

MEMORANDUM

TO: Persons and Organizations on the Sheboygan Metropolitan Planning Organization (MPO) Public Participation Mailing List

FROM: Jeffrey C. Agee-Aguayo, Transportation Planner III ^{JCA}

DATE: March 11, 2020

RE: Public Consultation Period Regarding the Preliminary Draft *2020 Public Participation Plan Update: Sheboygan Metropolitan Planning Organization (MPO)*

We have initiated the public consultation period on the *2020 Public Participation Plan Update* for the Sheboygan Metropolitan Planning Organization (MPO). The preliminary draft of this document can be found at: [https://baylakerpc.org/sheboygan-mpo/about/sheboygan-mpo-public-participation-plan\(.\)](https://baylakerpc.org/sheboygan-mpo/about/sheboygan-mpo-public-participation-plan(.)) Please contact our office (see contact information at the end of this memorandum) if you need a paper copy of the preliminary draft of this document for your review.

Metropolitan transportation planning is required of urban areas in excess of 50,000 population in accordance with federal law. The Bay-Lake Regional Planning Commission has served as MPO (the organization charged with required metropolitan transportation planning) for the Sheboygan area since 1982. Jurisdictions within the planning area covered by the MPO include the Cities of Sheboygan and Sheboygan Falls, the Villages of Howards Grove and Kohler, the Town of Sheboygan, and portions of five surrounding towns (Herman, Lima, Mosel, Sheboygan Falls and Wilson); Sheboygan County also participates in the MPO. Technical and Policy Advisory Committees oversee the work of the MPO, and their membership can be found in Appendix A of the preliminary draft of the *2020 Public Participation Plan Update*.

The main work products in the metropolitan transportation planning process include development of a long-range transportation plan every four years and development of a Transportation Improvement Program (TIP) or TIP Amendment every year. The MPO has also been involved with detailed transit planning over the past several years.

We are at a “consultative” stage concerning the preliminary draft *2020 Public Participation Plan Update*. Please review the preliminary draft plan and contact us with any comments. Comments at this stage will be accepted through **April 17, 2020**. We can meet with your organization regarding comments you may have on the preliminary draft upon request. If enough organizations contact us for a meeting, we may arrange a public informational meeting regarding the draft plan in the area between now and April 17 at a time that is optimal for a maximum number of the requesting parties.

This consultation period is separate from a 45 day public comment period on the *2020 Public Participation Plan Update* that will occur once we have edited the plan based on comments received during the consultation period.

I can be contacted as follows if you have questions or comments concerning the draft *2020 Public Participation Plan Update*:

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Thank you.