RULES OF THE
BROWARD METROPOLITAN PLANNING ORGANIZATION (Broward MPO)

1.0 General.

1.01 Preamble.

The rules of the Broward Metropolitan Planning Organization (BROWARD MPO) shall serve to guide the proper functioning of the urban transportation planning process by the Metropolitan Planning Organization for Broward County, Florida. These rules provide general procedures and policies for the Broward MPO, the BROWARD MPO Technical Coordinating Committee (TCC) and the Broward MPO Community Involvement Roundtable (CIR) for fulfilling the requirements of the interlocal agreement that creates the BROWARD MPO; the applicable provisions of federal law; and the applicable provisions of Chapter 339, Florida Statutes.

1.02 Interpretation.

If any provision of these rules conflicts with the interlocal agreement that creates the BROWARD MPO, the interlocal agreement shall control. Furthermore, all provisions contained in these rules shall be interpreted to be consistent with applicable state and federal law.

1.03 Acronyms.

BCCB - Broward County Coordinating Board

BROWARD MPO - Broward Metropolitan Planning Organization

CIR - Community Involvement Roundtable

FDOT - Florida Department of Transportation

LRTP – Long-Range Transportation Plan

PIP – Public Involvement Plan

RLRTP – Regional Long Range Transportation Plan

SEFTC – Southeast Florida Transportation Council

TCC - Technical Coordinating Committee

TIP - Transportation Improvement Program

1.04 Definitions.

Unexcused absence – Any absence from a regular meeting whereby at least three days notice is not provided to the BROWARD MPO Executive Director or for reasons other than those of an unavoidable nature three days prior to a regular meeting.

1.05 Mission.

The mission of the BROWARD MPO is to influence the expenditure of federal and state funds to provide a regional transportation system that ensures the safe and efficient mobility of people and goods, optimizes transit opportunities, and enhances our community's environmental and economic well-being.

2.0 Broward Metropolitan Planning Organization (BROWARD MPO).

2.01 Membership.

2.011 There shall be nineteen (19) members of the BROWARD MPO. The membership of the BROWARD MPO shall be consistent with the interlocal agreement that creates the BROWARD

MPO.

2.012 The municipal membership of the BROWARD MPO is predicated upon a district concept with members and alternates representing the district's overall interests. It is expected that the members and alternates shall attempt to keep officials of the other municipalities advised about matters that may affect transportation concerns within the district.

2.013 The BROWARD MPO shall notify the governing body of a governing entity that is designated for membership on the BROWARD MPO if its appointed member(s) misses two consecutive meetings. The BROWARD MPO will ask the governing body of a governing entity designated for membership on the BROWARD MPO to appoint a new member if its member misses three unexcused, consecutive meetings.

2.014 Newly appointed members of the BROWARD MPO shall attend an orientation meeting within twelve (12) months of the member's appointment date.

2.02 Appointment, Qualification, and Terms of Office.

The governing body of a governing entity designated for membership on the BROWARD MPO shall select a member(s) to serve on the BROWARD MPO. Members shall serve a four-year term and may be reappointed for one or more four-year terms. However, if the member is an elected official, that official's term of office on the BROWARD MPO shall automatically expire upon the member leaving elected office; if the member is an appointed official, the term of office of that member on the BROWARD MPO shall automatically expire upon that member leaving the appointed office. A governing body authorized to appoint a member to the BROWARD MPO may remove its member(s) as a BROWARD MPO representative(s).

2.03 Officers and Duties.

2.031 The BROWARD MPO shall hold an annual organizational meeting for the purpose of electing officers after the March municipal elections. The officers shall be elected by a majority of those present and voting.

2.032 The chair shall preside at all meetings and shall sign official documents of the BROWARD MPO. However, in the temporary absence of the chair, the vice-chair may fulfill all of the duties set forth in these regulations as being duties of the chair. If the chair is unable to serve the remainder of the chair=s term, the vice-chair shall automatically become the chair and the BROWARD MPO shall elect a new vice-chair.

2.033 In the absence of the chair and vice-chair, those present shall elect a chair pro tem.

2.034 The chair shall serve as the BROWARD MPO's appointment to the Florida Metropolitan Planning Organization Advisory Council (MPOAC). The vice-chair shall serve as the chair's alternate to the MPOAC. If neither the chair nor vice-chair is able to serve, the chair shall make an appointment to the MPOAC from the BROWARD MPO membership.

2.035 The chair shall serve as the BROWARD MPO's appointment to the Southeast Florida Transportation Council (SEFTC). An alternate, who is a member of the BROWARD MPO may be designated and serve in the absence of the BROWARD MPO Chair.

2.04 Meetings.

2.041 Unless otherwise determined by the BROWARD MPO, the regular meeting of the BROWARD MPO shall be held on the second Thursday of each month at a time and place designated by the BROWARD MPO. Regular meeting dates and times may be changed by action of the BROWARD MPO to accommodate desirable changes because of holidays or other reasons.

2.042 The presence of ten (10) members of the BROWARD MPO who are authorized to vote shall constitute a quorum for the transaction of business. An affirmative vote of a majority of the voting members present and voting at any meeting of the BROWARD MPO shall be necessary in order to adopt any measures.

2.043 Special meetings of the BROWARD MPO may be called by the chair, or in the absence of the chair, by the vice-chair. Special meetings may also be called on the initiative of four (4) or more

voting members petitioning the chair.

2.044 The BROWARD MPO may choose to hold workshops from time to time. A quorum shall not be necessary for conducting a workshop; however, all workshops shall be noticed in the same manner as regular meetings of the BROWARD MPO.

2.045 The BROWARD MPO - Executive Director is responsible for the BROWARD MPO meeting minutes and all notices and agendas for future meetings. The Broward County Board of County Commissioners shall furnish a recording secretary for all BROWARD MPO meetings.

2.046 BROWARD MPO meetings shall be open to the public.

Members of the public are allowed to speak on any items not on the Agenda during the Public Comment period, with established time limits, and by providing a Speaker Card to prior to the BROWARD MPO meeting. Members of the public are allowed to comment on items on the agenda at the appropriate time.

2.047 Reconsideration.

Any member who voted on the prevailing side may make a motion for reconsideration at the meeting during which the vote was taken or at the next regularly scheduled meeting. Any member who was not present at the meeting at which the vote was taken shall be deemed to be on the prevailing side unless the absence was unexcused. A motion to reconsider cannot be renewed if it has been voted on and defeated except by unanimous consent of those present at the meeting.

2.048 Except as otherwise provided in these rules, the most recent edition of *Roberts – Rules of Order*, shall be used to conduct all meetings of the BROWARD MPO.

2.05 Alternate Voting Members.

2.051 At any given meeting, if a municipal district's member(s) is absent, the district's alternate(s), in order of population, may vote in place of the absent member(s). Any other alternates present, in order of population, may vote in place of any other absent municipal member(s) who's alternate(s) are also not present or in place of any absent non-municipal member.

2.052 It shall be the obligation of the members to provide reasonable notice to the alternates when they will not be attending a meeting. When the Administrative Assistant polls the municipal members prior to the BROWARD MPO meeting, the member, or representative shall notify the Administrative Assistant if the alternate member will represent the district at the BROWARD MPO meeting, and that the alternate was so instructed. After polling municipal members, the Administrative Assistant to the BROWARD MPO Executive Director will poll the non-municipal members. In the absence of one or more of these members, and in order of population and unless already established as attending in the absence of a municipal member, notice will be provided that an additional alternate(s) position is available at the given meeting.

2.06 Subcommittees.

As necessary, subcommittees and the chair of subcommittees shall be designated by the chair to investigate and report on specific subject areas of interest to the BROWARD MPO. The BROWARD MPO may veto a designation of a subcommittee or a subcommittee chair, by an affirmative vote of a majority of those present. A subcommittee shall consist of at least three members. Two of the subcommittee members must be present for the subcommittee to take formal action.

2.07 BROWARD MPO General Policies Applicable to all Committees and Subcommittees.

2.071 The adoption of major reports, studies, plans, and programs shall be by motion of the BROWARD MPO. All committees and subcommittees shall make recommendations, unless a state or federal law, regulation, specifically requires a more formal document or grant procedure.

2.072 Changes in the provisions of these rules may be made only by the BROWARD MPO upon two-thirds (2/3) vote of those present and authorized to vote.

2.073 The BROWARD MPO proactively supports planning and funding initiatives that facilitate and enhance the accommodation of transit, pedestrian traffic, and bicycles as preferred transportation alternatives.

2.074 The BROWARD MPO actively and enthusiastically promotes cost-feasible partnering among Broward cities and adjoining Counties to maximize opportunities for enhancing and maintaining an affordable, efficient transportation system.

2.075 The BROWARD MPO enhances and maintains regional and community transportation goals by supporting necessary and appropriate transportation connections between the tri-Counties.

2.076 The BROWARD MPO supports establishing a dedicated revenue source(s) to fund transportation projects in Broward County and the tri-County area with emphasis on a significant expansion of transit.

2.077 The BROWARD MPO shall create opportunities for all segments of the public to learn and become informed about issues and proposals under its consideration, particularly those affected by the outcomes or with special needs.

2.08 Procurement of Services and Goods.

Whenever the BROWARD MPO, as the contracting party, wishes to obtain goods or services from any individual or entity other than a government agency, the BROWARD MPO shall, to the extent possible, utilize the provisions set forth in the Procurement Code of Broward County. Whenever compliance with the requirements of the Procurement Code is impractical or impossible and not in the public interest, the BROWARD MPO may by motion, adopt an alternate procedure for obtaining specific goods or services. The chair with the approval of the BROWARD MPO shall make appointments to selection negotiating committees.

3.0 Public Involvement Process.

3.01 Federal and State Law Public Involvement Requirement.

Federal and state law requires the metropolitan transportation planning process to include proactive public involvement that provides complete information, timely public notice, and full public access to key decisions.

3.02 Public Involvement Plan.

3.021 The BROWARD MPO shall adopt a Public Involvement Plan (PIP) in conjunction with federal certification site visits for the purpose of establishing and communicating its public involvement techniques, performance measures, and methods for including the public in decisions related to plans and programs of the BROWARD MPO.

3.022 At its annual organizational meeting, the BROWARD MPO shall review the current list of organizations authorized to appoint a member to the Community Involvement Roundtable (CIR) and may determine whether to amend the list of organizations authorized to appoint a member to the CIR at any time.

4.0 Long-Range Transportation Plan (LRTP), Regional Long Range Transportation Plan (RLRTP), and Transportation Improvement Program (TIP) Update Procedures and Policies.

4.01 Changes to LRTP, RLRTP, or TIP.

The BROWARD MPO shall initiate procedures for considering a change to an adopted LRTP, RLRTP, or TIP, when a request is received in writing from a local governing body or transportation operating agency providing service in Broward County. In addition, the BROWARD MPO or the TCC may recommend a change on its own initiative. Requests for LRTP amendments may be submitted in April and October for BROWARD MPO consideration during June and December respectively. Requests for RLRTP amendments must be approved by the SEFTC and be on a regional corridor. Requests for TIP amendments may be submitted anytime.

4.02 Requests for Change.

A request to the BROWARD MPO for consideration of a change to an adopted LRTP or TIP shall include:

4.021 Location and description of the link(s) and/or facilities in the transportation network,

4.022 Kind of change requested (i.e., capacity, location or classification),

4.023 Statement of reason and technical justification for requested change.

4.024 A financial analysis demonstrating the financial feasibility of the LRTP and/or the TIP are not negatively impacted.

4.03 Amendment Procedure.

The procedure for amending an adopted LRTP, RLRTP, or TIP shall be as follows:

4.031 The BROWARD MPO shall follow the guidelines set forth in its Public Involvement Plan (PIP) to notice interested parties that an amendment to the LRTP, RLRTP, and/or the TIP is contemplated.

4.032 Interested parties shall be notified where the technical and policy information regarding the amendment is located.

4.033 Proposed amendments and the comments received from all interested persons shall be forwarded to the TCC and the CIR for their review and comment. In addition, proposed amendments and the comments received from all interested persons regarding paratransit issues shall be forwarded to the Broward County Coordinating Board (BCCB) for review and comment.

4.034 The TCC will review each requested amendment based on any possible impact on the total transportation network, the comments received from interested persons, and other pertinent considerations.

4.035 The CIR will review each requested amendment to consider the comments received from interested persons and may make a recommendation for additional public involvement if they conclude such additional public involvement is warranted.

4.036 When appropriate, the BCCB will review each requested amendment to consider the comments relating to paratransit issues received from interested persons.

4.037 When the TCC, CIR, and if necessary, the BCCB reviews are completed, the requesting authority and the BROWARD MPO shall be notified of the resulting recommendations and the reasons for or against its recommendation. In cases where the TCC, CIR, or BCCB defer action or fail to act on an amendment within thirty (30) days, the BROWARD MPO may take whatever action it deems appropriate.

4.038 If the proposed amendment differs significantly, including but not limited to capacity, operation or impact, from the original amendment made available for public comment or if it raises new material issues that interested persons could not reasonably have foreseen, an additional opportunity for public comment shall be made available.

4.039 The BROWARD MPO may take action at a public hearing on the TCC, CIR, and BCCB recommendations. The BROWARD MPO shall make available all significant written and oral comments received as a result of the public involvement process.

4.0391 If a requested amendment is approved, the BROWARD MPO will then submit the modified amendment to FDOT for their review, comment and forwarding to the appropriate federal agencies.

4.0392 If the FDOT does not concur on the modified amendment, the BROWARD MPO will consider and take action on any suggested revisions by FDOT and notify FDOT of that action.

4.0393 If the LRTP and RLRTP is amended, the BROWARD MPO Executive Director shall make available updated maps and lists, including the date and nature of the amendment, to member agencies and interested parties.

4.04 BROWARD MPO Action.

4.041 In situations where an immediate decision is required for input to be effective, the BROWARD MPO may act without recommendations from the TCC, the CIR or the BCCB unless precluded by federal or state law or regulation. Even in those circumstances, the BROWARD MPO will make every effort to ensure opportunity for public comment. In those instances, the BROWARD MPO shall notify the TCC, the CIR and/or the BCCB of the action taken and reason for acting without a recommendation.

4.042 In situations where an immediate decision is required for input to be effective, is administrative in nature, and occurs while the BROWARD MPO is on break, the BROWARD MPO Executive Director may act without recommendations from the BROWARD MPO, TCC, CIR and BCCB unless precluded by federal or state law or regulation. In those instances, the BROWARD MPO Executive Director shall notify the BROWARD MPO, TCC, CIR and/or the BCCB of the action taken and reason for acting without a recommendation at their next regular meeting.

5.0 The BROWARD MPO Technical Coordinating Committee (TCC).

5.01 Membership.

5.011 The membership of the TCC shall consist of members with expertise in matters related to transportation planning from the agencies set forth below.

5.012 The membership of the TCC shall be as follows:

(a) The Director from each of the following Broward County agencies may appoint one member and one alternate:

Public Works Department;

Environmental Protection Department;

Urban Planning and Redevelopment Department;

Office of Transportation;

Traffic Engineering Division;

Highway Construction and Engineering Division;

Air Quality Division;

Port Everglades Department;

Aviation Department;

Emergency Management Agency.

(b) The Broward County Planning Council may appoint one member and an alternate.

(c) Each member on the BROWARD MPO shall appoint a member and an alternate to the TCC.

(d) The FDOT, District 4 Office may appoint three members and may designate alternates for the members.

(e) The Florida Department of Environmental Protection may appoint one member and an alternate.

(f) The Seminole Tribe of Florida may appoint one member and an alternate.

(g) The South Florida Regional Planning Council may appoint one member and an alternate.

(h) The TCC shall have additional advisory (non-voting) members as the BROWARD MPO deems advisable.

5.013 Municipal membership on the TCC is predicated upon the same district concept as that of the BROWARD MPO. Therefore, it is expected that TCC members will keep each of the other municipalities within the municipal district advised about matters relating to the activities of the TCC, as indicated in Section 2.052.

5.02 Appointment, Qualification and Terms of Office of TCC Members.

5.021 Each governmental unit and agency, in selecting its representative to the TCC, shall name technically qualified persons employed by governmental units or agencies for the purpose of planning transit, pedestrian and bicycle facilities, land use, traffic engineering, or civil engineering with a responsibility to that governmental unit or agency for some aspect of the control, planning, development, or improvement of the transportation system in Broward County.

5.022 Each member of the TCC is expected to demonstrate interest in the TCC's activities through attendance at the regularly scheduled monthly meeting except for reasons of an unavoidable nature. A majority of the TCC may recommend the removal of any member who fails to attend, or arrange for an alternate to attend, three or more meetings in a one-year period. Such recommendations shall be forwarded to the appointing agency or governmental unit through the BROWARD MPO Executive Director.

5.03 Officers and Duties.

5.031 The TCC shall hold an organizational meeting as part of its regular meeting after the March municipal elections of each year for the purpose of electing a chair and vice-chair.

5.032 Officers shall be elected by a majority of the members of the TCC present and authorized to vote. Officers shall serve a term of one (1) year, starting with the organizational meeting, but may be elected for consecutive terms.

5.033 The chair shall preside at all meetings. In the event of the absence of the chair, or at the chair's direction, the vice-chair shall temporarily assume the powers and duties of the chair. In the absence of the chair and vice-chair, those present shall elect a chair pro tem.

5.04 Meetings.

5.041 Regular meetings of the TCC shall normally be held on the fourth Monday of each month at a time and place to be designated by the TCC. Regular meeting dates and times may be changed by action of the TCC to accommodate desirable changes because of holidays or other reasons.

5.042 The presence of a majority of appointed TCC members who are authorized to vote shall constitute a quorum for the transaction of business. An affirmative vote of a majority of the voting members present and voting at any meeting of the TCC shall be necessary in order to adopt any measures.

5.043 The TCC may choose to hold workshops from time to time. A quorum shall not be necessary for conducting a workshop; however, all workshops shall be noticed in the same manner as regular meetings of the TCC.

5.044 Special meetings may be called by the chair or in the absence of the chair, the vice-chair. Special meetings may also be called on the initiative of four (4) or more voting members of the TCC petitioning the chair.

5.046 The BROWARD MPO Executive Director is responsible for the TCC meeting minutes and all notices and agendas for future meetings. The Broward County Board of County Commissioners shall furnish a recording secretary for all TCC meetings.

5.047 TCC meetings shall be open to the public. The TCC shall provide the opportunity at each of its meetings for citizens to comment on any matter pertinent to the transportation planning and programming process.

5.048 Except as otherwise provided in these Rules of the BROWARD MPO, the most recent edition of *Roberts - Rules of Order*, shall be used to conduct all meetings of the TCC.

5.05 Alternate Voting Members.

An alternate to the TCC may vote only when the member(s) from the appointing authority is not present at the meeting. If a non-municipal member of the TCC is unable to attend, the member shall be responsible for notifying the alternate. If a municipal member of the TCC is unable to attend, the member shall be responsible for notifying, in order of population, the district's alternates.

5.06 TCC Responsibilities and Functions.

5.061 The TCC serves in an advisory capacity to the BROWARD MPO on matters related to coordinating transportation planning and programming including but not limited to, review of BROWARD MPO-related transportation studies, reports, plans and programs. The TCC shall assist the BROWARD MPO by providing technical resources and recommendations as requested.

5.062 In all cases, when the TCC has voted affirmatively for recommended issues for action or consideration by the BROWARD MPO, the following process shall be followed:

5.0621 A majority of those present must vote affirmatively to send an issue to the BROWARD MPO for consideration, action or information.

5.0622 The BROWARD MPO Executive Director shall communicate the request of the TCC to the BROWARD MPO through the BROWARD MPO's agenda.

5.0623 The BROWARD MPO may choose to take action and if action is taken, the BROWARD MPO Executive Director through the TCC agenda shall inform the TCC.

5.0624 The TCC shall relay its position to those outside the BROWARD MPO only after approval by the BROWARD MPO and only on BROWARD MPO-approved letterhead.

5.063 TCC recommendations to the BROWARD MPO shall be based upon the technical sufficiency, accuracy, and completeness of studies, plans and programs and in accordance with the BROWARD MPOs mission and policy statements in Section 2.07.

5.064 The TCC may serve as an advisory committee to any duly constituted area-wide transportation authorities and boards, as well as area-wide planning boards or councils for physical development or comprehensive planning upon direct request of such authorities, board, or councils and with the concurrence of the BROWARD MPO.

5.07 TCC Subcommittees.

As necessary, subcommittees and the chair of subcommittees shall be designated by the chair to investigate and report on specific subject areas of interest to the TCC. The TCC may veto a designation of a subcommittee or a subcommittee chair, by an affirmative vote of a majority of those present. A subcommittee shall consist of at least three members. Two of the subcommittee members must be present for the subcommittee to take formal action.

6.0 The BROWARD MPO Community Involvement Roundtable (CIR).

6.01 Membership.

6.011 The membership of the CIR shall include forty-four (44) voting members. Nineteen (19) members shall be individual appointees of the regular members of the BROWARD MPO. Twenty (20) members shall be appointed by service, civic or other organizations or groups authorized by the BROWARD MPO to appoint a member to the CIR. Five (5) members shall be nominated by the CIR and shall be approved by the BROWARD MPO.

6.012 Names of nominees recommended by the CIR shall be forwarded to the BROWARD MPO through the BROWARD MPO - Executive Director and shall be accompanied by the nominee's resume, a letter of interest prepared by the nominee, and a request for approval by the CIR.

6.013 Each voting member of the CIR is expected to demonstrate interest in CIR activities through participation in scheduled meetings. A majority of the CIR may recommend the

removal from membership of any member who fails to attend, or arrange for an alternate to attend, three or more meetings in a one-year period. Such recommendations shall be forwarded to the appointing agency or governmental unit through the BROWARD MPO Executive Director.

6.02 Term of Office.

Members designated by the BROWARD MPO shall serve at the pleasure of the appointing member and if the appointing member is no longer a member of the BROWARD MPO, then at the pleasure of the BROWARD MPO member who replaces the appointing member. Members appointed by designated service groups shall serve at the pleasure of the appointing organization. The BROWARD MPO may remove any service group from membership on the CIR.

6.03 CIR Officers and Duties.

6.031 The CIR shall hold an organizational meeting as part of its regular meeting after the March municipal elections for the purpose of electing a chair and vice-chair.

6.032 Officers shall be elected by a majority of the members of the CIR present and authorized to vote. Officers shall serve a term of one (1) year, starting with the organizational meeting, but may be elected for consecutive terms.

6.033 The chair shall preside at all meetings. In the event of the absence of the chair, or at the chair's direction, the vice-chair shall temporarily assume the powers and duties of the chair. In the absence of the chair and vice-chair, those present shall elect a chair pro tem.

6.04 CIR Meetings.

6.041 The CIR shall hold at least eight (8) regular meetings a year and shall, at each meeting, determine the date for the following meeting. Regular meeting dates may be changed by action of the CIR board accommodating holiday or other conflicts.

6.042 Special meetings may be called by the chair or in the absence of the chair, the vice-chair. Special meetings may also be called on the initiative of four (4) or more voting members of the CIR petitioning the chair.

6.043 The CIR, in addition to its regular and special meetings, may hold public hearings to elicit public input and to determine the degree of acceptance that a plan may have on all segments of the population.

6.044 The presence of eleven (11) voting members who are authorized to vote shall constitute a quorum for the transaction of business. An affirmative vote of a majority of the voting members present and voting at any meeting of the CIR shall be necessary in order to make recommendations to the MPO Board for their adoption.

6.045 The CIR may choose to hold workshops from time to time. A quorum shall not be necessary for conducting a workshop; however, all workshops shall be noticed in the same manner as regular meetings of the CIR.

6.046 The BROWARD MPO Executive Director shall furnish a recording secretary for regularly scheduled CIR meetings. The BROWARD MPO Executive Director is responsible for the CIR meeting minutes and all notices and agendas for future meetings.

6.047 CIR meetings shall be open to the public. The CIR shall provide the opportunity at each of its meetings for citizens to comment on any matter pertinent to the transportation planning and programming process.

6.048 Except as otherwise provided in these Rules of the BROWARD MPO, the most recent edition of *Roberts - Rules of Order*, shall be used to conduct meetings of the CIR.

6.05 Responsibilities and Functions.

The community at large shall be represented in the transportation planning process by the CIR. The CIR serves in an advisory capacity to the BROWARD MPO for the purpose of seeking reaction to planning proposals and providing comment with respect to the concerns of various segments of the population regarding their transportation needs. It shall be the function of the CIR to:

6.051 Assist the BROWARD MPO in formulation of their goals and objectives and recommending public information programs.

6.052 Providing citizens review of the preliminary findings and making recommendations to the BROWARD MPO for:

Public information programs

Public comments on proposed TIP, LRTP, and RLRTP amendments

Position statements regarding general plan proposals and means to implement plans

Review of the effect of plans, as proposed, upon the various segments of the population

6.053 Assist in other functions as deemed desirable by the BROWARD MPO or TCC.

6.054 The CIR shall review the BROWARD MPOs PIP and provide recommendations as appropriate.

6.055 Based on its findings, the CIR shall note the proposals that appear to be harmful or detrimental to the community and shall note those proposals that fail to benefit or that tend to create a disincentive to the interests of the various segments of the community. These recommendations and findings shall be transmitted to the BROWARD MPO for consideration through the BROWARD MPO Executive Director.

6.056 In all cases, when the CIR has voted affirmatively for recommended issues for action or consideration by the BROWARD MPO, the following process shall be followed:

6.0561 A majority of those present must vote affirmatively to send an issue to the BROWARD MPO for consideration, action or information.

6.0562 The BROWARD MPO Executive Director shall communicate the request of the CIR to the BROWARD MPO through the BROWARD MPO's agenda.

6.0563 The BROWARD MPO may choose to take action and if action is taken, the BROWARD MPO Director through the CIR agenda shall inform the CIR.

6.0564 The CIR shall relay its position to those outside the BROWARD MPO only after approval by the BROWARD MPO and only on BROWARD MPO-approved letterhead.

6.06 CIR Subcommittees.

As necessary, subcommittees and the chair of subcommittees shall be designated by the chair to investigate and report on specific subject areas of interest to the CIR. The CIR may veto a designation of a subcommittee or a subcommittee chair, by an affirmative vote of a majority of those present. A subcommittee shall consist of at least three members. Two of the subcommittee members must be present for the subcommittee to take formal action.