

**MEMORANDUM**

**TO:** GTC Planning Committee Members & Alternates  
**FROM:** James Stack, Executive Director JS  
**DATE:** November 5, 2020  
**SUBJECT:** Approval of the Draft *Public Engagement Plan* for public review

The purpose of *Public Engagement Plan* (PEP) is to provide guidance to GTC staff, member agencies, and sponsors administering projects and programs funded through GTC. Additionally, it will define what the public can expect in terms of opportunities to participate in the decision-making process. This PEP provides parameters to manage expectations while sustaining flexibility to meet diverse and individual needs.

A description of each opportunity will provide a definition, how one would participate, how one would learn of input opportunities, accessibility and accommodations, contingency plans, and additional references. GTC will make the status and recommendations of all programs, projects and activities conducted by or on behalf of GTC accessible to the public.

As we have learned during the COVID-19 outbreak, our efforts need to be flexible and adaptable. It is the desire of GTC to provide the public meaningful opportunities to participate in the metropolitan planning process. If circumstances beyond our control impact the ability of GTC to follow the processes proscribed by this plan, we will strive to meet the intention of this plan to the extent possible.

It is suggested that the PEP is be reviewed and updated in conjunction with a proposed Community Engagement Plan for each future Long-Range Transportation Plan. There is no required cycle for updates for MPOs.

After a 45-day public review, the Planning Committee will make a final recommendation at its February 2021 meeting. The GTC Board is expected to consider and adopt the PEP at its February 25, 2021 meeting. The PEP will go into effect immediately.

***Recommended Action***

Approve the draft *Public Engagement Plan* for Public Review.