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*Southern Illinois Metropolitan  
Planning Organization*

*Public Participation Plan*

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## **1.0 Introduction**

### **1.1 Purpose of Plan**

The purpose of the Southern Illinois Metropolitan Planning Organization (SIMPO) Public Participation Plan is to provide a process for meaningful public participation in the transportation planning and decision-making. The participation activities in this document represent a comprehensive program intended to provide a variety of opportunities for the public to be informed and engaged in the development of transportation plans in the metropolitan area.

The document is guided by federal legislation outlined in the Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU), (Public Law 109-59, August 10, 2005) as well as the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21), (Public Law 112-141, July 6, 2012) and codified in 23 CFR 450.316 (Interested parties, participation, and consultation). Public involvement is a hallmark of the metropolitan planning process.

The Public Participation Plan has been developed to accomplish three major objectives:

- Creates a public engagement process that will improve and enhance opportunities for the general public and affected stakeholders to engage in the transportation planning and decision-making process.
- Provide improved access to the transportation planning process by typically underserved populations, by utilizing targeted outreach efforts geared specifically at engaging those identified populations.
- Facilitates the development of transportation plans and resulting projects that are a true reflection of the values of the residents of the planning region with respect to all modes of transportation, including vehicular, walking, biking, air, rail, freight and transit.

### **1.2 SIMPO Organizational Structure**

On February 7th, 2013, Governor Pat Quinn officially designated the Southern Illinois Metropolitan Planning Organization.

The Greater Egypt Regional Planning and Development Commission serves as a lead agency for SIMPO. The Lead Agency supervises and coordinates the activities and acts as the administrative agent for SIMPO. The Executive Director oversees the Lead Agency's responsibilities as the administrative and financial agent for SIMPO.

The work of SIMPO is guided by the Policy Committee, which has final authority over all matters within the jurisdiction of SIMPO. A Technical Committee was established for the purpose of providing technical advice and recommendations to the Policy Committee and conducting or overseeing the technical planning functions and duties of SIMPO. An Advisory Committee has been formed and includes non-voting members from federal and State transportation agencies and other interest groups, and was

established for the purpose of providing technical assistance, as needed, to the Technical and Policy Committees on all transportation and related issues.

### **1.3 SIMPO Policy Committee**

The SIMPO Policy Committee consists of local elected and appointed officials of those agencies that have a primary interest in transportation. Each member is expected to reflect the official position of his or her constituent agency and/or the public interests they represent. The members include:

- Mayor, City of Carbondale
- Mayor, City of Marion
- Mayor, City of Herrin
- Mayor, City of Carterville
- County Chair, Jackson County
- County Chair, Williamson County
- One Village President, represents Cambria, Colp, Crainville, Energy, and Spillertown
- General Manager, One of the local Transit Agency (JMTC or RMTD)
- IDOT REP, IDOT District 9

This committee assumes the decision-making authority for SIMPO and establishes policies that guide and form the transportation planning process. The committee has a variety of responsibilities, which range from approving the annual TIP to establishing the boundary of the study area.

### **1.4 SIMPO Technical Committee**

The SIMPO Technical Committee consists of staff from SIMPO participating agencies. Technical members perform analyses and make recommendations concerning transportation issues to the Policy Committee for their approval. The actual technical work is performed by SIMPO staff and the SIMPO Technical Committee member organizations.

SIMPO Technical Committee membership is composed of representatives of the following agencies:

- County of Jackson
- County of Williamson
- City of Carbondale
- City Marion
- City of Herrin
- City of Carterville
- Town under 5,000 population
- IDOT District 9

- Transit Agency.

## **1.5 SIMPO Advisory Committee**

The SIMPO Advisory Committee consists of staff from agencies that are affected by the transportation planning process. This committee provides insight, advice and other assistance in the development of plans.

SIMPO Advisory Committee membership is composed of representatives of the following agencies:

- IDOT Office of Planning;
- Federal Highway Administration - Illinois Division;
- Federal Transit Administration - Region Five;
- The City of Murphysboro;
- Greater Egypt Regional Planning and Development Commission;
- Southern Illinois Airport;
- Williamson County Airport; and
- Southern Illinois University.

## **2.0 Public Participation Measures**

MAP-21 mandates earlier and more extensive public involvement. It specifically requests public input at three key points in the process:

1. In developing the Long Range Transportation Plan (LRTP).
2. In developing the Transportation Improvement Program (TIP).
3. Before approving the LRTP/TIP

The following section describes procedures for providing public participation related to these activities, and provides general public involvement guidance for other SIMPO activities.

### **2.1 Long Range Transportation Plan (LRTP) & Updates**

The Long Range Transportation Plan is a twenty-year (or more) transportation investment and multi-modal policy document. It provides local leaders with guidance in making regional transportation investment and is updated every five years.

The following steps will be taken to afford the public the opportunity to engage in the development of the LRTP:

- Conduct key stakeholders meetings during the early stages of plan development to solicit input on multi-modal transportation short- and long-term needs throughout the system, as well as other elements of the plan

- Conduct public meetings/workshops during the early stages of plan development to solicit input on multi-modal transportation short- and long-term needs throughout the system, transportation goals and objectives, as well as other elements of the plan to ensure the transportation system facilitates the efficient movement of goods and people throughout the region
- SIMPO will coordinate with the Illinois Department of Transportation's transportation planning public involvement efforts
- SIMPO will consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation in order to coordinate the planning process functions
- The SIMPO planning area has a rich history of Native American Indian populations. Accordingly, Indian Tribal Nations will be informed via email or phone of planning activities in order to determine their desire to participate
- SIMPO will seek input from low income and minority populations, persons with disabilities, and persons with limited English proficiency (by special arrangement)
- A legal public notice will be published in various regional and local newspapers no fewer than 15 days nor more than 30 days in advance of the public comment period (see Appendix B: News Media Outlets)
- In addition to the published notice for the public comment period, meetings will be publicized by way of the Greater Egypt Regional Planning & Development Commission website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/)
- Make available the Draft LRTP at the office of the Greater Egypt Regional Planning & Development Commission, post it to the website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/), and if desired, place copies at local libraries (See Appendix A: Local Libraries)
- Provide a 30-day review and comment period on the Draft LRTP, generally to end one week prior to tentative plan adoption
- Provide a public comment summary memo to the Policy and Technical Committees prior to the plan adoption
- Provide public notification not fewer than 15 days nor more than 30 days in advance of consideration of action by the Policy Committee on the LRTP
- Technical Committee recommends action on the plan adoption and Policy Committee adopts final plan
- If comments received during the designated comment period affect a significant change to the content of the LRTP, SIMPO will provide additional opportunity for public comment

## **2.2 Transportation Improvement Program (TIP) & Updates**

The TIP is a financially constrained three-year program covering the most immediate implementation priorities for transportation projects and strategies from the LRTP. It is the region's way of allocating its

limited transportation resources among the various capital and operating needs of the area, based on a clear set of short-term transportation priorities.

The following steps will be taken to afford the public the opportunity to engage in the development of the TIP:

- SIMPO will coordinate with the Illinois Department of Transportation's transportation planning public involvement efforts
- SIMPO will consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation in order to coordinate the planning process functions
- There are two transit providers in the SIMPO Planning Area that receive Federal Transit Authority 5307 funding. This Urbanized Area transit funding is utilized by RIDES Mass Transit District and Jackson County Mass Transit District to fund their annual Program of Projects (POP). This funding is listed in the TIP and the public participation process required in the TIP also satisfies the public participation process required by the FTA for Section 5307 funding.
- The SIMPO planning area has a rich history of Native American Indian populations. Accordingly, Indian Tribal Nations will be informed via email or phone of planning activities in order to determine their desire to participate
- SIMPO will seek input from low income and minority populations, persons with disabilities, and persons with limited English proficiency (by special arrangement)
- A legal public notice will be published in various regional and local newspapers no fewer than 15 days nor more than 30 days in advance of the public comment period (see Appendix B: News Media Outlets)
- In addition to the published notice for the public comment period, meetings will be publicized by way of the Greater Egypt Regional Planning & Development Commission website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/)
- Make available the Draft TIP at the office of the Greater Egypt Regional Planning & Development Commission, and post to the website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/), and if desired, make available at local libraries (See Appendix A: Local Libraries)
- Provide a 15-day review and comment period on the Draft TIP, generally to end one week prior to tentative plan adoption
- Provide a public comment summary memo to the Policy and Technical Committees prior to the TIP adoption
- Provide public notification not fewer than 15 days nor more than 30 days in advance of consideration of action by the Policy Committee on the TIP
- Technical Committee recommends action on the TIP adoption and Policy Committee adopts final TIP
- If comments received during the designated comment period affect a significant change to the content of the TIP, SIMPO will provide additional opportunity for public comment

### 2.3 Long Range Transportation Plan Amendment

- Provide 15 day review and comment period
- Provide a public comment summary memo to the Policy and Technical Committees prior to the LRTP amendment adoption
- LRTP amendments will be presented for recommendation at the Technical Committee meeting and adopted at the Policy Committee meeting (meetings are open to the public)
- LRTP amendments will be publicized by way of an announcement on the website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/) at least 15 days prior to the meeting

### 2.4 Transportation Improvement Program Amendments and Administrative Actions

The TIP may be modified at any time consistent with the procedures established for its development and approval.

**Amendments** to the TIP cover a wide range of project types and amendment significance. In consideration of this, the public involvement requirement may vary.

Approval by SIMPO is required for amendments. SIMPO must then request IDOT Central Office approval. IDOT's Central Office will review, approve, and forward to the appropriate federal agency for review and approval, with a courtesy copy to the other federal agency.

It shall be SIMPO preferred policy to submit all TIP amendments for public review under the following guidelines:

- Any standard amendment to the TIP should go through a normal 10-day public comment period.
- TIP amendments will be presented for recommendation at the Technical Committee meeting and adopted at the Policy Committee meeting (meetings are open to the public)
- TIP amendments will be publicized by way of an announcement on the website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/) at least 10 days prior to the meeting
- In circumstances where funding sources could be jeopardized if a normal public comment period procedures are followed, the SIMPO Policy Committee can vote to shorten the public comment period to a minimum of 7 days (Staff and Board members are encouraged to lengthen the public comment period if circumstances allow for it).
- In circumstances where public safety could be jeopardized if immediate action is not taken, the SIMPO Policy Committee can vote to waive the public comment period. Examples of such situations include, but not limited to:
  - If the safety of the public would be jeopardized by waiting until a full public comment period is held before taking action;
  - If an event (bridge posting/closing, rock slide, etc.) constitutes an emergency which requires immediate action by the MPO to resolve the situation;

- If a project or projects would be significantly delayed by waiting until the next regularly held MPO meeting;
- If a delay would significantly and adversely affect, the scheduling or the cost or funding of the project or projects being considered;
- If the economic viability of an area (i.e.; access to business) would be adversely affected by the lack of immediate MPO action;
- If a delay would negatively affect the ability of the non-attainment area to meet ambient air quality standards (not currently applicable in the SIMPO area);
- If the continuity of the transportation system would be impaired, thereby lowering the capability of the network to move people, goods, or services;
- or, if recent events warrant an immediate programming response in order to meet the social, economic, or environmental needs of a member government within the MPO.

For any actions which would shorten or eliminate the standard public comment period, SIMPO Staff should notify the proper IDOT, FHWA, and FTA staff of the actions the MPO intends to take and seek their concurrence for the proposed action(s) before a Policy Committee vote is taken.

## **2.5 Public Participation Plan (PPP) and Updates**

The Public Participation Plan outlines strategies, techniques, and methods utilized to engage the public in the transportation planning and programming process.

The following steps will be taken to afford the public the opportunity to engage in the development of the PPP:

- A legal public notice will be published in various regional and local newspapers no fewer than 15 days nor more than 30 days in advance of the public comment period (see Appendix B: News Media Outlets)
- In addition to the published notice for the public comment period, meetings will be publicized by way of press releases to print, radio and television outlets
- Make available the Draft PPP at the office of the Greater Egypt Regional Planning & Development Commission, post to the website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/), and if desired, make available at local libraries (See Appendix A: Local Libraries)
- Provide a 45-day review and comment period on the Draft PPP, generally to end one week prior to tentative plan adoption
- Provide a public comment summary memo to the Policy and Technical Committees prior to the PPP adoption
- Provide public notification not fewer than 15 days nor more than 30 days in advance of consideration of action by the Policy Committee on the PPP

- Technical Committee recommends action on the PPP adoption and Policy Committee adopts final PPP
- If comments received during the designated comment period affect a significant change to the content of the PPP, SIMPO will provide additional opportunity for public comment

## **2.6 Other Significant Planning Activities**

SIMPO will consider and undertake appropriate outreach procedures on a case by case basis for other significant planning activities, such as safety studies, bike and pedestrian plans, corridor studies, asset inventories, etc.

## **2.7 Standard Public Involvement Items**

SIMPO conducts regular meetings of technical and policy committees, maintains a website, and may periodically hold public meetings for planning and programming activities. The following measures will be taken to encourage public engagement:

- A meeting notice will be provided via email to local news media at least 48 hours prior to each regular Technical and Policy Committee meeting.
- Meeting agendas will be posted on the SIMPO website prior to meetings and summaries will be posted following each meeting.
- Active plans, programs, and policies along with other relevant public information will be available for public consumption on the SIMPO website at [www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/)
- SIMPO will utilize mapping and graphic displays as able to help convey plan and program information
- Public meetings hosted by SIMPO will be held at convenient locations and times

## **2.8 The Unified Planning Work Program (UPWP)**

The UPWP lists the transportation studies and tasks to be performed by the MPO staff or a member agency. The UPWP reflects local priorities over a one- to two-year timeframe, relevant state and local planning studies, project funding sources, a schedule of activities and the agency responsible for each.

Since the UPWP is essentially a fiscal year program pulled from the active TIP, no additional public involvement is required.

## **3.0 Public Participation Methods and Techniques**

### **3.1 Key Considerations in Planning for Public Participation**

The public includes anyone who resides, has interest in, or does business in a given area potentially affected by transportation decisions. As such, the public is a large diverse group with uniquely different perspectives on, interests in and needs to be served by the regional transportation system. The Public Participation Plan must acknowledge that and outline a program that will reach this diverse group.

SIMPO has identified key questions to help steer the approach utilized to engage the appropriate audience for each planning or programming activity. They are:

- What is the purpose/goal for the public engagement opportunity?
- Who are the affected public and stakeholder groups, with respect to the plan or program?
- What is the best strategy to engage that group?
- What are the most effective and appropriate measures to notify the public?
- How do you make sure the public is educated and informed so their input is most beneficial?
- How do you demonstrate that public input was given serious consideration?
- How do you gauge the effectiveness of the public participation process?

### **3.2 Outreach Strategies**

The Southern Illinois Metropolitan Planning Organization will develop and maintain an effective public participation program with a variety of techniques to promote an appropriate level of public engagement for each transportation plan, program, or activity.

The level of public impact on the decision-making process differs based on the outreach strategy. That is why a participation goal should be identified for each task within the plan or program. Then decide if the goal of the activity is intended to inform the public, consult their opinion, involve them in identifying needs/wants, or to bring together planning partners to collaborate on regional solutions? From informing to collaboration, SIMPO will attempt to select appropriate strategies and techniques, and follow certain procedures, in order to achieve the desired public participation goal for each planning activity.

### **3.3 Outreach Methods**

#### **3.3.1 General Population**

SIMPO planning documents, information regarding past and future meetings, and SIMPO activities in general, are available to the public through the SIMPO website ([www.greateregypt.org/SIMPO/](http://www.greateregypt.org/SIMPO/)) or at the SIMPO office (3000 West DeYoung Street, Suite 800B-3). The public may call, visit or email SIMPO staff at any time to voice concerns, opinions, or ideas.

A variety of outreach techniques will be used to proactively engage the general population and traditional stakeholders in the SIMPO study area, according to the desired participation goal for the particular activity. These techniques include traditional outreach techniques that SIMPO has utilized in the past to engage the regional population. Efforts will be made to promote understanding and engagement in the transportation planning process. For example, public notices and releases will be drafted in a manner that minimizes the use of technical terminology and public meetings or workshops will be held in convenient locations that are accessible and common gathering places, such as convention centers, pavilions, or schools. The techniques and resources that SIMPO will utilize in its general outreach activities may include, but will not be limited to the following:

- Websites (SIMPO or MPO member communities), newsletters, or other displays (notices, articles, flyers)
- Public meetings/workshops
- Policy and Technical Committee meetings
- Newspapers (legal notices, articles, community bulletin boards, interviews)
- Press releases to print media, radio, and television
- Email or written announcements to key stakeholders
- Questionnaires or opinion surveys
- Facebook
- Mailing list

### **3.3.2 Target or Focus Groups**

Much of the regional population can be informed of SIMPO planning activities through general outreach methods. However, there are “traditionally underserved” segments of the population that may benefit from additional outreach efforts. The traditionally underserved in the general population have been defined by federal and state agencies to include those individuals who may have in the past been neglected in outreach activities or excluded during the planning process, such as the elderly; minorities; low-income households; persons with disabilities; and those with Limited English Proficiency (LEP).

In addition to the general outreach techniques and resources previously described, SIMPO will utilize the following additional resources in its targeted outreach activities:

- Outreach to residents, businesses, and other affected groups within a focused area when the planning effort is specific to that area
- Timely notices by email or postal mail, and when reasonable by phone
- Flyers or other displays in high-volume locations including social activity centers, such as grocery stores, churches, community centers
- Festivals or other periodic events
- Outreach to specific organizations that aid those who are:
  - Persons with disabilities
  - Low Income
  - Elderly
  - Minorities
  - Limited English Proficiency

### **3.3.3 Key Agencies, Stakeholders and Organizations**

Many organizations, agencies, and stakeholders that are, or may be, uniquely impacted by transportation decisions in the SIMPO planning area are represented on the Technical and/or Advisory

Committees. Efforts will be made to engage other key agencies, stakeholders and organizations not represented on committees, particularly those associated with planning and development in the region. Agencies that are involved with public safety and security, such as fire departments, will be identified for outreach activities. Other organizations that represent interests that are impacted by transportation decisions, such as natural resources conservation agencies, will also be identified.

### **3.4 Public Involvement Tools and Techniques**

This section contains descriptions of the various public involvement tools and techniques that SIMPO may use for outreach purposes.

#### **3.4.1 Electronic Media**

Electronic media such as the SIMPO website, press releases, meeting minutes and electronic mailings will be utilized to engage and inform the public.

SIMPO's website is used as an informational/educational tool as well as to advertise opportunities for public involvement. The website contains background information about SIMPO, meeting information, major planning documents (TIP, UPWP, etc.), press releases postings and active consulting services requests. SIMPO will periodically utilize the website to host surveys or comment forms.

Formal press releases are normally e-mailed to local media including newspapers, radio stations, and local television outlets. They are used to announce upcoming public planning meetings and to provide information on specific issues related to ongoing planning efforts.

Direct electronic mailings are routinely used for meeting notices and for meeting-related communications with committee members and other interested parties.

#### **3.4.2 Print Media**

Print media such as legal advertisements or notices; direct mailings; announcements/flyers; public opinion surveys; and comment forms are useful tools to engage and inform the general public.

SIMPO uses legal notices to announce pending major actions and, in certain cases, may use public hearings. Major actions may include a scheduled or proposed plan update, or an update to the Transportation Improvement Program (TIP). Legal notices are also used occasionally to advertise other activities.

Flyers and other announcements are used to promote meetings and activities that are not regularly scheduled, such as workshops and public meetings. They may be posted at public meeting sites such as libraries and municipal offices, and in neighborhood activity centers such as grocery stores and churches, in priority focus areas for targeted outreach.

Print questionnaires or surveys are sometimes used when specific input from the public is desired, although electronic surveys are more desirable and easier to manage. Surveys may be distributed at meetings, left for later collection in public places or actively distributed and collected, or they may be

mailed. Likewise, comment forms are sometimes used when specific input from the public is desired, particularly concerning plan development or adoption.

### **3.4.3 Meetings and Other Public Forums**

SIMPO anticipates using a variety of meeting and forum types to provide opportunities for the public to engage in the planning process, such as open houses, workshops, small group meetings and public hearings, as well as the monthly technical and policy committee meetings.

SIMPO utilizes this variety of meeting types to achieve different public outreach objectives. Typically, meetings will be held, with either a workshop or an open-house type of orientation, to solicit input from the public during plan development and adoption stages. Efforts are made to hold public meetings at convenient times and at locations that are accessible to all community members. Multiple visualization tools may be employed to facilitate meeting discussion, such as graphic displays, aerials, internet-available mapping, and Geographic Information Systems portals.

Targeted, small-group meetings will be held periodically for early plan coordination or preliminary study coordination with specific stakeholders, such as neighborhood organizations; economic development specialists; business and industry representatives; environmental agency officials; or municipal and county planners.

Occasionally SIMPO may host federally required hearings on certain transportation planning efforts. These will be legally advertised meetings in which a formal, structured procedure is used to take public comment. The proceedings are recorded and transcribed for the record.

The SIMPO Technical and Policy Committee meetings are open to the public and notifications of meeting times are provided to local media outlets each month. Meeting agendas are posted to the website prior to each meeting and minutes are posted on the SIMPO website as soon after meetings as possible.

## **3.5 Use of Public Input**

SIMPO staff will provide a report on public outreach engagements with information such as, levels of participation, general points of discussion, and other relevant feedback from the public at monthly meetings of the Technical and Policy Committees. The SIMPO staff will consider public input and attempt to integrate that input into the decision-making process in the most appropriate way. For processes that require a public comment period the SIMPO staff (or consultant) will create a memo listing all the comments received during the official comment period and deliver that to the Technical and Policy Committees prior to their taking action on the plan or program.

### **3.5.1 Public Participation Tracking**

Also, in order to improve upon the participation process as a whole, and to improve upon the use of public input, the SIMPO staff will track public involvement activities. The tracking form, (Figure 1 below), captures key meeting information, notification methods, general summary of gathered information, follow up steps, and an assessment of ways to improve the engagement process. The form will help SIMPO evaluate how chosen participation efforts have worked as well as allow them to continuously improve public outreach efforts.

### Figure 1: SIMPO Participation Tracking Form

#### SIMPO Participation Tracking Form

1. Event:
  - a. Date:
  - b. Conducted by:
  - c. Number of attendees:
2. How were participants notified of the event?
3. Summary of public comments/concerns/interests:
4. How is information to be used?
5. Is there follow-up with the public?
  - a. Specific contact necessary, who, by whom?
  - b. Additional meetings?
  - c. Will plans, documents, follow-up information be made available to the public, where and when?
6. Process suggestions:
  - a. What worked well in this public participation activity?
  - b. What would I change next time?
  - c. Feedback from participants on ways to improve the process

### 3.6 Updating and Evaluation of the Public Participation Plan

The SIMPO Public Participation Plan will be updated periodically, concurrent with the update of the Long Range Transportation Plan (LRTP), or sooner if it is determined necessary by SIMPO. Evaluation of the plan will occur as a first step when the LRTP is being updated. The plan will be evaluated against performance on the three major objectives, established in Section One. Additionally, the staff will seek to identify specific areas for improving public involvement, based on:

- Participation tracking performance
- Participant's assessments and suggestions
- Technical, Advisory and Policy Committee expectations

# Appendix A

## **Libraries in Southern Illinois Planning Area**

1. Marion Carnegie Library, 206 South Market Street, Marion, IL, (618) 993-5935
2. Herrin City Library, 120 North 13th Street, Herrin, IL, (618) 942-6109
3. Crab Orchard Public Library, 20012 Crab Orchard Road, Marion, IL, (618) 982-2141
4. Carbondale Public Library, 405 West Main Street, Carbondale, IL, (618) 457-0354
5. Morris Library, Southern Illinois University, 605 Agriculture Drive, Carbondale, IL, (618) 453-2818
6. Anne West Lindsey District library, 600 North Division Street, Carterville, IL, (618) 985-3298
7. Illinois Heartland Library, 607 South Greenbriar Road, Carterville, IL, (618) 985-3711
8. Sallie Logan Public Library, 1808 Walnut Street, Murphysboro, IL, (618) 684-3271

# Appendix B

## News Media Contacts

Southern Illinoisan (daily)  
P.O. Box 2108  
Carbondale, IL 62902

To get in calendar of events-  
Email: [Brenda.Kirkpatrick@thesouthern.com](mailto:Brenda.Kirkpatrick@thesouthern.com)  
News: [autumn.phillips@thesouthern.com](mailto:autumn.phillips@thesouthern.com) (editor)  
618-351-5033

News Editor, Marion Daily Republican (daily)  
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Marion, IL 62959  
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Carterville Courier (weekly)  
122 South Division  
Carterville, IL 62918  
Email: [linda.courier@frontier.com](mailto:linda.courier@frontier.com)

Carbondale Times (published Wed. & Sat.)  
701 West Main  
Carbondale, IL 62901  
Email: [ctimes@midwest.net](mailto:ctimes@midwest.net)  
(has meeting lists in each edition)

River Radio  
1431 Country Aire Drive  
Carterville, IL 62918  
Email: [karenh@riverradio.net](mailto:karenh@riverradio.net)

Withers Broadcasting  
1822 N. Court Street  
Marion, IL 62959  
Email: [marion.production@mvn.net](mailto:marion.production@mvn.net)

News Director, WGGH Radio  
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WINI Radio Station  
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Emails: [newsdesk@wsiltv.com](mailto:newsdesk@wsiltv.com)  
[events@wsiltv.com](mailto:events@wsiltv.com)

KFVS-TV (Illinois office)  
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# Appendix C

## Public Participation in the Code of Federal Regulations

23 CFR 450.316

§ 450.316 Interested parties, participation, and consultation.

In regard to public involvement and participation, SAFETEA-LU mandates that the metropolitan planning process comply with the Code of Federal Regulations 23 CFR 450.316, as cited below:

- A. The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, 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 the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.
  1. The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:
    - a. Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
    - b. Providing timely notice and reasonable access to information about transportation issues and processes;
    - c. Employing visualization techniques to describe metropolitan transportation plans and TIPs;
    - d. Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
    - e. Holding any public meetings at convenient and accessible locations and times;
    - f. Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
    - g. 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;
    - h. 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 which interested parties could not reasonably have foreseen from the public involvement efforts;
    - i. Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and
    - j. Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

2. When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.
3. A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.
  - a. In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:
    4. Recipients of assistance under title 49 U.S.C. Chapter 53;
    5. Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
    6. Recipients of assistance under 23 U.S.C. 204.
      - a. When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.
      - b. When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.
      - c. MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.