



# LEXINGTON AREA MPO

## Participation Plan

A Plan for Providing Meaningful Participation  
in the Transportation Planning Process  
for Fayette and Jessamine Counties

Adopted: April 26, 2023

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## INTRODUCTION

The Lexington Area Metropolitan Planning Organization (MPO)'s Participation Plan outlines the agency's official policy for providing effective and meaningful public participation in the transportation planning process.

## FOUNDATION FOR PARTICIPATION

Good participation means that the people in our community who are directly affected by transportation plans and investment decisions are informed, involved and provided ample opportunity to influence the decisions that are made.

Participation should be proactive and enable the public and stakeholders to impart their ideas, opinions and values into our community's goals and strategies for transportation investment. The process should be clear about how the public's participation influences decisions. Public participation elicits diverse and new ideas, promotes creative problem solving, and imparts a sense of ownership in the solutions. The foundations of good participation include ensuring the Lexington Area MPO:

**Invites** diverse communities and stakeholders to participate in the planning process.

**Informs** individuals and organizations of transportation planning decisions and opportunities for their involvement.

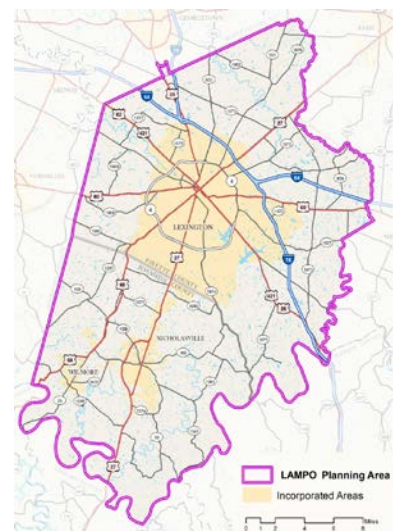
**Involves** citizens and stakeholders in the process by providing a variety of ways to solicit their input.

**Improves** upon the process by evaluating what works and what needs improvement.

## ROLE OF THE LEXINGTON AREA MPO

Federal law requires all urbanized areas with populations greater than 50,000 people to designate a Metropolitan Planning Organization (MPO) to develop transportation plans for the region. Urbanized areas with populations over 200,000 are designated as Transportation Management Areas or TMAs which carry additional planning and funding requirements. The Lexington Area MPO consists of Fayette and Jessamine County and the cities of Lexington, Nicholasville and Wilmore. The 2010 U.S. Census designated a small densely populated portion of Scott County as part of the Urbanized Area and part of the MPO planning area.

A core function of the MPO is to ensure that local people and governments are represented in an impartial setting in the



transportation planning process. To that end, each MPO works with federal, state and local governments, transit agencies, stakeholders and the public to ensure transportation policies, plans, projects and programs move the region forward based upon mutually agreed goals.

The MPO functions under a committee structure that includes a decision-making Transportation Policy Committee (TPC), several technical committees, and technical staff. The MPO is responsible for four major transportation planning programs/plans that guide the allocation of federal transportation dollars in our region. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) certify the planning process that the MPO utilizes to develop these plans:

Unified Planning Work Program	Participation Plan	Transportation Improvement Program	Metropolitan Transportation Plan
<ul style="list-style-type: none"> <li>• Outlines the annual work activities of the MPO</li> <li>• Updated annually</li> </ul>	<ul style="list-style-type: none"> <li>• Outlines strategies for effective public and stakeholder involvement</li> <li>• Updated as needed or at least every 5 years</li> </ul>	<ul style="list-style-type: none"> <li>• Short range plan for projects and programs that have funds programmed for implementation (4 year horizon)</li> <li>• Updated every 4 years</li> </ul>	<ul style="list-style-type: none"> <li>• Long range transportation plan for the region (20+ year horizon)</li> <li>• Updated every 5 years</li> </ul>

Figure 1 Lexington Area MPO Major Plans & Programs

MPO's are charged with developing these plans and programs utilizing the 3C's approach below. Public participation addresses the "Cooperative" piece of this mandated approach:

**Continuing:** Planning must be maintained as an ongoing activity and should address short-term needs and a long-term vision for the region.

**Cooperative:** The process must involve a wide variety of stakeholders and interested parties through a participation process.

**Comprehensive:** The process must cover all surface transportation modes and be consistent with regional and local land-use and economic-development.

## PURPOSE OF THE PARTICIPATION PLAN

The Participation Plan (PP) provides the framework for the MPO's public engagement process. The PP is the official policy for how the MPO will disseminate information to the public and to stakeholders, to ensure there is adequate time for them to provide input, to engage them in the process, and to make sure federal requirements are met. The PP also outlines the process for adopting and amending the major transportation planning documents produced by the MPO (Figure 1 above).

## GOALS FOR PARTICIPATION

The primary goal of the Lexington Area MPO's participation process is to provide an open forum so that all stakeholders in the MPO Area can help formulate and develop common transportation goals, alternatives and plans for the region. Additional goals include sharing information, collaboration and facilitating informed-decision making.

The Lexington Area MPO is committed to:

- Providing continuing and timely public information and outreach.
- Informing and involving the public/stakeholders including citizens, businesses, institutions and non-profits regarding the plans, projects and decisions that impact them.
- Providing frequent, welcoming and meaningful experiences for effective feedback.
- Providing equitable access to information that is relevant to a diverse audience and strives to reach under-represented populations.
- Evaluating the participation processes and procedures on a periodic basis to assess and improve effectiveness.
- Conducting an update and public review of the Participation Plan every five years prior to developing the Metropolitan Transportation Plan.

## LEGAL FRAMEWORK

The following laws and regulations provide guidance regarding the MPO's participation process.

### BIPARTISAN INFRASTRUCTURE LAW (BIL)

The BIL enacted in September 2021, continues the Metropolitan Planning Program ([23 US Code 134](#)) which is a cooperative, continuous, and comprehensive framework for making transportation investment decisions in metropolitan areas. The BIL maintained many funding and program features, as well as federal requirements for the transportation planning process previously codified in federal transportation acts (see below). Some changes identified in the BIL include:

- Requiring MPOs to spend 2.5% or more of their PL (i.e., planning) funds on increasing safe and accessible options for multiple travel modes for people of all ages and abilities.
- Allowing use of web-based tools, like social media, to encourage public participation in the transportation planning process
- Updating policy to include housing considerations such as: adding housing officials as consultants in the transportation planning process; promoting consistency between transportation improvements and local housing patterns; and including affordable housing organizations in list of stakeholders for comment opportunities

### FEDERAL REQUIREMENTS FOR PARTICIPATION IN THE TRANSPORTATION PLANNING PROCESS

Federal legislation outlines requirements for planning and investing in the nation's surface transportation infrastructure. Requirements are codified in the Code of Federal Regulation (CFR).

Specifically, [23 CFR 450.316](#) outlines the participation requirements for states and MPOs. MPOs must develop a Participation Plan that outlines methods to provide early and continuous involvement in the metropolitan planning process to the following:

- Individuals
- Affected public agencies
- Representatives of public transportation employees
- Public ports
- Freight shippers
- Providers of freight transportation services
- Private providers of transportation
- Representatives of users of public transportation
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- Representatives of people with disabilities
- Other interested parties

The Participation Plan must be developed in consultation with interested parties and be 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. Per federal requirements of [23 CFR 450.316](#), the Participation Plan must describe procedures, strategies and desired outcomes for:

- Providing adequate public notice of opportunities for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed Metropolitan Transportation Plan and the TIP;
- Providing timely notice and reasonable access to information about transportation issues and processes;
- Employing visualization techniques to describe metropolitan transportation plans and TIPs;
- 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 metropolitan transportation plan and the 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 metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the initial public involvement efforts;
- Coordinating with the statewide transportation planning public involvement and consultation processes; and

- Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

## FEDERAL NONDISCRIMINATION ACTS

[Title VI of the Civil Rights Act of 1964](#) stipulates that no person in the United States, 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. Title [49 CFR Part 21](#) outlines how agencies must ensure nondiscrimination in their programs and in their use of federal funds provided through the Department of Transportation.

Subsequent federal acts that extend nondiscrimination requirements include gender (Federal Aid Highway Act 1973, section 162 (a)); disability (Rehabilitation Act of 1973 & Americans with Disabilities Act 1990); and age (Age Discrimination Act of 1975).

## EXECUTIVE ORDERS

An Executive Order is an order given by the President to federal agencies. As a recipient of federal revenues, the Lexington Area MPO assists federal transportation agencies in complying with these orders.

[Executive Order 14008](#): *The Justice40 Initiative, Section 223 of EO14008 (On Tackling the Climate Crisis at Home and Abroad.)* Through Justice40, the Federal Government has made it a goal that 40% of the overall benefits of certain Federal investments flow to disadvantaged communities that are marginalized, underserved, and overburdened by pollution. Recommendations for achieving this goal focus on investments in:

- Clean energy and energy efficiency,
- Clean transit,
- Affordable and sustainable housing,
- Training and workforce development,
- Remediation and reduction of legacy pollution, and
- Development of critical clean water infrastructure

[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 PP includes an examination of the demographic make-up of the MPO region, including the number and concentrations of minorities, low income individuals, the elderly, people with disabilities and those with limited English proficiency. Strategies to ensure non-discrimination and efforts to be undertaken by the MPO to solicit input from these individuals and groups in the planning process are outlined in "[Equity, Diversity & Inclusion in the Participation Process](#)." The MPO's annual Title VI Program Plan further outlines efforts by the MPO to ensure non-discrimination in the transportation planning process (see [www.lexareampo.org](http://www.lexareampo.org)).

## LEXINGTON AREA MPO PLANS & PROGRAMS

The Lexington Area 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). Below is a breakdown of the different documents, followed by participation guidelines derived from federal regulations as well as recommendations from the Kentucky Transportation Cabinet (KYTC)<sup>1</sup>.

Each of these MPO documents is refreshed regularly in three ways: a major update, an amendment, or a modification. These types of document changes are explained below. [The next section](#) describes in more detail what the participation process looks like for each type of change.

### PARTICIPATION PLAN (PP)

The Participation Plan provides the framework for public and stakeholder involvement during the MPO transportation planning process and for the formal adoption of area transportation plans, including each update of the Participation Plan (PP).

#### NEW PP

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In order to ensure that all persons have a reasonable opportunity to participate within the transportation planning process, the Lexington Area MPO will continually work to enhance the

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<sup>1</sup> [KYTC Consolidated Planning Guidance](#), July 20, 2007

participation process. The MPO will perform an internal annual review of the PP to assess its effectiveness of soliciting public input, initiating a major update when needed.

### **PP AMENDMENT**

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Amendments to the PP are required for any significant adjustments to the MPO's public input process, committee meeting formats, public notification methods, or the public comment timeframes for planning documents. Additionally, the MPO staff conducts an internal annual review to assess the PP's effectiveness in defining how the MPO will solicit public input and may elect to amend the PP based on that assessment.

### **PP MODIFICATION (ADMINISTRATIVE)**

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Minor revisions to the PP such as to committee membership lists, consultation contacts, or census data analysis will not require public review and notification.

## **METROPOLITAN TRANSPORTATION PLAN (MTP)**

The MTP is the plan for how the MPO will invest in the regional transportation system over the next 20 or more years. It is a fiscally constrained plan that outlines the short-term and long range programs, projects and strategies to support an integrated and intermodal transportation system.

### **NEW MTP**

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The document is reviewed and updated every five years. Federal regulations that outline participation requirements for the MTP include:

[23 CFR 450.324](#) *Development and content of the Metropolitan Transportation Plan*

### **MTP AMENDMENT**

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The MTP may be amended to add new projects, delete projects, or to make changes to a project scope. MTP amendments require public review/comment and demonstration that the project can be completed based on expected funding. Changes to projects that are included in the MTP only for illustrative purposes do not require an amendment. The type of project changes that will require MTP Amendments is the same as those that require TIP Amendments (see [TIP Amendments](#)).

### **MTP MODIFICATION (ADMINISTRATIVE)**

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Minor changes and corrections to phasing, costs, funding sources, or initiation dates may be completed as Administrative Modifications and do not require additional public review and comment. Projects of the types listed in [Grouped Projects](#) for TIP Administrative Modifications may also be added to the MTP by an Administrative Modification.

## **TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

The MTP is implemented through the TIP. The TIP programs funds for all federally funded projects and regionally significant, non-federally funded projects that will be implemented during the four year period covered by the TIP. Project details are provided in the TIP including scope, phasing, cost and funding year. Projects may include roadway, construction/reconstruction, congestion mitigation, bicycle/pedestrian, operations, maintenance, safety, transit projects, etc. The TIP is realistic in terms of available funding (i.e., it is fiscally constrained) and helps the MPO and the public track local, state and federal transportation funds and projects.

## **NEW TIP**

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The document is reviewed and updated every four years. Federal regulations that outline participation requirements for the TIP include:

[23 CFR 450.326](#) *Development and content of the Transportation Improvement Program*

[23 CFR 450.328](#) *TIP revisions and relationship to the STIP*

## **TIP AMENDMENT**

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Amendments to the TIP (and MTP) are required when there are significant changes including:

- Adding/deleting a project or project phase(s)
- Moving a regionally significant state-funded project already identified in the TIP to a federal funding source.
- Moving a project from federal funding to state funding.
- Changing the design concept and scope of the project.
- Total project cost changes by 50% or more.

## **TIP MODIFICATION (ADMINISTRATIVE)**

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The following actions are eligible as Administrative Modifications to the TIP (and MTP):

- Correcting obvious minor data entry errors.
- Splitting or combining projects without modifying the original project design, concept and scope.
- Changing or clarifying elements of a project description such that the change does not alter the original project design concept or design scope.
- Moving a project from one federal funding category to another federal funding source.
- Shifting the schedule of a project or phase within the years covered by the TIP
- Updating project cost estimates (within 50% of the original project scope and intent).
- Moving any identified project phase programmed for previous year into a new TIP (rollover provision).
- Providing specific details of work to be performed as a Grouped Project.

- If the TPC has previously passed a resolution to authorize, then any TIP projects can be converting to/from STBG-SLX funding as a modification

While an item may meet the requirements for processing as a modification, the MPO can elect to process it as an amendment to the TIP (and MTP) instead. Revisions that may warrant this kind of discretion include changes in Right-of-Way or change in design geometry.

## **ANNUAL LIST OF OBLIGATED TRANSPORTATION PROJECTS**

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The MPO publishes an annual listing of projects for which federal highway or transit funds were obligated during the preceding program year as denoted in the adopted TIP.

[23 CFR 450.334](#) *Metropolitan Planning Process: Annual Listing of Obligated Projects.*

## **ADMINISTRATIVE MODIFICATIONS FOR GROUPED PROJECTS**

### **GROUPED PROJECTS**

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There are various transportation improvement projects that are considered non-controversial and produce negligible impacts while providing benefits to safety, traffic operations and system preservation. The projects typically address system maintenance needs, correct existing safety problems, or result from successful grant applications by local governments or entities. The specific details of work to be performed as part of a Grouped Project may be added to the MTP and TIP as an Administrative Modification. The projects are sometimes identified by category, rather than by location. Allowing Grouped Projects to be processed as Administrative Modifications streamlines the transportation planning process and allows funding authorization without unnecessary delay. By listing these Grouped Project types in the Participation Plan (Appendix E), planning process stakeholders and the general public are informed of potential project types that could be added later to the MTP/TIP. Processing these projects will not require additional public review or demonstration of fiscal constraint.

### **AMENDMENTS TO MPO DOCUMENTS**

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The participation process for amendments to the MPO's four major documents shall be as follows:

- a) Amendment details will be advertised on the Lexington Area MPO website ([www.lexareampo.org](http://www.lexareampo.org)), including special notification on the homepage, which will initiate a public comment period.
  - o MTP, TIP, and UPWP amendments require a 15-day public comment period
  - o PP amendments require a 45-day public comment period
- b) Notifications shall include where to send written/digital comments (see footnote).
- c) The MPO shall notify appropriate MPO committees (TTCC and TPC) and distribute the amendment information to agencies/stakeholders identified on the most current KYTC Routing & Information Sheet. The notification shall describe the action taken and

assurance that the Amendment process and appropriate public involvement procedures have been followed.

- d) Amendment details shall include a description sufficient to clearly identify the project, location, estimated cost, phase years, project sponsor, and sources of funds.

## **ADDITIONAL STEPS FOR MTP & TIP AMENDMENTS**

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In addition to the steps outlined (a) through (d) above, notice of amendments to the MTP and TIP will be distributed via social media posts and a media press release ([Appendix B](#)). All TIP amendments must be consistent with the Metropolitan Transportation Plan.

## **MODIFYING PLANS (ADMINISTRATIVE)**

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No additional public involvement is required for administrative modifications to any of the four major documents (MTP, TIP, UPWP, and PP). However, modifications are tracked by the MPO, posted on the website [www.lexareampo.org](http://www.lexareampo.org), as well as distributed to appropriate MPO committees (e.g., TTCC and TPC) and agencies/stakeholders on the most current [KYTC Routing & Information Sheet](#).

## **FTA PROGRAM OF PROJECTS (POP) PARTICIPATION REQUIREMENTS**

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Annually, Lextran 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 Lexington Area MPO, Lextran, and KYTC have agreed that the public and agency outreach procedures for the [TIP Amendment](#) and [Administrative Modification](#) process as outlined above are adequate to meet the public input requirement for the POP thereby meeting the intent of the federal planning regulations. For any TIP adoption and any TIP amendment that involves a Lextran project, we will include include an explicit statement that these participation efforts satisfy POP requirements. 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 LIST OF OBLIGATED TRANSPORTATION PROJECTS**

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This list is available on the Lexington Area MPO's website [www.lexareampo.org](http://www.lexareampo.org).

[23 CFR 450.334](#) *Metropolitan Planning Process: Annual Listing of Obligated Projects.*

## **STRATEGIC / MODAL PLANS**

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The MPO may develop additional Strategic/Modal Plans to supplement and/or implement the MTP. The focus areas may include Air Quality, Bike/Pedestrian, Congestion Management, Freight, Transit, 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 from program to

program but must simultaneously meet participation requirements listed for Modal Plans shown in Figure 3 and MTP Amendments (if amended to the MTP).

### SUMMARY OF KEY PARTICIPATION CRITERIA FOR MPO DOCUMENTS

See Figure 3 below for a summary of the public notification methods and review periods for each of the MPO’s major planning documents, their related amendments, and other work products of the MPO.

MPO Documents & Public Review Periods				
Plan	Review Period	Open House Meeting	Public Notice*	Update Timeline
Participation Plan (PP)	45 days	Optional	Web/SM	5 years
Metropolitan Transportation Plan (MTP)	30 days	One (min.)	Web/SM/PR	5 years
Transportation Improvement Program (TIP)	30 days	One (min.)	Web/SM/PR	4 years
Modal (Transit, Bike/Ped) Plan	30 days	One (min.)	Web/SM/PR	As needed
MTP & TIP Amendment	15 days	Optional	Web/SM/PR	As needed
MTP & TIP Administrative Modification	NA	NA	Web	As needed
Unified Planning Work Program (UPWP)	15 days	N/A	Web/SM	1 year
Annual Performance and Expenditure Report	NA	NA	Web	1 year
Annual Listing of Obligated Transportation Projects	NA	NA	Web	1 year

**Figure 3 - Lexington Area MPO Documents & Public Review Periods**

\*Public Notice Key: (W) Website; (SM) Social Media; (PR) Press Release

## STRATEGIES TO INVOLVE AND INFORM

### STRATEGIES TO INVOLVE

The strategies outlined below enable the public and local stakeholders to be active participants in MPO processes. These strategies to involve create pathways for direct input, allowing for the exchange of information, ideas, and solutions.

#### INTERAGENCY CONSULTATION

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A critically important role of (and strategy regularly employed by) the Lexington Area MPO is the coordination of partner agencies involved in transportation. By providing consistent opportunities for connection, the MPO serves as a conduit for more streamlined transportation planning. This coordination effort reaches local, regional, state and federal agencies, organizations, businesses and non-profits in the Lexington area.

Federal regulations and local circumstances make the Kentucky Transportation Cabinet (KYTC) and Lextran both major stakeholders; the relationship between both agencies and the MPO is defined in a Memorandum of Agreement. In addition to KYTC and Lextran, the MPO works to maintain strong coordination with stakeholders across Fayette and Jessamine counties, including in public works, maintenance, safety, and environmental departments, as well as with social organizations and local elected officials. [Appendix A](#) outlines how the MPO ensures input from these stakeholder. In addition to formally-defined responsibilities, the MPO coordinates more casually through daily interactions and various committee meetings – either held by the MPO or in which the MPO is a participant.

The Lexington Area MPO is housed in the government offices of the Lexington Fayette Urban County Government (LFUCG). This fosters seamless coordination with the LFUCG Division of Planning and other governmental departments (e.g., Engineering, Traffic Engineering, Social Services, Environmental Quality, Historic Preservation, Public Safety, etc). This arrangement is one example of the coordination that occurs within the interagency participation process.

The statewide Participation Plan helped formulate the Lexington Area MPO Participation Plan. This connection further defines the process for coordinating among agencies noted in the Consultation Contact list found in [Appendix A](#) and the Memorandum of Agreement.

#### TRANSPORTATION POLICY COMMITTEE (TPC) MEETINGS

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The TPC is the policy and decision-making body for the Lexington Area MPO. The TPC is comprised of elected and appointed officials from across the MPO's jurisdiction. The TPC also has advisory (non-voting) members from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). TPC meetings are an opportunity for these major stakeholders to come together to discuss transportation issues and plans.

The TPC conducts six scheduled meetings during the year, 3 of which will be web-based. The remaining scheduled meetings will be held in-person with 2 conducted in Fayette County and 1 in Jessamine County. All specially-called meetings will be web-based.

All TPC meetings are open to the public and anyone can be placed on the TPC mailing list upon request. Committee meetings are advertised on the Lexington Area MPO Meeting Calendar at [www.lexareampo.org](http://www.lexareampo.org) and on the [LFUCG city calendar](#); TPC meetings are advertised on the Lexington Area MPO Facebook social media pages. At each meeting of the TPC, the Chairperson opens the floor to hear public comments about any transportation topic. All TPC meetings are livestreamed via Lex TV. However, to ensure greater accessibility during the web-based TPC meetings, in-person meeting space at the MPO offices will be available for anyone to physically attend. This will give those with limited access to the internet or Lex TV the opportunity to tune in and participate. For a list of TPC members, see [Appendix D](#).

## **MPO ADVISORY COMMITTEE MEETINGS**

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The MPO has a Transportation Technical Coordinating Committee (TTCC) which exists to further enhance consultation among affected stakeholders and to advise the TPC on technical matters. Two subcommittees also provide additional input and focus on specific transportation issues including the Bicycle/Pedestrian Advisory Committee (BPAC) and Congestion Management & Air Quality Committee (CMAQ).

All advisory committee meetings (i.e., BPAC, TTCC, CMAQ) are open to the public and citizens/stakeholders may attend based on their interest areas. Meetings are advertised on the Lexington Area MPO Meeting Calendar at [www.lexareampo.org](http://www.lexareampo.org) and on the [LFUCG city calendar](#). BPAC meetings are advertised on the @LexBikeWalk Instagram and Facebook social media pages. These advisory committee meetings provide opportunity for information exchange and input which is shared with the TPC to inform their decision-making.

## **PUBLIC NOTICE AND COMMENT PROCEDURES FOR IN-PERSON AND WEB-BASED MEETINGS**

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In the wake of the COVID-19 pandemic, it is clear that web-based meetings allow for Committee Member attendance and feedback from individuals who would not typically have the time or transportation to attend an in-person public meeting. As a result, MPOs nationally have documented a significant increase in attendance during web-based meetings by voting members and members of the public. This has resulted in greater opportunities for people to participate in the MPO planning process and fewer meeting cancellations due to a lack of a quorum.

Effective July 14, 2022, [KRS 61.826\(2\)\(d\)](#), allows the MPO to continue hosting web-based public meetings without an emergency declaration. Meeting notices will clearly indicate the location, time and format of each meeting, how to access web-based meetings (e.g., web conferencing hyperlink) and/or specify the physical location if the meeting is to be held in-person. All platforms utilized by the MPO for web-based meetings shall allow the public to use an audio-only call-in number to listen to public meetings (video conferencing not required). The platforms will also have a closed-captioning service available. Web-based meetings will also have in-person meeting space at the MPO offices for anyone with limited access to the internet or Lex TV to physically attend and participate in the meeting.



Voting members of MPO committees must be visible and audible during web-based meetings in order to participate in any formal committee action. Members of the public must only be audible during web-based meetings (video conferencing not required) in order to provide public comment to the committee. The procedure for public comment during MPO web-based committee meetings shall be clearly stated at the beginning of the meeting and/or at the start of the official public comment agenda item. Members of the public may also elect to submit their comments in writing either by email or mail in advance of the meeting in order to be read into the public record (attendance not required). Comments must be received by the MPO at least 48 hours in advance of the meeting.

Any interruption of the video/audio broadcast of a web-based meeting shall result in the suspension of the meeting until video/audio is restored.

### **PUBLIC OUTREACH MEETINGS/FOCUS GROUPS**

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The MPO conducts public outreach meetings as needed during major plan updates and specialized studies. Public meetings are generally held in open-house format. This supports a more informal atmosphere, allowing the public to ask questions and share their input on topics or areas of concern (e.g., preferences for a potential solution, concerns about a project element, etc.). Further, the MPO may attend or co-host focus groups with other local social organizations, civic clubs, and neighborhood associations to better reach and engage with the community.

### **SURVEYS**

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The Lexington Area MPO may conduct surveys by mail, web, or in-person to obtain information and gauge public opinion regarding planning issues, projects, and priorities. Public surveys have been used by the MPO during the development of the Metropolitan Transportation Plan, Bicycle & Pedestrian Master Plan, Certification Reviews and corridor plans/studies.

### **DIGITAL MAPS**

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In recent years, the MPO has used digital online maps to solicit feedback on several plans and projects including Imagine Nicholasville Road and the Bicycle & Pedestrian Master Plan. This proved to be a popular way to seek public input on needed and proposed transportation networks and projects. The MPO also provides a digital map of the projects included in the TIP and Kentucky State Highway Plan on the MPO website.

## **STRATEGIES TO INFORM**

Related but distinct from involvement, the Lexington Area MPO employs various methods to keep the community informed. The following sections delve into greater detail about the variety of methods used to inform.

### **BRANDING**

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A logo representing the Lexington Area MPO is used to identify products, publications, and marketing efforts of the MPO. The logos provide a uniform and consistent look which helps the public identify and become familiar with the different activities of the MPO.



## MARKETING CAMPAIGNS

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Each year the MPO coordinates a public education campaign to raise awareness around a particular transportation best practice, such as people-powered modes of transportation and Complete Streets principles. The objective is to increase awareness, share local opportunities and resources, and generate beneficial behavior change. Past campaigns have used radio, print, and television ads to promote alternative transportation options and services that are available locally in an effort to reduce congestion and fuel consumption.

## MEDIA OUTREACH

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The MPO informs the public through local media outlets via formal press releases. The MPO may also purchase legal ads and paid advertisements. This includes radio, daily and weekly newspapers, monthly magazines, and regional television. See [Appendix B](#) for a full list of media contacts including those that may be utilized to reach underserved populations.

## WEBSITE

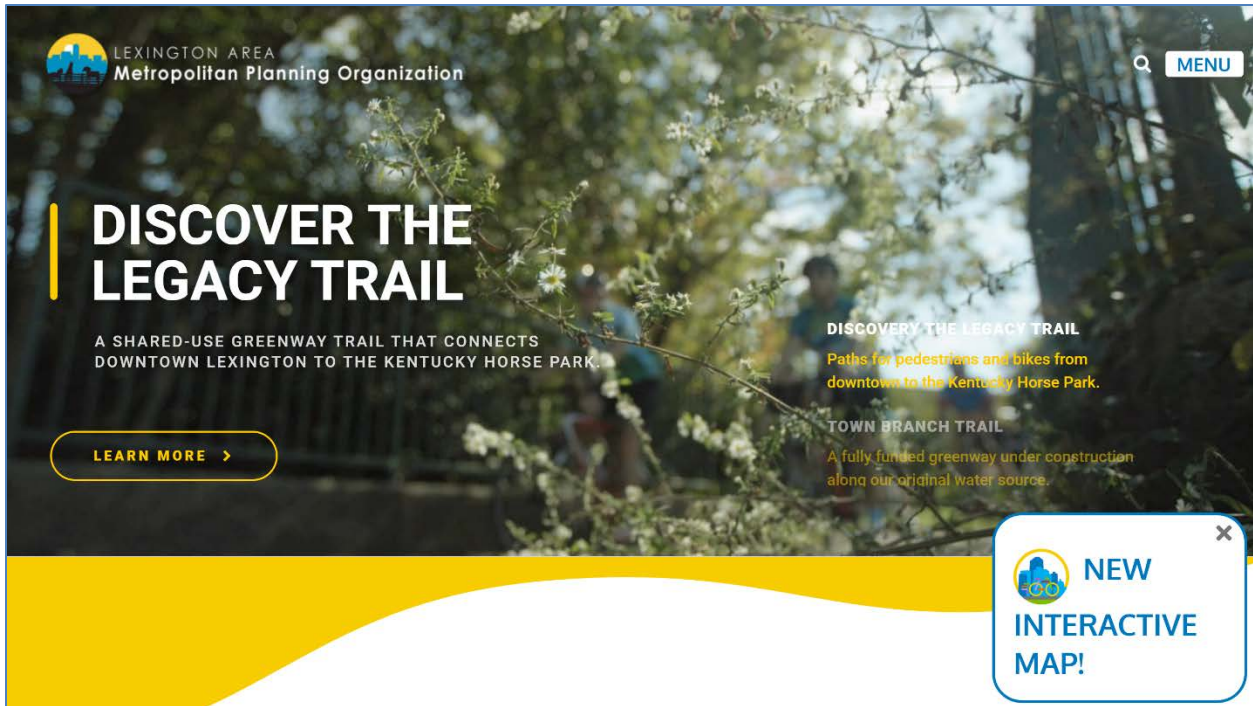
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The Lexington Area MPO website - [www.lexareampoint.org](http://www.lexareampoint.org) - is a major information-sharing platform for the MPO. Interested parties are directed to the site using traditional media, social media, newsletters, emails, and other forms of notification. Banners and pop-ups are used during open calls for public comment, when surveys are live, and when other time-sensitive opportunities for public participation arise. The site contains all MPO documents (including plans and studies), staff contacts, committee meeting information, and more. The website also hosts the project story map, powered by Esri, which provides current information on the status of Lexington Area transportation projects. Data is collected regularly on the number of site visits and new users. In

FY2023, the MPO initiated an sitewide visual refresh and organizational update. The website remains a primary touchpoint for community engagement with the MPO.

## SOCIAL MEDIA

Social media is an interactive, visual and easily accessible forum to reach the community. It is



ideal for getting information out quickly. A large segment of the population uses social media as their primary source for communication and gathering information. The Lexington Area MPO uses social media to inform the public of public meetings, events, transportation related projects, activities and plans, as well as to share articles on transportation trends around the country. It is also a tool to receive public comment and to respond to concerns from the public. Facebook in particular also provides a mechanism for micro-targeting ads to specific audiences to ensure messages are reaching individuals representing under-represented or traditionally under-served populations as well as to communities, neighborhoods or corridors that will be most impacted by a plan or project.

The MPO currently operates a @LexingtonAreaMPO Facebook page, used for MPO-specific content. The MPO also operates @LexBikeWalk Instagram and Facebook profiles. Links to social media profiles are provided on the MPO website, and promoted in other outreach efforts (e.g., press releases). The @LexBikeWalk social media pages focus on people-powered transportation – biking and walking – to distribute best practice information and encourage positive behavior change.

0:07 / 0:28



# Lexington Area MPO

@lexareampo · Government Organization

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lexareampo.org

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Liked Message

## About

See All



101 E Vine Street, 7th Floor  
Lexington, KY 40507

The Lexington Area Metropolitan Planning Organization (MPO) is the transportation planning agency for Fayette and Jessamine Counties in Central Kentucky.

3,497 people like this including 24 of your friends

3,531 people follow this

Create Post

Photo/Video Check in Tag Friends

Lexington Area MPO  
August 28 at 10:52 AM · 🌐



LEXINGTON ON THE MOVE

Instagram

Search

lexbikewalk

Message


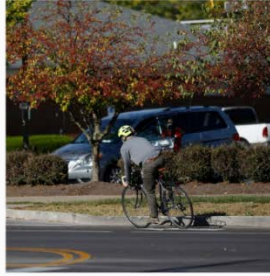

75 posts 446 followers 52 following

**Lex Bike Walk**  
Encouraging biking, walking, public transit, scooters, car sharing & more. Operated by Lexington's Division of Planning.  
[linktr.ee/lexbikewalk](http://linktr.ee/lexbikewalk)

Followed by \_lextran, assoc\_mpos, imagine\_lex + 4 more

Scooter St... Trail Stats

POSTS REELS TAGGED

## **PUBLIC EVENTS, TABLING, AND PRESENTATIONS**

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Providing informational booths at community events helps inform the public about the MPO and fosters connection with the public on a one-on-one basis. Public events allow the MPO to establish contact with people who want to stay informed or be more engaged in MPO activities. Passive displays (e.g., signage, posters, and image boards) help catch the public's attention and educate the community on current MPO planning efforts underway.

The MPO has a partnership with the LFUCG Division of Environmental Quality and Public Works public outreach team. This team supports the MPO's outreach goals through neighborhood demonstrations (e.g., safe cycling classes), participation in youth programs (e.g, Kentucky State University Summer Transportation Academy), and community events (e.g., Parking Day).

## EQUITY, DIVERSITY AND INCLUSION IN THE PARTICIPATION PROCESS

As outlined in the [Legal Framework](#), the policies and programs of the Lexington Area MPO should be non-discriminatory, avoid negative impacts on minority and low-income populations, and strive to provide equal access to the benefits of employment, education, and sense of community via a transportation system that is accessible to all.

Federal regulations emphasize the necessity of identifying the “traditionally under-served” and under-represented segments of the population that may benefit from additional and targeted outreach. These individuals may include the elderly and people with disabilities, minority and low-income populations, and those with Limited English Proficiency (LEP). Regulations strongly encourage developing processes for more fully involving these groups in MPO activities. The MPO’s Title VI Program Plan describes the policies and strategies the MPO uses to ensure equity and inclusion in its planning process. It guides the review of MTP and TIP projects for potential disparate impacts and helps ensure the equitable distribution of funding. The Title VI Plan is re-evaluated annually and considered an extension of our Participation Plan. For more information about how the MPO utilizes US Census data to identify demographic and geographic areas of focus for these efforts, please refer to the [Title VI Plan](#).

## PUBLIC INVOLVEMENT EVALUATION

It is important for the MPO to ensure that investment of funds and time are effective towards meeting regional goals. Part of this responsibility involves evaluating participation processes. MPO staff will regularly assess techniques used to connect with the public, our partners, and other stakeholders. Tracking and periodically checking the participation process will enable the MPO to adjust and improve participation across the planning process. The chart below describes various outreach methods used by the MPO, along with the baseline metrics for evaluating the success of each method.

Outreach Method	Objectives / Measures of Effectiveness
Interagency Coordination	Number of coordination meetings held and attended. Stakeholders are well informed and given a platform to coordinate. Projects and plans are implemented on a timely and cost-effective basis.
TPC and Advisory Committee Meetings	Membership, attendance and the frequency and nature of stakeholder and public comments received at meetings.
Open House Meetings / Focus Groups	Number of attendees and comments received.
Surveys	Number of respondents.
Digital Maps	Number of views / comments submitted to the MPO.

<b>Branding</b>	Individuals are aware of the MPO, its activities, and products.
<b>Marketing (paid)</b>	Frequency and reach of messaging through TV, radio, social media, etc. Number of website hits and points of contact with the MPO as a result.
<b>Media Outreach (press releases)</b>	Number of media outlets that receive and subsequently distribute the information.
<b>Website</b>	Number of site visits and page views.
<b>Social media</b>	Number of page followers, views, engagements, and impressions.
<b>Tabling &amp; Public Events</b>	Number of attendees at the event and interactions with the MPO.

*Figure 7 - Participation Measures of Effectiveness*

## APPENDIX A – CONSULTATION CONTACT LIST

Agency	Type of Consultation	Procedure
LexTran	Local Transit	Member of the Transportation Policy Committee (TPC) and Transportation Technical Coordinating Committee (TTCC).
Bluegrass Ultra Transit (BUS)	Local Transit	Member of the TTCC. Notification by email when major plan updates underway.
Lextran Amalgamated Transit Union Local 639	Local Transit Employees	Notification by email when major plan updates underway.
RATP Dev	Local Paratransit	Notification by email when major plan updates underway.
Federated Transportation Services of the Bluegrass (FTSB)	Regional Transit	Member of the TTCC. Notification by email when major plan updates underway.
Greyhound	Regional/National Transit	Notification by email when major plan updates underway.
Trailways	Regional/National Transit	Notification by email when major plan updates underway.
Kentucky Transportation Cabinet (KYTC)	State Transit and Transportation	Member of the TPC, TTCC, Bicycle and Pedestrian Advisory Committee (BPAC) and Project Coordination Committee (PCT).
KYTC Office of Transportation Delivery	State Transit	Coordinates with MPO as needed basis. Notification by email when major plan updates underway.
Federal Transit Administration (FTA) - Region 4	Federal Transit	Non Voting member of the TPC. Notification by email when major plan updates underway.
Federal Highway Administration (FHWA) - KY	Federal Transportation	Non Voting member of the TPC. Notification by email when major plan updates underway.
Blue Grass Airport	Airport Operations	Member of the TTCC. Notification by email when major plan updates underway.



Agency	Type of Consultation	Procedure
FHWA - KY	Federal Freight	Coordinate as necessary. Attends statewide planning meetings with the MPO to coordinate.
KYTC	State Freight	Coordinate as necessary. Attends statewide planning meetings with the MPO to coordinate.
MPO Freight Contacts	Regional Freight	General public notification.
University of Kentucky	Parking & Transportation	Member of BPAC. Notification by email when major plan updates underway.
Fayette County Public Schools	Education and Student Transportation	Notification by email when major plan updates underway
Jessamine County Public Schools	Education and Student Transportation	Notification by email when major plan updates underway
Transportation for hire providers	Transportation Service Providers	General public notification.
LFUCG – Div. of Planning (Planning Services and Long Range)	Land Use Management	Member of the TTCC. Notification by email when major plan updates underway
Jessamine County – City of Wilmore Joint Planning Commission	Land Use Management	Member of the TTCC. Notification by email when major plan updates underway
Nicholasville Planning Commission (859) 885-9385	Land Use Management	Member of the TTCC. Notification by email when major plan updates underway
LFUCG – Purchase of Development Rights (PDR)	Local Planned Growth/Land Use Management	Notification by email when major plan updates underway
Jessamine County Chamber of Commerce	Economic Development	Notification by email when major plan updates underway
Commerce Lexington	Economic Development	Notification by email when major plan updates underway
LFUCG - Mayor's Office of Economic Development	Economic Development	Member of the TTCC. Notification by email when major plan updates underway
Downtown Lexington Partnership	Economic Development	Notification by email when major plan updates underway

Agency	Type of Consultation	Procedure
LFUCG - Div. of Emergency Management	Safety/Security Operations	Notification by email when major plan updates underway
LFUCG - Div. of Police	Safety/Security Operations	Member of the TTCC. Notification by email when major plan updates underway
LFUCG - Div. of Environmental Quality	Natural Resources	Member of Project Coordination Team. Notification by email when major plan updates underway
Jessamine County Parks and Recreation	Local Conservation and Preservation	Member of BPAC. Notification by email when major plan updates underway
LFUCG Division of Parks & Recreation	Local Conservation and Preservation	Member of BPAC. Notification by email when major plan updates underway
KY Division for Air Quality (KYDAQ)	State Environmental Protection	Direct consultation when needed. Notification by email when major plan updates underway
Kentucky Dept. for Environmental Protection	State Environmental	Notification by email when major plan updates underway
Kentucky Dept. for Natural Resources (KDNR)	State Natural Resources	Notification by email when major plan updates underway
Environmental Protection Agency (EPA) - Region 4	Regional/Federal Environmental Protection	Direct consultation when needed. Notification by email when major plan updates underway
U.S. Environmental Protection Agency (EPA)	Federal Environmental Protection	EPA plans are considered in the development of the Lexington Area MPO's Metropolitan Transportation Plan.
U.S Dept. of Agriculture (USDA), Natural Resources Conservation Service (NRCS) – Kentucky	Federal Natural Resources	NRCS plans are considered in the development of the Lexington Area MPO's Metropolitan Transportation Plan.
U.S. Army Core of Engineers (USACE) – Louisville District	Federal Conservation	USACE plans are considered in the development of the Lexington Area MPO's Metropolitan Transportation Plan.
KYTC - District 7	State Enviro. and Historic Preservation	Member of the TPCC, BPAC, CMC and PCT. Notification by email when major plan updates underway
LFUCG - Div. of Historic Preservation	Local Historic Preservation	Notification by email when major plan updates underway

Agency	Type of Consultation	Procedure
Kentucky Heritage Council	State Historic Preservation	Kentucky Heritage Council plans are considered in the development of the Lexington Area MPO's Metropolitan Transportation Plan.

## APPENDIX B – MEDIA CONTACTS

Targeted outreach community news sources\*

### Television

[GTV3](#) – Lexington, KY

[WCBR](#) – Richmond, KY

[WDKY](#) (56) – Lexington, KY

[WKET](#) (46) – Lexington, KY

[WKYT-TV](#) (27) – Lexington, KY

[WLEX-TV](#) (18) – Lexington, KY

[WTVQ-TV](#) (36) – Lexington, KY

### Radio

[Central KY Radio Eye](#) (services to people who are blind) – Lexington, KY\*

[La Explosiva \(WLRT\)](#)\*

[KISS FM](#)

[Radio Lex Lexington Community Radio](#) (WLXL) – Lexington, KY\*

[Radio Vida](#) – Lexington, KY\*

[WEKU](#) – Richmond, KY

[WUKY](#) – Lexington, KY

[WVLK](#) – Lexington, KY

### Newspapers/Online News

[Ace Weekly](#) – Lexington, KY

[Hamburg Journal](#) – Lexington, KY

[Jessamine Journal](#) – Jessamine Co/Nicholasville/Wilmore, KY

[Kentucky Kernel](#) – Lexington, KY

[Lexington Herald Leader](#) – Lexington, KY

[Key News Journal](#) – Lexington, KY\*

[Forward Kentucky](#) – Lexington, KY

[La Prensa Newspaper](#) – Lexington, KY\*

[La Voz de Kentucky](#) – Lexington, KY\*

[Lane Report](#) – Lexington, KY

[Lex Fun for Kids](#) – Lexington, KY

[Lexingtonky.gov](#) – Lexington, KY

[Richmond Register](#) – Richmond, KY

[Smiley Pete](#) – Lexington, KY

[Business Lexington](#) – Lexington, KY

[Southsider](#) – Lexington, KY

[Chevy Chaser](#) – Lexington, KY

[Tadoo.com](#) – Lexington, KY

[Winchester Sun](#) – Winchester, KY (Clark County)

## APPENDIX C – OUTREACH CONTACTS FOR EQUITY, DIVERSITY & INCLUSION

Active Day – Lexington, KY – *Adult Day Care*  
Arc of Kentucky – Frankfort, KY – *Developmental Disabilities*  
Bluegrass Community Action – Nicholasville, KY – *General community services*  
Bluegrass Council of the Blind – Lexington, KY – *Serving People with Vision Loss*  
Cardinal Hill Hospital – Lexington, KY – *Rehabilitation Hospital*  
Center for Creative Living – Lexington, KY  
Civic Lex – Lexington KY – *Civic Education*  
Child Development Centers of the Bluegrass – Lexington, KY – *UK-based childcare & advocacy*  
Commonwealth Council on Developmental Disabilities – Frankfort, KY – *Gov.-based advocacy*  
Down Syndrome Association of Central Kentucky – Lexington, KY – *Advocacy*  
Employment Solutions – Lexington, KY – *Job readiness resource*  
Fayette Co. Community Action Council – Lexington, KY – *Support services*  
Fayette County Neighborhood Council – Lexington, KY – *Neighborhood organization*  
Global Lex – Lexington, KY – *LFUCG-based support for local international community*  
Human Development Institute – Lexington, KY – *UK-based research & advocacy*  
Independence Place – Lexington, KY – *Disability advocacy & support*  
ITN Bluegrass – Lexington, KY – *Senior transportation provider*  
Jessamine Senior Citizens Center – Nicholasville, KY – *Senior services*  
Jessamine County Housing Authority – Nicholasville/Wilmore/Jessamine County – *Housing support*  
KY Office of Vocational Rehabilitation – Frankfort, KY – *State support for disabled workforce*  
Kentucky Protection and Advocacy – Frankfort, KY – *State affiliate of national organization*  
Kentucky Refugee Ministries – Lexington, KY – *Lexington affiliate of refugee resource/support*  
Lexington Commission for People with Disabilities – Lexington, KY – *LFUCG-based advocacy*  
Lexington Fair Housing Council – Lexington, KY – *Housing support & advocacy*  
Lexington Housing Authority – Lexington, KY – *Housing support*  
Lexington Senior Service Commission – Lexington, KY – *LFUCG-based support*  
LexTran – Lexington KY – *Local public transit provider*  
Partners for Youth – Lexington, KY – *Local youth services & support*  
Pedestrian Safety Committee – Lexington, KY – *LFUCG coordination & advocacy*  
Safe Kids Fayette County – Lexington, KY – *Childhood injury prevention awareness*  
Urban League – Lexington, KY – *Education, housing, etc. advocacy & support*

**APPENDIX D – TRANSPORTATION POLICY COMMITTEE (TPC) MEMBERS**

<p><b>Lexington Area MPO Transportation Policy Committee FY23 Chairman: David K. West, Jessamine County Judge Executive</b></p>	
<b>Lexington-Fayette Urban County Government:</b>	<b>LFUCG Council:</b>
Mayor	Vice-Mayor
<b>Fayette County, Kentucky:</b>	<b>LFUCG Council:</b>
Judge Executive	Councilmembers-at-large (2)
<b>City of Nicholasville, Kentucky:</b>	<b>LexTran Chairman:</b>
Mayor	Board Chair
<b>City of Wilmore, Kentucky:</b>	<b>Lextran Representative:</b>
Mayor	LexTran General Mgr.
<b>LFUCG Council Districts 1, 2, and 6 Representative:</b>	<b>KYTC:</b>
Councilmember	Secretary of Transportation
<b>LFUCG Council Districts 3, 5, and 11 Representative:</b>	<b>KYTC Representative:</b>
Councilmember	Selected by Secretary of Transportation
<b>LFUCG Council Districts 4, 7, and 8 Representative:</b>	<b>Advisory Members:</b>
Councilmember	FHWA Division Administrator
<b>LFUCG Council Districts 9, 10, and 12 Representative:</b>	FHWA Representative
Councilmember	FTC Regional Administrator
	FTA Representative

## APPENDIX E – GROUPED PROJECT CATEGORIES

<b>Grouped Project Category</b>	<b>Illustrative Costs (\$1,000)</b>
Bike/ped facilities, including pedestrian facility improvements identified in local public agencies' Transition Plans to meet requirements of the Americans with Disabilities Act	\$500
Bridge Inspection	\$25
Bridge Painting	\$50
Bridge replacement/rehabilitation/preventative maintenance projects with no additional travel lanes	\$500
Highway signage	\$25
Highway Safety Improvement Program projects	\$1,000
Intelligent Transportation System (ITS) Projects	\$50
Intersection channelization projects	\$250
Intersection Improvements for Safety or Efficiency	\$250
Guardrail/median barriers/crash cushions	\$100
Median installation	\$50
Curve realignment projects	\$100
Shoulder improvements	\$50
Sight distance improvements	\$100
Skid treatments	\$100
Slope stabilization/landslide repairs	\$50
Drainage improvements	\$50
Fencing	\$25
Lighting improvements	\$25
Pavement markers and markings	\$100
Pavement Resurfacing, Restoration, and Rehabilitation, including minor widening with no additional traffic lanes	\$1,000
Railroad/highway crossing safety improvements and warning devices	\$75
Transportation enhancement activities including streetscaping, landscaping, plantings, and informational signs	\$100
Traffic signal installations at individual intersections	\$250
Traffic signal maintenance and operations	\$100
Minor Expansion or Renovation of Transit Support Facilities	\$500
Ferry Boat Capital and Operating Assistance	\$200
Purchase of new buses to replace existing vehicles or for minor expansion	\$1,000
Rehabilitation of transit vehicles	\$250
Operating assistance to transit agencies	\$500
Construction of transit passenger shelters and information kiosks	\$50
Planning and Technical Studies	\$250