

Draft Public Participation Plan

Of the

***SIouxLAND INTERSTATE METROPOLITAN
PLANNING COUNCIL (SIMPCO)***

***METROPOLITAN PLANNING ORGANIZATION
(MPO)***

***SIouxLAND REGIONAL TRANSPORTATION
PLANNING ASSOCIATION (SRTPA) &
SIouxLAND REGIONAL TRANSIT SYSTEM
(SRTS)***

*This process was prepared with funds provided through the
Fixing America's Surface Transportation (FAST) Act*

ACKNOWLEDGMENTS

MPO Policy Board Members

Ken Beaulieu, Chairperson	Dakota Dunes CID, South Dakota
Richard Owens, Vice Chairperson	Sioux City Transit System, Sioux City, Iowa
Carol Schuldt	City of South Sioux City, Nebraska
Keith Radig	Woodbury County, Iowa
Alex Watters	City of Sioux City, Iowa
Doug Berg	City of North Sioux City, South Dakota
Mike Dailey	Union County, South Dakota
Vacant	City of Dakota City, Nebraska
Bill Rohde	Dakota County, Nebraska
Craig Anderson	Plymouth County, Iowa
Dan Moore	City of Sioux City, Iowa
Bill Gaukel	City of Sergeant Bluff, Iowa

MPO Transportation Technical Committee Members

Aaron Lincoln, Chairperson	City of Sergeant Bluff, Iowa
Jill Wanderscheid, Vice Chairperson	City of Sioux City, Iowa
Mark Nahra	Woodbury County, Iowa
Dave Carney	City of Sioux City, Iowa
Bob Livermore	City of South Sioux City, Nebraska
Jeff Harcum	City of Sioux City, Iowa / Transit System
Jeff Dooley	Dakota Dunes CID, South Dakota
Mike Collett	Sioux Gateway Airport, Sioux City, Iowa
Ted Cherry	City of North Sioux City, South Dakota
Alyssa Silhacek	City of Dakota City, Nebraska
Tom Rohe	Plymouth County, Iowa
Jerry Bumm	Union County, South Dakota
Fred Kellogg	Dakota County, Nebraska

MPO Non-Voting Members

Daniel Nguyen	Federal Transit Administration – Region VII
Justin Luther	Federal Highway Administration – Nebraska
Darla Hugaboom	Federal Highway Administration – Iowa
Mark D. Hoines	Federal Highway Administration –S. Dakota
Brad Remmich	South Dakota Department of Transportation
Paul Gavin	Nebraska Department of Roads
Dakin Schultz	Iowa Department of Transportation

**Siouxland Interstate Metropolitan Planning Council/
Siouxland Regional Transit System Staff**

Michelle Bostinelos	Executive Director
Curt Miller	Transit Director
Jacob Heil	Regional Planning Director
Joseph Surdam	Regional Planner I
Gabriel Appriah	Regional Planner I
Dawn Kimmel	Regional Planner I
Emily Coppock	Administrative Assistant

SRTPA & SRTS Policy Board Members

Jeff Simonsen, Chairperson *	Cherokee County, Iowa
John Rexwinkel, Vice-Chairperson	City of Le Mars, Iowa
Gary Horton	Plymouth County, Iowa
Matthew Ung*	Woodbury County, Iowa
Jim Agnitsch	City of Cherokee, Iowa
Tammy Bramley *	Monona County, Iowa
Rhett Leonard *	Ida County, Iowa

* Denotes SRTS Board Members

SRTPA Transportation Technical Committee Members

Curt Miller, Chairperson	Siouxland Regional Transit System
Tom Rohe, Vice Chairperson	Plymouth County, Iowa
John Meis	City of Cherokee
Dustin Wallis	Monona County, Iowa
Jeff Williams	Ida County, Iowa
Scott Langel	City of Le Mars, Iowa
Brandon Billings	Cherokee County, Iowa
Mark Nahra	Woodbury County

Non-Voting Members

Daniel Nguyen	Federal Transit Administration – Region VII
Dakin Schultz	Iowa Department of Transportation
Darla Hugaboom	Federal Highway Administration – Iowa

TABLE OF CONTENTS

Acknowledgements	2
Introduction	4
Regulations and Requirements	5
Routine/Ongoing Activities	8
Major Documents and Public Participation Techniques	10
How to Get Involved	22
Individuals and Organizations	23
Summary Chart of Major Documents	28
SIMPCO MPO/SRTPA Study Area Map	29

INTRODUCTION

The Siouxland Interstate Metropolitan Planning Council (SIMPCO) Metropolitan Planning Organization (MPO) and the Siouxland Regional Transportation Planning Association (SRTPA) has developed this **Public Participation Plan** (PPP) for the Sioux City Metropolitan Planning Area (herein after referred to as the “Metropolitan Planning Area”), the Regional Planning Area, and the Siouxland Regional Transit System (SRTS). The Metropolitan Planning Area consists of the cities of Sioux City and Sergeant Bluff, Iowa; Dakota City and South Sioux City, Nebraska; North Sioux City, Dakota Dunes Community Improvement District, and Jefferson, South Dakota; the unincorporated portions of Woodbury and Plymouth County, Iowa; Dakota County, Nebraska and Union County, South Dakota within the planning boundary. The SRTPA Regional Planning Area consists of Plymouth, Cherokee, Woodbury (does not include Metropolitan Planning Area), Ida, and Monona Counties in Iowa. This PPP was put together under the direction of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Iowa Department of Transportation (Iowa DOT), Nebraska Department of Transportation (NDOT), and South Dakota Department of Transportation (SDDOT).

It is the purpose of the **SIMPCO MPO/SRTPA/SRTS Public Participation Plan** to provide all citizens of the Metropolitan Planning Area an opportunity to voice their opinions and express their concerns about the transportation issues of the Metropolitan Planning Area’s multimodal and intermodal transportation planning and programming vision and initiatives. The SIMPCO MPO/SRTPA/SRTS was responsible for the preparation of this PPP, with guidance given by local and county officials, the SIMPCO MPO/SRTPA Transportation Technical Committee, Policy Board, SRTS Board of Directors, and through citizen input. The information in this plan represents the first step in a continuing participation process that will be reviewed and modified as necessary to meet the demands of its charge.

Michelle Bostinelos

Executive Director Siouxland Interstate Metropolitan Planning Council

1122 Pierce St.

Sioux City, Iowa 51102

Telephone (712) 279-6286

Fax (712) 279-6920 Email: mbostinelos@simpco.org

REGULATIONS AND REQUIREMENTS

It is the purpose of this Public Participation Plan to adhere to the principles of environmental justice as defined by Title VI of the Civil Rights Act of 1964, Executive Order 12898, and all other U.S. DOT statues and regulations. It is also the purpose of this PPP to follow the legislation passed in Iowa, Nebraska, and South Dakota that allows public involvement in the process by following versions of the Open Meeting Law and the Public Records Law.

The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 greatly expanded public involvement in transportation planning and programming. The legislation and related guidance take a performance approach to public involvement where State and local transportation agencies custom design their own public involvement processes in response to local conditions. In 1998, the Transportation Equity Act for the 21st Century (TEA-21) was signed into law. TEA-21 built on the initiatives established by ISTEA, which was at the time, a major authorizing legislation for surface transportation. TEA-21 combined the continuation and improvement of ISTEA programs with new initiatives to meet the challenges of improving safety as traffic continued to increase at record levels. In 2005, the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was signed into law. SAFETEA-LU required that the SIMPCO MPO/SRTPA/SRTS update the Public Participation Plan to include certain groups and agencies which needed to be

contacted during the development of future plans. The SIMPCO MPO/SRTPA/SRTS assembled a list of individuals based on SAFETEA-LU criteria and invited those individuals and groups to participate as stakeholders and/or interested parties in the public participation process and are notified when the SIMPCO MPO/SRTPA/SRTS documents are available for public review and comment.

On December 4, 2015, the President signed into legislation the Fixing America's Surface Transportation (FAST) Act. The approval of the FAST signaled the replacement of the existing Moving Ahead for Progress in the 21st Century (MAP-21) Act; however the requirements established in MAP-21 are carried out in FAST. The FAST legislation creates a streamlined, performance-based process for transportation programs. The public participation process builds upon the process outlined under ISTEA, TEA-21, SAFETEA-LU, and MAP - 21 with an emphasis in reaching out to citizens and interested parties. FAST also emphasizes making planning documents widely accessible to the public and employing visualization techniques to enhance and describe plans.

Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or natural origin in programs that receive federal financial assistance. To learn more about Title VI, log on to www.usdoj.gov and search for Title VI of the Civil Rights Act of 1964.

Executive Order 12898

Executive Order 12898, enacted in 1994, addresses environmental injustices in minority areas and low-income areas. It gives the right for all people to be treated equally when it comes to environmental issues. To read more about Executive Order 12898, visit <https://www.fema.gov/executive-order-12898-environmental-justice-low-income-minority-populations-1994> or

<https://www.epa.gov/laws-regulations/summary-executive-order-12898-federal-actions-address-environmental-justice>.

Open Meeting Laws

The Open Meeting Law of Iowa was established in 1999. It states that meetings should be open to the public except if permitted as closed. The Committee must keep minutes; they must show the date, time, members present, and the actions that happened during the meeting. These public records must be placed in an accessible form for public inspection. To read more of the Chapter 21 Open Meeting Law of Iowa, visit

<https://www.legis.iowa.gov/docs/ico/chapter/21.pdf>.

The Nebraska Open Meetings Act was passed by the Nebraska 84th Legislature in 1975. This Act allows public access to all meetings and gives guidelines and provisions to attendees and those holding the meeting. To read more of the Nebraska Open Meetings Act, visit

<http://nebraskalegislature.gov/laws/statutes.php?statute=84-1411> or

<https://ago.nebraska.gov/open-meetings>.

The South Dakota Open Meetings Law states that all public agency meetings shall be open to the public with special provisions dealing with teleconference meetings. To read more about the South Dakota Open Meetings Law visit,

<http://sdlegislature.gov/statutes/DisplayStatute.aspx?Type=Statute&Statute=1-25>.

Public Record Laws

The Public Records Law of Iowa was established in 1999. This legislation makes sure that every person has a right to look at public records and may copy them. Citizens are allowed to look at these records during normal business hours or at another arranged time. To read more of the Chapter 22 Public Records Law of Iowa visit,

https://ipib.iowa.gov/sites/default/files/chapter_22.pdf or
<https://www.ipib.iowa.gov/public-records>.

The Nebraska Public Records Statues which was last amended in 2000 gave citizens the right to copy public records. This differed from the 1961 amendment to the Nebraska Public Records Statues which allowed citizens to make memoranda or abstracts of the document. To learn more about the Nebraska Public Records Statues visit,

<http://nebraska.edu/docs/NebraskaPublicRecordsLaw.pdf> or
<https://ago.nebraska.gov/public-records>.

The South Dakota Open Records Law requires that a public servant should keep records and documentation that is available to the public at their request during normal business hours. To learn more about the South Dakota Open Records Law, visit

<http://www.sdlegislature.gov/statutes/DisplayStatute.aspx?Type=Statute&Statute=1-27>.

ROUTINE/ONGOING ACTIVITIES

Media is an important outlet to share transportation issues with the public. Here is a list of the following activities, with short descriptions, that the SIMPCO MPO/SRTPA/SRTS is committed to doing to keep the public informed.

- ♦ **Newsletters and Email Blasts:** Currently, the SIMPCO MPO/SRTPA/SRTS distributes electronic newsletters monthly through email to local and statewide officials, economic development officials, transit interests, legislators, interested citizens, bicycle/pedestrian groups, freight stakeholders, environmental resources agencies, and cultural/historic agencies as requested via a newsletter sign. Electronic notices are sent

when information is necessary to get out to organizations and agencies between the newsletter distributions.

- ◆ News Releases: News releases will be distributed to all newspapers and radio and television stations that either originate, or have significant coverage of circulation, in the area. These news releases will announce informational meetings, plans, and products (i.e. Public Participation Plan, Transportation Planning Work Program, and Transportation Improvement Program) and will always be made available for public review in at least one location per county.

Gatherings are another important outlet to share transportation issues with the public. Here is a list of the following gatherings that are organized and held when needed or asked, with short descriptions.

- ◆ Advisory Committee: If necessary, an Advisory Committee shall be composed of individuals representing different groups, low-income populations, community organizations, minorities, public bodies, and local stakeholders. The committee will serve as a source of contact for the public and will provide input to the SIMPCO MPO/SRTPA/SRTS on FAST-Act documents and processes.
- ◆ Presentations to Organizations: Presentations to various organizations will occur when requested and may be done at the suggestion of the SIMPCO MPO/SRTPA/SRTS should the need warrant.
- ◆ Public Input Meetings: Public input meetings will primarily be held to inspect documents such as this Public Participation Plan (PPP), the Long-Range Transportation Plan (LRTP), and the Transportation Improvement Program (TIP). The official notice for the public hearing will be placed in newspapers, posted on the SIMPCO website, and sent out via electronic notice.

- ◆ Meetings with Cities and Counties: Staff will be available to speak at any city council meeting, county supervisor meeting, or other local public meeting.
- ◆ Open Meetings: The SIMPCO MPO/SRTPA Transportation Technical Committee, Policy Board, and SRTS Board of Directors meetings of the SIMPCO MPO/SRTPA/SRTS shall be open to the public. Notice of these meetings, in the form of regular agenda and minute's dispersal, will be sent to media outlets through the normal process and will also be posted on the SIMPCO website and announced in electronic notices.
- ◆ Social Media: Staff promotes available documents and materials through the SIMPCO website on various social media sites such as Facebook, Twitter, and Flickr. This outlet is also used to notify the public of comment periods and Public Input Meetings.

MAJOR DOCUMENTS AND PUBLIC PARTICIPATION TECHNIQUES

The SIMPCO MPO/SRTPA/SRTS will actively seek input for all documents and processes concerning the FAST Act and its implementation within and beyond both the MPO and SRTPA/SRTS area. Several methods of seeking public opinion have been practiced in the past by the SIMPCO MPO/SRTPA/SRTS and other agencies. These methods were revisited to ascertain their applicability to the FAST Act. In addition, new methods to seek public input were added to the list. This list, like those found elsewhere in this document, is not all-inclusive. Methods to inform the public and receive their opinions and concerns about the FAST Act and its work products will be added and tried when necessary and warranted. Conversely, methods, which prove to be unreliable or unfeasible, will be discarded when possible. Required meetings/public input meetings will be maintained regardless of their performance. These methods will be used to varying degrees depending on the purpose for their use. All methods will be studied for use at any particular time and the greatest number of methods, which prove practical and useful,

will be utilized. The SIMPCO MPO/SRTPA/SRTS's public notice of public involvement activities and time established for public review and comments in the TIP will satisfy the Program of Projects (POP) requirements.

Long Range Transportation Plan (LRTP)

The purpose of a Long Range Transportation Plan (LRTP) is to serve as a guiding document of information on existing transportation related systems and to project future needs based on locally derived goals, and objectives to support growth in both the MPO and SRTPA service area. The Long Range Transportation Plan is not a funding plan, but a framework for the selection of future transportation projects based on identifying areas of need and developing a means of addressing such while maintaining a “fiscal constraint,” a requirement of the FAST Act. The Long Range Transportation Plan is updated once every five years with the exception for updating the plan with amendments to the document. The following is a general guideline process for the Long Range Transportation Plan:

- ◆ During the draft development phase, staff develops a document with the input from interested state and local parties. Some of these organizations include but are not restricted to, concerned citizens, natural resources agencies, cultural/historic agencies, the media, and numerous others.
- ◆ Once a draft is developed, staff posts it on the SIMPCO website at <http://simpco.org/divisions/transportation-planning/long-range-transportation-plans-lrtp/>. Copies of the draft are also available at the SIMPCO office, in local city halls, and county courthouses.
- ◆ The SIMPCO MPO/SRTPA informs the local media about informational meetings on the current plan.
- ◆ Once the entire Long Range Transportation Plan is established, the SIMPCO MPO/SRTPA will open up the 30-day comment period and will hold a public input meeting for the public to discuss the document. The

Long Range Transportation Plan will be once again be updated on the SIMPCO website and copies will be available at the SIMPCO office, local city halls and county courthouses. There will be a public input meeting during the 30-day comment period that gives the public time to review the document further and contact the staff with suggestions/concerns via mail, email, telephone, fax, or in person.

- ◆ The adoption of the document will be held after the 30-day comment period has commenced. The adoption of the Long Range Transportation Plan takes place at a regularly scheduled MPO/SRTPA meeting.
- ◆ After the document's adoption, copies can be found on the SIMPCO website <http://simpc.org/divisions/transportation-planning/long-range-transportation-plans-lrtp/> and hard copies can be found at the SIMPCO office, local city halls, and county courthouses.

In regards to the amendments and review process, the Long Range Transportation Plan is a working document and will be updated and revised as various local, regional, state, and national characteristics, factors, and requirements change, which ultimately affect the transportation network in and around both the Metropolitan Planning Area and SRTPA planning area. The LRTP will be updated at least once every five years. The review and updating will ensure continual citizen involvement and the LRTP's overall viability as both the Metropolitan Planning Area and SRTPA planning area long-range transportation planning document.

As required by the FAST Act, the plan shall be subject to a public comment period of no less than 30 days, announced in the regional newspapers via public notice, and available at SIMPCO and in every courthouse and city hall in both the Sioux City Metropolitan Planning Area and SRTPA planning area. This process shall be approved by both the Transportation Technical Committee/Transportation Advisory Committee and the Policy Board. Amendments to this process shall be made in similar fashion.

Transportation Improvement Program (TIP)

The purpose of a Transportation Improvement Program (TIP) is to serve as an organized structure of information on improvements to be made in both the Metropolitan Planning Area and SRTPA planning area to transportation and related systems, addressing the future needs, goals, and objectives of the region. The Transportation Improvement Program is updated annually with the exception for updating the plan with amendments to the document. The following is a general guideline process for the Transportation Improvement Program:

- ◆ During the draft development phase, staff develops a document with the input from interested state and local parties. Some of these organizations include but are not restricted to, concerned citizens, natural resources agencies, cultural/historic agencies, the media, and numerous others.
- ◆ Once a draft is developed, staff posts it on the SIMPCO website at <http://simpco.org/divisions/transportation-planning/transportation-improvement-programs/>. Copies of the draft are also available at the SIMPCO office, local city halls and county courthouses.
- ◆ The SIMPCO MPO/SRTPA informs the local media about informational meetings on the current plan.
- ◆ Once the entire Transportation Improvement Program is established, the SIMPCO MPO/SRTPA will open up the 15-day comment period and will hold a public input meeting for the public to discuss the document. The Transportation Improvement Program will be once again updated on the website and there will be copies in the SIMPCO office, local city halls and county courthouses. There will be a public input meeting during a 15-day comment period that gives the public time to review the document further and contact staff with suggestions/concerns via mail, email, telephone, fax, or in person.

- ◆ The adoption of the document will be held after the 15-day comment period has commenced. The adoption of the Transportation Improvement Program takes place at a regularly scheduled MPO/SRTPA meeting usually in the month of June or July.
- ◆ After the document's adoption, copies can be found on the SIMPCO website <http://simpc.org/divisions/transportation-planning/transportation-improvement-programs/> and hard copies can be found at the SIMPCO office, local city halls, and county courthouses.

In regards to the amendment and review process of the TIP, the TIP is a programming document and will be updated and revised as various local, regional, and state, and national characteristics, factors, and requirements change, which ultimately affect the transportation network in and around both the Metropolitan Planning Area and Regional Planning Area. The TIP will be reviewed at least once annually. The review and updating will ensure continual citizen involvement and the TIP's overall viability as both the Metropolitan Planning Area and Regional Planning Area's transportation improvement document.

Revisions are defined as changes to the TIP occur between scheduled periodic updates. There are two types of changes that occur under the umbrella of revision. The first is a major revision or "Amendment". The second is a minor revision or "Administrative Modification".

Amendment

An amendment is a revision to a TIP that involves a major change to a project included in the TIP. This includes an addition or deletion of a project or a major change in project cost, project phase initiation dates, design concept, or scope (e.g. change project termini or the number of through lanes). Changes to a project that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and

comment, redemonstration of fiscal constraint, or a conformity determination. Changes that affect fiscal constraint must take place by amendment of the TIP.

Administrative Modification

A minor revision to a TIP is an administrative modification. It includes minor changes to project phase costs, funding sources, previously-included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that does not require policy board review, public review and comment, redemonstration of fiscal constraint, or a conformity determination. SIMPCO staff will discuss administrative modifications with the Policy Board and Transportation Technical Committee, but formal action will not be required.

Amendment vs. Administrative Modification

There are four main components that can be used to determine whether a project change constitutes an amendment or an administrative modification. They include the following:

- ◆ ***Project costs*** – Determination will be made based on the percentage change or dollar amount of change in federal aid. Projects in which the federal aid has been changed by more than 30 percent or total federal aid increases by \$2.0 million or more will require an amendment. Anything less can be processed with an administrative modification.
- ◆ ***Schedule changes*** – Changes in schedules of projects which are included in the first four years of the TIP/STIP will be considered administrative modifications. Projects which are added or deleted from the first four years of the TIP/STIP will be processed as amendments.
- ◆ ***Funding sources*** – Additional federal funding sources to a project will require an amendment. Changes to funding from one source to another changing amounts of existing funding sources will require an administrative modification.

- ◆ **Scope of Changes** – Changing project termini or changing the amount of through traffic lanes will be processed as an amendment. Other examples of changes that require amendment include changing the type of work from an overlay to reconstruction, or changing a project to include widening of the roadway. Moving funding between existing stages of project scope, such as from design to construction will be processed as an administrative modification.

Amendment/Administrative Modification Procedures

When requesting an amendment or administrative modification to the TIP, member entities must complete an Amendment Form or an Administrative Modification Form. These must be filled out and returned to staff 10 days before the MPO/SRTPA TTC/TAC meeting so that the information can be reviewed and verified by staff. This will also allow the revisions to be posted in the agenda before it is sent out to members and to follow public participation procedures of posting changes at least 24 hours in advance of the meeting. The second step of the process is the TTC/TAC review of the amendment or administrative modification proposal and recommendation to the Policy Board. A favorable vote from the Policy Board will allow the amendment to be added to the TIP. It is important to note that all TIP amendments/administrative modifications that require action by the Policy Board will be listed on the MPO/SRTPA Agenda prior to the meeting. This agenda will be posted 24 hours in advance of the meeting on the SIMPCO website: <http://simpco.org/about-us/agendas/>. Notice of the meeting will also be published in the Sioux City Journal and the agenda will be posted in the SIMPCO offices. All meetings of the MPO/SRTPA are open to the public providing an opportunity to comment on all TIP amendments/administrative modifications.

Major updates will be conducted as follows:

Step 1 Member entities fill out Amendment Form or Administrative Modification Form and return to staff 10 days in advance of the MPO/SRTPA TTC/TAC meeting

Step 2 TTC/TAC review and recommendation of proposed changes to the Policy Board

Step 3 Policy Board review and possible recommendations to the TTC/TAC

Step 4 Policy Board final review after possible requested TTC/TAC changes

Step 5 Policy Board final approval of the TIP

Transportation Planning Work Program (TPWP)

The purpose of a Transportation Planning Work Program (TPWP) is to serve as a guiding document of information addressing current and projected transportation needs for both the Metropolitan Planning Area and Regional Planning Area using a planning perspective. The Transportation Planning Work Program is updated annually with the exception for updating the plan with amendments to the document. The following is a general guideline process for the Transportation Planning Work Program:

- ◆ During the draft development phase, staff develops a document with the input from interested state and local parties. Some of these organizations include but are not restricted to, concerned citizens, natural resources agencies, cultural/historic agencies, the media, and numerous others.
- ◆ Once a draft is developed, staff posts it on the website at <http://simpco.org/divisions/transportation-planning/transportation-planning-work-programs-tpwp/>. Copies of the draft are also available at the SIMPCO office, local city halls and county courthouses.

- ◆ The SIMPCO MPO/SRTPA informs the local media about informational meetings on the current Work Program.
- ◆ Once the entire Transportation Planning Work Program is established, the SIMPCO MPO/SRTPA will make a statement to the media to inform the public where a copy of the Work Program can be found. The Transportation Planning Work Program will be once again updated on the website and there will be copies in the SIMPCO office, in the local city halls and county courthouses. There will be a 15 day comment period that follows the media announcement. This gives the public time to review the document further and contact staff with suggestions/concerns via mail, email, telephone, fax, or in person.
- ◆ The adoption of the document will be held after the 15-day comment period has commenced. The adoption of the Transportation Planning Work Program takes place at a regularly scheduled MPO/SRTPA meeting usually in the month of May.
- ◆ After the document's adoption, copies can be found in the SIMPCO website at <http://simpco.org/divisions/transportation-planning/transportation-planning-work-programs-tpwp/> and hard copies can be found at the SIMPCO office, local city halls and county courthouses.

In regards to the amendment and review process of the TPWP, the TPWP is a planning document that identifies the transportation planning needs of both the Metropolitan Planning Area and Regional Planning Area, and forecasts the work that will need to be completed by SIMPCO staff. The TPWP will be updated and revised as various local, regional, state, and national characteristics, factors, and requirements change, which ultimately affect the transportation network in and around both the Metropolitan Planning Area and Regional Planning Area. The TPWP will be reviewed at least once annually. The review and updating will insure continual citizen involvement and the

TPWP’s overall viability as both the Metropolitan Planning Area and Regional Planning Area’s transportation planning work programming document.

This work program for the transportation planning in FAST requirements of the MPO/SRTPA shall be subject to public review for no less than 15 days, announced in the regional newspapers via public notice, and available in every courthouse and city halls in both the Sioux City Metropolitan Planning Area and Regional Planning Area. This process shall be approved by the MPO Transportation Technical Committee, SRTPA Technical Advisory Committee, and MPO/SRTPA Policy Board. Amendments to this process shall be made in similar fashion.

The Federal Highway Administration requires a waiver of approvals when necessary regarding any TPWP revisions. All work program changes require prior written Federal approval, unless waived by the awarding agency. The following table denotes the approving agency for various changes to the TPWP.

Request for additional Federal funding [49 CFR 18.30(c)(1)(i) and FTA Circular 5010.0C,1.6.e(1)].	FHWA/FTA
Transfer of funds between categories, projects, functions, or activities which exceed 10 percent of the total work program budget when the Federal award share of the total work program budget exceeds \$100,000 [49 CFR 18.30(c)(1)(ii)].	FHWA/FTA
Revision of the scope or objectives of the activities (i.e. adding or deleting of activities or major change in scope of activity) [49 CFR 18.30(d)(1)].	FHWA/FTA
Transferring substantive programmatic work to a third party (i.e. consultant) [49 CFR 18.30(d)(4)].	FHWA/FTA
Capital expenditures including the purchasing of equipment [OMB Circular A-87)].	FHWA/FTA
Transfer of funds between categories, projects, functions, or activities which do	Iowa DOT / NDOT/SD DOT

not exceed 10 percent of the total work program budget or when the Federal award share of the total work program budget exceeds \$100,000 [49 CFR 18.30(c)(1)(ii)].	
Transfer of funds allotted for training allowances [49 CFR 18.30(c)(1)(iii)].	Iowa DOT / NDOT / SD DOT
Extending the period of performance past the approved work program period [49 CFR 18.30(d)(2)].	MPO
Changes in key persons in cases where specified in an application or grant award (i.e. change in lead consultant for a project) [49 CFR 18.30(d)(3)].	MPO

Revision and Approval Procedures

Revisions where **FHWA/FTA** is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement. Requests from the MPO/RPA shall be submitted in writing (four hard copies of the updates to the work program) to the Iowa DOT Office of Systems Planning through the District Planner, and then forwarded to FHWA and FTA for approval. Notification by the approving agency will be in writing in reverse order.

Revisions where the **Iowa DOT / NDOT/ SD DOT** is the designated approving agency shall require written approval by the Iowa DOT / NDOT/ SD DOT prior to commencement of activity, purchasing of equipment, or request for reimbursement. Requests from the MPO/RPA shall be submitted in writing (four hard copies of the updates to the work program) to Iowa DOT Office of Systems Planning through the District Planner/ MPO Liaison/RPA Liaison/MPO Coordinator/RPA Coordinator. Copies will be forwarded to FHWA/FTA. Notification by the approving agency will be in reverse order.

Revisions where the **MPO/RPA** is the approving agency shall be approved by the Policy Board. Hard copy updates to the work program shall be provided to the District Planner, Iowa DOT Office of Systems Planning, FHWA and FTA.

Passenger Transportation Plan (PTP)

The human services transportation provisions of the FAST required the development of a Coordinated Public Transit Human Services Transportation Plan. The SIMPCO MPO/SRTPA coordinated plan is called the Passenger Transportation Plan (PTP) and focuses on improvement of transportation services for persons with a disability, older adults, and individuals with lower incomes by ensuring communities coordinate transportation resources provided through multiple federal programs. Coordination will enhance transportation access, minimize duplication of services and facilitate the most appropriate cost effective services possible with available resources. The purpose of the Passenger Transportation Plan (PTP) is to incorporate the federal requirement for coordinated planning. The Passenger Transportation Plan (PTP) is updated every five years. The following is a general guideline process for the Passenger Transportation Plan:

- ◆ During the draft development phase, staff develops a document with the input from the Transportation Advisory Group (TAG) which is made up of representatives from public, private, and non-profit transportation and human services providers as well as the public.
- ◆ Once a draft is developed, staff posts it on the SIMPCO website at <http://simpco.org/divisions/transportation-planning/passenger-transportation-plan/>. Copies of the draft are also available at the SIMPCO office, local city halls and county courthouses.
- ◆ The SIMPCO MPO/SRTPA informs the local media about informational meetings on the current plan
- ◆ Once the entire Passenger Transportation Plan is established, the SIMPCO MPO/SRTPA will present the plan at Transportation Advisory Group meetings for the public to discuss the document. The Passenger Transportation Plan will be once again updated on the website and there will be copies in the SIMPCO office, in the local city halls and county courthouses. There will be a 30-day comment period that

follows a Transportation Advisory Group approval. This gives the public time to review the document further and contact staff with suggestions/concerns via mail, email, telephone, fax, or in person.

- ◆ The adoption of the document will be held after the 30-day comment period has commenced. The adoption of the Passenger Transportation Plan takes place at a regularly scheduled MPO/SRTPA meeting usually during the month of March.
- ◆ After the document's adoption, copies can be found on the SIMPCO website at <http://simpco.org/divisions/transportation-planning/passenger-transportation-plan/> and hard copies can be found at the SIMPCO office, local city halls and county courthouses.

Any change in both the proposed 5310 and 5311-funded projects will require an amendment to the PTP. The amendment should be reviewed with the Transportation Advisory Group and be approved by the MPO Transportation Technical Committee, SRTPA Technical Advisory Committee, and Policy Boards.

Public Participation Plan

It is the purpose of the MPO/SRTPA/SRTS Public Participation Plan (PPP) to provide the citizens of both the Metropolitan Planning Area and Regional Planning Area an opportunity to voice their opinions and express their concerns about the transportation issues of both the Metropolitan Planning Area and region's multimodal and intermodal transportation planning vision and initiatives. The purpose of a Public Participation Plan is to serve as a guiding document to receive public input throughout the region. The Public Participation Plan is updated once every five years with the exception for updating the plan with amendments to the document. The following is a general guideline process for the Public Participation Plan:

- ◆ During the draft development phase, staff develops a document with the input from interested state and local parties, citizens,

environmental resource agencies, cultural/historic agencies, and local stakeholders.

- ◆ During the development phase, staff reviews the list of interested parties and updates information as necessary.
- ◆ Once a draft is developed, staff posts it on the SIMPCO website at <http://simpco.org/public-involvement/>. Copies of the draft are available at the SIMPCO office, local city halls and county courthouses.
- ◆ The SIMPCO MPO/SRTPA informs the local media about informational meetings on the current plan.
- ◆ Once the entire Public Participation Plan is established, the SIMPCO MPO/SRTPA will open up the 45-day comment period and will hold a public input meeting for the public to discuss opinions about the document. The Public Participation Plan will be once again updated on the SIMPCO website and there will be copies in the office, in the local city halls and county courthouses. There will be a public input meeting during the 45-day comment period that gives the public time to review the document further and contact staff with suggestions via mail, email, telephone, fax, or in person.
- ◆ The adoption of the document will be held after the 45-day comment period has commenced. The adoption of the Public Participation Plan takes place at a regularly scheduled MPO/SRTPA meeting.
- ◆ After the document's adoption, copies can be found on the SIMPCO website <http://simpco.org/divisions/transportation-planning/public-participation-process-ppp/> and hard copies can be found at the SIMPCO office, local city halls and county courthouses.

To compare the similarities and differences of the Public Participation Process for each plan, refer to the Summary Chart of the Major Documents located on page 32.

SRTS Fare Increases and/or Major Reduction of Transit Service

When the Siouxland Regional Transit System (SRTS) Board of Directors has deemed necessary that a fare increase and/or a major reduction of transit service be considered for continued financial stability, SRTS will set a period during which it will receive public comment both at a public input meeting and in written form. A major reduction of transit services is defined as a reduction of twenty (20) percent of the buses or twenty (20) percent of the hours. SRTS will publish notice of a fourteen (14) day public comment period in county newspapers of general circulation. Notice shall include the date of a public input meeting to be held within this time frame. Notification of the public comment period and public input meeting will also be posted on the SRTS website.

The notice of public input meeting will state the intent and outline the date, time and place. It will also provide information on how to submit written comments.

The public input meeting will normally be held at the SRTS office, 1122 Pierce Street in Sioux City. The SRTS office is wheelchair accessible in conformance with the Americans with Disabilities Act with regard to public participation. If there is a need to relocate the public input meeting the facility that the public input meeting is held will be wheelchair accessible in conformance with Americans with Disability Act with regard to public participation. Upon request special provisions will be made available for hearing impaired and vision impaired participants.

At the public input meeting a representative from SRTS will present information which outlines the amount of fare increases and/or a major reduction of transit service along with the purpose therefore. The public will be permitted to offer comment on the proposed increase and/or major reduction of transit service. Written comments received during the fourteen

(14) day comment period will be made available during the public input meeting. At the end of this time the public comment period will be closed. A representative of SRTS shall prepare a report of the comment period for the SRTS Board of Directors.

At a SRTS Board of Directors meeting following the public comment period or at a special meeting of the Board set for the purpose of considering a fare increase and/or major reduction of transit service, a report shall be presented to the Board of Directors on the public comments obtained so they can consider comments in their deliberations before setting the final fare increase amount or determining whether there should be an increase enacted and/or if major transit services should be reduced. The action of the Board of Directors is final.

HOW TO GET INVOLVED

Any public input is always welcome. Staff can be contacted at the following:

SIMPCO/SRTS Staff

Michelle Bostinelos – Executive Director / mbostinelos@simpco.org

Jacob Heil – Regional Planning Director / Jacob@simpco.org

Nicole Peterson—Regional Planner II / nicole@simpco.org

Joseph Surdam – Regional Planner I / joe@simpco.org

Gabriel Appriah— Regional Planner I / Gabriel@simpco.org

Dawn Kimmel – Regional Planner I / Dawn@simpco.org

Curt Miller – Transit Director / curt@simpco.org

Our Mailing Address is:

Siouxland Interstate Metropolitan Planning Council

1122 Pierce St.

Sioux City, IA 51102

Telephone (712) 279-6286

Fax (712) 279-6920

<http://www.simpco.org>

- Meeting times and dates can be found on the website calendar
- A downloadable version of the drafts and documents can be found on the website at <http://simpco.org/divisions/transportation-planning/>.

Information can also be obtained by contacting or visiting staff during normal business hours from 8:00 AM to 5:00 PM; Monday to Friday.

INDIVIDUALS AND ORGANIZATIONS

The following are non-exhaustive lists of individuals and organizations within the Metropolitan Planning Area, Regional Planning Area, and SRTS service area that are to be contacted about the Public Participation Planning Process and the implementation in the Metropolitan Planning Area, Regional Planning Area, and SRTS service area. In addition, this contact list will also be used in the development of the SIMPCO MPO/SRTPA planning documents. All organizations, businesses, interested parties, etc. were invited to respond to a survey that was sent out to the non-exhaustive lists. Interested parties that responded during the 2014 surveys that they did “not want to be notified of future transportation issues/projects in the Metropolitan Planning Area and Regional Planning Area” were given the opportunity to update that information or continue to not receive information regarding transportation planning documents. The 2017 survey was sent out in September and due back in October. The interested parties were asked to choose from the following options on being contacted:

- Please contact me by letter when documents are available on the SIMPCO website.
- Please contact me by email when documents are available on the SIMPCO website.

The following is a master list of organizations to be contacted regarding transportation planning document updates including those interested parties that responded in favor of receiving transportation plan updates.

MPO Policy Board

Iowa

City of Sergeant Bluff
City of Sioux City
City of Sioux City Transit System
City of Sioux City Transit System
Plymouth County
Woodbury County

Nebraska

City of Dakota City
City of South Sioux City
Dakota County

South Dakota

City of Jefferson
City of North Sioux City
Dakota Dunes Community
Improvement District
Union County

Non-voting Members

Federal Highway Administration
Federal Transit Administration (FTA)
Iowa Department of Transportation
Nebraska Department of
Transportation
South Dakota Department of
Transportation

S RTPA Policy Board

Voting Members

Cherokee County, Iowa
City of Cherokee, Iowa
City of Le Mars, Iowa
Ida County, Iowa
Monona County, Iowa
Plymouth County, Iowa
Woodbury County, Iowa

**MPO Transportation Technical
Committee**

Iowa

City of Sergeant Bluff
City of Sioux City
City of Sioux City Transit
Plymouth County
Sioux Gateway Airport
Woodbury County

Nebraska

City of Dakota City
City of South Sioux City
Dakota County

South Dakota

City of North Sioux City
Dakota Dunes Community
Improvement District
Union County

Non-voting Members

Federal Highway Administration
(FHWA)
Federal Transit Administration (FTA)
Iowa Department of Transportation
Nebraska Department of
Transportation
South Dakota Department of
Transportation

**S RTPA Transportation Technical
Committee**

Voting Members

Cherokee County, Iowa
City of Cherokee, Iowa
City of Le Mars, Iowa
Ida County, Iowa
Monona County, Iowa
Plymouth County, Iowa

Siouxland Regional Transit System
Woodbury County, Iowa

Federal Highway Administration

Non-voting Members

Federal Transit Administration (FTA)
Iowa Department of Transportation

Natural Resources/Cultural Agencies

Iowa

Iowa Department of Natural Resources – Air Quality Bureau
Iowa Department of Natural Resources - Conservation and Recreation Division
Iowa Department of Natural Resources – Environmental Hazardous Conditions
Iowa Department of Natural Resources – Forestry Bureau
Iowa Department of Natural Resources – Water Quality Bureau
Iowa Department of Natural Resources – Water Quality Certification
Iowa Department of Transportation - Office of Location and the Environment
Iowa Environmental Council
Iowa Natural Heritage Foundation
Natural Resources Conservation Services
Office of State Archaeologist
State Historical Society of Iowa
U.S. Army Corps of Engineers
U.S. Environmental Protection Agency
U.S. Fish and Wildlife Services

Nebraska

National Park Service
Natural Resources Conservation Service
Nebraska Department of Environmental Quality
Nebraska Department of Natural Resources
Nebraska Game and Parks Commission
Nebraska Industrial Council on the Environmental
State Historical Society of Nebraska
U.S. Army Corps of Engineers
U.S. Fish and Wildlife Services

South Dakota

South Dakota Department of Environment of Natural Resources
South Dakota Department of Game, Fish and Parks
South Dakota State Historic Preservation Office
U.S. Army Corps of Engineers
U.S. Fish and Wildlife Services

Federal

Natural Resources Conservation Services
U.S. Army Corps of Engineers
U.S. Environmental Protection Agency
U.S. Fish and Wildlife Service

Other Interested Parties

1000 Friends of Iowa
185th Air Refueling Wing/Iowa Air National Guard
ABC Travel
ABF Freight System Inc.
AGP
AMD Distribution
American Indian Council
Big Soo Terminal
BPI
Brown Transfer Co OPEN
Burlington Northern Santa Fe Railroad
Central Petroleum Transport Co
Central Valley Ag Cooperative
CF Industries
Cherokee Area Economic Development
Cherokee Aviation Authority
Cherokee County EMA
Cherokee County Farm Bureau Federation
Cherokee Soils & Water Conservation District
Chicago Central and Pacific Railroad
Con-Way Freight Control
Conway Freight Control
Dakota Valley
Dakota Valley School District
Dean Foods
Don Buhrman Trucking
Downtown Partners Sioux City
Ducks Unlimited
Easter Seals Iowa
Easter Seals Nebraska
Fastenal Company
Fedex Freight
First Avenue
Gelita USA
Great West Casualty Company
Grow Siouxland Task Force
Hawthorne Global Aviation
HCI Distribution
Hirschbach Motor Lines Inc.
Ho Chunk Inc.
Holzman Trucking
Home Builders Association of Greater Siouxland
Hy-Vee, Inc.
Ida County Economic Development Corporation
Ida County Economic Development
Ida County EMA
Iowa Association of Business & Industry
Iowa State University Extension & Outreach
Iowa Workforce Center
Istate Truck Center
ISU Woodbury County Extension
J&J Fitting, LLC
JPS Trucking Co
K&B Transportation Inc.
K&B Transportation Inc.
Larsen Logistics
Le Mars Chamber of Commerce
Le Mars/Plymouth County Fire Rescue Department
Loess Hills Alliance
Martin Brothers Distributing Co.
Marx Distribution
Mary Treglia Community House
Mel's Trucking
Mid America Transportation and Aviation Museum
Mid American Transportation and Aviation Museum
Midwest Continental Inc.
Midwest Medical Transport Company
Milwaukee Railroads Historic District
Mobren Transport Inc.
Monona County ISU Extension & Outreach
Monona Historical Museum
Moville/Woodbury County Fire Rescue Department
Nebraska Department of Aeronautics
Nebraska Extension in Dakota County
Nebraska Northeastern Railway
New Iowan Center
NNG Environmental Inspector
Northwest Area Education Agency 12
NRCS/General Administration
Omaha Tribe Environmental Protection
Onawa Fire Department
Plymouth County EMA
Plymouth County ISU Extension and Outreach

Ponca Tribe of Nebraska
Prince Manufacturing Corporation
Quimby/Cherokee Fire Department
Richardson Milling, Inc.
RJ Thomas MFG Co. Inc.
Rod Krahmer Trucking Inc.
Sabre Industries
Saia Motor Freight
Schuster Trucking Company
Seaboard Triumph Foods
Sergeant Bluff Historical Society
Sergeant Bluff-Luton Community
School District
Sierra Club Iowa Chapter
Sierra Club Nebraska Chapter
Sierra Club South Dakota Chapter
Sioux City Community School Dist.
Sioux City Fire Rescue (Fire
Department)
Sioux City Growth Organization
Sioux City Historic Preservation
Committee
Sioux City Public Schools Foundation
Siouxland Chamber of Commerce
Siouxland Cyclists
Siouxland District Health
Siouxland Economic Development
Corporation
Siouxland Historical Railroad
Association
Siouxland Trails Foundation
Siouxland Trails Foundation
Siouxland Unidat Latina
Soil Solutions LLC
South Sioux City Chamber of Commerce
South Sioux City Community Schools
Tegra
The Nature Conservancy - Little Sioux
Project Office
The Nature Conservancy - Nebraska
The Nature Conservancy South Dakota
Field Office/ Western Dakotas Program
(Western South Dakota Office)
Tiefenthaler Quality Meats
Transco Railway Products Inc.
Tri-State Trekkers Walking Club of
Siouxland
Tyson Foods
U.S. 20 Association

Union Pacific Railroad
UPS Store #4018
USDA Rural Development
Vitran Express
VP - Conlon Construction Co.
VT Industries
W.C. Emergency Management/Services
WC Rural Economic Development
Weinrich Truck Lines
Wells Blue Bunny
Westendorf MFG Co.
Western Iowa Tech Community College
Westwood Community School Dist.
Windstar Lines
Winnebago Tribe of Nebraska
XPO Logistics
Yellow Transportation Inc.

Media

Newspapers

Dakota County Star
Leader-Courier
North Sioux City Times
Sergeant Bluff Advocate
Sioux City Globe
Sioux City Journal
The Weekender

Radio Stations

KGLI - KG95
KKMA - Kool 95
KMNS
KMSC
KSCJ
KSEZ
KSFT
KSUX
KTFC
KWIT/KJOI

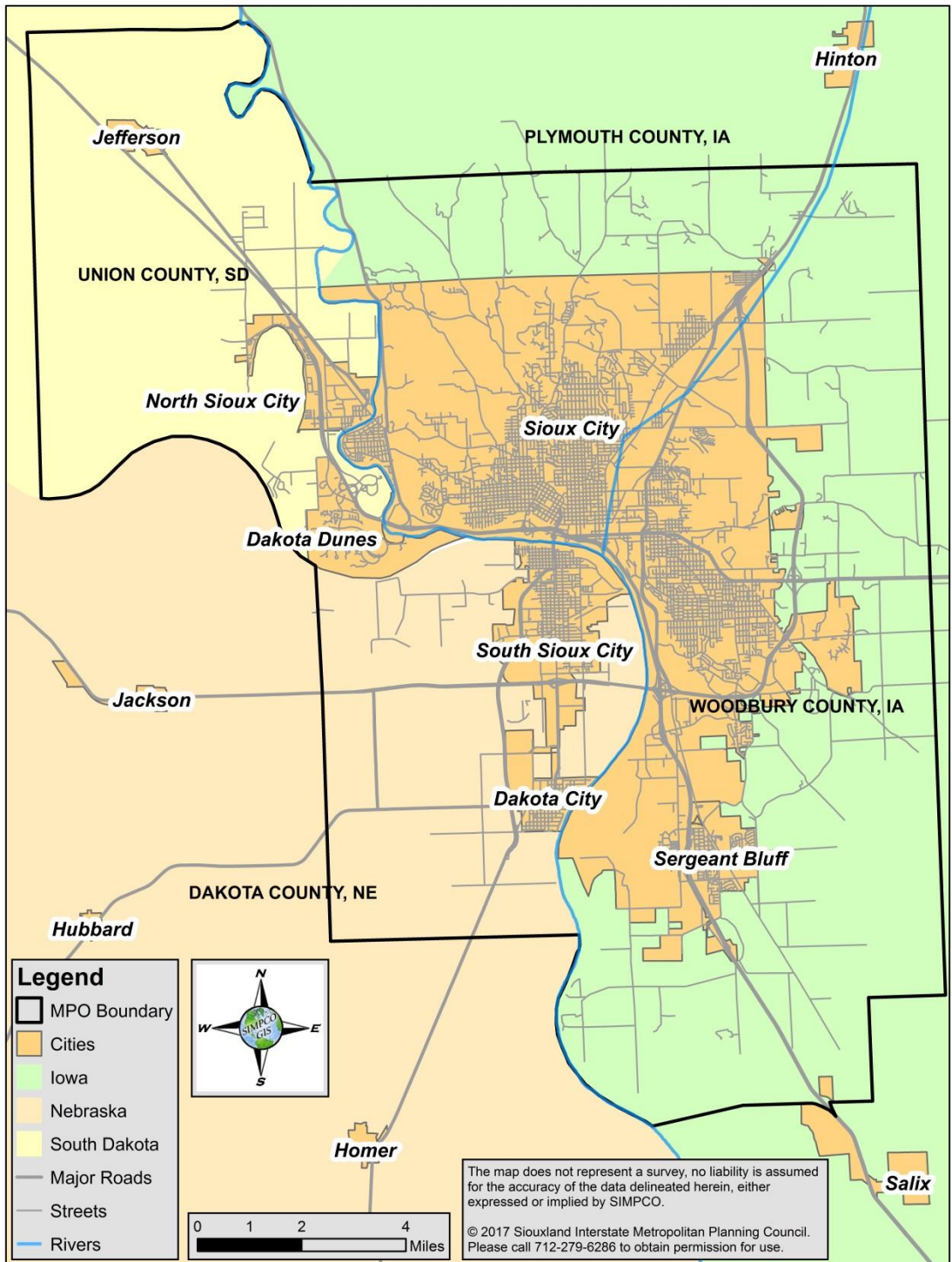
Television Stations

Cableone
KCAU
KMEG
KPTH
KTIV

Plan	Description	Updated	Draft Development	Public Meetings/Draft Availability	Public Comment Period	Adoption	Availability
Long Range Transportation Plan (LRTP)	A guiding document of information on existing transportation related systems and to project future needs out 25 years	Every five years	Staff; with input from interested state and local parties, environmental and cultural/historic agencies	A draft is posted on SIMPCO’s website and can be found at local city halls and county courthouses	30 Day Comment Period with a public input meeting during the comment period	Adopted during a regularly scheduled MPO/SRTPA meeting	SIMPCO office and website and can be found at local city halls and county courthouses
Transportation Improvement Program (TIP)	An organized structure of information on improvements to be made within the Metropolitan Planning Area and Regional Planning Area	Annually	Staff; with input from interested state and local parties, environmental and cultural/historic agencies	A draft is posted on SIMPCO’s website and can be found at local city halls and county courthouses	15 Day Comment Period; Public input meeting is generally scheduled in June for approval during the July meeting	Adopted during the regularly scheduled MPO/SRTPA meeting; usually in July	SIMPCO office and website and can be found at local city halls and county courthouses
Transportation Planning Work Program (TPWP)	A guiding document of information addressing current and projected transportation needs within a 4 year span	Annually	Staff; with input from interested state and local parties	A draft is posted on SIMPCO’s website and can be found at local city halls and county courthouses	15 Day Comment Period following a media announcement verifying its location	Adopted during the regularly scheduled MPO/SRTPA meeting; usually in May	SIMPCO office and website and can be found at local city halls and county courthouses

<p>Passenger Transportation Plan (PTP)</p>	<p>A document that coordinates transportation access to minimize duplication and keep cost effective service</p>	<p>Every five years</p>	<p>Staff; Transportation Advisory Group (TAG)</p>	<p>A draft is posted on SIMPCO’s website and can be found at local city halls and county courthouses</p>	<p>30 Day Comment Period following a Transportation Advisory Group (TAG) approval</p>	<p>Adopted during a regularly scheduled MPO/SRTPA meeting; usually in March</p>	<p>SIMPCO office and website and can be found at local city halls and county courthouses</p>
<p>Public Participation Plan (PPP)</p>	<p>A document that outlines the steps taken to involve the public throughout the planning process</p>	<p>Every five years</p>	<p>Staff; with input from interested state and local parties, environmental and cultural/historic agencies</p>	<p>A draft is posted on SIMPCO’s website and can be found at local city halls and county courthouses</p>	<p>45 Day Comment Period with a public input meeting during the comment period</p>	<p>Adopted during a regularly scheduled MPO/SRTPA meeting</p>	<p>SIMPCO office and website and can be found at local city halls and county courthouses</p>

Map of the SIMPCO MPO Planning Area



Map of the SIMPCO SRTPA Planning Area

