

Memorandum

REPORT TO: Gallatin Valley MPO - Transportation Technical Advisory Committee

FROM: Jeff Butts, MPO Manager

SUBJECT: Consider Recommendation of Adoption of the Metropolitan Planning Organization's Public Participation Plan

MEETING DATE: February 12, 2025

AGENDA ITEM TYPE: Administration

RECOMMENDATION: **Consider the motion:** *Having reviewed and considered the Public Participation Plan along with the information presented, I move to recommend adoption of the Metropolitan Planning Organization's Public Participation Plan [with modifications].*

STRATEGIC PLAN: 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

BACKGROUND: As the Metropolitan Planning Organization (MPO) commences its work, it must meet foundational requirements including the adoption of key governing documents. These include the Metropolitan Planning Organization Formation Agreement, Metropolitan Planning Area Boundary, Performance-Based Planning and Programming Agreement, Planning (PL) Funds Agreement, and the 3-Cs Agreement (cooperative, continuous, and comprehensive planning). One of the remaining required documents is the Public Participation Plan (PPP).

The PPP serves as a guiding document for public involvement in the MPO's planning processes. While primarily a staff resource, it is publicly accessible and outlines comprehensive public engagement strategies, including tools, outreach methodologies, the timing of publicly posted committee meeting agendas, and contact information for language access services.

The PPP is structured around the International Association for Public Participation (IAP2) Spectrum of Participation, aligning with but remaining distinct from the City of Bozeman's public involvement approach. This framework defines levels of engagement, from information the public to consulting, involving, and collaborating with community members through targeted strategies. The attached draft includes an appendix with regulatory code requirements.

Adoption of the PPP requires posting the document on the MPO website for

the mandated 45-day public comment period. Following the comment period, staff will incorporate any necessary revisions based on public input before presenting the final document to the Transportation Policy Coordinating Committee (TPCC). If the Transportation Technical Advisory Committee (TTAC) determines further review is necessary after incorporating public comment, additional review will be conducted before bringing it to the TPCC.

Staff will incorporate any modifications and post it for public comment before bringing it to the TPCC for their consideration of adoption after the public comment period. Staff requests that the committee consider recommending adoption of the attached draft plan.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by the committee.

FISCAL EFFECTS: None.

Attachments:

[GVMPO_Draft_Public_Participation_Plan_TTAC_2-12-25.pdf](#)

Report compiled on: February 5, 2025