

# **MPO ANALYSIS: CITIZEN TRANSPORTATION ADVISORY COMMITTEE**

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# **MPO ANALYSIS: CITIZEN TRANSPORTATION ADVISORY COMMITTEE**

This MPO analysis, conducted August 2008, was designed to obtain information about MPO citizen transportation advisory committees nationwide.

## **ANALYSIS METHODOLOGY**

There are a total of twenty-two (22) MPOs with citizen transportation advisory committees included in the analysis. To obtain data for 22 MPOs, information from the bylaws and websites of each MPO were gathered. Where information could not be found, email and telephone interviews were conducted.

## **COMMITTEE NAME**

The examination of the 22 MPOs indicate that the committee composed of MPO citizens, special interest group representatives, and other individuals interested in participating in the transportation planning process has many names such as:

- Citizen Advisory Committee
- Citizens Advisory Committee
- Citizen's Advisory Committee
- Citizens' Committee
- Citizens Transportation Advisory Committee
- Community Advisory Committee
- Community Involvement Roundtable
- Metro Committee for Citizen Involvement
- Public Advisory Committee
- Public Involvement Committee
- Regional Citizens Committee
- Transportation Advisory Group

For the purposes of this analysis, the term Citizen Transportation Advisory Committee (CTAC) will be used.

## **ORGANIZATION**

- I. MPO CTAC analysis and tables
- II. Hampton Roads MPO possible CTAC members

## **SECTION 1: MPO CTAC ANALYSIS AND TABLES**

A total of twenty-two (22) MPOs with citizen transportation advisory committees were included in the analysis.

### **ROLE**

The role of a CTAC generally ranges from providing an avenue for obtaining public input for the MPO Policy Board deliberations on transportation issues to promoting public involvement in transportation planning for the region.

### **RELATIONSHIP TO THE MPO POLICY BOARD**

#### **Bylaws**

- CTAC policy and procedures are included in the MPO Policy Board bylaws.
- CTAC has its own set of bylaws.

#### **Communication to the MPO Policy Board**

- CTAC Chair may serve on the MPO Policy Board as a voting or non-voting member to represent the CTAC.
- CTAC may make recommendations to the MPO Policy Board.

### **MEMBERSHIP COMPOSITION**

#### **Table 1.1 page 5**

The CTAC is a volunteer group representing the MPO's population, typically composed of jurisdiction citizens and representatives from community organizations, professional associations, the private sector, and other special interest groups.

#### **COMMITTEE SIZE**

#### **Table 1.2 page 6**

- The number of CTAC members range from 6 to 73.
- The average number of members serving on the CTAC is 26.
- The number of CTAC members per population ranges from 1 per 6,400 to 1 per 285,000.

### **MEETINGS**

- CTACs usually meet on a monthly basis, during the afternoon or evening for 1-2 hours.
- All meetings of the CTAC and its sub-committees are open to the public.

### **MEMBERSHIP CRITERIA**

- Members live in the municipalities that they represent.
- Members represent a constituency.
- Members have an interest in the transportation planning process.
- Members have time to review pertinent materials and attend CTAC meetings.

## **MEMBERSHIP SELECTION AND APPOINTMENT**

The selection of CTAC members may fall under the responsibility of the following entities:

- The MPO Policy Board
- CTAC or a CTAC sub-committee
- MPO staff

Generally, the CTAC and/or the MPO staff will screen and/or interview applicants to fill vacancies on the committee and make recommendations to the MPO Policy Board. The MPO Policy Board, thereafter, reviews all applications and appoints members to the CTAC.

## **RECRUITMENT**

- Advertisements in local newspapers
- Application process
- Current CTAC members recruit individuals who would like to participate
- E-mail distribution list
- Member jurisdictions' websites
- MPO Policy Board members publicize the opportunity in their jurisdictions
- MPO/PDC newsletter and/or e-newsletter
- MPO/PDC website
- Public affairs publications (citizen's guide, public involvement brochure, etc.)
- Outreach to area non-profits or special interest groups such as low-income, minority, and people with disabilities, and environmental.
- Word of mouth

**TABLE 1.1 CTAC MEMBERSHIP**

<b>Business</b>	<ul style="list-style-type: none"> <li>• Chamber of Commerce</li> <li>• Realtors Associations</li> <li>• Real Estate Developers</li> <li>• Convention &amp; Visitors Bureau</li> <li>• Office/Industrial Park association</li> </ul>
<b>Civic/Community-Oriented</b>	<ul style="list-style-type: none"> <li>• Historic neighborhood associations</li> <li>• Civic leagues</li> <li>• Community/Neighborhood associations</li> <li>• Resident associations</li> </ul>
<b>Elderly/Disabled</b>	<ul style="list-style-type: none"> <li>• AARP</li> <li>• Jurisdiction centers/agencies for people with disabilities</li> <li>• Independent living centers</li> <li>• Elderly/disabled committees</li> </ul>
<b>Environment</b>	<ul style="list-style-type: none"> <li>• Sierra Club</li> <li>• National Park Service</li> <li>• Watershed coalitions</li> <li>• Environmental protection groups</li> </ul>
<b>Minorities</b>	<ul style="list-style-type: none"> <li>• NAACP</li> <li>• League of Women Voters</li> <li>• Urban League</li> <li>• Latin American/Hispanic organizations</li> </ul>
<b>Professional Organizations</b>	<ul style="list-style-type: none"> <li>• American Planning Association</li> <li>• American Society of Civil Engineers</li> <li>• American Society of Landscape Architects</li> <li>• Institute of Transportation Engineers</li> <li>• Trade unions</li> </ul>
<b>Public/Government</b>	<ul style="list-style-type: none"> <li>• League of Cities</li> <li>• Planning Commissions</li> <li>• Public Works</li> <li>• Neighborhood Design Center</li> </ul>
<b>Transportation Modes</b>	<ul style="list-style-type: none"> <li>• Bicycling</li> <li>• Freight</li> <li>• Highway</li> <li>• Pedestrian</li> <li>• Rail</li> <li>• Taxicabs</li> <li>• Transit</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• American Lung Association</li> <li>• Arts</li> <li>• College/University</li> <li>• Healthcare organizations</li> <li>• Hospital</li> <li>• Human Services</li> <li>• Land Use</li> <li>• Poverty advocates</li> <li>• Private/At-Large Citizens</li> <li>• Religious institutions</li> <li>• Rental/Tenant organizations</li> <li>• School Board</li> </ul>

**TABLE 1.2 MPOs WITH CITIZEN COMMITTEES**

	<b>MPO</b>	<b>2000 Census Population</b>	<b>No. of Member Jurisdictions</b>	<b>Name of Committee</b>	<b>Total Committee Members</b>
1	Albuquerque, NM	634,118	9	Public Involvement Committee	34
2	Baltimore Regional, MD	2,515,289	7	Citizens Advisory Committee	32
3	Brevard County, FL	476,230	12	Citizens Advisory Committee	23
4	Charlottesville-Albemarle, VA	199,558	2	Citizens' Committee	13
5	Chatham County - Savannah, GA	232,347	9	Citizens Advisory Committee	30
6	Chicago Area, IL	8,150,000	8	Citizen's Advisory Committee	29
7	Colorado Springs, CO	507,288	7	Community Advisory Committee	21
8	Columbus, OH	1,333,787	11	Citizen Advisory Committee	17
9	Danville, VA	70,321	2	Citizens Advisory Committee	11
10	Fort Lauderdale, FL	1,602,000	31	Community Involvement Roundtable	42
11	Fredericksburg Area, VA	202,120	5	Transportation Advisory Group	13
12	Memphis, TN-MS	1,100,000	15	Citizen Advisory Committee	13
13	Oahu (Honolulu), HI	913,000	1	Citizen Advisory Committee	51
14	Orlando Area, FL	1,434,033	8	Citizen's Advisory Committee	29
15	Philadelphia Area, NJ-PA	5,387,407	12	Regional Citizens Committee	73
16	Portland, OR	1,281,500	28	Metro Committee for Citizen Involvement	20
17	Richmond Area, VA	822,416	9	Citizens Transportation Advisory Committee	20
18	Roanoke Valley Area, VA	314,000	6	Community Advisory Committee	22
19	Sarasota-Manatee, FL	592,649	10	Citizen Advisory Committee	27
20	Washington DC Area, DC-MD-VA	4,272,392	20	Citizens Advisory Committee	15
21	Wilmington Area, DE-MD	587,884	20	Public Advisory Committee	28
22	Winchester-Frederick, VA	75,000	3	Citizens Advisory Committee	6

## SECTION 2: HAMPTON ROADS MPO CTAC

In addition to private citizens who are interested in participating in the transportation planning process and individuals appointed by the MPO Policy Board members, the following table includes, but is not limited to, possible representation from regional special interest groups.

<b>Business</b>	<ul style="list-style-type: none"> <li>• Hampton Roads Chamber of Commerce</li> <li>• The Greater Hampton Roads Black Chamber of Commerce</li> <li>• The Hampton Roads Hispanic Chamber of Commerce</li> <li>• The Hampton Roads Partnership</li> <li>• Virginia Peninsula Chamber of Commerce</li> </ul>
<b>Civic/Community-Oriented</b>	<ul style="list-style-type: none"> <li>• Boys &amp; Girls Clubs of the Virginia Peninsula</li> <li>• Empower Hampton Roads</li> <li>• Future of Hampton Roads, Inc</li> <li>• Hampton Roads Center for Civic Engagement</li> <li>• Jurisdiction civic leagues</li> <li>• Rotary Club</li> <li>• United Way</li> </ul>
<b>Elderly/Disabled</b>	<ul style="list-style-type: none"> <li>• AARP</li> <li>• National Federation of the Blind</li> <li>• The Arc of the Virginia Peninsula, Inc.</li> <li>• The Endependence Center</li> <li>• The Virginia Coalition for Students with Disabilities</li> </ul>
<b>Environment</b>	<ul style="list-style-type: none"> <li>• Chesapeake Bay Foundation</li> <li>• Hampton Roads Clean Cities Coalition</li> <li>• Hampton Roads Sanitation District Commission</li> <li>• Sierra Club</li> <li>• The Chesapeake Bay Group</li> <li>• Virginia Department of Environmental Quality Tidewater Regional Office</li> </ul>
<b>Minorities</b>	<ul style="list-style-type: none"> <li>• Friends of Hampton Roads, Inc.</li> <li>• League of Women Voters of South Hampton Roads</li> <li>• NAACP</li> <li>• The Junior League of Norfolk - Virginia Beach</li> <li>• The League of Women Voters (Williamsburg, James City County, and York County)</li> <li>• Urban League of Hampton Roads</li> </ul>
<b>Professional Organizations</b>	<ul style="list-style-type: none"> <li>• American Society of Highway Engineers</li> <li>• Hampton Roads Association for Commercial Real Estate</li> <li>• Hampton Roads Realtors Association</li> <li>• The Virginia Section of the Institute of Transportation Engineers</li> <li>• Tidewater Builders Association</li> <li>• Virginia Ship Repair Association</li> <li>• Virginia Transportation Construction Alliance</li> </ul>
<b>Public/Government</b>	<ul style="list-style-type: none"> <li>• Public Works</li> <li>• Planning Commissions</li> <li>• Jurisdiction community centers or community-oriented departments</li> </ul>

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**Transportation Modes**

- AAA
- BikeWalk Virginia
- Drive Safe Hampton Roads
- DRIVE SMART Virginia
- Hampton Roads Maritime Association
- Peninsula Bicycling Association
- Taxicab companies
- Tidewater Bicycle Association
- Urban Land Institute Hampton Roads District Council
- Virginia Bicycling Federation
- Virginia International Terminals
- Virginia Transit Association
- Virginia Trucking Association

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**Other**

- American Lung Association Southeast Virginia Area office
- American Red Cross of Southeastern Virginia
- Christopher Newport University
- CIVIC Leadership Institute
- College of William and Mary
- Habitat for Humanity
- Norfolk State University
- Old Dominion University
- The Cultural Alliance of Greater Hampton Roads
- Thomas Nelson Community College
- Tidewater Community College
- U.S. Army Corps of Engineers
- Virginia Business Coalition on Health
- Virginia Tidewater Consortium for Higher Education
- WHRO