

Memorandum

To: MPO Committee Members
From: Lucinda Shannon, Senior Planner
Date: March 17, 2021
Reference: CA-MPO Engagement Plan

Purpose:

MPOs are required to comply with federal regulations to ensure that the MPO has an adequate process to involve interested or affected individuals, organizations, and government entities when developing and adopting MPO planning documents. The *CA-MPO Engagement Plan* is the document the Charlottesville-Albemarle MPO uses to communicate the strategies that will be utilized to satisfy those requirements.

This plan is intended to provide as much flexibility as possible in meeting the requirements established in the federal regulations. The TJPDC as an organization, which includes the MPO operations, is committed to exceeding the minimum requirements and developing meaningful engagement opportunities, considering the diversity of needs and preferences throughout the MPO area.

Background:

In 2020 the *Public Participation Plan* was updated to include the following changes:

- Updating references to Thomas Jefferson Planning District Commission (TJPDC) reports and News Briefs to reflect current practices.
- Including procedures for electronic meetings when authorized.
- Updating sections on accessibility for people with disabilities and non-English speakers.
- Updating plans for communicating with traditionally underserved communities.
- Generalizing the committee membership to remove references to specific individuals.

During the 2020 update there were some substantial changes requested by MPO committees and the public. The draft of the 2021 *CA-MPO Public Engagement Plan* included in your packets reflects the recommended changes. This is an initial opportunity for the CTAC committee to review ***CA-MPO's Engagement Goals and Strategies*** section of the plan and provide feedback. The federal regulations require that there be a 45-day public comment period prior to any significant changes to the plan being made. CA-MPO staff will begin a formal comment period following the committee's review of this document.

Recommendation:

At this time, CTAC is being asked to review the ***CA-MPO's Engagement Goals and Strategies*** section of the plan and provide feedback on this section to staff. Once staff has received feedback, recommendations for changes will be incorporated and the plan will be distributed for comments.

If there are any questions or comments, please contact Lucinda Shannon at lshannon@tjpd.org.