

**MISSISSIPPI DEPARTMENT OF TRANSPORTATION  
PLANNING DIVISION  
NON-METROPOLITAN LOCAL OFFICIALS  
CONSULTATION PROCESS**

**PURPOSE:** To document the procedures by which the Non-Metropolitan Local Officials Consultation Process requirements are met.

**General**

As required by an amendment to 23 CFR Part 450, the Mississippi Department of Transportation (MDOT) and Office of State Aid Road Construction (OSARC) have documented their process for Non-Metropolitan Local Officials Consultation which will address all requirements set forth in the amended CFR.

**Consultation** – one party confers with another identified party in accordance with an established process and prior to taking action(s), considers that party’s views and periodically informs that party about action(s) taken.

The State of Mississippi has a system of roads in each county that consists of arterials and collectors. The Office of State Aid Road Construction is responsible for the administration of federal and state funds to the counties. The Mississippi Department of Transportation and Office of State Aid Road Construction are committed to the requirement for a continuing, cooperative, and comprehensive statewide planning process for both Urban and Non-Urban areas of the state. The “3C” Transportation Planning Process is designed to be a continuing process in which both long-term and short-term transportation issues are considered on an on-going basis; a cooperative process in which coordination and consultation takes place between the Mississippi Department of Transportation and locally elected officials, the general public, and private entities; a comprehensive process in which all modes of transportation and non-transportation elements such as land use, economic and environmental issues are considered.

As required by the amended 23 CFR – Part 450, the Mississippi Department of Transportation will do the following to address the requirement that we provide for consultation with non-metropolitan local officials:

- 1) Attend Mississippi Association of Supervisors (MAS), Mississippi Municipal League (MML), Mississippi Association of Planning and Development Districts (MAPDD) annual meetings.
  - MDOT participates in tradeshows and panel discussions at each annual meeting.
  - MDOT utilizes publications of each organization to inform local officials of important transportation activities.
- 2) Continue approved STIP and Long Range Plan development procedures.
  - MDOT sends requests to local elected officials for projects to be considered for inclusion in the STIP.
  - A draft copy of the STIP and the Long Range Plan are made available to local officials for comment.

- 3) Local Surface Transportation Program.
  - MDOT provides a portion of its STP Funds to those cities with a population greater than 5,000 and less than 50,000.
  - MDOT includes the local officials in the development of the STIP and the Long Range Plan.
  - MDOT conducts training sessions for city officials and staff which includes instruction on the planning process.
  - MDOT provides a portion of its STP funds for rural areas of less than 5,000 population and 30% of the State's Bridge Replacement Program funds to the 82 counties of the State through its Office of State Aid Road Construction.
  - MDOT's Office of State Aid Road Construction works closely with the local elected Boards of Supervisors of each county in selecting eligible projects and assures that selected projects are included in each approved STIP.
- 4) Statewide Plans
  - On all statewide plans, an advisory team that includes members of MAS, MML, and locally elected officials from different regions of the state is named.
- 5) Local Planning Studies
  - MDOT conducts several local planning studies on an annual basis. These studies may include counties and/or cities.
  - MDOT consults with all local elected officials that may be affected by the proposed improvements in order to obtain any information or data that may influence the transportation decision-making process.
- 6) At least once every 5 years, MDOT will review and solicit comments from non-metropolitan local officials and other interested parties for a period of not less than 60 calendar days regarding the effectiveness of the consultation process and any proposed changes.