting member's term shall be for no longer than the term of the voting member he or she represents.

D. The member governmental entity shall notify the MPO Chairman in writing that the appointed individual may act as an alternate member if the regular member cannot attend a meeting. A copy of the governmental entity's minutes of the meeting when the alternate member was appointed shall accompany this written notification.

E. The MPO shall acknowledge the appointment of each alternate member by reading the notification of appointment into the minutes of the first MPO meeting following notification by the governmental entity.

Section 5. Officers and Duties

A. A Chairman and Vice Chairman shall be elected from among the voting members at the first scheduled meeting of each calendar year and shall hold the offices until their successors are elected.

B. The Chairmanship shall alternate annually between Sarasota and Manatee County, inclusive of municipalities within each county.

C. The Vice Chairmanship shall also alternate annually between Sarasota and Manatee County, inclusive of municipalities within each county.

D. In the event the Chairman is from the Sarasota County member delegation (which includes municipalities of Sarasota County), the Vice Chairman shall be from the Manatee County member delegation (which includes municipalities of Manatee County) and visa versa.

E. Any voting member may nominate or be nominated as an officer. All elections shall be by the majority vote of the voting members of the MPO.

F. The Chairman shall preside at all meetings. The Chairman shall be responsible for pertinent correspondence and information releases. The Chairman shall assure that agendas are transmitted at least seven (7) calendar days prior to any scheduled meeting. The Chairman, or Vice Chairman in the absence of the Chairman, is authorized to endorse checks over the Agency with which the MPO has a Staff Services Agreement. All checks shall be further endorsed by that Agency for deposit only.

G. The Vice Chairman shall, during the absence of or inability to serve of the Chairman, have and exercise all the duties and powers of the Chairman. The Vice Chairman shall also perform such other duties as may be assigned him by the Chairman.

H. If both the Chairman and the Vice Chairman are absent from a meeting, a temporary Chairman shall be selected by a majority vote of the members present. The temporary Chairman shall serve only until either the arrival of an officer or the end of the meeting.

I. In the event of a vacancy in the office of Chairman or Vice Chairman, it shall be filled by a majority vote of the members. The Officer so elected shall fill the remainder of the unexpired term of the vacant office.

Section 6. Meetings

A. The MPO shall meet at least quarterly at a date, time and place acceptable to a majority of the voting members.

B. Other meetings may be scheduled by a majority vote of members at any meeting if a quorum is present. Notice of such meetings shall be given to members at least seven (7) days in advance.

C. Special meetings may be called by the Chairman with a minimum of three calendar days notice indicating the reason for the meeting and notifying all members of the MPO.

D. A quorum shall consist of a simple majority of voting members and shall be required for the conduct of all official business other than scheduling of meetings as indicated in Section 6, Paragraph B.

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

F. Except as otherwise provided in these Bylaws, Robert's Rules of Order shall be the rules of procedure for carrying on business.

Section 7. Executive Director

A. The Executive Director is responsible to the MPO and will oversee and coordinate all aspects of the Transportation Planning and Programming Process.

B. The Executive Director will act as a liaison between the MPO, Technical Advisory Committee and Citizens' Advisory Committee.

C. The Executive Director shall assist the Chairman for the MPO, TAC and CAC in preparation and dissemination of agendas, notices, correspondence and reports.

D. The Executive Director shall be authorized to take such actions as may be required, consistent with applicable statutes, ordinances and agreements, to enable the MPO to achieve its purposes.

Section 8. Amendments

These Bylaws may be amended by a majority vote of the voting members, provided a copy of the proposed amendment shall have been sent to every member at least seven (7) calendar days before it is to be voted on.

MEMBERSHIP ROSTER

VOTING MEMBERS

ALTERNATE(S)

REPRESENTING

Joseph Barbetta	Carolyn Mason, Christine Robinson	Sarasota County
Jon Thaxton	Carolyn Mason, Christine Robinson	Sarasota County
Nora Patterson	Carolyn Mason, Christine Robinson	Sarasota County
Terry Turner	Lou Ann Palmer	City of Sarasota
Kelly Kirschner	Lou Ann Palmer	City of Sarasota
Larry Bustle	Robin DiSabatino John Chappie, Carol Whitmore	Manatee County
Donna Hayes	Robin DiSabatino John Chappie, Carol Whitmore	Manatee County
Joe McClash	Robin DiSabatino John Chappie, Carol Whitmore	Manatee County
Jim Bennett	Ed Martin, Sue Lang Ernie Zavodnyik, John Simmonds	City of Venice
Jim Brown		Town of longboat Key
Marianne Barnebey	Wayne Poston	City of Bradenton
Shirley Groover Bryant	Brian Williams	City of Palmetto
David Garofalo	Mike Treubert	City of North Port
Rich Bohnenberger	Sandy Haas-Martens	Island Communities of City of Bradenton Beach (Cities of Bradenton Beach, Holmes Beach and Anna Maria)
Jack Rynerson	Bob Waechter	Sarasota Manatee Airport Authority

NON-VOTING MEMBER(S)

Stan Cann, District One Secretary, Florida Department of Transportation (FDOT)