

CMPDD

PROMOTING REGIONAL EXCELLENCE  
SINCE 1968

# METROPOLITAN PLANNING ORGANIZATION PUBLIC PARTICIPATION PLAN

**DRAFT**  
*December 2025*

#### Funding Disclaimer

This document was prepared and published by the Central Mississippi Planning and Development District (CMPDD) Metropolitan Planning Organization (MPO) and is prepared in cooperation with and financial assistance from the following public agencies: the Mississippi Department of Transportation (MDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) under the Metropolitan Planning Program. The contents of this report do not necessarily reflect the official views or policy of the funding agencies.

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Central Mississippi Planning  
and Development District  
Metropolitan Planning Organization  
1020 Centre Pointe Boulevard Pearl, MS 39208



**Call Us**

601-981-1511

To speak with MPO staff members  
during normal business hours.

Mon.-Fri.  
8:00 AM – 4:30 PM



**Write Us**



CMPDD Metropolitan  
Planning Organization  
1020 Centre Pointe Blvd  
Pearl, MS 39208

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**Participate in Person**



Watch for meeting notices and other outreach events on  
CMPDD's website and social media account detailing upcoming  
engagement opportunities. Visit the CMPDD website at  
[www.cmpdd.org/transportation/get-involved/](http://www.cmpdd.org/transportation/get-involved/) to learn more.

**Complete a Comment Card**



Comment cards are provided at all in-person meetings or workshops hosted by the MPO.  
An electric comment card is continuously available on CMPDD's website at  
[www.cmpdd.org/transportation/get-involved/](http://www.cmpdd.org/transportation/get-involved/)



# CMPDD Metropolitan Planning Organization

- Interstates
- Major Highways
- Major Local Roads
- MPO Planning Area
- Municipalities



## Table of Contents

Background .....	1
The Role of CMPDD .....	1
Plan Purpose .....	1
Interested Parties.....	2
Goals and Objectives .....	3
Core MPO Plans .....	3
Metropolitan Transportation Plan.....	4
Transportation Improvement Program.....	6
Transit Program of Projects (POP) .....	6
Public Participation Plan.....	7
Other MPO Plans and Studies .....	9
Measuring Engagement .....	9
Tools and Techniques.....	10

## Appendices

<i>Appendix A Key Decision Points for Stakeholder Involvement</i> .....	14
<i>Appendix B Public Participation Summary and Adoption</i> .....	15



## Background

23 C.F.R. 450.316 states that **an Metropolitan Planning Organization will provide** "... individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with **reasonable opportunities to be involved** in the metropolitan transportation planning process."

The information and perspectives provided through an engaging public participation process assist decision-makers and lead to a more meaningful and comprehensive planning process. An engaging transportation planning process allows planners to identify issues and understand aspects of the transportation system directly from its users. Effective transportation planning must include the participation of those whose everyday lives are affected by how they are able to get to work, home, school, stores, and services.

## The Role of CMPDD

The Central Mississippi Planning and Development District (CMPDD) serves as

the federally designated Metropolitan Planning Organization (MPO) for the Jackson Urbanized Area which includes portions of Hinds, Madison, and Rankin Counties. MPOs are established through federal legislation and exist throughout the U.S. in urbanized areas of more than 50,000 people to implement the federally required Continuing, Comprehensive, and Cooperative (3Cs) transportation planning process. Each MPO provides a regional forum to ensure coordination between the public and local, state, and federal agencies regarding planning and preparing transportation plans and programs. The MPO at CMPDD develops both long- and short-range multimodal transportation plans and selects and approves projects for federal funding based on regional priorities.

## Plan Purpose

This Public Participation Plan outlines the methods the MPO at CMPDD will use to engage the public and other interested transportation stakeholders in the transportation planning process. Effective public participation efforts inform the community and provide multiple opportunities to share meaningful feedback through a proactive and accessible involvement process.

This document describes the activities and procedures the MPO will follow to involve the public as well as other interested transportation stakeholders in its transportation planning efforts. The Plan is not static; it is a living document that will be regularly reviewed and updated as needed to strengthen and improve the participation process.

## Interested Parties

This document frequently refers to interested transportation stakeholders. Throughout this document, interested transportation stakeholders are the agencies, people, and groups CMPDD will consult as part of the transportation planning process. A list of identified Stakeholder Committee members is available upon request. Interested transportation stakeholders include but are not limited to:

- The general public (local residents)
- Municipal and County Officials
- Public Transportation Agencies
- Representatives of Public Transportation Employees
- Freight Shippers and Providers of Freight Transportation Services
- Private Transportation Providers
- Users of Public Transportation Services
- Users of Pedestrian Walkways and Bicycle Transportation Facilities
- Senior Citizens and Members of the Community with Disabilities
- Members of the Community Traditionally Underserved by the Existing Transportation Systems
- Those Involved in State and Locally Planned Economic Development
- Those Involved in Local Land Use Planning
- Those Involved in State and Local Tourism
- Those Involved in Environmental Protection
- Those Involved with Natural Disaster Risk Reduction
- Those Involved with Airport Operations
- Those Involved with Freight Movement
- Those Involved with Preservation and Protection of Historic Structures and Sites
- Federal Land Management Agencies
- Non-Profit Organizations that Receive Assistance from Sources Other than Federal Transportation Funds to Provide Non-Emergency Transportation Services
- Recipients of Assistance under Title 49 U.S.C. Chapter 53
- Recipients of Assistance under Title 23 U.S.C. 201-204

## Goals and Objectives

Successful participation efforts inform the public and offer multiple ways to share meaningful feedback. The goal of the MPO at CMPDD is to provide a proactive public involvement process that increases public awareness and understanding; delivers complete information and timely public notice; supports early and continuous engagement of the public and interested stakeholders; and provides opportunities for meaningful participation and citizen feedback. To support this goal the MPO has established five objectives to guide the development and maintenance of an effective public participation process.

### Objective #1: Educate

The MPO will work to inform and educate the public about the regional transportation planning process, creating an environment that supports meaningful participation by citizens and transportation stakeholders.

### Objective #2: Engage

The MPO will engage the public by offering ample and consistent opportunities for involvement in the transportation planning process.

### Objective #3: Encourage

The MPO will encourage all citizens, stakeholders and users of the transportation system to provide input and participate in the planning process. Hearing from individuals with diverse experiences and needs is essential to the success of the regional transportation planning process.

### Objective #4: Incorporate

The MPO will present public input and feedback to the Intermodal Technical Committee and Metropolitan Planning Policy Committee, as described later in this document, for consideration and appropriate incorporation into transportation plans, programs, or projects.

### Objective #5: Evaluate

The MPO will routinely evaluate the public participation process to gauge the effectiveness of the methods used to involve the public and interested stakeholders in the transportation planning process and will make improvements as needed to strengthen future participation efforts.

## Core MPO Plans

As the MPO, CMPDD develops and maintains several key plans and programs that guide transportation planning and decision-making efforts for the MPO. Public participation is a key component in the development of each plan and program.

## Metropolitan Transportation Plan

The Metropolitan Transportation Plan is a long-range planning document that serves as a comprehensive blueprint for guiding transportation investments in the region over the next 25 years. The plan identifies transportation needs, policies, strategies, and projects designed to enhance mobility, safety, and overall quality of life for all residents.

The Metropolitan Transportation Plan is updated every five years to reflect evolving priorities and changes in population, school enrollment, and economic growth that influence travel demand. Its development is a collaborative process involving the MPO, local communities, state and federal agencies, and local residents to ensure regional solutions that maintain, manage, and improve the transportation network are identified.

CMPDD will make any proposed new Metropolitan Transportation Plan available on the CMPDD website for public review and comment for a period of no less than 30 days. Proposed amendments to an existing Metropolitan Transportation Plan will be posted on the CMPDD website for public review and comment for a period of no less than 10 days. Comments may be submitted through the transportation comment button on the CMPDD website, by email, phone, mail, or at an in-person public engagement event if one is scheduled. All comments received will be provided to the Intermodal Technical Committee and the Metropolitan Planning Policy Committee for consideration before the MPO takes action to adopt a new Metropolitan Transportation Plan or approves an amendment. Following the review of all comments, if no significant changes to the proposed Metropolitan Transportation Plan are recommended, the plan will be presented to the MPO for formal adoption. If significant revisions are recommended in response to public comments, an additional public comment period will be conducted. Once adopted, the plan will be provided to the appropriate state and federal agencies and published on the CMPDD website. The final Metropolitan Transportation Plan will include a summary of all outreach activities conducted during the plan's development, all comments received, and the MPO's responses to those comments.

Additional public engagement opportunities, as appropriate, may be offered to support the review and comment on any proposed new Metropolitan Transportation Plan. If an in-person engagement meeting is scheduled, the meeting location will comply with the Americans with Disabilities Act accessibility requirements, and the meeting location will be advertised on the CMPDD website for at least 14 days in advance. Individuals with requests for reasonable meeting accommodations may contact the CMPDD's Senior Transportation Planner at (601) 981-1511 or by email at [mpo@cmpdd.org](mailto:mpo@cmpdd.org) at least seven days prior to the in-person meeting date.

When a new Metropolitan Transportation Plan or a proposed amendment to an existing Metropolitan Transportation Plan is made available on the CMPDD website for review and

comment, all MPO Transportation Stakeholder Committee members will be notified by email or letter of the review and comment opportunity.

## Metropolitan Transportation Plan Development Summary



**Update Schedule**  
Every Five Years



**Public Engagement Events**

- Website Advertisement
- Stakeholder Committee Notification
- Social Media Posting
- Other Engagement Activities as Appropriate



**Public Review Period**

- 30 Days for a New Plan
- 10 Days for Amendments

## Transportation Improvement Program

The Transportation Improvement Program (TIP) is a four-year plan that lists all transportation projects in the region that are federally funded or considered regionally significant. These projects include improvements to highways and streets, public transit services, and bicycle and pedestrian facilities.

Each project in the TIP is shown by the phase of work (such as preliminary engineering, design, environmental review, right-of-way purchase, or construction) and the year it is expected to move forward. To be included in the TIP, a project must align with the MPO's long-range Metropolitan Transportation Plan.

The TIP is regional, focusing only on projects within the MPO's planning area. For projects across the entire state, the Mississippi Department of Transportation (MDOT) maintains the Statewide Transportation Improvement Program (STIP), which includes all MPO TIP projects plus those outside urban areas.

CMPDD works with its transportation partners to update the TIP typically every two years, but at a minimum it must be updated every four years. After adoption, the TIP can be revised to add new projects, remove projects, or adjust project costs, descriptions, or schedules. Major updates, referred to as amendments, require an opportunity for public review. Smaller administrative changes may be made without a formal public review process. The criteria used to determine whether a change to the TIP is processed as an amendment or an

administrative modification is found in the MPO's Prospectus (bylaws) document found on the CMPDD's website, [www.cmpdd.org/transportation/about-the-mpo/](http://www.cmpdd.org/transportation/about-the-mpo/).

CMPDD will make any proposed new TIP available on the CMPDD website for public review and comment for a period of no less than 30 days. Proposed amendments to an existing TIP will be posted on the CMPDD website for public review and comment for a period of no less than 10 days. Comments may be submitted through the transportation comment button on the CMPDD website, by email, phone, mail, or at an in-person public engagement event if one is scheduled. All comments received will be provided to the Intermodal Technical Committee and the Metropolitan Planning Policy Committee for consideration before the MPO takes action to adopt a new TIP or approves an amendment. Following the review of all comments, if no significant changes to the proposed TIP or amendment are recommended, the plan will be presented to the MPO for formal adoption. If significant revisions are recommended in response to public comments, an additional public comment period will be conducted. Once adopted by the MPO and approved by the Federal Highway Administration and the Federal Transit Administration, the TIP will be published on the CMPDD website. The final TIP will include a summary of all outreach activities conducted during the plan's development, all comments received, and the MPO's responses to those comments.

Additional public engagement opportunities, as appropriate, may be offered to support the review and comment on any proposed new TIP. If an in-person engagement meeting is scheduled, the meeting location will comply with the Americans with Disabilities Act accessibility requirements, and the meeting location will be advertised on the CMPDD website for at least 14 days in advance. Individuals with requests for reasonable meeting accommodations may contact the CMPDD's Senior Transportation Planner at (601) 981-1511 or by email at [mpo@cmpdd.org](mailto:mpo@cmpdd.org) at least seven days prior to the in-person meeting date.

When a new TIP is made available on the CMPDD website for review and comment, all MPO Transportation Stakeholder Committee members will be notified by email or letter of the review and comment opportunity.

## **Transit Program of Projects (POP)**

The Program of Projects (POP) is a list of projects to be funded in a grant application submitted to the Federal Transit Administration by the City of Jackson-JTRAN, the designated transit service provider for the Jackson Urbanized Area. The POP for the City of Jackson-JTRAN utilizes the TIP development, amendment, and modification process to inform the public of a new POP or any changes to an existing POP. When developing a new TIP or proposing an amendment to an existing TIP all public notices will include the following or similar statement as required by the Federal Transit Administration.

*This notice shall satisfy the requirement of public participation for the development of the Program of Projects (POP) for the Federal Transit Administration Urbanized Area Formula Program for funds administered by the City of Jackson-JTRAN.*

*Pursuant to federal requirements, the proposed POP for Jackson will be final unless revised as a result of public comments.*

## TIP Development Summary



### Update Schedule

Typically, Every Two Years but no less than Every Four Years



### Public Engagement Events

- Website Advertisement
- Stakeholder Committee Notification
- Social Media Posting
- Other Engagement Activities as Appropriate



### Public Review Period

- 30 Days for a New Document
- 10 Days for Amendments

## Public Participation Plan

The CMPDD maintains a continuous, cooperative, and comprehensive planning process and regularly invites public review and comment on its plans, projects, and work products. The MPO's approach to public engagement is guided by its Public Participation Plan, which ensures that residents, stakeholder groups, and interested parties have meaningful opportunities to be involved.

The Public Participation Plan outlines the MPO's commitment to an open and transparent involvement process with the public and interested transportation stakeholders. It ensures that everyone has ample opportunity to access, review, and comment on plans, studies, and other transportation documents as they are developed.

The procedures in the Public Participation Plan are reviewed annually and updated as needed to maintain a full and open participation process. However, at a minimum, the Public Participation Plan is formally reviewed every five years to expand its usefulness.

The CMPDD will make changes to the Public Participation Plan available on the CMPDD website for public review and comment for a period of no less than 45 days. Comments may

be submitted through the transportation comment button on the CMPDD website, by email, phone, or mail. All comments received will be provided to the Intermodal Technical Committee and the Metropolitan Planning Policy Committee for consideration prior to the MPO taking action to adopt a new Public Participation Plan. Following the review of all comments, if no significant changes to the proposed Public Participation Plan are recommended, the plan will be presented to the MPO for formal adoption. If significant revisions are recommended in response to public comments, an additional 45 day public comment period will be conducted. Once adopted, the plan will be provided to the appropriate state and federal agencies and published on the CMPDD website.

Additional public engagement opportunities, as appropriate, may be offered to support the review and comment on any amendments to the Public Participation Plan. If an in-person engagement meeting is scheduled, the meeting location will comply with the Americans with Disabilities Act accessibility requirements, and the meeting location will be advertised on the CMPDD website for at least 14 days in advance. Individuals with requests for reasonable meeting accommodations may contact the CMPDD's Senior Transportation Planner at (601) 981-1511 or by email at [mpo@cmpdd.org](mailto:mpo@cmpdd.org) at least seven days prior to the in-person meeting date.

When changes to the Public Participation Plan are made available on the CMPDD website for review and comment, all MPO Transportation Stakeholder Committee members will be notified by email or letter of the review and comment opportunity.

## Participation Plan Development Summary



### Update Schedule

Reviewed Annually and Updated no less than every Five Years



### Public Engagement Events

- Website Advertisement
- Stakeholder Committee Notification
- Social Media Posting
- Other Engagement Activities as Appropriate



### Public Review Period

45 Days

## **Other MPO Plans and Studies**

The MPO also develops plans and studies beyond those required by federal regulations, such as the Metropolitan Transportation Plan, Transportation Improvement Program, and Public Participation Plan. The process for developing these additional plans will be established by the project manager during the early planning stages. Public engagement activities for these efforts will be selected from the tools and techniques outlined in this Public Participation Plan.

## **Measuring Engagement**

Ongoing evaluation of the outreach techniques used in the transportation planning process allows the MPO to identify successful outreach activities, enhance existing methods, introduce new approaches, and discontinue strategies that are no longer effective. A comprehensive review and update of the Public Participation Plan will be conducted every five years to reassess the methods and strategies used to engage transportation stakeholders. In the years between full updates, public participation activities will be monitored annually to measure the effectiveness of the MPO's outreach efforts. Findings from the annual evaluation will be summarized in an outreach report published on the CMPDD website. Potential measures for evaluating the effectiveness of the MPO's outreach activities are included in the list of tools and techniques the CMPDD may use to conduct public engagement.

# Tools and Techniques

CMPDD will employ a variety of tools and techniques to ensure public engagement activities within the transportation planning process achieve the following:

- Provide adequate public notice of participation activities and sufficient time for public review and comment at key decision points.
- Offer timely notice and reasonable access to information about transportation issues and processes.
- Make public information available in electronically accessible formats, including the CMPDD website.
- Hold in-person meetings at convenient and accessible locations and times.
- Demonstrate explicit consideration of and response to public input received during the development of the Metropolitan Transportation Plan, Transportation Improvement Program, and other MPO plans as appropriate.
- Seek out and identify the needs of populations traditionally underserved by existing transportation systems, including low-income and minority households.
- Coordinate with the statewide transportation planning public involvement and consultation process.

The following techniques and strategies serve as a guide for the MPO when developing the public participation component of a project beyond the basic steps outlined in the Core MPO Plans section. Balancing a variety of approaches is essential to providing early, continuous, and accessible public participation throughout the transportation planning process.

## Surveys

Surveys help develop a valid representation of public opinion. The best method for delivering surveys is typically online and through social media, although paper surveys may be useful at some in-person events.

## Measuring Engagement

- Analysis of data responses
- Number of survey responses
- Demographics of survey participants

## In-person or Open House Meetings

In-person meetings or open house events are community meetings held at convenient times to allow people to come and go as their schedule allows. These meetings can be formal or informal, but serve as a way to educate stakeholders and solicit ideas, input and feedback.

## Measuring Engagement

- Number of participants
- Demographics of participants
- Post meeting response

## **Virtual Meetings**

Online meetings are important when attempting to reach people who may not be able to attend in-person events. Online meetings can be a set time or be recorded and posted to the CMPDD website or to a website created for a specific project. Meetings may or may not include formal presentations, breakout rooms, polling, and other interactive media.

### **Measuring Engagement**

- Number of participants
- Demographics of participants
- Analysis of data responses
- Post meeting response

## **Stakeholder Interviews**

Typically, small groups or one-on-one meetings with residents, stakeholder groups, or interested parties who have knowledge of a particular issue can be helpful to solicit ideas, input and feedback. They can include both formal and informal presentations but should be designed to encourage participation.

### **Measuring Engagement**

- Number of participants
- Demographics of participants
- Feedback and engagement

## **Pop-up Events**

Pop-up meetings are an option for engaging with people where they are and should be used as a tool to complement other engagement activities such as surveys. Pop-up meetings generally involve setting up a booth or attending a community function that is sponsored by other organizations or local jurisdictions. They can include both formal or informal visual presentation materials but should be designed to provide educational information and to encourage participation. They provide opportunities to reach members of the public in a fun informal atmosphere, especially those who are unlikely to attend a more traditional meeting event.

### **Measuring Engagement**

- Number of participant interactions
- Demographics of participants
- Feedback and engagement

## **Shared Meeting/ Speakers Bureau**

Knowledgeable staff members from CMPDD participating in meetings or other events planned in the community help spread awareness, build credibility, and increases participation. Speaker events can be presentations, panel discussions or interactive activities that inform and educate the public about transportation planning activities. They can include both formal and informal visual presentation materials but should be designed to provide educational information and to encourage participation.

### **Measuring Engagement**

- Number of speaking events
- Number of participants
- Demographics of participants

## **Website**

CMPDD's website is the primary way that interested transportation stakeholders access information about the MPO and its ongoing work products. A user-friendly interface, supported by up-to-date tools for sharing information and collecting feedback, is essential for keeping the public informed.

### **Measuring Engagement**

- Number of visits
- Number of website interactions

## **Social Media**

CMPDD's social media accounts and paid or boosted posts can be used as a platform to reach members of the public, advertise outreach events, share ideas and information, and solicit feedback. Social media provides a convenient way for the public to interact with the MPO and to track the number of digital interactions.

### **Measuring Engagement**

- Number of followers
- Number of content interactions

## **Display Ads**

Visual display ads can be used in newspapers, social media, emails, and as handouts to provide updates on MPO work products, announce upcoming participation opportunities, and solicit feedback from the public.

### **Measuring Engagement**

- Number of recipients
- Number of print ads

## **Mail Outs, Email and Text Message Blasts**

CMPDD's transportation stakeholders' database can be used to convey information and provide updates on MPO work products, announce upcoming participation opportunities, and solicit feedback from the public. Paid text notification services can be used for targeting audiences in specific geographic areas.

### **Measuring Engagement**

- Number of recipients
- Number of letters sent
- Number of emails sent
- Click rate for paid blasts
- Opt out rate for paid blasts

## **Press Release**

Press releases can be drafted and sent to local media outlets to promote MPO work products, announce upcoming participation opportunities and solicit feedback from the public.

### **Measuring Engagement**

- Number of released announcements
- Number of press releases used by media outlets

## Visual Presentation Ads

Clear, easy-to-understand graphics are essential when communicating complex topics, such as the transportation planning process, that may be unfamiliar to the public. Visualization tools including display boards, maps, videos, photographs, and illustrative examples help stakeholders better understand information and make informed decisions. Graphics are especially valuable in supporting effective public participation.

### Measuring Engagement

- Number of visual ads developed
- Different types of visual ads developed

## Comment Cards

Offering transportation stakeholders several options for submitting public feedback is essential to an active participation process. The CMPDD website provides detailed contact information, including the office address, a phone number, email address, and a dedicated button for submitting transportation related comments directly to the MPO. Traditional paper comments cards are also available through the MPO at all in-person meetings.

### Measuring Engagement

- Number of written comments received

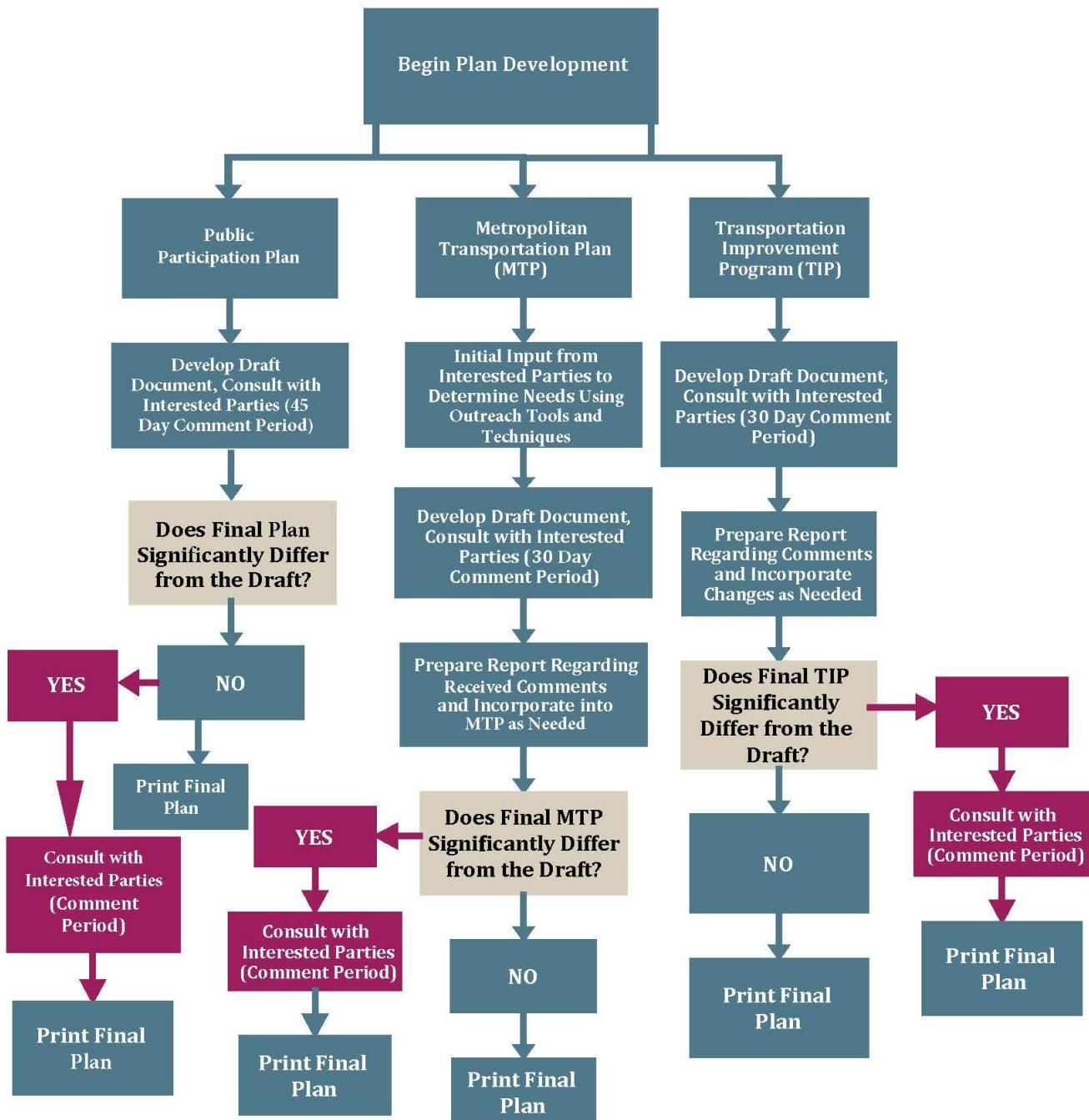
## Newsletter and Annual Report

CMPDD's quarterly newsletter, *Central Update*, along with CMPDD's Annual Report and Mid-Year Report, provides stakeholders with up-to-date information on the MPO's latest activities. These publications are available on the CMPDD website, distributed to stakeholders through the agency's master mailing list, and available in printed form at the CMPDD office.

### Measuring Engagement

- Number of recipients

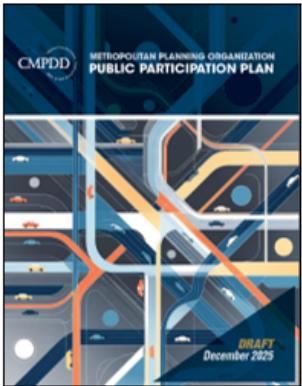
## Appendix A: Key Decision Points for Stakeholder Involvement



## Appendix B: Public Participation Summary and Adoption

### 45-Day Comment Period Public Outreach Summary

#### Proposed CMPDD Public Participation Plan



- ✓ 45- Day Comment Period: December 17, 2025 – February 3, 2026
- ✓ Advertisements:
  - **CMPDD.org:** December 17, 2025 – February 3, 2026
  - **CMPDD Social Media Posts:**
  - **Interested Parties Email Notification:** December 17, 2025
- ✓ Committee Meetings:
  - **Intermodal Technical:** February 4, 2026
  - **Metropolitan Planning Policy:** February 11, 2025

---- Written Comments Received:

## **Adoption Date**

Approved on the \_\_\_\_\_ Day of \_\_\_\_\_, 2026 by the Metropolitan Planning Policy Committee for the Metropolitan Planning Organization at the Central Mississippi Planning and Development District.

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Butch Lee, Chairman  
Metropolitan Planning Policy Committee  
Metropolitan Planning Organization

# CMPDD

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