

OWENSBORO-DAVIESS COUNTY METROPOLITAN PLANNING ORGANIZATION

PARTICIPATION PLAN

2019-2023



Prepared by the
OWENSBORO-DAVIESS COUNTY MPO
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www.gradd.com/TRAN/Oboro_Daviess_MPO

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INTRODUCTION

Public participation is an essential component of the Owensboro-Daviess County Metropolitan Planning Organization (MPO) transportation planning process. The MPO is comprised of the City of Owensboro and Daviess County, KY. The Green River Area Development District (GRADD) is designated by the governor as the staff agency for the MPO.

The Owensboro-Daviess County MPO Participation Plan describes its policies for providing effective and meaningful participation opportunities for members of the community and all other interested parties. The MPO will:

- Provide opportunities for community involvement in all aspects of the planning process;
- Communicate with the public to encourage their involvement in the process;
- Seek out populations who traditionally have been underserved by the existing transportation system; and
- Periodically review the effectiveness of the participation plan to ensure all members of the community and other interested parties are being served effectively.

The goals of the Owensboro-Daviess County MPO Participation Plan are:

Invite a diverse community of stakeholders to participate in the planning process.

Inform all communities of their opportunity to participate in the planning process and of transportation planning decisions made by the MPO.

Involve the public by providing multiple opportunities and methods of participating in the planning process.

Improve the process by periodically evaluating the Participation Plan and its effectiveness.

OWENSBORO-DAVIESS COUNTY MPO RESPONSIBILITIES

The Federal Highway Act of 1962 requires all urbanized areas of 50,000 people or more to create a Metropolitan Planning Organization to create a comprehensive urban transportation planning process for the region. The MPO is responsible for transportation planning activities that lead to the expenditure of federal surface transportation funds within the designated MPO planning area.

The Owensboro-Daviess County MPO is made up of a Policy Committee and a Technical Advisory Committee. Each has its own specific tasks concerning all the issues and policies of the MPO. **Table 2** on **Page 9** provides a list of Policy Committee members, while Technical Advisory Committee members are listed in **Table 3** on **Page 10**.

The MPO transportation planning process is built on the 3C approach: Continuing, Cooperative, and Comprehensive.

- **Continuing:** Planning must be an ongoing activity and should address short-term needs as well as a long-term vision for the region.
- **Cooperative:** The process must involve a diverse group of stakeholders and interested parties through the participation process.
- **Comprehensive:** The process must cover all surface transportation modes and be consistent with local and regional land-use and economic development policies.

The MPO is responsible for the creation of four major transportation plans:

- The Unified Planning Work Program;
- The Participation Plan;
- Transportation Improvement Program; and
- Metropolitan Transportation Plan.

Unified Planning Work Program (UPWP)	Participation Plan (PP)	Transportation Improvement Program	Metropolitan Transportation Plan
<ul style="list-style-type: none"> • Outlines the annual work activity of the MPO • Updated annually 	<ul style="list-style-type: none"> • Outlines strategies for effective public and stakeholder involvement • Updated as needed, or every five years 	<ul style="list-style-type: none"> • Short-range implementation plan for projects and programs in the region (minimum four-year horizon) • Updated every six years 	<ul style="list-style-type: none"> • Long-range transportation plan for the region (at least 20-year horizon) • Updated every five years

FEDERAL REQUIREMENTS FOR PUBLIC PARTICIPATION

Several laws and regulations provide guidance about the MPO's public involvement process:

I. FIXING AMERICA'S SURFACE TRANSPORTATION (FAST) ACT

This legislation, which outlines requirements for planning and expenditure on America's transportation infrastructure, requires MPOs to create a Participation Plan detailing methods to provide early and continuous public access information about the transportation planning process to:

- Citizens;
- Affected public agencies;
- Public transportation employees;
- Public ports;
- Freight shippers;
- Providers of freight transportation services;
- Providers of private transportation;
- Users of public transportation;
- Users of pedestrian walkways and bicycle transportation facilities;
- People with disabilities; and
- Other interested parties.

Federal Requirements for Public Participation activities were issued in the Final Rules, 23 CFR 450.316 by the U.S. Department of Transportation.

The Participation Plan must be developed in consultation with interested parties and be formally adopted after opportunity for public input. The plan must be in place prior to the MPO adopting the MTP and TIP since it outlines the participation process to be followed for developing and adopting these documents.

Under 23 CFR 450.316, the Participation Plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcome for:

- Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed MTP and TIP;
*The Owensboro-Daviess County MPO shall publicize and make plans and documents available in accordance with the schedule outlined in **Table I (Page 4)**.*
- Providing timely notice and reasonable access to information about transportation issues and processes;
*The MPO shall publicize and make plans and documents available in accordance with the schedule outlined in **Table I**. The public will be able to review and comment on documents made available for such purpose at the Green River ADD office, the reception desk of Owensboro City Hall, the office of the Daviess County Judge/Executive, the OTS office, Whitesville City Hall the Daviess County Public Library. An electronic version will be posted on the MPO's website*

(www.gradd.com/TRAN/Oboro_Daviess_MPO) and electronic versions will be provided to Owensboro City Hall, the Daviess County Judge/Executive's office and the Daviess County Public Library.

- Employing visualization techniques to describe the MTP and TIP;
The MPO will use software such as PowerPoint to create video presentations, as needed. Other options include creation of brochures or use of maps, charts, photographs and signs.
- Making public information (technical information and meeting notices) available in electronically accessible formats and means;
Documents will be posted to the MPO's website (www.gradd.com/TRAN/Oboro_Daviess_MPO)
- Holding any public meetings at convenient and accessible locations and times;
Possible venues include the Green River ADD office and Owensboro City Hall. Meetings will be held in the evening when possible
- Demonstrating explicit consideration and response to public input received during the development of the MTP and TIP;
Comments received will be included in relevant documents and changes to those documents may be made, as warranted.
- Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
*Agencies that serve traditionally underserved populations will be contacted to make them aware of opportunities to comment as well as scheduled meetings. A list of these agencies can be found in **Appendix A**.*
- Providing an additional opportunity for public comment, if the final MTP or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from public involvement efforts;
Documents changed as the result of public comments would be made available in their revised forms at the locations indicated in Point 2 of this list. Documents would be available for an additional 21 days for public review and comment.
- Coordinating with the statewide transportation planning public involvement and consultation processes wherever possible to enhance public consideration of the issues, plans, and programs and reduce the redundancies and costs;
- Periodically reviewing the effectiveness of the procedures and the strategies; and
The MPO will review the Participation Plan annually to determine if any revision is needed.
- Consult with officials responsible for tourism and officials responsible for risk reduction.

II. TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

Title VI states that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance.

Other federal acts extend nondiscrimination requirements on the basis of gender (Federal Aid Highway Act 1973); disability (Rehabilitation Act of 1973 & Americans with Disabilities Act 1990); and age (Age Discrimination Act of 1975).

III. EXECUTIVE ORDERS

An Executive Order is an order given by the president to federal agencies. As a recipient of federal revenues, the Owensboro-Daviess County MPO assists federal transportation agencies in complying with these orders.

Executive Order 12898

Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations: This Executive Order mandates that federal agencies — or those receiving federal funds — include environmental justice as part of their mission. The fundamental principles of environmental justice include:

- Avoiding, minimizing or mitigating disproportionately high and adverse health or environmental effects on minority and low-income populations;
- Ensuring full and fair participation by all potentially affected communities in the transportation decision-making process; and
- Preventing the denial, reduction or significant delay in the receipt of benefits by minority populations and low-income communities.

Executive Order 13166

Improving Access to Services for Persons with Limited English Proficiency: This Executive Order states that people who speak limited English should have meaningful access to federally conducted and federally funded programs and activities. It requires that all federal agencies identify any need for services to those with limited English proficiency and develop and implement a system to provide access to those services.

THE PARTICIPATION PROCESS

The Owensboro-Daviess County MPO is responsible for outlining a participation process for developing and formally adopting the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and the Participation Plan (PP). The following participation guidelines for the MPO's major planning documents are derived from federal regulations and recommendations from the Kentucky Transportation Cabinet.

TABLE I
MPO DOCUMENTS AND PUBLIC REVIEW PERIODS

Plan/Document	Review Period	Public Meetings	Public Notice*
Participation Plan (PP)	45 days	Optional	Web/PR
Metropolitan Transportation Plan (MTP)	30 days	One minimum	Web/PR
Transportation Improvement Program (TIP)	30 days	Optional	Web/PR
Modal Plan (Bicycle/Pedestrian, Transit)	15 days	Optional	Web/PR
MTP/TIP Amendment	15 days	Optional	Web/PR
MTP/TIP Administrative Modification	N/A	N/A	Web
Unified Planning Work Program (UPWP)	N/A	N/A	Web
Annual Performance and Expenditure Report	N/A	N/A	Web
Annual Listing of Obligated Transportation Projects	N/A	N/A	Web

*Public Notice Key: (Web) MPO Website; (PR) Press Release

PARTICIPATION PLAN

The PP provides the framework for public and stakeholder involvement throughout the MPO's transportation planning process. It also outlines the formal adoption process for the MPO's required documents, including the Participation Plan itself.

The Owensboro-Daviess County MPO public notification process for the Participation Plan shall be:

- The plan update will be announced during a scheduled MPO meeting.
- The draft Participation Plan shall be made available (either by email or electronic download) to the TAC and Policy Committee for preliminary review and comment.
- After preliminary review, the plan shall be made available for public review and comment for 45 days.
- The draft document will be available on the Owensboro-Daviess County MPO's web site as well at the Green River ADD office, the Daviess County Public Library, Owensboro City Hall's reception desk, the office of the Daviess County Judge/Executive, the OTS office and Whitesville City Hall.
- Electronic copies will be made available to the Daviess County Public Library, Owensboro City Hall and the office of the Daviess County Judge/Executive, with a request that the document be posted to their respective websites.
- Outreach to stakeholders will include notification to MPO committees as well as the consultation contacts listed in **Appendix A**.

- g) Public outreach to promote the availability of drafts and to encourage public comment will include a news release issued to the media contacts listed in **Appendix B**.
- h) All public and stakeholder comments received during the review process will be addressed and incorporated as appropriate.
- i) All comments received will be included in **Appendix C**.

The MPO will continually work to improve the participation process. The MPO will perform an annual review of the Participation Plan, making modifications or updates, as needed. Minor changes, such as revisions to committee membership, consultation contacts and census data will not require public review or notification. The MPO will conduct a formal update of the Participation Plan at a minimum of every five years.

METROPOLITAN TRANSPORTATION PLAN

The MTP is the document used to address the future transportation system needs for the region over a 20 to 30 year period. The MTP is a fiscally constrained document, outlining short-term and long-range transportation programs, projects, and strategies to integrate and support all modes of transportation within the MPO area. The document is reviewed and updated every five years.

Federal regulations (23 CFR 450.324) require all transportation planning documents provide opportunity for public official and citizen involvement in the development process and procedures for metropolitan transportation plans.

Specific participation efforts for the MTP are as follows:

MTP Major Updates

The Owensboro-Daviess County MPO will provide opportunities for public involvement in the development and updating of the MTP. It will use proactive techniques such as public meetings, focus groups or surveys as well as contact with media outlets listed in **Appendix B**.

- a) A minimum of one public meeting will be held in the MPO area. The location(s) and time(s) will be selected to encourage the greatest participation. They will be held at locations that are easily accessible to people with disabilities. Possible venues include the Green River ADD office.
- b) Visualization techniques such as maps and PowerPoint presentations will be used to help describe the MTP to the community.
- c) Notification for public meetings and the availability of public drafts will include advertising on the MPO website, a news release for media outlets listed in **Appendix B** and notification to all MPO mailing lists including all MPO committees and consultation contacts in **Appendix A**. Other public notification efforts may be used.
- d) The draft document will be available on the Owensboro-Daviess County MPO's web site as well as at the Green River ADD office, the Daviess County Public Library, Owensboro City Hall's reception desk and the office of the Daviess County Judge/Executive.
- e) Electronic copies will be made available to the Daviess County Public Library, Owensboro City Hall and the office of the Daviess County Judge/Executive, with a request that the document be posted to their respective web sites.
- f) The public will be notified of the availability of the draft MTP for review and comment, where to send written comments, and addresses and phone numbers of contact persons.
- g) The public comment period will be 30 days, effective from the date of the public notice announcement.
- h) MPO staff will assemble and provide a summary of all public comments to the TAC and Policy Committee to be considered and addressed before adopting the final plan.
- i) A summary of public involvement activities and input will be included in the final document.
- j) Additional public meetings and extended public review periods may be added if public comments merit significant changes.

MTP Amendments

Amendments are major revisions to the MTP, such as adding or deleting a significant project or major changes to a project; changes to illustrative projects included in the MTP do not require amendments. Amendments require a 15-day public review and comment period. Notification procedures for MTP amendments will be identical to those outlined for TIP amendments.

MTP Administrative Modifications

Modifications are minor changes and/or corrections to the MTP, such as changes/corrections to phasing, costs, funding sources or initiation dates. No public review and comment period is required for an Administrative Modification. Additionally, transportation projects of the types listed in Grouped Projects (see **Table 4**) may also be added by an Administrative Modification. Modifications will be posted to the MPO website and distributed to appropriate MPO committees and stakeholder agencies.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The MTP is implemented through the Transportation Improvement Program. The TIP outlines funds for all federally funded projects and regionally significant, non-federally funded projects that will be implemented during the period covered by the TIP. Project details are provided in the TIP including scope, phasing, cost and funding year. Projects may include roadway, congestion mitigation, bicycle/pedestrian, operations, maintenance, safety, transit projects, etc. The TIP is fiscally constrained and helps the MPO and the public track local, state and federal transportation funds and projects. The TIP may be amended or modified to add new projects, delete projects, move projects among the years of the TIP, make cost and phase of work changes and to accommodate changes in project scope.

Federal regulations that outline participation requirements for the TIP include:

- 23 CFR 450.326 Development and content of the Transportation Improvement Program; and
- 23 CFR 450.328 TIP revisions and relationship to the STIP.

TIP Major Updates

Specific participation efforts for the TIP shall follow the guidelines set forth for MTP updates and shall include steps (b) through (i) listed under the MTP update and identified below. The TIP update shall also comply with Federal Transit Agency (FTA) Program of Projects (POP) requirements.

TIP Amendments

Amendments to the TIP are required when there are significant changes that:

- Add or delete a project or project phase that requires a federal action and is not eligible for an Administrative Modification (see next section);
- Changes the design concept or scope for a project;
- Changes cost estimates that affects financial constraint; and/or

The Owensboro-Daviess County MPO participation procedures for TIP amendments are as follows:

- a) TIP Amendments shall include a description sufficient to clearly identify the project and include the estimated cost, the location, project sponsor, and sources of funds.
- b) All TIP Amendments must be consistent with long-range plans (such as the MTP) or include corresponding language to amend the MTP.
- c) TIP Amendments will be posted on the Owensboro-Daviess County MPO website.
- d) The public will be notified of a 15-day public review and comment period, effective from the date of the notice. Notifications shall include where to send written/digital comments, in addition to language regarding compliance with FTA POP requirements.
- e) Upon notification of the Amendment to the appropriate MPO committees, the MPO shall distribute the Amendment to agencies/stakeholders identified on the most up-to-date KYTC Routing Sheet & Information Sheet. The notification shall describe the action taken and assurance that the Amendment process and appropriate public involvement procedures have been followed.

TIP Administrative Modifications

The following actions are eligible for Administrative Modifications to the TIP:

- Correcting obvious minor data entry errors;
- Splitting or combining projects without modifying the original project design and scope;
- Changing or clarifying elements of a project description (with no change in funding). This change would not alter the original project intent;
- Shifting a project from one federal funding category to another;
- Shifting a regionally significant state-funded project already identified in the TIP to a federal funding source;

- Shifting a project from federal funding to state funding;
- Shifting the schedule of a project or phase within the years covered by the TIP (with no impact to fiscal constraint);
- Shifting any identified project phase programmed for the previous year into a new TIP (rollover provision);
- Updating project cost estimates (within the original project scope and intent) that do not impact fiscal constraint;
- Adding a preconstruction phase for a project shown in the TIP with a construction phase; and/or
- The addition of a project of a type included in the list of Grouped Projects (see Grouped Projects section below).

Public review is not required for administrative changes to the TIP. Administrative Modifications will be included as agenda items for the TAC and Policy Committee meetings. All TIP administrative modifications will be posted on the MPO website and distributed to agencies/stakeholders identified on the KYTC Routing & Information Sheet.

Administrative Modifications for Grouped Projects

There are various highway improvement projects that are considered noncontroversial and produce negligible impacts other than positive benefits for safety, traffic operations, and system preservation. These types of projects typically address maintenance activities, correct existing safety problems and/or deficiencies, or they may be the result of a successful grant application by local governments or entities. These projects are usually identified by category, rather than specific location, in the MTP and TIP. Allowing Grouped Projects to be processed as administrative modifications streamlines the transportation planning process and allows projects to be authorized without unnecessary delay.

The Grouped Projects that may be added to the MTP or TIP as administrative modifications are identified in **Table 4**. By listing these Grouped Project types in the Participation Plan, planning process stakeholders and the general public are informed of the types of potential projects that may be added to the MTP/TIP in the future via streamlined procedures. MTP/TIP actions for these projects will not require additional public review, demonstration of fiscal constraint, or a conformity determination (if applicable). These modifications are posted to the MPO website and the public may offer comments in writing to the MPO at any time or at the TAC or Policy Committee meetings. Any project listed in the Grouped Projects table could be subject to public involvement requirements if the MPO, in consultation with the KYTC, determines that public review is appropriate because of the potential for controversy, negative effects or other public concerns.

FTA Program of Projects (POP) Participation Requirements

Annually, the Owensboro Transit System (OTS) is required to prepare a Program of Projects (POP) and solicit public input for all projects receiving federal transit funding from the Federal Transit Administration (FTA). The projects identified in the POP are added to the TIP through an annual Amendment or Administrative Modification, as needed. The Owensboro-Daviess County MPO, OTS and KYTC have agreed that the public and agency outreach procedures for the TIP Amendment and Administrative Modification process, as outlined in the MPO's Participation Plan, are adequate to meet the public input required for the POP and meet the intent of the federal planning regulations. All public notices issued by the MPO for public involvement activities (public meetings, drafts, etc.) and time established for public review and comments on the TIP will include an explicit statement that these participation efforts satisfy POP requirements.

Annual Listing of Obligated Transportation Projects

Each year, the MPO publishes an annual listing of projects in which federal highway or transit funds were obligated during the preceding program year, as denoted in the adopted TIP. This listing is typically completed in December every year and is available on the MPO website or upon request by contacting the MPO office. The Owensboro-Daviess County MPO list can be found at: www.gradd.com/TRAN/Oboro_Daviess_MPO/

UNIFIED PLANNING WORK PROGRAM (UPWP)

The UPWP outlines the planning activities and budget of the MPO. The UPWP is updated annually to include specific transportation planning work tasks that the MPO and its partner agencies will undertake throughout the specific fiscal year. Though a public review and comment period is not required for the UPWP, the MPO will distribute drafts of the UPWP to local, state, and federal planning agencies for review and comment. Drafts will also be posted on the MPO website, should the public desire to provide comment. Upon receipt of local, state, and federal stakeholder comments, the MPO will develop the final UPWP and distribute to planning partners, as identified on the KYTC Distribution & Routing Information Sheet. The Owensboro-Daviess County MPO UPWP can be found at: www.gradd.com/TRAN/Oboro_Daviess_MPO/

Annual Performance and Expenditure Report

The MPO is required to draft and distribute an annual report detailing the work and products completed by the MPO during the previous fiscal year, as outlined in that fiscal year's adopted UPWP. This report includes a budget analysis of budgeted versus actual expenditures. The P&E Report will be made available on the MPO website or upon request by contacting the MPO office.

STRATEGIC/MULTIMODAL PLANS

The MPO may develop additional plans or studies to augment the MTP and assist in carrying out the goals and objectives of the MTP. These additional plans may address Bike/Pedestrian, Transit, high-growth corridors, access management, etc. These plans may be amended into the MTP or may be adopted as separate documents. Strategies for outreach and stakeholder involvement for these plans may vary amongst the different programs and projects, but should meet all participation requirements listed for Modal Plans shown in **Table I** and MTP Amendments, if amended into the MTP.

OUTREACH EFFORTS

Ongoing coordination and consultation with agencies involved and affected by the transportation planning process is a key task of the MPO and includes local, regional, state and federal agencies, organizations, businesses and nonprofits.

As major stakeholders, the MPO, KYTC, and Owensboro Transit System established a Metropolitan Planning Agreement outlining specific coordinating roles and responsibilities of each agency and is available on the MPO's website. Additionally, a list of agencies, organizations and stakeholders that the MPO coordinates with for any transportation planning documents are identified in **Appendix A**. In addition to these formally defined responsibilities, the MPO informally coordinates with its stakeholders on a regular basis through interactions and committee meetings – both held by the MPO or in which the MPO is a participant.

COMMITTEE MEETINGS

Policy Committee

The MPO Policy Committee is the decision-making body of the Owensboro-Daviess County MPO. The committee has five members, three of whom are voting members (See **Table 2**). The voting members are the Mayor of Owensboro, the Judge/Executive of Daviess County, and the Secretary of the Kentucky Transportation Cabinet. The nonvoting members are the Federal Highway Administration (FHWA) Division Administrator and the Federal Transit Administration (FTA) Regional Administrator.

The Policy Committee meets on an as-needed basis. Special meetings may be called upon the request of the chair. Meeting notices will be distributed to those on the Committee's distribution list. Notice of special called meetings shall be given to the members of the Policy Committee and the media at least 24 hours prior to such meetings and shall state the purpose, date and time of the meeting. All meetings of the Policy Committee are open to the public and anyone can be placed on the committee's mailing list upon request.

The Policy Committee acknowledges public comments in two ways. The committee may incorporate public comment and the MPO's response into the meeting minutes or the committee may instruct staff to respond directly to the commenter by letter or email. This lets the public know that their comment and concern has been heard, considered, and will be addressed appropriately.

TABLE 2**OWENSBORO-DAVIESS COUNTY MPO POLICY COMMITTEE MEMBERSHIP**

Mayor of Owensboro	Thomas H. Watson
Daviess County Judge/Executive	Al Mattingly
Secretary of the Kentucky Transportation Cabinet	Greg Thomas (Deneatra Henderson, designee)
Federal Highway Administration Kentucky Division Administrator (Nonvoting)	Thomas L. Nelson Jr. (Bernadette Dupont, designee)
Federal Transit Administration Regional Administrator (Nonvoting)	Yvette Taylor

Transportation Advisory Committee (TAC)

The MPO's Technical Advisory Committee advises and provides technical guidance and assistance to the MPO's Policy Committee, while furthering consultation and coordination among affected stakeholders. The Bicycle/Pedestrian Subcommittee provides input and focus on those specific multimodal transportation issues.

The TAC meets on an as-needed basis. Special meetings may be called upon the request of the chair. Meeting notices will be distributed to those on the committee's distribution list. Notice of special called meetings shall be given to committee members and the media at least 24 hours prior to such meetings and shall state the purpose, date and time of the meeting. All meetings are open to the public. The Bicycle Pedestrian Committee meets annually or as needed. All meetings are open to the public and citizens/stakeholders may attend based on their interest areas.

Upon request, any interested party can be placed on the TAC mailing list. The meetings provide opportunity for public comment and allow a forum for open communication among MPO stakeholders and the public. All meeting schedules are posted on the MPO website, but are subject to change on an as-needed basis. The meetings are advertised on the MPO Meeting Calendar located on the MPO website.

The TAC acknowledges public comments in two ways. The committee may incorporate public comment and the MPO's response into the meeting minutes or the committee may instruct staff to respond directly to the commenter by letter or email. This lets the public know that their comment and concern has been heard, considered and will be addressed appropriately.

There are 20 members of the Owensboro-Daviess County MPO TAC. The committee's membership is listed in **Table 3**.

TABLE 3**OWENSBORO-DAVIESS COUNTY MPO TAC MEMBERSHIP**

Owensboro City Manager	Nate Pagan
Daviess County Fiscal Court representative	Charlie Castlen, County Commissioner
Owensboro City Engineer	Kevin Collignon, City Engineer
Daviess County Engineer	Mark Brasher, County Engineer
Owensboro Police Department	Sgt. Mike Page
Daviess County Sheriff's Office	Lt. Scott Wedding
Owensboro Metropolitan Planning Commission	Brian Howard, Director
Owensboro Riverport Authority	Brian Wright, Director
Owensboro Transit System	Pamela Canary, Manager
Regional Water Resource Agency	Dean Behnke, Director of Engineering
Kenergy Corporation	John Newland, Vice President
Owensboro Municipal Utilities	Tim Lyons, Director of Delivery
KYTC Division of Planning	Barry House, Transportation Engineer
KYTC Office of Transportation Delivery	Eric Perez, Executive Director
KYTC District 2 Office	Nick Hall, Planning Section Supervisor
Greater Owensboro Chamber of Commerce	Candance Brake, President/CEO
Greater Owensboro Economic Development Corporation	Brittaney Johnson, President/CEO
Owensboro-Daviess County Regional Airport	Robert Barnett, Manager
Green River Area Development District	Jiten Shah, Executive Director
FHWA Kentucky Division (nonvoting)	Bernadette Dupont, Transportation Specialist

OTHER OUTREACH**Public Meetings**

The MPO will conduct public meetings as needed during major plan updates and studies. Public meetings are open and allow the public to ask questions, become informed, provide input on topics or areas of concern, and to suggest or comment on preferred solutions to address the issue at hand. Further, the MPO may attend or host focus groups with other social organizations, civic clubs, neighborhood associations and interest groups to inform and engage an existing targeted audience. The MPO will seek to ensure meetings are held at convenient locations and times.

The MPO will announce these meetings by publishing a notice of a meeting at least one week in advance of the scheduled dates. Public notices will be distributed to all media outlets in the MPO area. The meeting notice will also be placed on the MPO website (www.gradd.com/TRAN/Oboro_Daviess_MPO). Notification will be sent to all local media outlets identified in **Appendix B**.

Media

The MPO informs the public through local media outlets, as listed in **Appendix B**, via legal ads, formal news releases, or paid advertisements (when appropriate).

Visualization Techniques

To the extent possible, visualization techniques will be utilized at public meetings to enhance the understanding of citizens concerning proposed transportation improvements. The tools and techniques employed will vary based on the type of project.

Visualization techniques may include:

- Video presentations
- Computer presentations
- Computer simulations
- Geographic Information Systems Maps/Display Boards
- Interactive Displays/Kiosks

The MPO is not limited to the visualization techniques listed above. The type of visualization techniques utilized will depend on the type of study or project.

Visualization techniques will also be utilized in the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). These documents may include but are not limited to the following visualization tools:

- Maps
- Charts
- Illustrations
- Diagrams
- Sketches
- Photographs

Not all MPO documents will include all of the visualization tools listed above. The type of visualization tools utilized will depend on the type of plan or document.

Website

The Owensboro-Daviess County MPO website can be found at www.gradd.com/TRAN/Oboro_Daviess_MPO. It provides an explanation of the MPO and its purpose, while also providing the primary means by which the MPO makes information readily available to the public. All MPO documents, contacts, committee and meeting information providing information related to the area's public transit providers and bicycle and pedestrian facilities are included on the MPO website. Traditional media sources, email and other forms of notification direct users and interested parties to the site. The website also serves as a medium for communicating information, surveys, updates and other relevant data related to specific MPO studies, plans or projects.

Accommodations for Special Needs Populations

The Owensboro-Daviess County MPO will place emphasis on reaching the traditionally underrepresented populations with the urbanized area. These underrepresented persons are traditionally identified as low-income, elderly, disabled, minority, low literacy, limited English proficiency and non-English speaking individuals. **Appendix A** provides a list of agencies the MPO will consult with concerning major planning issues.

The MPO will continue to reach out to all segments of the community it serves. Some of these efforts include:

- Distribution of fliers and posters for public meetings to senior centers, post offices, public libraries, and community centers, including those in areas with high minority populations.
- Distribution of fliers and posters to supermarkets and other stores throughout the community.
- Making plans and documents available on the Owensboro-Daviess County MPO website.
- Inviting representatives of organizations that represent minority, disabled, and elderly members of the community to meetings and appropriate workshops.
- Utilizing the list of agency contacts in **Appendix A**, many of which agencies represent underrepresented populations.

The MPO makes intentional efforts to plan public meetings and events at facilities that are ADA compliant, and at convenient and accessible locations and times. Currently, there are no MPO staff members who speak another language besides English.

To request special accommodations or translation services, people can contact the MPO directly via email or phone. The public is asked to provide the MPO staff with as much notice as possible, so they can best provide for any special accommodations that may be necessary in order for them to participate in any public events. Additional information about the MPO's nondiscrimination obligations and procedures regarding Title VI complaints can be found on the MPO website.

The Owensboro-Daviess County MPO and its committees will strive to make the transportation planning process a success. Public participation is essential to that success; therefore, this document is open to revision when necessary to achieve an optimum level of involvement of the citizens of this area.

REVIEW AND REVISION

This Participation Plan will be examined on an annual basis for effectiveness and revised as necessary. The Participation Plan will be updated every five years. The MPO staff, in conjunction with the Technical Advisory Committee, will draft any proposed revisions to this plan. Federal Law requires a 45-day public review and comment period prior to its adoption or revision.

If the final version of the document has significant differences from the draft, an additional public review and comment period will be conducted. Final approval of any modification to this plan will be made by the MPO Policy Committee.

DEMOGRAPHICS

The MPO planning area is comprised of the City of Owensboro and Daviess County, Kentucky. The total population of the Owensboro-Daviess County Metropolitan Planning Organization is 100,374, based on the 2017 Population Estimate from the U.S. Census Bureau. The City of Owensboro comprises 59 percent of that population, with 59,404 residents.

Additional data from the 2017 survey indicated that 91.5 percent of the total population in the MPO planning area is white, with an African American population of 4.7 percent. Only 2.7 percent of the population identifies as Latino/Hispanic. The majority of the population of the MPO is between 18 and 65 years of age. Those 17 and younger comprise 24.5 percent of the population, while 16.7 percent are 65 and older.

Data from the U.S. Census' 2016 American Community Survey indicates 16.3 percent of the population is considered to be living in poverty. Of those 15,599 people, 5,421 (5.6 percent) are younger than 18 and 1,486 (1.5 percent) are older than 65.

The 2016 survey also showed that 98.3 percent of the population spoke only English in the home or spoke English "very well." Educational attainment data showed that 88.4 percent of the community had a high school degree (or equivalent) or greater. When broken down by race, 89.2 percent of whites had a high school degree or greater; while 79.9 percent of African Americans and 67.5 percent of people identifying as Hispanic/Latino had achieved a high school degree or greater.

The 2016 American Community Survey indicated that of the 38,536 households in Daviess County, 2,207 had no vehicle available, while 13,461 households had one vehicle available. There were 14,277 with two vehicles, 5,996 with three vehicles available and 2,595 with four or more available. Owensboro Transit System averages about 5,200 riders per week.

The maps in **Appendix D** provide a further view of the census numbers discussed in this analysis.

TABLE 4
GROUPED PROJECTS

PROJECT TYPE
HSIP — Highway Safety Improvement Program Implementation
Intersection Improvements for Safety or Efficiency
Guardrail, Median Barrier and Crash Cushion Projects
Other Highway Safety Improvements
Intelligent Transportation System (ITS) Projects
Traffic Signal System Improvements
Highway Signing
Pavement Markers and Striping
Pavement Resurfacing, Restoration and Rehabilitation
Bridge Replacement (No Additional Lanes)
Bridge Rehabilitation
Bridge Inspection
Bridge Painting
Railroad/Highway Crossing Protection
Recreational Trails Projects
Transportation Alternatives Projects
Congestion Mitigation Air Quality (CMAQ)
Commuter Ridesharing Program
Bicycle Accommodation/Facilities
Pedestrian Improvement/Facilities
Park and Ride Facilities
Purchase of New Buses
Rehabilitation of Transit Vehicles
Transit Operating Assistance
Transit Operating Equipment
Small Transit Passenger Shelters and Informational Kiosks
Reconstruction or Renovation of Transit Facilities

APPENDIX A: Agency Consultation

The Owensboro-Daviess County MPO maintains list of local and regional agencies that will be consulted to ensure outreach to the maximum extent possible. The list of agencies below will be notified when the MPO is developing or significantly altering its MTP and/or TIP, holding a public meeting or other noteworthy MPO activities that require public participation. This list also contains agencies that serve traditionally underserved populations. By consulting with these agencies, the MPO will have enhanced outreach to these populations and will more effectively provide information to them.

TABLE 5
LOCAL AGENCIES

NAME	PHONE	EMAIL
Owensboro NAACP	270-485-1360	rhondalynrandolph820@gmail.com
Cliff Hagan Boys & Girls Club	270-686-8327	chbgc@yahoo.com
United Way of the Ohio Valley	270-684-0668	dross@uwov.org
Daviess County Public Library	270-684-0211	kschroader@dcplibrary.org
Greater Owensboro Chamber of Commerce	270-926-1860	Chamber@owensboro.com
Owensboro Catholic Schools	270-686-8896	Keith.osborne@owensborocatholic.org
Owensboro Public Schools	270-686-1000	Jared.revlett@owensboro.kyschools.us
Owensboro-Daviess County Convention and Visitors Bureau	270-926-1100	cvb@visitowensboro.com
Daviess County Health Department	270-686-7744	
OCTC	270-686-4400	Ceary.thomas@kctcs.edu
Daviess County Schools	270-852-7000	Lora.wimsatt@daviess.kyschools.us
Owensboro Human Relations Commission	270-687-8670	info@owensborohrc.org
Greater Owensboro Economic Development Commission	270-926-4339	
Owensboro Homebuilders Association	270-688-0353	Richard@hbao.com
Audubon Area Community Services	270-686-1600	info@audubon-area.com
Mary Kendall Center	270-683-6481	info@kyumh.org
H.L. Neblett Center	270-685-3197	
Area Agency on Aging and Independent living	270-926-4433	jenniferwilliams@gradd.com
Salvation Army	270-685-5576	
St. Vincent de Paul	270-683-1747	
Daniel Pitino Shelter	270-688-9000	thad@pitinoshelter.org
Wendell Foster Center	270-683-4517	info@wendellfoster.org
Active Day Care	270-683-6127	info@activeday.com
Girls Inc.	270-684-7833	girlsincoboro@bellsouth.net
Help Office	270-685-4971	Woody.Woodward@bellsouth.net
Puzzle Pieces	270-926-7813	contact@puzzle-pieces.org
River Valley Behavioral Health	270-689-6500	Johnson-Jamie@rvbh.com
Hispanic Ministry of Owensboro	270-852-8342	Chris.gutierrez@pastoral.org

APPENDIX B: Local Media Outlets**TABLE 6****LOCAL MEDIA OUTLETS**

Company	Email
Print	
Owensboro Messenger-Inquirer	news@messenger-inquirer.com
Digital	
Owensboro Times	info@owensborotimes.com
Radio	
WVJS, WBIO, WKCM	melford@cromwellradio.com
WBKR, WOMI	ashley.sollars@townsquaremedia.com
Television	
WFIE	newsdesk@14news.com
WEHT, WTVW	eyewitnessnews@tristatehomepage.com

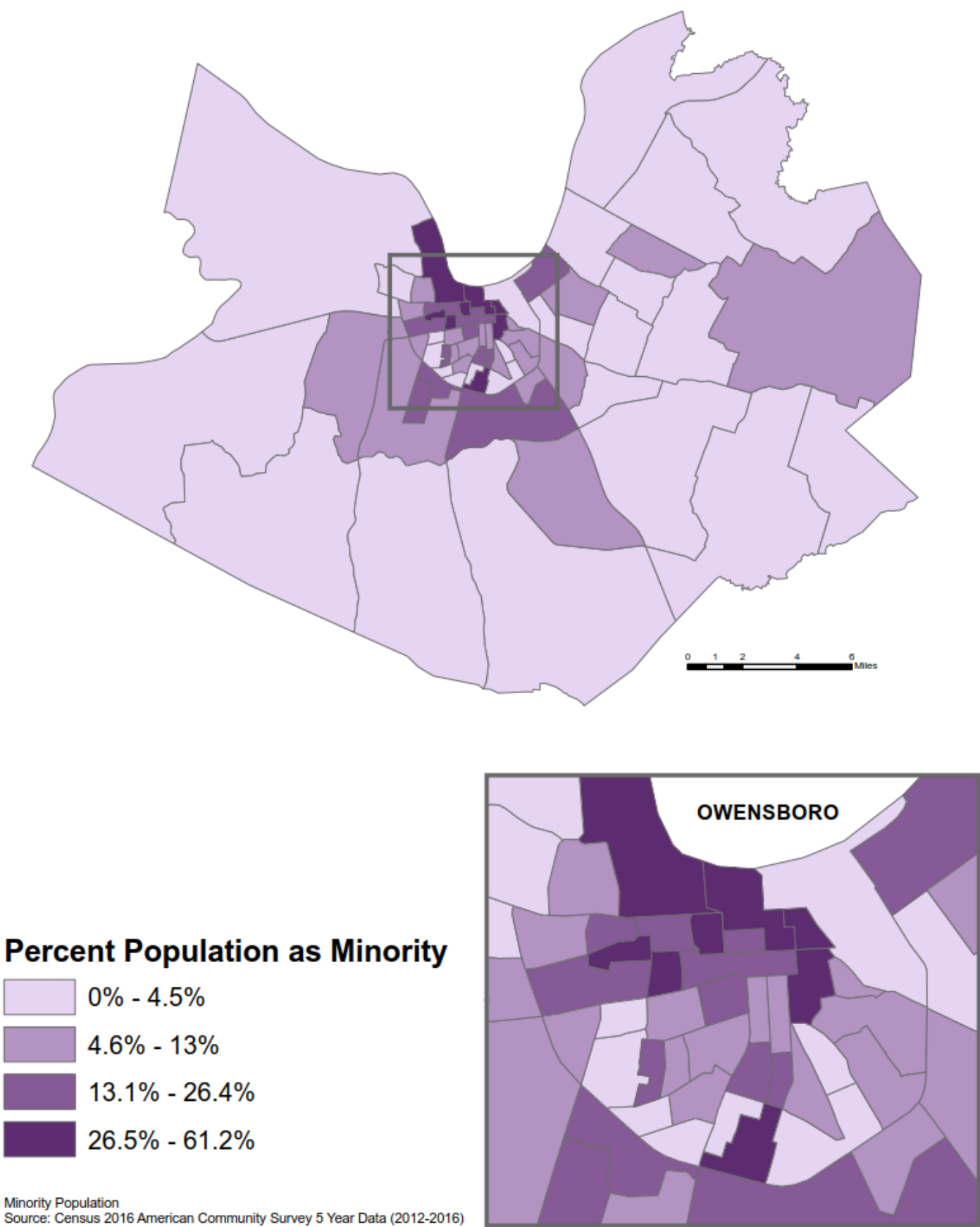
APPENDIX C: Public Comments

This Participation Plan was available for public comment from Nov. 28, 2018, through close of business on Jan.18, 2019.

The Plan was available at Owensboro City Hall, Whitesville City Hall, the Daviess County Judge/Executive's office, the Owensboro Transit System office, the Green River Area Development District Office and the Daviess County Public Library. It was available on the Owensboro Daviess County web site: www.gradd.com/local-government/transportation/owensboro-daviess-county-mpo/

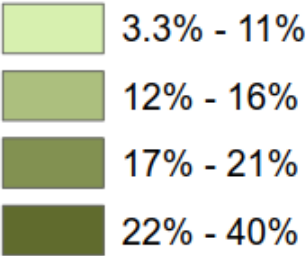
No comments were received.

APPENDIX D: Equity Target Areas

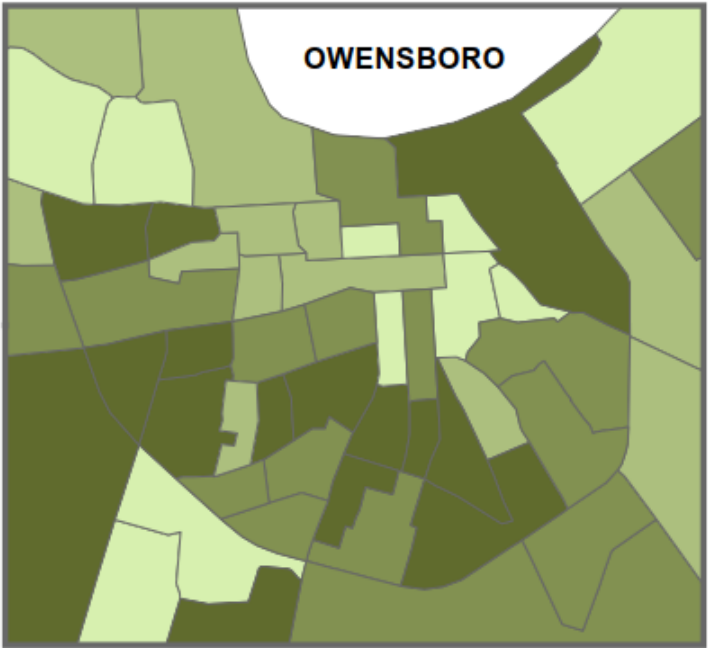


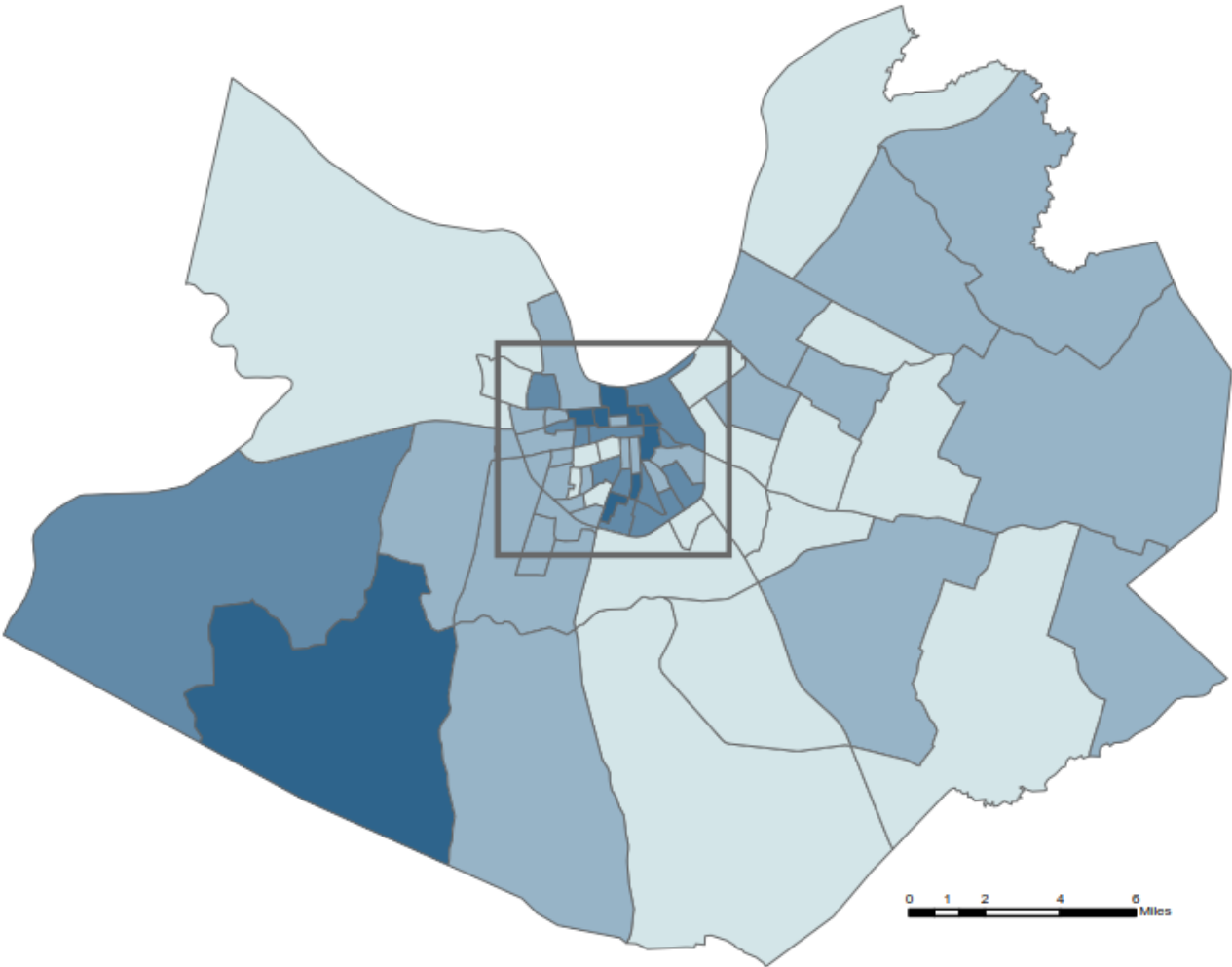


Percent 65 Years and Older

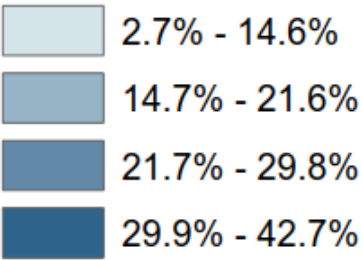


Sex by Age
Source: Census 2016 American Community Survey 5 Year Data (2012-2016)

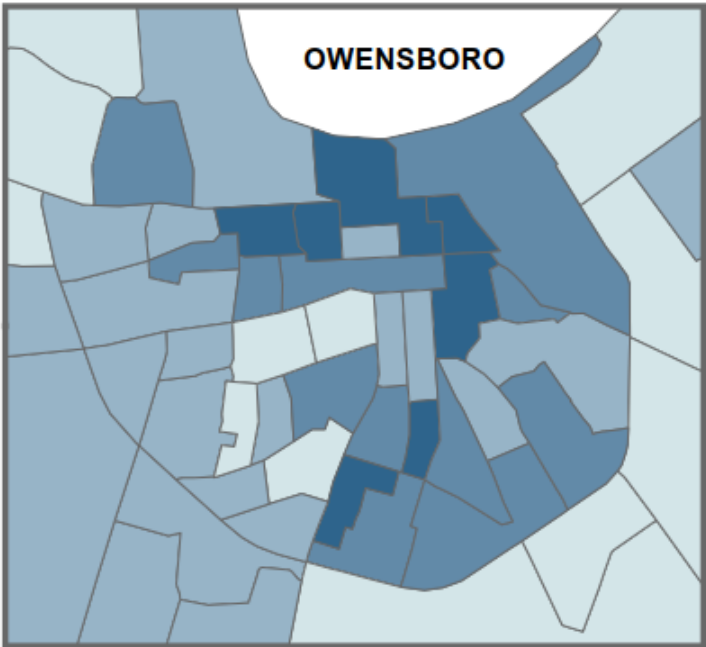


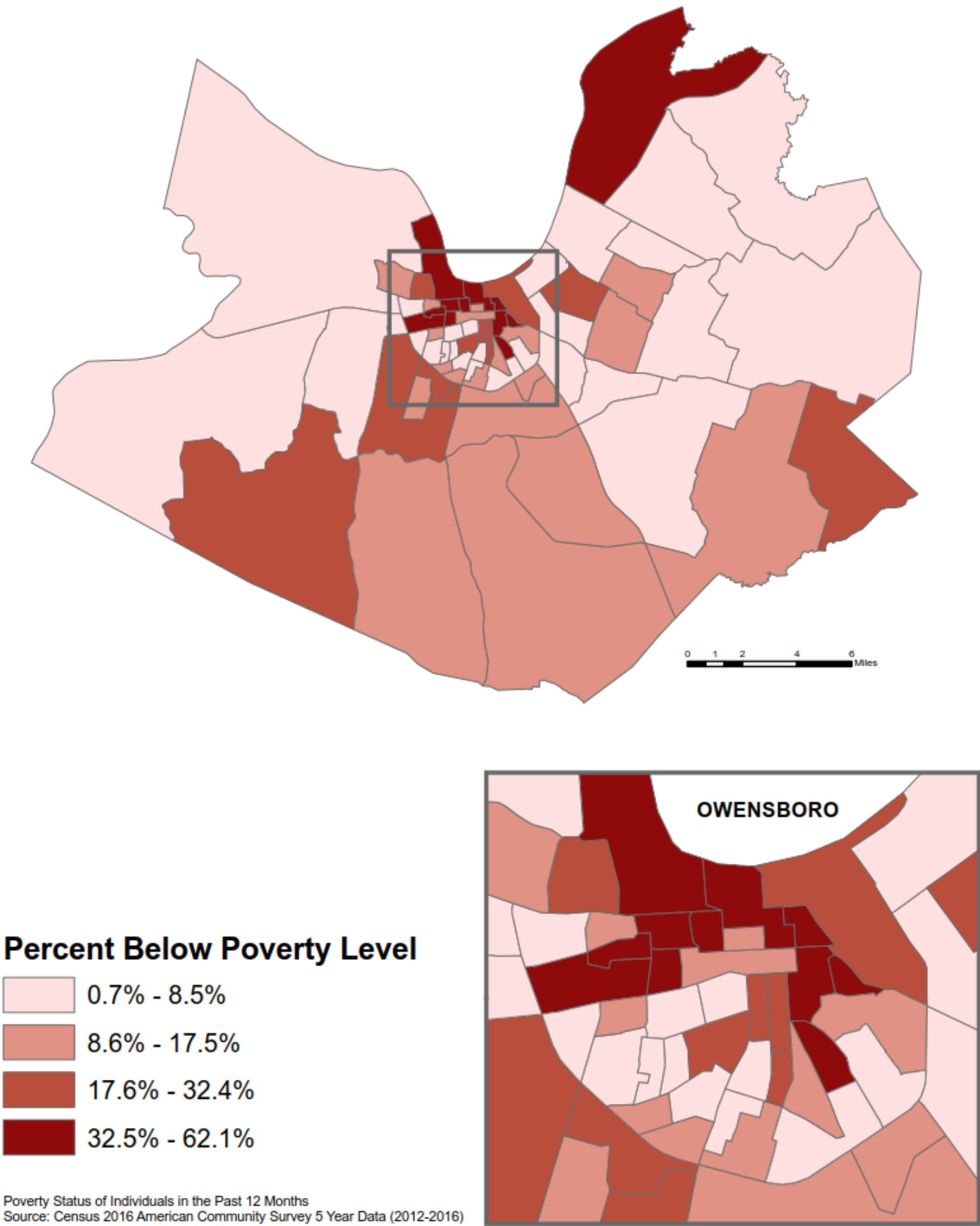


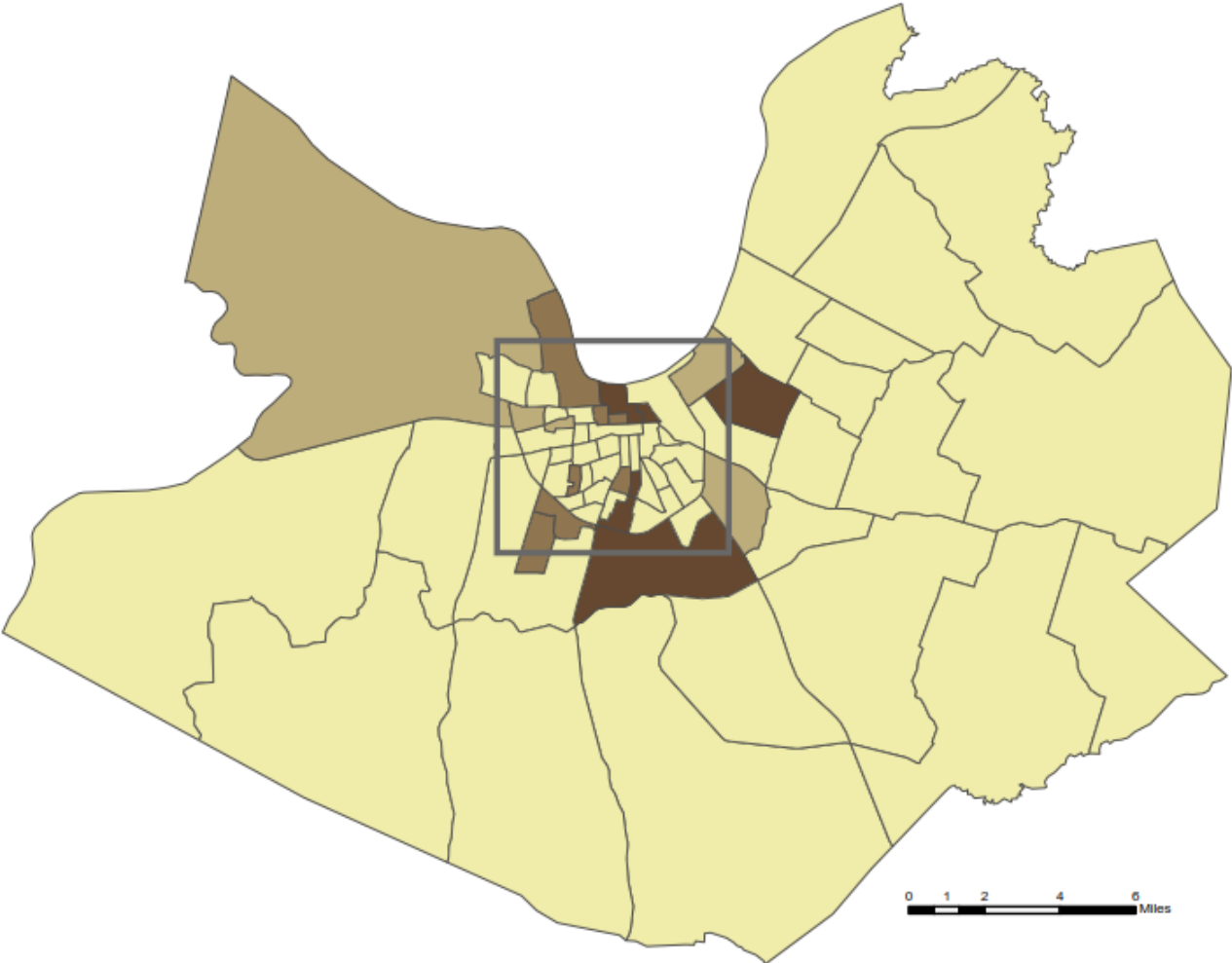
Percent with a Disability



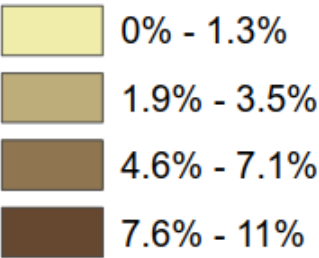
Disability Status for the Civilian Population 18 Years and Over
Source: Census 2016 American Community Survey 5 Year Data (2012-2016)



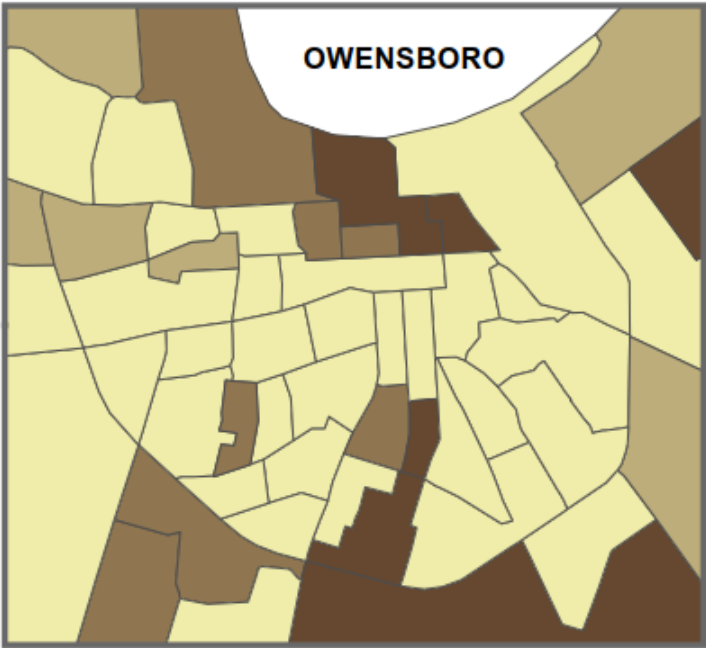


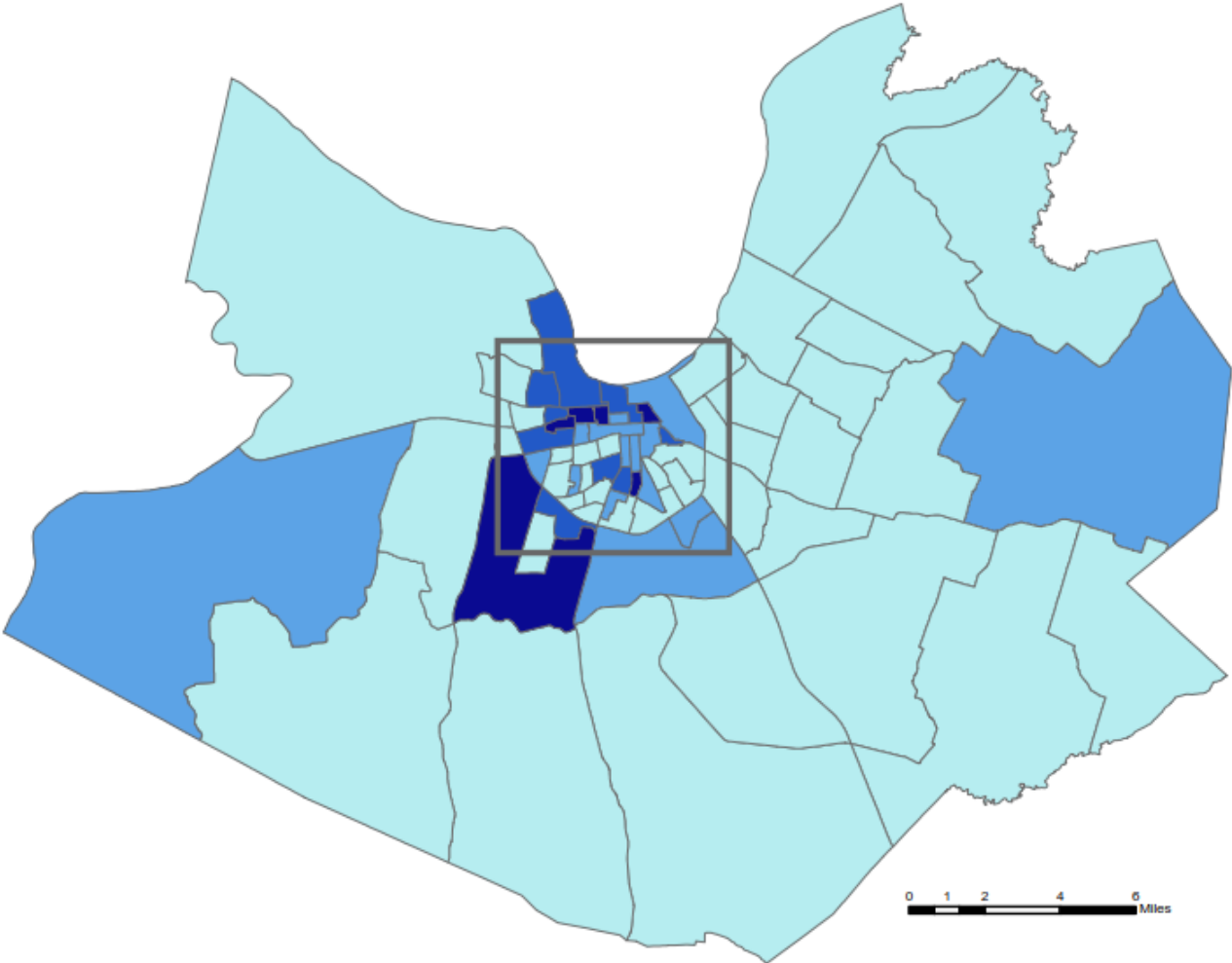


**Percent Speak English
"Less than Very Well"**

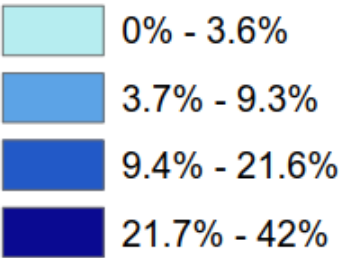


Language Spoken at Home by Ability to Speak English
for the Population 5 Years and Over
Source: Census 2016 American Community Survey 5 Year Data (2012-2016)

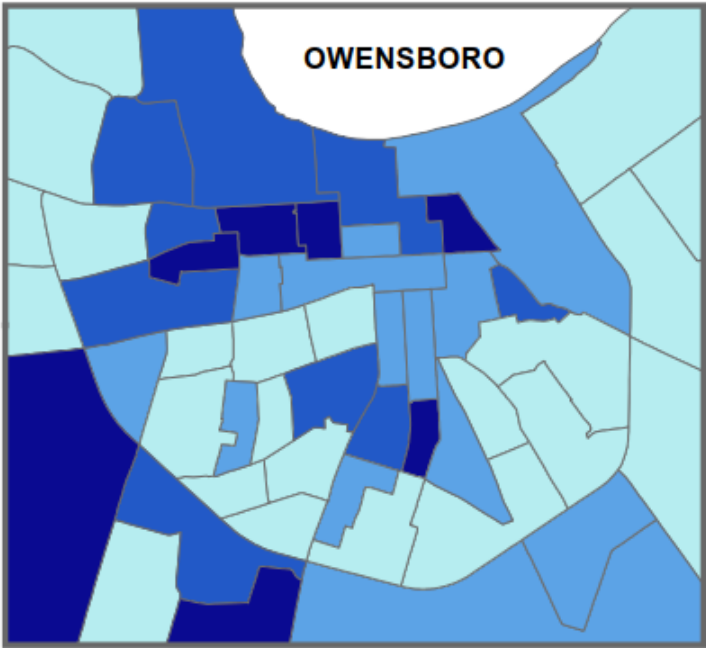


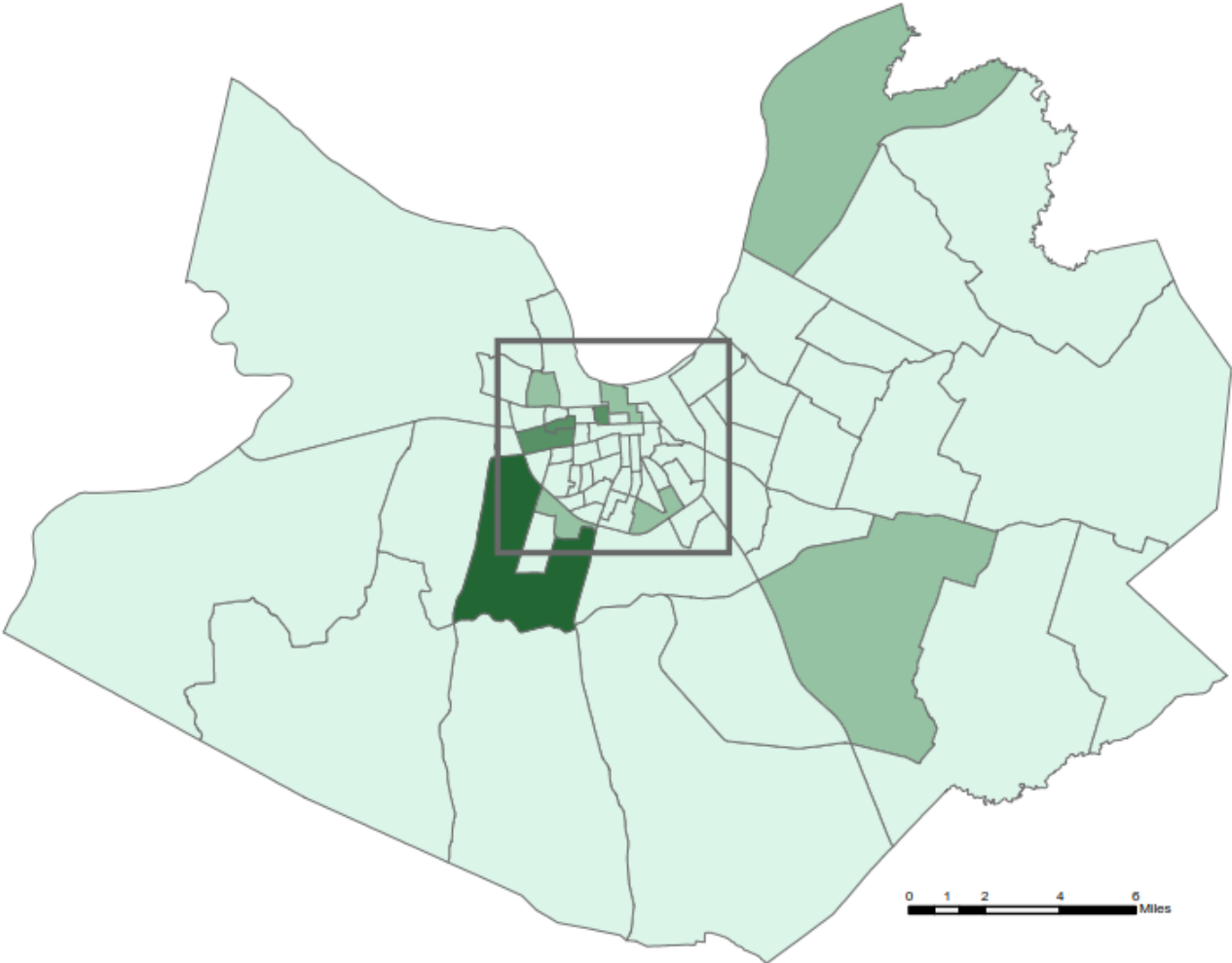


Percent No Vehicles Available

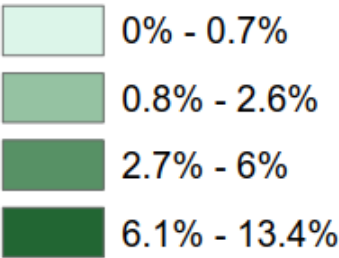


Occupied Housing Units Vehicles Available
Source: Census 2016 American Community Survey 5 Year Data (2012-2016)

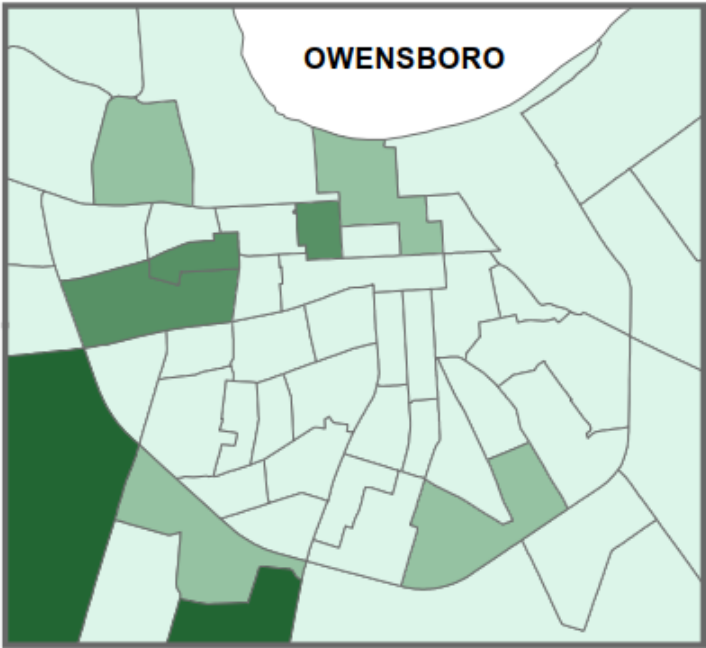


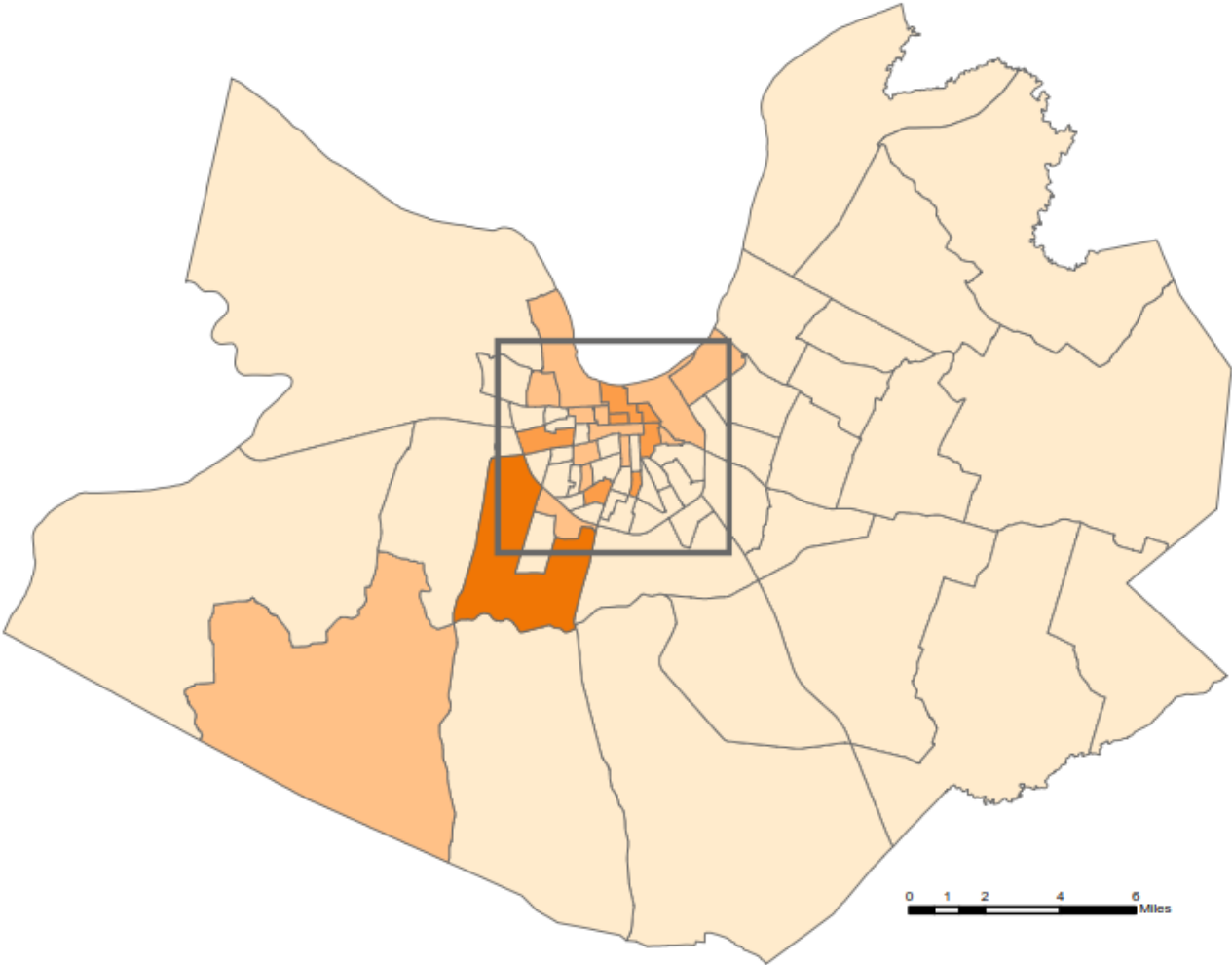


Percent Commuting with Public Transit

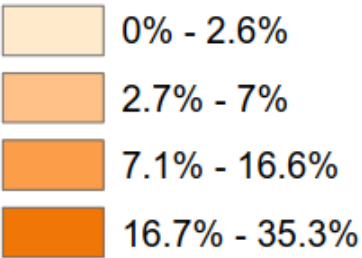


Means of Transportation to Work
Source: Census 2016 American Community Survey 5 Year Data (2012-2016)

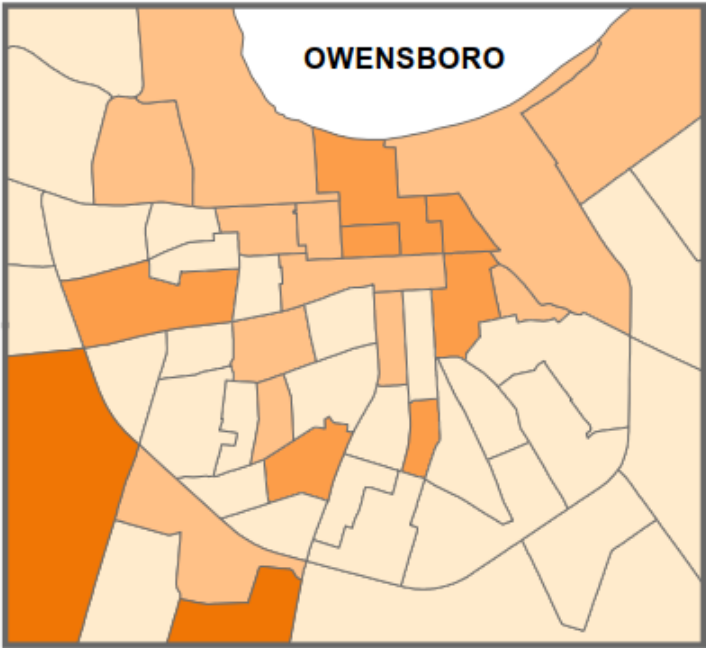




Percent Commuting by Walking or Biking



Means of Transportation to Work
Source: Census 2016 American Community Survey 5 Year Data (2012-2016)



**RESOLUTION
OF THE
OWENSBORO-DAVIESS COUNTY
METROPOLITAN PLANNING ORGANIZATION
approving the
PARTICIPATION PLAN**

WHEREAS, the Owensboro-Daviess County Metropolitan Planning Organization (MPO) is the designated agency responsible for transportation planning in the Owensboro-Daviess County metropolitan planning area; and

WHEREAS, the Fixing America's Surface Transportation Act requires that Metropolitan Planning Organizations (MPOs) establish a Participation Plan; and

WHEREAS, the Participation Plan requires periodically review, and update public participation processes to assure early and continued public awareness of, and access to, the transportation decision-making process; and

WHEREAS, the Policy Committee of the Owensboro-Daviess County Metropolitan Planning Organization (MPO) desires to gather community input on transportation related issues; and

WHEREAS, the MPO will provide a Participation Plan that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing all transportation plans; and

WHEREAS, the MPO will seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to low-income and minority households; and

WHEREAS, the MPO desires to provide reasonable public access to the technical and policy information utilized in the development of plans, Metropolitan Transportation Plan (MTP), and Transportation Improvement Program (TIP) and open public meetings where matters related to the Federal-Aid highway and transit programs are being considered; and

WHEREAS, the MPO desires the Participation Plan to be consistent with all federal and state regulations and actions.

NOW, THEREFORE, BE IT RESOLVED that the Policy Committee of the Owensboro-Daviess County MPO at a public meeting of January 29, 2019, approves the Owensboro-Daviess County Metropolitan Planning Organization Participation Plan.



Thomas H. Watson, Mayor of Owensboro
MPO Policy Committee Chairman

Attest

