Paducah-McCracken
Metropolitan Planning Organization

Community Participation Plan
2024-2028

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The 45-day public comment review period will be open from June 10 to July 25, 2024. Comments may be submitted as follows:

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1. INTRODUCTION

Community Participation is an essential component of the Paducah-McCracken Metropolitan Planning Organization (PMcMPO) transportation planning process. The MPO is comprised of the urbanized areas of the City of Paducah, McCracken County, Livingston County, and the City of Brookport, IL. The Purchase Area Development District (PADD) is the designated staff agency for the MPO. The PMcMPO Community Participation Plan (CPP) describes its policies for providing effective and meaningful participation opportunities for members of the community and all other interested parties.

Through the CPP, the MPO will:

- Provide meaningful opportunities for and invite a diverse community of stakeholders to be involved in all aspects of the planning process;
- Communicate with the public and all communities of their opportunity to participate in the planning process and provide input to transportation planning decisions made by the MPO.
- Involve the public by providing multiple opportunities and methods of participating in the planning process.
- Seek out populations who traditionally have been underserved by the existing transportation system; and
- Periodically review the effectiveness of the CPP to ensure all members of the community and other interested parties are being served effectively.

1.1 About the MPO

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 PMcMPO is made up of an Executive Board and a Technical Advisory Committee (TAC). Each has its own specific tasks concerning all the issues and policies of the MPO. A list of the current Executive Board members can be found in *Appendix A* and a list of Technical Advisory Committee members can be found in *Appendix B*.

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 (see *Table 1* below):

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

Table 1: Major MPO Plans

	Metropolitan Transportation Plan (MTP)	Transportation Improvement Program (TIP)	Unified Planning Work Program (UPWP)	Community Participation Plan (CPP)
Scope of Work	Long-range transportation planning document for the MPO area, covering at least a 20-year window.	Short-range implementation plan for projects and programs in the MPO area, covering at least a four-year window.	Details the work activity of the MPO.	Details strategies for effective public and stakeholder involvement
Frequency of Major Update	Every five years	Every four years	Annually	Every five years or as needed.

1.2 Federal Requirements for Community Participation

Several laws and regulations provide guidance about the MPO's Community Participation process.

1.2.1 Infrastructure Investment and Jobs Act (IIJA)

On November 15, 2021, the Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58) was signed into law. The IIJA is the largest long-term investment in our infrastructure and economy in our Nation's history. It provides $550 billion over fiscal years 2022 through 2026 in new Federal investment in infrastructure, including roads, bridges, mass transit, water infrastructure, resilience, and broadband. MPO Staff, in coordination with the U.S. Department of Transportation (USDOT), Kentucky Transportation Cabinet (KYTC), Illinois Department of Transportation (IDOT), and Paducah Area Transit System (PATS) will initiate efforts to carry out each of the planning directives thoughtfully and thoroughly for the ongoing transportation planning process and will consider the directives with all current MPO documents. Staff will also coordinate with the Federal Highway Administration (FHWA), Federal Transit Administration

(FTA), KYTC, IDOT, PATS, and other MPOs to work toward full implementation of Performance Based Transportation Planning and Programming (PBPP) requirements.

1.2.2 23 CFR 450.316

Federal requirements for the Community Participation activities were issued in the Code of Federal Regulations, 23 CFR Part 450.316, by the U.S. Department of Transportation. MPOs must utilize a Community Participation Plan (CPP) that is developed in consultation with interested parties and is formally adopted after ample 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.

The Community 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 Community 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;
- Providing timely notice and reasonable access to information about transportation issues and processes;
- Employing visualization techniques to describe the MTP and TIP;
- Making public information (technical information and meeting notices) available in electronically accessible formats and means;
- Holding any public meetings at convenient and accessible locations and times;
- Demonstrating explicit consideration and response to public input received during the development of the MTP and TIP;
- 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;
- 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;
- 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; and
- Periodically reviewing the effectiveness of the procedures and the strategies contained in the CPP to ensure a full and open participation process.

When significant written and oral comments are received on the draft Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP), including the financial plans resulting from the participation process or the interagency consultation process required under the EPA transportation conformity regulations (40 CRF Part 93), a summary, analysis, and report on the disposition of comments shall be made as a part of the final MTP and TIP.

A minimum public comment period of 45 calendar days shall be provided before the initial plan is adopted by the MPO. Copies of the approved Community Participation Plan (CPP) shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the MPO website.

1.2.3 Title VI of the Civil Rights Act of 1964

Title VI states 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 sex (Federal Aid Highway Act 1973); disability (Rehabilitation Act of 1973 & Americans with Disabilities Act 1990); and age (Age Discrimination Act of 1975).

1.2.4 Executive Orders

An Executive Order is an order given by the president to federal agencies. As a recipient of federal revenues, the PADD and PMcMPO assist 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 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 people who speak limited English should have meaningful access to federally conducted and federally funded programs and activities.

It requires 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.

1.2.5 Americans with Disabilities Act

The PADD and PMcMPO must comply with the Americans with Disabilities Act (ADA) of 1990 and US Department of Transportation regulations "Transportation for Individuals with Disabilities". Meetings and hearings must be held in ADA-compliant buildings and special accommodation must be made for those with disabilities to participate in meetings, and planning and programming activities.

2. THE PARTICIPATION PROCESS

The PADD/PMcMPO 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 Community Participation Plan (CPP). The participation guidelines shown in *Table 2* (below) for the MPO's major planning documents are derived from federal regulations and recommendations from KYTC/IDOT.

Table 2: MPO Documents and Public Review Periods

Plan/Document	Review Period	Public Meeting requirement	Manner of Public Notice*
Community Participation Plan	45 days	Optional	Web/PR
Metropolitan Transportation Plan (MTP)	30 days	Minimum of two	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	None	None	Web
Unified Planning Work Program (UPWP)	None	None	Web
Performance and Expenditure Report	None	None	Web
Listing of Obligated Projects	None	None	Web

*__Web__: Will be published to the MPO website; **PR**: Press release will be sent to local media

2.1 Community Participation Plan

The Community Participation Plan (CPP) 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 CPP itself.

The PMcMPO public notification process for the CPP shall be:

- The plan update will be announced during a scheduled MPO meeting.
- The draft CPP shall be made available (either by email or electronic download) to the TAC and Executive Board 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 PADD's website as well at the PADD office, the McCracken County Public Library, Paducah City Hall's reception desk, the office of the McCracken County Judge Executive, the office of the Livingston County Judge Executive, the Paducah Area Transit System office, Brookport (IL) City Hall, and KYTC's District 1 office.
- Electronic copies will be made available to the same agencies, 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 public outreach partners listed in *Appendix D*.
- 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 E*.
- All public and stakeholder comments received during the review process will be addressed and incorporated as appropriate.
- All comments received will be included in *Appendix F*.

The MPO will continually work to improve the participation process. The MPO will perform an annual review of the CPP, 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 CPP at a minimum of every five years.

2.2 Metropolitan Transportation Plan

The MTP is the document used to address the future transportation system needs for the region over a 20-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:

2.2.1 MTP Development

The PMcMPO will provide opportunities for public involvement in the development 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 E*.

- A minimum of two public meetings 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 easily accessible to people with disabilities. Possible venues include Paducah City Hall and KYTC District 1 office.
- Visualization techniques such as maps and PowerPoint presentations will be used to help describe the MTP to the community.
- 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 E* and notification to all MPO mailing lists including all MPO committees and public outreach partners in *Appendix D*. Other public notification efforts may be used.
- The draft document will be available on the PADD website and at the PADD office, the McCracken County Public Library, Paducah City Hall's reception desk, the office of the McCracken County Judge Executive, the office of the Livingston County Judge Executive, the Paducah Area Transit System office, Brookport (IL) City Hall, and KYTC's District 1 office.
- Electronic copies will be made available to the same agencies with a request that the document be posted to their respective websites.
- 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.
- The public comment period will be 30 days, effective from the date of the public notice announcement.
- MPO staff will assemble and provide a summary of all public comments to the TAC and Executive Board to be considered and addressed before adopting the final plan.
- A summary of public involvement activities and input will be included in the final document.
- Additional public meetings and extended public review periods may be added if public comments merit significant changes.

2.2.2 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.

The PMcMPO participation/notification procedures for MTP amendments are:

- Amendments shall include a description sufficient to clearly identify the project and include the estimated cost, the location, project sponsor and sources of funds.
- Amendments must be consistent with short-range plans (such as the TIP) or include corresponding language to amend the TIP.
- Amendments will be posted on the PADD/MPO website.
- 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 Program of Projects (POP) requirements.
- Upon notification of the Amendment to the appropriate MPO committees, the MPO shall distribute the Amendment to agencies/stakeholders as directed by KYTC and IDOT.
- The notification shall describe the action taken and assurance that the Amendment process and appropriate public involvement procedures have been followed.

2.2.3 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 in *Appendix C* may also be added by an Administrative Modification. Modifications will be posted to the PADD/MPO website and distributed to appropriate MPO committees and stakeholder agencies.

2.2.4 Strategic/Multimodal Plans

The PMcMPO 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 to the MTP or may be adopted as separate documents. Strategies for outreach and stakeholder involvement for these plans may vary among the different programs and projects but should meet all participation requirements listed for Modal Plans shown in *Table 2* and MTP Amendments, if amended into the MTP.

2.3 Transportation Improvement Program

The MTP is implemented through the Transportation Improvement Program (TIP). 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 during 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 State Transportation Improvement Program (STIP).

2.3.1 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 FTA Program of Projects (POP) requirements.

2.3.2 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 affect financial constraint; and/or

The PADD/PMcMPO participation procedures for TIP amendments are as follows:

- 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.
- All TIP Amendments must be consistent with long-range plans (such as the MTP) or include corresponding language to amend the MTP.
- TIP Amendments will be posted on the PADD/MPO website.

- 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.
- Upon notification of the Amendment to the appropriate MPO committees, the MPO shall distribute the Amendment to agencies/stakeholders as directed by KYTC and IDOT. The notification shall describe the action taken and assurance that the Amendment process and appropriate public involvement procedures have been followed.

2.3.3 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 *Appendix C*).

Public review is not required for administrative changes to the TIP. Administrative Modifications will be included as agenda items for the TAC and Executive Board meetings. All TIP administrative modifications will be posted on the PADD/MPO website and distributed to agencies/stakeholders as directed by KYTC and IDOT.

2.3.4 Administrative Modifications for Grouped Projects

There are various highway improvement projects 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 *Appendix C.* By listing these Grouped Project types in the CPP, 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 Executive Board meetings. Any project listed in the Grouped Projects appendix could be subject to public involvement potential for controversy, negative effects, or other public concerns. A list of Grouped Projects can be found in *Appendix C*.

2.3.5 FTA Program of Projects (POP) Participation Requirements

Annually, the Paducah Area Transit System (PATS) 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 PMcMPO, PATS, KYTC and IDOT have agreed the public and agency outreach procedures for the TIP Amendment and Administrative Modification process, as outlined in the MPO's CPP, 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.

2.3.6 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 PADD/MPO website or upon request by contacting the PADD/MPO office. When published, the Paducah-McCracken

MPO list can be found at https://www.purchaseadd.org/local-government/paducah-mccracken-mpo/.

2.4 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 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 comment. Upon receipt of local, state, and federal stakeholder comments, the MPO will develop the final UPWP and distribute it to planning partners, as directed by KYTC and IDOT. The Paducah-McCracken MPO UPWP can be found at https://www.purchaseadd.org/local-government/paducah-mccracken-mpo/.

2.4.1 Annual Performance and Expenditure (P&E) 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 PADD/MPO website or upon request by contacting the MPO office.

3. 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, IDOT and PATS will establish a Metropolitan Planning Agreement outlining specific coordinating roles and responsibilities of each agency and will be available on the MPO's website. Additionally, a list of agencies, organizations, and stakeholders the MPO coordinates with for any transportation planning documents are identified in *Appendix D*. 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.

Table 3: Public Outreach	
Method	**Objective and/or Measure of Effectiveness**
Interagency Consultation	**O:** Stakeholders and planning partners are well-informed. **M:** Projects and plans are implemented on a timely, cost-effective basis
Committee Meetings	**M:** Attendance and frequency of Stakeholder/public comments
Public Notice and Comment Period	**O:** Public input **M:** Number/quality of comments
Public Meetings/Events & Surveys	**O:** Public input **M:** Number of attendees/comments
Media Outreach	**O:** Informing the public **M:** Number of reports generated by outreach
Website	**O:** Informing the public **M:** Number of views and visitors
Exhibits/Visual Displays	**O:** Informing the public **M:** Number of attendees

3.1 Executive Board/Committee Meetings

The MPO Executive Board is the decision-making body of the PMcMPO. The Executive Board has regular meetings on the fourth Thursday of every month. Special meetings may be called at 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 Executive Board and the media at least 24 hours prior to such meetings and shall state the purpose, date and time of the meeting. All meeting schedules are posted on the MPO website but are subject to change on an as-needed basis. Meetings of the Executive Board are open to the public, and anyone can be placed on the committee's mailing list upon request. The Executive Board 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 process lets the public know their comments and concerns have been heard, considered and will be addressed appropriately.

3.1.1 Membership

The Executive Board has nine (9) voting members and thirteen (13) nonvoting members (see Appendix A). The voting members are:

- McCracken County Judge Executive
- Livingston County Judge Executive

- Mayor, City of Paducah, Kentucky
- Mayor, Brookport, Illinois
- KYTC D1 Chief District Engineer
- IDOT D9 Program Development Engineer
- PATS Executive Director
- City Manager, City of Paducah, Kentucky
- Deputy McCracken County Judge Executive

The current Executive Board chair is the Mayor of Paducah. Beginning January 1, 2025 the McCracken County Judge Executive will become the Executive Board chair with alternating two year terms with the Mayor of Paducah.

3.2 Technical Advisory Committee (TAC)

The MPO's Technical Advisory Committee advises and provides technical guidance and assistance to the MPO's Executive Board, while furthering consultation and coordination among affected stakeholders. The TAC meets on the third Thursday of every month. Special meetings may be called at 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. 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 opportunities 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 process lets the public know that their comments and concerns have been heard, considered, and will be addressed appropriately.

A new TAC chair is elected every two years. Any voting member may serve as chair. The current Technical Advisory Committee members, both voting and nonvoting, are listed in *Appendix B*.

3.3 Purchase Area Development District (PADD)

The Planning Department of PADD provides an MPO Coordinator and administrative support to the PMcMPO Executive Board and TAC to assist with accomplishing the objectives of the transportation planning process.

3.4 Other Outreach

The MPO conducts other outreach activities such as public meetings, notification of local media, visualization techniques, website, and makes a concerted effort to reach traditionally underserved populations within the urbanized area.

3.4.1 Public Meetings

The MPO will conduct public meetings as needed during major plan updates and studies. 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 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 PADD/MPO website (https://www.purchaseadd.org/local-government/paducah-mccracken-mpo/). Notification will be sent to all local media outlets identified in *Appendix D*.

3.4.2 Media

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

3.4.3 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 every MPO document will include all the visualization tools listed above. The type of visualization tools utilized will depend on the type of plan or document.

3.4.4 Website

The PMcMPO website can be found at https://www.purchaseadd.org/local-government/paducah-mccracken-mpo/. It provides an explanation of the PMcMPO and its purpose, while also providing the primary means by which the PMcMPO makes information readily available to the public. All PMcMPO meeting information, contacts, committee and documents 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 PMcMPO studies, plans or projects.

3.4.5 Accommodations for Special-Needs Populations

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

The PMcMPO will continue to reach out to all segments of the community it serves. Some of these efforts will include but are not limited to:

- 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 PMcMPO 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 D*, many of which agencies represent underserved populations.

The MPO makes intentional efforts to plan public meetings and events at ADA compliant facilities, 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 three (3) business days' notice, so they can best provide any special accommodations that may be necessary 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 PMcMPO and its committee(s) are committed to making the transportation planning process a success. Community Participation is essential to that success; therefore, this document is open to revision when necessary to improve the level of involvement of the citizens of this area.

4.0 REVIEW AND REVISION

This CPP will be examined on an annual basis for effectiveness and revised as necessary. The CPP 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 regulations require (see Title 23 CFR Part 450.316(a)(3)) 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 Executive Board.

5.0 DEMOGRAPHICS

The MPO planning area is comprised of the City of Paducah, McCracken County, a portion of Livingston County, and Brookport, Illinois. Meaningful public involvement seeks full

representation from the community to bring diverse values and viewpoints into the transportation decision making process and includes:

- Understanding the demographics of the affected community.
- Building durable relationships with diverse community members to understand their transportation wants and needs.
- Proactively involving a broad representation of the community in the planning and project lifecycle.
- Using engagement techniques preferred by, and responsive to the needs of, these communities, including techniques that reach the historically underserved.
- Documenting how community input impacted the final projects, programs, or plans, and communicating with the affected communities how their input was used.

To understand the demographics of the metropolitan planning area, the MPO has analyzed data provided in the latest American Community Survey from the Census Bureau:

- The total population of the in the PMcMPO metropolitan planning area is 72,318.
- The City of Paducah has 26,869 residents, comprising 37.2 percent of the population.
- Seventy-nine point six (79.6) percent of the total population in the MPO planning area is white, with an African American population of 9.9 percent.
- Only 2.7 percent of the population identifies as Latino/Hispanic.
- The majority of the MPO population (42,178) are between 18 and 65 years of age. Those younger than 18 comprise 21.9 percent of the population, while 19.7 percent are 65 and older.
- Data from the 2022 survey indicates 15.2 percent of the population are living in poverty.
- The 2022 survey also showed that 99.2 percent of the population spoke only English in the home or spoke English “very well.”
- Educational attainment data showed that an estimated 92.7 percent of the community aged 25 or older had a high school degree (or equivalent) or greater.
- When broken down by race, 93.5 percent of whites had a high school degree or greater, while 89.2 percent of African Americans and 72.5 percent of people identifying as Hispanic/Latino had achieved a high school degree or greater.
- The 2022 survey indicated that in occupied housing units, 7.5% had no vehicle available, 34.8% had one (1) vehicle available, 35.7% had two (2) vehicles available, and 22.0% and three (3) or more vehicles available.
- Paducah Transit System averages about 3,586 riders per week.

6.0 APPENDICES

Appendix A – MPO Executive Board Membership
Appendix B – MPO Technical Advisory Committee
Appendix C – Grouped Projects
Appendix D – Public Outreach Partners
Appendix E – Local Media Outlets
Appendix F – Public Comments

Appendix A – MPO Executive Board Membership

Executive Board (Voting Members)
George Bray, Mayor, City of Paducah, Chair
Craig Clymer, McCracken County Judge Executive, Vice Chair
Teris Swanson, Livingston Conty Judge Executive
Rance Phillips, Mayor, City of Brookport (IL)
Steve Doolittle, Deputy McCracken County Judge Executive
Jeremi Bumpus, Paducah Area Transit System, Executive Director
Daron Jordan, City Manager, City of Paducah
Kyle Poat, KYTC D1, Chief District Engineer
Carrie Nelsen, IDOT D9, Program Development Engineer

Executive Board (Nonvoting Advisory Members)
Thomas Witt, Kentucky Transportation Cabinet Representative
Thomas Caldwell, Illinois Department of Transportation Representative
Nick Vail, Federal Highway Administration – Kentucky Division
Betsy Tracy, Federal Highway Administration – Illinois Division
Michael Sherman, Federal Transit Administration – Region 4
Vacant, Federal Transit Administration – Region 5
Planning Director (Vacant), City of Paducah Representative
Greg Williamson, City of Brookport Representative
Steve Ervin, McCracken County Representative
Vacant, Livingston County Representative
Samantha Sanders, Paducah Area Transit System
Tim Cahill, Paducah-McCracken County Riverport Authority
Dennis Rouleau, Barkley Regional Airport

Appendix B – MPO Technical Advisory Committee

Technical Advisory Committee (Voting Members)
Austin Hart, KYTC D1 Project Development Branch Manager
Dennis Rouleau, Barkley Regional Airport Executive Director
Doug Keirn, IDOT D9 Programming Engineer
Vacant, Paducah City Engineer
Vacant, Paducah Planning Director
Greg Williamson, Brookport IL City Council
Randy Williams, McCracken County Engineer
Samantha Sanders, Paducah Area Transit
Steve Ervin, McCracken County Fiscal Court
Tim Cahill, Paducah-McCracken County Riverport Authority
Vacant, Livingston County Fiscal Court

Technical Advisory Committee (Nonvoting Members)
Angela Herndon, Pennyrile Area Development District
Vicki Bourne, Office of Transportation Delivery, KYTC
Dustin Turner, District 1, KYTC
Simone Jarvis, US Environmental Protection Agency, Region 4
Betsy Tracy, Federal Highways Administration, IL Division
Nick Vail, Federal Highways Administration, KY Division
Bruce Wilcox, Greater Paducah Economic Development
Chief Brian Laird, Paducah Police Department
Dave Carroll, Paducah Power
Aviance Webb, Federal Transit Administration, Region 4
Greg Cannon, McCracken County Planning Commission
Jacob Northington, Paducah Water
Jon Young, Purchase Area Development District
Josh Web, Paducah McCracken County Joint Sewer Agency
Sandra Wilson, Paducah Area Chamber of Commerce
Travis Spiceland, Jackson Purchase Energy Cooperative
Vacant, Kentucky Division for Air Quality
Vacant, Kentucky Division of Waste Management
Vacant, Kentucky Division of Water

Appendix C – Grouped Projects

Grouped Projects
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) Improvements
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 Alternative 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 D – Community Outreach Partners

The PMcMPO maintains a 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 PMcMPO is developing or significantly altering its MTP and/or TIP, holding a public meeting or other noteworthy PMcMPO activities that require Community 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.

Public Outreach Partners		
Agency	**Phone**	**Email**
Paducah NAACP	833-622-7229 ext 719	info.mccracken@kynaacp.org
Oscar Cross Boys & Girls Club	270-408-1561	
United Way of Western Kentucky	270-442-1691	betsy@unitedwaywky.org
McCracken County Public Library	270-442-2510	jbrasher@mclib.net
Paducah Area Chamber of Commerce	270-443-1746	swilson@paducahchamber.org
St. Mary School System	270-366-0562	monica.hayden@smss.org
McCracken County Schools	270-538-4000	josh.hunt@mccracken.kyschools.us
Paducah Public Schools	270-444-5600	donald.shively@paducah.kyschools.us
Paducah Convention & Visitors Bureau	800-723-8224	info@paducah.travel
Purchase District Health Department	270-444-9625	Kent.Koster@ky.gov
West Kentucky Community and Technical College	270-554-9200	anton.reece@kctcs.edu
Paducah Human Rights Commission	270-444-8643	HRSecretary@paducahky.gov
Greater Paducah Economic Development	270-575-6633	Bruce@EPaducah.com
Area Agency on Aging and Independent living	270-251-6140	cissy.fox@purchaseadd.org
Salvation Army	270-443-8231	PaducahKY@uss.salvationarmy.org
St. Vincent de Paul of Paducah	270-442-9351	
Paducah Cooperative Ministry	270-442-6795	pcm@paducahcoopministry.org
River City Mission	270-442-7921	
Easterseals West Kentucky	270-444-9687	info@eswky.com
Four Rivers Behavioral Health	270-442-7121	thudspeth@4rbh.org
First Baptist Church Paducah Hispanic Ministries	270-442-2728	jacosta@fbcpaducah.org
Spanish Church of Christ in Paducah	270-804-5545	paducahiglesiadecristo@ gmail.com
Family Service Society	270-443-4838	info@fsspaducah.com

Hope Unlimited	270-442-1166	
Merryman House	800-585-2686	info@merrymanhouse.org
Lifeline Recovery Center	270-443-4743	info@lifelinerecoverycenter.org
Paducah-McCracken County Senior Center	270-443-8579	contact@paducahseniorcenter.org
Brookport Elementary	618-564-2482	bdurham@massac.org
Brookport Betterment Committee		brookportbettermentcommittee@gmail.com
Livingston County Schools	270-928-2111	david.meinschein@livingston.kyschools.us
Ledbetter Senior Citizens Center	270-898-7893	
Homeless & Housing Coalition of Kentucky	502-223-1834	dfugate@hhck.org
Paducah Housing Authority	270-443-3634	info@paducahhousing.com
Jackson House	270-442-7591	stutor@beaconproperty.com

Appendix E – Media Outlets

Here is a list of media agencies serving the PMcMPO metropolitan planning area. These organizations are contacted for all public input opportunities and notified of all MPO meetings.

Media Outlets	
Agency	**Email**
Print	
Paducah Sun	news@paducahsun.com
Metropolis Planet	news@metropolisplanet.com
Livingston Ledger	kpieditor@gmail.com
Digital	
West Kentucky Star/WKYX/WKYQ	news@wkyx.com
Radio	
Withers Radio	news@withersradio.net
WKMS	msu.wkmsnews@murraystate.edu
WJLI	PSA@Rock983.com
WMOK	WMOKnews@frontier.com
Television	
WPSD	newstip@wpsdlocal6.com
WSIL	news@wsiltv.com
KFVS	news@kfvs12.com
KBSI	news@kbsi23.com

Appendix F – Public Comments

The draft Community Participation Plan was available for public comment from June 10, 2024, through close of business on July 25, 2024.

During the comment period, a physical copy of this draft plan was available at the PADD office, the McCracken County Public Library, Paducah City Hall's reception desk, the office of the McCracken County Judge Executive, the office of the Livingston County Judge Executive, the Paducah Area Transit System office, Brookport (IL) City Hall, and KYTC's District 1 office.

During the comment period, a digital version of the draft plan was available on the PADD/MPO website: https://www.purchaseadd.org/local-government/paducah-mccracken-mpo/. Digital versions were also made available to the City of Paducah, the City of Brookport, PATS, KYTC, IDOT, the McCracken County Fiscal Court, and the Livingston County Fiscal Court with a request that the document be published on their websites and/or disseminated for public information.

A total of eight (8) comments were received. See below for comments and responses:

Comment 1 from Nick Vail, FHWA-KY Division:
On page 9, reference to "Policy Committee" should be "Executive Board."
Response:
Final document will reflect this change.

Comment 2 from phone conversation with Barry McNeill, Private Citizen:
Audible tones needed at crosswalks for visually impaired pedestrians.
Construction projects take too long.
Flooding in the City of Paducah is an issue that needs to be addressed.
Response:
These comments are not directly related to the draft CPP, but will be considered during the development of the MTP and/or the adoption of a Complete Streets Policy.

Comment 3 from Jim LeFevre, MPO Coordinator:
On page 16, reference to "Policy Committee" should be "Executive Board."
Response:
Final document will reflect this change.

Comment 4 from Jim LeFevre, MPO Coordinator:
From Appendix E on page 28, reference to WKYX/WKYQ email, news@wkyq.com does not exist. The email address news@wkyx.com is used for West Kentucky Star, WKYX, and WKYQ.

Response:
Final document will delete blank line, delete line containing news@wkyq.com and will add WKYX/WKYQ to line containing West Kentucky Star.

Comment 5 from Jim LeFevre, MPO Coordinator:
On page 8, Table 2, the public meeting requirement is a minimum of one (1) for the MTP which contradicts the narrative on page 10 that states a "minimum of two" public meetings will be held during the development of the MTP.
Response:
Final document will change Table 2 on page 8 to show two public meetings will be held for the MTP.

Comment 6 from by phone conversation with Larry O'Daniel, Private Citizen:
For visually impaired pedestrians: Crosswalks should be marked. City streets should have edgelines. Side lines should be marked on streets. Crosswalks should have audible signals for when it is safe to cross street. Stairs should be clearly marked (with bright colors) at edges.
Response:
These comments are not directly related to the draft CPP, but will be considered during the development of the MTP and/or the adoption of a Complete Streets Policy.

Comment 7 from Jim LeFevre, MPO Coordinator:
Add affordable housing organizations to provide them a reasonable opportunity to comment on the metropolitan transportation plan and other MPO documents/plans.
Response:
Final document will include a minimum of three (3) affordable housing organizations in Appendix D (Community Outreach Partners) that will be given an opportunity to provide public comments on MPO documents/plans.

Comment 8 from Bryant DeFrance, Private Citizen:
I live at 2105 W Park Drive, Paducah KY 42001. If I walk east on Village Sq drive I run out of sidewalk before I get to New Holt Road!
If we had sidewalk extended I could walk to my Eye Doctor and also my primary care doctor. If sidewalks were to go to North I could walk to Walmart and Lowe's.
Also the intersections are not handicap accessible.
We have a lot of potential pedestrian traffic near here.
You have also allowed another apartment complex south on New Holt with no sidewalks available!!

You can get federal grants to help with sidewalks and handicap accessible intersections!!
I was invited by Mayor Bray to attend a meeting but I'm 82 and don't drive at night!!
Please make sure someone that may have clout sees this.
Thank you
Bryant DeFrance
309 256 2117
Response:
These comments are not directly related to the draft CPP, but will be considered during the development of the MTP and/or the adoption of a Complete Streets Policy.