



September 1, 2010

To: Metropolitan Policy Committee

From: Kathi Wiederhold

Subject: Item 5.b: Annual Review of MPO Public Involvement Program

Action Recommended: Provide feedback to the Citizen Advisory Committee and staff regarding the general recommendations for public involvement. Open the public comment period for the proposed amendments to the Public Participation Plan.

The Citizen Advisory Committee (CAC) has completed its third annual review of the MPO public involvement program, including the Public Participation Plan (PPP.) Overall, the committee believes the MPO is headed in the right direction with its public involvement program but should broaden its outreach. Policy 3.2 on page 10 of the PPP directs that the PPP shall be reviewed annually.

Background

The Citizen Advisory Committee (CAC) began its annual review of the MPO public involvement program at the April 15, 2010, meeting and continued it at the May 20, 2010, meeting. A PPP/Title VI Annual Review Subcommittee was convened, chaired by Sarah Strand with members Diana Alldredge, Bill Morganti, and Edward Winter. The subcommittee met April 6, April 22, and June 18, 2010. In their work of developing the draft recommendations, the subcommittee reviewed:

- CAC discussions held at the April and May 2010 meetings.
- The public outreach conducted for the CAC Recruitment in fall 2009.
- A summary of public outreach conducted for MPO planning activities during the past year, including data from the website indicating how many people viewed that information, the number of testifiers at the public hearing, and the number of written comments received the public comment period.
- CAC recommendations from the 2008 and 2009 Annual Review.

Conclusions

The following points summarize the conclusions reached by the CAC during the annual review:

- The MPO is headed in the right direction with its public involvement program.
- Many of the outreach tools and strategies used by the MPO work well, but the MPO should use some additional new methods to reach a broader group.
- The CAC recruitment outreach and process worked well but the MPO should actively look for ways to broaden its outreach.

- The MPO PPP was followed when conducting public outreach for the Regional Transportation Plan.

Recommended Changes to the MPO Public Involvement Program

Attachment 1 lists the CAC recommendations to MPC which resulted from 2010 annual review of the MPO public involvement program. The recommendations include four amendments to the Summary Table of the PPP (refer to Attachment 2), three general recommendations, and four continuing recommendations. MPC action regarding these recommendations, anticipated to occur in November 2010, will complete the 2010 annual review of the MPO public involvement program.

Public Involvement for Amendments to the PPP

The committee recommended to MPC that the MPO use three public outreach tools to let the public know about the four proposed minor amendments to the PPP resulting from the annual review: the CAC, notice to interested parties, and a web notice. This recommendation is consistent with Table 2 in the PPP, which lists the public involvement required for each of the key MPO products.

The CAC and its subcommittee conducted an extensive review of the PPP over five meetings, as indicated under the Background section of this memo, and unanimously agreed on recommendations to MPC at the July 15, 2010, meeting. The CAC recommended four minor amendments to the PPP, three general recommendations, and four continuing recommendations as a result of the 2010 annual review.

The PPP requires a minimum 45-day public comment period before changes are made to the PPP. A notice to interested parties about the proposed changes to the PPP was sent to the MPO email distribution list and posted on the MPO website on September 2, 2010, with close of public comment proposed for October 22, 2010. Staff will summarize the comments received, including a staff response and recommended action, for MPC review and action on the proposed amendments at the November meeting.

Recommended Action

The action requested is to provide feedback to the CAC and staff regarding the general and continuing recommendations from the CAC, and open the public comment period for the proposed amendments to the PPP.

Attachments

Attachment 1: CAC Recommendations, July 15, 2010

Attachment 2: Draft Revised PPP Table 1. Summary Table