

LAS CRUCES METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 18-07

A RESOLUTION ADOPTING THE PUBLIC PARTICIPATION PLAN.

The Mesilla Valley Metropolitan Planning Organization (MPO) Policy Committee is informed that:

WHEREAS, the Mesilla Valley Metropolitan Planning Organization (MPO) is required to conduct a planning process in accordance with 23 CFR § 450.306.a.1-8; and

WHEREAS, preparation of a Public Participation Plan (PPP) is a requirement of the Federal Highway Administration (FHWA) (23 CFR § 450.316.a.1.i-x); and

WHEREAS, the Policy Committee adopted the current Public Participation Plan on September 11, 2013; and

WHEREAS, the Public Participation Plan must be updated and renewed every five years; and

WHEREAS, the current draft attached as Exhibit "A" complies with the requirements in 23 CFR § 450.316; and

WHEREAS, the MPO Technical Advisory Committee recommended approval on August 2, 2018; and

WHEREAS, the MPO Bicycle and Pedestrian Advisory Committee recommended approval on August 21, 2018; and

WHEREAS, the Policy Committee has determined that it is in the best interest of the MPO for the Resolution adopting the Public Participation Plan to be approved.

NOW, THEREFORE, be it resolved by the Policy Committee of the Mesilla Valley Metropolitan Planning Organization:

(I)

THAT the Mesilla Valley Metropolitan Planning Organization's Public Participation Plan is adopted as shown in Exhibit "A", attached hereto and made part of this resolution.

(II)

THAT staff is directed to take appropriate and legal actions to implement this Resolution.

DONE and **APPROVED** this 10th day of October, 2018.

APPROVED:


Chair

Motion By:	Trustee Johnson-Burick
Second By:	Commissioner Rawson
VOTE:	
Chair Eakman	Yes
Vice Chair Rawson	Yes
Trustee Arzabal	Abs
Mayor Barraza	Yes
Mr. Doolittle	Yes
Trustee Johnson-Burick	Yes
Commissioner Rawson	Yes
Commissioner Solis	Yes
Councilor Sorg	Yes
Councilor Vasquez	Yes

ATTEST:


Recording Secretary

APPROVED AS TO FORM:

City Attorney



METROPOLITAN PLANNING ORGANIZATION

LAS CRUCES DOÑA ANA COUNTY MESILLA

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Introduction

The Mesilla Valley Metropolitan Planning Organization (MPO) is a transportation planning organization whose primary role is to involve the public in the planning process. Public involvement is not a discrete incident, but a continual focus of the MPO's entire work program. In order to maintain a proactive presence in the community, and be a resource for the public and other entities, the MPO strives to be both an educational organization and a quality resource center.

This Public Participation Plan is intended to provide a guide for public participation activities to be conducted by the Mesilla Valley Metropolitan Planning Organization. The Public Participation Plan contains the goals of the MPO for public participation, as well as specific processes and tools to encourage and facilitate public and stakeholder participation.

Background

The Mesilla Valley Metropolitan Planning Organization (MPO) is the agency responsible for transportation planning within Las Cruces, Mesilla, and central Doña Ana County. Federal regulations require the designation of an MPO to carry out a coordinated, continuing, and comprehensive transportation planning process for urbanized areas with a population of more than 50,000. The Mesilla Valley MPO has been in existence since 1982, and it operates under the guidance of a Policy Committee. The Policy Committee is comprised of elected officials from the City of Las Cruces, Town of Mesilla, Doña Ana County, and the district engineer from the New Mexico Department of Transportation (NMDOT) who make decisions to plan for the future transportation needs of the region.

Public Participation

Requirements

Federal Transportation Regulations

Federal laws outlined in 23 U.S.C. 450.306.a.1-8 require MPOs to conduct a

planning process that considers transportation projects and strategies that will do the following:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety and security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility options available to people and freight;
- Protect and enhance the environment, promote energy conservation, and improve quality of life;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation; and
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce the impact of storm water
- Enhance travel and tourism

In order to accomplish this planning process the MPO has developed this Public Participation Plan in accordance with federal laws outlined in 23 U.S.C. 450.316.a.1.i – x.

Federal Transit Regulations

The public participation procedures outlined in this Plan also serve as the public participation process required for the development of transit projects as per Federal Transit Administration (FTA) Circular 9030. The MPO will implement the following strategies to reduce participation barriers for persons with Limited English Proficiency (LEP):

- The MPO will actively engage and provide accommodations for LEP populations in the short term by providing interpretative services, utilizing visual techniques,

be identified and included in MPO mailings.

- The MPO will provide a complaints process to deal with any issues regarding Title VI compliance. See the Mesilla Valley MPO Title VI Plan.

State Open Meetings Act

In order to ensure adequate public notice and provision of timely information, all meetings of the Mesilla Valley Metropolitan Planning Organization Policy Committee and its advisory committees are subject to the provisions of the New Mexico Open Meetings Act, as amended. Policy Committee meeting notices are published in the *Las Cruces Sun News* 10 days prior to the meeting date. Technical Advisory Committee (TAC) and Bicycle and Pedestrian Facilities Advisory Committee (BPAC) meeting notices are posted at least seventy-two hours prior to the meeting date. All meeting notices are posted at Las Cruces City Hall, Doña Ana County Government Complex, Branigan Library, the Mesilla Town Hall, and the MPO website. Upon request, all notices will be available in Spanish and alternative formats.

State Inspection of Public Records

All Mesilla Valley MPO work products are available for public inspection. Because the City of Las Cruces is the fiscal and administrative agent for the Mesilla Valley MPO, inspection of MPO documents follows the City of Las Cruces Inspection of Public Records, Ordinance 2265. A copy of this ordinance is available upon request.

Proposed documents and proposed document amendments will also be available for review, free of charge, at the following locations:

- MPO Office, Las Cruces City Hall, 700 N. Main Street
- Reference Desk, Branigan Library, 200 East Picacho Avenue
- NMDOT District One Las Cruces Project Office, 750 North Solano Drive

- Town of Mesilla Town Hall, 2231 Avenida de Mesilla
- Community Development Department, Doña Ana County Government Complex, 845 North Motel Boulevard
- Mesilla Valley MPO website:
<http://mesillavalleympo.org>

All documents, in whole or part, will be available upon request in Spanish and in alternative formats.

MPO Work Products

According to the federal transportation regulations, the Mesilla Valley MPO is required to create and maintain the following transportation planning documents:

- Metropolitan Transportation Plan (23 U.S.C. 450.322);
- Transportation Improvement Program (23 U.S.C. 450.324);
- Unified Planning Work Program (23 U.S.C. 450.308); and
- Public Participation Plan (23 U.S.C. 450.316); and
- Annual List of Obligated Projects (23 U.S.C. 450.332).

Metropolitan Transportation Plan (MTP)

The Metropolitan Transportation Plan contains both long-range and short-range strategies/actions that guide multi-modal transportation planning, construction, and maintenance of an integrated transportation network for the Las Cruces Urbanized Area. The MTP is developed through a shared vision for the region involving extensive interaction with and education of the public, stakeholders, and the MPO Committees. The Plan covers no less than a 20-year planning horizon. The Metropolitan Transportation Plan is updated every five years.

Transportation Improvement Program (TIP)

The Transportation Improvement Program is a six-year, financially constrained list of

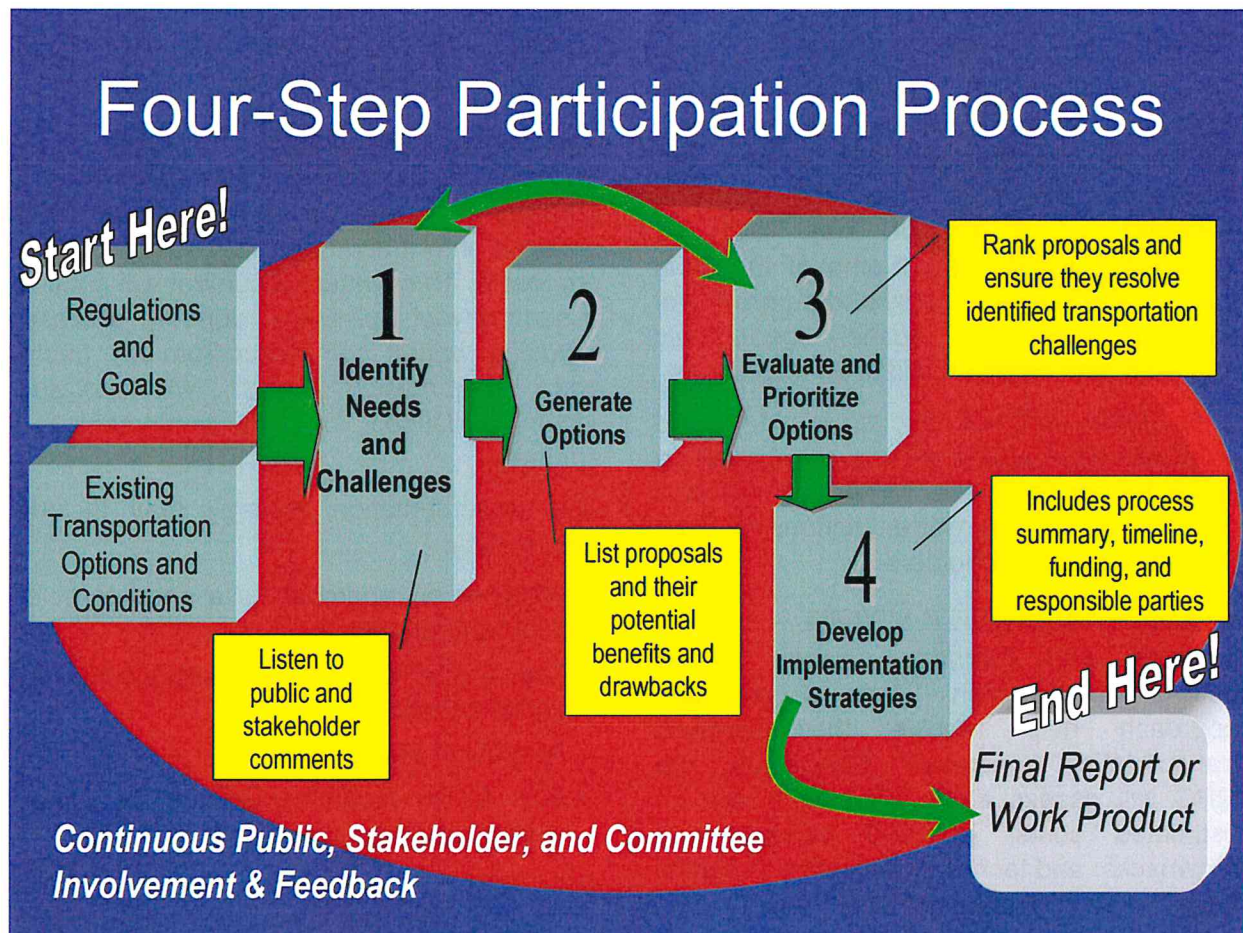
transportation system or a potential transportation project. In this era of rising gas prices, identifying public concerns about transportation is particularly important. In order to conduct a comprehensive identification of transportation needs and challenges, the MPO must solicit information from the public, stakeholders, and MPO committees. This effort requires listening to comments and integrating suggestions made concerning the regional transportation network.

The public participation tools listed in this plan will be used to collect the public's comments about their daily transportation experiences, the regional transportation system as a whole, their suggestions for potential projects, and their vision for the future.

In addition to the general public, the MPO

staff will also solicit the concerns of a broad range of stakeholders such as local jurisdictions, transportation providers, and land use agencies. Listening to stakeholders means gathering information about the services they provide and the impacts that the transportation system or potential projects will have on their services. MPO staff then discusses with its committees the information gathered from the public and stakeholders.

MPO staff is responsible for planning a transportation network that safely and efficiently moves people and goods throughout the region. Therefore, at this stage in the process, the MPO staff is also responsible for gathering information on current, relevant transportation conditions, such as crash data, traffic volumes, access management, adjacent land uses, and topography. For example, crash data may be



committees and presented to the public and stakeholders for their final feedback. Final action on proposed options or plan updates is reserved for the MPO Policy Committee.

Public Participation Tools

Introduction

In order to maintain a proactive presence in the community, and an early and continuous public involvement process, the MPO strives to be both an educational organization and a quality resource center. To accomplish this goal, the MPO uses a toolbox of involvement techniques in their public participation processes. See Appendix A for the complete Public Participation Matrix.

Participation Meetings

MPO staff continually works on adjusting and improving the format of public meetings to encourage participation from all people in attendance. Interactive meetings are held early in the transportation planning process. This interaction is important so that the public is involved prior to any decisions being made. Below is listed the types of meetings that MPO Staff uses in different stages or settings of the Public Participation Process.

MPO Committee Meeting

The MPO has regular meetings of their Technical Advisory Committee, Bicycle and Pedestrian Advisory Committee, and Policy Committee. The advisory committees provide input to the Policy Committee on planning and engineering issues that affect the transportation decision-making process. All MPO committee meetings are open to the public. Residents and stakeholders are encouraged to attend the meetings and discuss the transportation challenges that they face. The meeting schedule, agendas and full packets for each committee meeting will be posted on the Mesilla Valley MPO website. Agendas are also distributed through the MPO Master Mailing List.

Traditional Public Participation Meeting

Traditional Public Participation Meetings are

appropriate when MPO staff is asked to provide information on a specific topic, conduct an educational seminar, or present final results of a plan update or corridor study. These meetings provide an opportunity for question-and-answer sessions with the public, but are less interactive than charette-style meetings.

Charette-Style Meeting

Charette-Style public meetings engage the public in an interactive brainstorming process to develop ideas to address transportation needs and challenges. This process ensures that dynamic dialogue throughout the process is an integral part of assessing proposals and plans. Ideas that come out of this visioning process can be further analyzed for technical feasibility and for incorporation into a potential range of final solutions. Much of the four-step process outlined in this public participation plan is derived from the successes of conducting Charette-Style meetings.

Open House Meeting

Open houses are an informal type of public meeting that take transportation issues to the public rather than asking the public to come to us. This process is often less intimidating than a traditional participation meeting. An Open House meeting is generally set up at a familiar site in the community where people already congregate, for example, at the Farmer's Market, the local mall, or a University campus.

Sometimes traditional or even Charette-Style public meetings do not work well because people have busy schedules and may not have the time or the availability to attend these meetings. The Open House forum offers the public more opportunities to learn about transportation issues by providing meetings at several different locations and during different times of the day allowing flexibility and sensitivity to culturally appropriate methods. The MPO may set up a booth with brochures, maps, and other

already made an event a part of their schedule.

Focus Groups

Focus Groups are generally used to explore a specific aspect of a project or transportation challenge in a more in depth manner. Individuals who are knowledgeable about or have an interest in a transportation related topic may be invited to participate in a Focus Group.

Comment Forms

Comment forms are open-ended requests for feedback on transportation related topics. Comment forms are available on the MPO website, at public meetings, or at MPO offices. Feedback from comment forms will be included in documents as either a verbatim appendix or a summary.

Surveys

Surveys are direct requests for feedback on specific transportation issues. In some cases, quantified results will be used to guide transportation decision making and help formulate overall goals for the transportation system.

Education and Resource Center

MPO Staff Availability

MPO staff is available during business hours to discuss the MPO transportation planning process or other transportation-related matters with residents and other interested parties. By prior arrangement, MPO staff is available to meet with stakeholders and other organizations during and after normal business hours.

Orientation Workshops and Materials

The MPO must educate our committee members and the general public on the basics of what the MPO does and why. In order to achieve this goal, the MPO provides both workshops that can be set up on an as needed basis and written materials that summarize the MPO's goals, regulations, and processes. The MPO is working on a

presentation and handbook titled "MPO 101" to distribute to all Committee members and anyone else who is interested.

Master Mailing List (MML)

The Mesilla Valley MPO maintains a Master Mailing List which includes neighborhood associations, community groups, business and professional groups, environmental groups, special interest groups, elected and appointed officials, affected agencies, and interested residents. This list will be used to:

- Coordinate regional planning efforts;
- Distribute TIP Call for Projects letter
- Provide MPO documents for review;
- Notify interested parties of upcoming meetings and other MPO activities;
- Communicate with members of the public, private entities, and governmental agencies; and
- Invite interested parties to comment on transportation planning issues.

The MML will be customized so only items of particular interest will be mailed to list recipients. The MML is continuously updated.

Library

MPO staff maintains a library of documents that are available for review during normal business hours. The MPO library contains past and current transportation planning studies and materials, paper and digital versions of maps, MPO plans, and study area reports. Copies of library materials are available at reproduction and postage costs.

Website

The Mesilla Valley MPO maintains an internet website to provide the most current information available including committee meeting agendas and packets, work products, current projects, staff contact information, and links to other transportation sites. The MPO also utilizes the website for public outreach and education through regular updates and notifications. Public comments are encouraged and welcomed

<u>Public Participation Matrix</u>	Public Meeting Date	Minimum Comment Period	Public Participation Tools	Additional Comments
MPO Work Product Processes				
Long Range Transportation Plan (LRTP)	Kick Off meeting required with all MPO Committees Draft LRTP: At least 30 days prior to Policy Committee final action	180 days during LRTP process 30 days on Final Draft LRTP	<ul style="list-style-type: none"> • Four-Step Process • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every 5 years • All public comments received and staff responses will be included in the LRTP
Transportation Improvement Program (TIP)	Call for projects letter at least 60 days prior to TIP final action At least 30 days prior to Policy Committee final action	30 days	<ul style="list-style-type: none"> • TIP Process • Call for Projects Letter • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every two years • BPAC and TAC may serve as public participation meetings • All public comments received will be included in the documentation for the TIP
Unified Planning Work Program (UPWP)	At least 30 days prior to Policy Committee final action	30 days	<ul style="list-style-type: none"> • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every year • BPAC and TAC may serve as public participation meetings • A summary of all public comments will be provided to the Policy Committee
Public Participation Program (PPP)	At least 30 days prior to Policy Committee final action	45 days	<ul style="list-style-type: none"> • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every 5 years • BPAC and TAC may serve as public meetings • A summary of all public comments will be provided to the Policy Committee

<u>Public Participation Matrix</u>	Public Meeting Date	Minimum Comment Period	Public Participation Tools	Additional Comments
Input Meetings				
MPO Committee Meetings	Varies	N/A	<ul style="list-style-type: none"> • Legal or Posted Notice, as applicable • E-Newsletter • Website 	See MPO Meeting Calendar in Appendix D

Low and Moderate Income Areas in Mesilla Valley MPO Area with Public Transportation Routes

This map displays the Mesilla Valley MPO Area, highlighting low and moderate income areas in blue. Major streets and roads are shown in green, and public transportation routes (RoadRunner Transit Routes) are indicated by red lines. The map includes a legend, a scale bar (0 to 4 miles), and a north arrow. The map is titled "Low and Moderate Income Areas in Mesilla Valley MPO Area with Public Transportation Routes".

Legend

- RoadRunner Transit Routes
- Interstates
- Major Streets/Roads
- Special Survey Area
- Low/Moderate Income Areas

Scale: 0 to 4 Miles

Updated July 25, 2018

Mesilla Valley MPO TIP Timeline												
TIP Action	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
BPAC Review and Recommendation												
TAC Review and Recommendation												
Policy Committee Review and Recommendation												
FHWA Adoption and Incorporation into the STIP												

