

**Public Participation Plan (PPP) for the
Fox Cities and Oshkosh Urbanized Areas
Bicycle and Pedestrian Plan**

Plan Author and Purpose

In 2011, the East Central Wisconsin Regional Planning Commission was awarded a bicycle pedestrian facilities planning (BFPF) grant by the Wisconsin Department of Transportation to develop a bicycle and pedestrian plan for the Fox Cities and Oshkosh Urbanized Areas/Metropolitan Planning Organizations (MPOs). This plan will identify needed safe and efficient bicycle and pedestrian connections between the two urbanized areas and communities contained within. This planning process will kick-off in the summer of 2012, with completion anticipated in early 2014.

The purpose of this Public Participation Plan (PPP) is to establish procedures that allow for, encourage, and monitor participation of all citizens in the Fox Cities and Oshkosh Urbanized Areas, including but not limited to low income and minority individuals, and those with limited English proficiency. While traditional means of soliciting public involvement may not reach such individuals, or might not allow for meaningful avenues of input, the intent of this effort is to take reasonable actions throughout the planning process to provide opportunities for historically under-served populations to participate.

This document will lay out procedures to provide opportunities for all area citizens to participate in the development of a bicycle and pedestrian plan for the Fox Cities and Oshkosh Urbanized Areas, which will provide recommendations and strategies to coordinate implementation amongst communities to improve safe and efficient regional bicycle and pedestrian access and movement.

A notice will be posted in the local newspaper, noting the existence of this public participation plan and a copy of the public participation plan will be sent, at a minimum, to the stakeholders identified in Appendix A.

Goals and Objectives for the Public Participation Plan

Goal: The goal of the PPP is to offer real opportunities for the engagement of all citizens in the Fox Cities and Oshkosh Urbanized Areas to participate in the development of a bicycle and pedestrian plan.

Objectives:

- To determine what non-English languages and other cultural barriers exist to public participation within the Fox Cities and Oshkosh Urbanized Areas.
- To provide a general notification of meetings, particularly forums for public input, in a manner that is understandable to all populations in the area.
- To hold meetings in locations which are accessible and reasonably welcoming to all area residents, including, but not limited to, low-income and minority members of the public.

- To provide avenues for two-way flow of information and input from populations which are not likely to attend meetings.
- To provide a framework of actions appropriate to various types of plans and programs, as well as amendments or alterations to any such plan or program.
- To use various illustrative visualization techniques to convey the information including but not limited to charts, graphs, photos, maps and the internet.

Identification of Stakeholders

Stakeholders are those who are either directly, or indirectly, affected by a plan, or the recommendations of that plan. Those who may be adversely affected, or who may be denied benefit of a plan's recommendation(s), are of particular interest in the identification of specific stakeholders. Stakeholders are broken down into several groups: general citizens, minority and low-income persons, public agencies, and private organizations and businesses.

General Citizens: There is an estimated 216,154 residents in the Fox Cities Urbanized Area (2010 Census). Over 93 percent of the population of the urbanized area consider themselves to be of solely of a white race. 1.2 percent of households are linguistically isolated (e.g. do not speak English), with over 92 percent of households speak only English in the home (2007-2009 American Community Survey (ACS) 3-year estimate).

There is an estimated 74,495 residents in the Oshkosh Urbanized Area (2010 Census). Over 91 percent of the population of the urbanized area consider themselves to be of solely of a white race. One percent of households are linguistically isolated (e.g. do not speak English), with over 93 percent of households speak only English in the home (2007-2009 ACS 3-year estimate).

Some of the techniques that can be used to engage the general population are public notices of meetings in the local newspaper, open house format public information meetings, and social media. While these techniques will continue, staff will make a greater effort to engage the general public, possibly with techniques such as, nominal group exercises, surveys, use of local news media, etc.

Minorities: Minority populations make up a fairly small percentage of the population in the Fox Cities Urbanized Area (See Table 1). Persons of Hispanic Ethnicity make up the largest minority, with 3.6 percent of the total population of the urbanized area. Asian and Black persons account for 2.9 percent and 1.3 percent of the population, respectively. Asian populations are predominantly Hmong. There are also a small number of American Indian/Alaska native (0.5 percent). Persons who consider themselves to be of more than one race account for 1.2 percent of the population.

Minority populations also make up a fairly small percentage of the population in the Oshkosh Urbanized Area (See Table 2). Persons of Asian races (again predominantly Hmong) make up the largest minority, with nearly 4 percent of the total population of the urbanized area. Black and Hispanic persons account for 3.0 percent and 2.4 percent of the population, respectively. There are also a small number of American Indian/Alaska native (0.6 percent). Persons who consider themselves to be of two or more races account for 1.1 percent of the population.

Engaging minority, and low-English proficiency populations can be challenging. Language and cultural differences may not be compatible with the more traditional means of engaging the public in the planning process. The East Central Wisconsin Regional Planning Commission will make reasonable efforts to engage minority populations using techniques, such as including notations in public notices in appropriate non-English languages that will provide a contact where the individual can be informed of the process/project, and will have the opportunity to give input. Focus groups may also be established for the purpose of gaining input from a particular defined portion of the community. Also, advocacy groups can be a good resource for contacts and dissemination of information to minority and low-English proficiency populations. Such advocacy groups or agencies can have insight into the needs of the under-represented populations, as well as providing valuable contacts or arenas for input. Contacts with local translators should also be maintained, and used as requested and needed.

TABLE 1: 2009 Fox Cities Urbanized Area - Race & Ethnicity

Category	Number	Margin of Error (+/-)	Estimated % of Pop.
Total Population	187,278	+/- 5,119	100.0%
One Race:			
White	175,550	+/- 5,050	93.7%
Black	2,345	+/- 464	1.3%
American Indian/Alaska native	848	+/- 610	0.5%
Asian	5,373	+/- 1,010	2.9%
Hawaiian & Pac. Islander	0	+/- 216	0.0%
Other	975	+/- 608	0.5%
Two or More Races	2,187	+/- 958	1.2%
Hispanic Ethnicity*	6,803	+/- 424	3.6%

Source: 2009 American Community Survey (1-year estimate) US Census Bureau

*2009 ACS Estimate for Hispanic Total Supressed; 200752009 5-Year ACS Estimates Used

TABLE 2: 2009 Oshkosh Urbanized Area - Race & Ethnicity

Category	Number	Margin of Error (+/-)	Estimated % of Pop.
Total Population	71,737	+/- 1,572	100.0%
One Race:			
White	65,192	+/- 1,754	90.9%
Black	2,184	+/- 678	3.0%
American Indian/Alaska native	462	+/- 248	0.6%
Asian	2,782	+/- 779	3.9%
Hawaiian & Pac. Islander	0	+/- 216	0.0%
Other	298	+/- 382	0.4%
Two or More Races	819	+/- 369	1.1%
Hispanic Ethnicity*	1,754	+/- 345	2.4%

Source: 2009 American Community Survey (1-year estimate) US Census Bureau

*2009 ACS Estimate for Hispanic Total Supressed; 200752009 5-Year ACS Estimates Used

Low-income: Low income individuals, those under 150 percent of the local poverty level, account for 18.5 percent of all persons in the Fox Cities Urbanized Area and 23.8 percent of all persons in the Oshkosh Urbanized Area. 10.6 percent of the Fox Cities Urbanized Area and 19.1 percent of the Oshkosh Urbanized Area's population was actually below the local poverty

level, based on 2009 incomes. Low income populations of the Fox Cities and Oshkosh Urbanized Areas should be given every reasonable opportunity to provide input in this planning process, to avoid disproportionate harm, or lack of benefit, of transportation programs and projects.

While low-income individuals may have access to all of the traditional means of public involvement, discussed under "general public", they may be less likely to become involved, or offer input. Some methods of gaining input either directly or indirectly from this portion of the population include focus groups, informal interviews, and agency/advocacy group contacts.

Public Agencies: Public agencies can provide valuable input to the planning process, in addition to assisting in gaining participation from traditionally under-represented populations. Pertinent public agencies include those that have clients who fall into under-represented populations, including but not limited to minorities, low-income, and limited English proficiency households. These agencies have great insight into the transportation needs of their clients and are useful partners in overcoming difficult barriers.

Private Organizations and Businesses: Private organizations and businesses offer a number of perspectives that are valuable to the planning process. Often, transportation for employees is of critical concern to private sector employers. For that reason, representation of private business interests will be welcomed in the planning process.

Public Participation Plan (PPP)

Public involvement is important at all stages of plan development. This document, upon its adoption, is to serve as the PPP for this planning process. Availability of the policy for review will be advertised in a manner reasonably expected to reach the general public, as well as minority populations, low-income persons, and other traditionally under-served populations. This could occur through contacts mentioned earlier in this document, notification of contacts available in English, Spanish, and Hmong languages, in addition to traditional public notices in local newspapers. A preliminary schedule of the planning process is included in Table 3.

Other stages of the planning process, such as reviewing draft documents and mapping, are more conducive to other techniques. Documents are available for review at the East Central Wisconsin Regional Planning Commission located at 400 Ahnaip Street, Suite 100, in Menasha and on the bicycle/pedestrian planning webpage of the Commission's Fox Cities and Oshkosh MPOs website at:

www.fcompo.org/planning-activities/bicycle-and-pedestrian-planning

Or by contacting:

East Central Wisconsin Regional Planning Commission
400 Ahnaip Street, Suite 100
Menasha, WI 54952
Phone: (920) 751-4770
Fax: (920) 751-4771

Contact: Jason Kakatsch, Principal Transportation Planner – jkakatsch@eastcentralrpc.org
If materials are requested in Spanish, Hmong, large type and/or Braille, staff will make a reasonable attempt to accommodate those needs. Other techniques could also be determined to be useful at any particular stage of the process, and new and different techniques will be utilized as deemed appropriate.

**TABLE 3
Fox Cities and Oshkosh Urbanized Areas
Bicycle and Pedestrian Plan**

Fox Cities and Oshkosh Urbanized Areas Bicycle and Pedestrian Plan	April-12	May-12	June-12	July-12	August-12	September-12	October-12	November-12	December-12	January-13	February-13	March-13	April-13	May-13	June-13	July-13	August-13	September-13	October-13	November-13	December-13	January-14	February-14	March-14	April-14	May-14
Stakeholder identification																										
Review of local comprehensive plans and bike/pedestrian plans																										
Identification of existing and planned bike/ped facilities																										
Public participation plan development																										
Data collection (bike/ped counts, crash data, bike/ped facility conditions, etc.)																										
Kickoff summit/open house- plan purpose/review of existing and planned facilities mapping/Steering Committee recruitment																										
Existing and planned facilities mapping updates																										
Steering Committee - plan vision and goals/review and approval of draft public participation plan (PPP)/review of updated mapping/identification of high traffic facilities to do counts and surveys						SC																				
Posting and distribution of the public participation plan (press release/legal notices)																										
Counter and surveyor recruitment (Steering Committee, stakeholders, students, volunteers groups, interns, etc.)																										
Additional count and survey training for volunteers																										
Bicycle and pedestrian counts and user surveys at high traffic facilities																										
Public information meetings/workshops - plan purpose/existing and planned facilities mapping/gaps, barriers, and needed connections																										
Steering Committee - bike and ped count and survey updates/public information meeting and workshop results/identification of other gaps, barriers, and needed connections									SC																	
Steering Committee -bicycle and pedestrian count and survey updates/data review (bike/ped counts, crash data, bike/ped facility conditions, etc.)												SC														
Steering Committee - bicycle and pedestrian count and survey updates/preliminary discussion on policy-based recommendations (education, enforcement, etc.)														SC												
Steering Committee - bicycle and pedestrian count and survey update/preliminary discussion on facility-based recommendations																	SC									
Steering Committee - review and finalization of policy and facility-based recommendations																				SC						
Plan Development																										
Steering Committee - review and approval of draft plan																								SC		
Public information meetings - draft plan																										
Steering Committee - review of public comment/plan adoption																								SC		
Plan updates and formatting (if needed)																										
Commission approval																										
Plan production and distribution																										

Outreach Efforts

In addition to the outreach efforts identified earlier in this policy, staff will use the following techniques during its planning studies, as deemed appropriate by staff:

- Presentations to professional, citizen, and student organizations.
- Articles in community newsletters.
- Press releases and meetings with local media representatives.
- Informal conversations with individuals and small groups.
- Interviews with people who are or could be affected by study recommendations.
- Presentations by experts on related subjects.
- Surveys
- Social media (Facebook, Twitter, etc.)
- Use various illustrative visualization techniques to convey the information including but not limited to charts, graphs, photos, maps, transportation model simulations, and the internet.

Other techniques will be examined to determine the best methods of involving all segments of the service area population in the planning process.

Availability of Planning Documents: Hard copies of documents, upon completion, will be available at the East Central Wisconsin Regional Planning Commission, located at 400 Ahnaip Street, Suite 100 in Menasha. Electronic versions of the documents will be available on the Commission's Fox Cities and Oshkosh MPOs website at:

www.fcompo.org/planning-activities/bicycle-and-pedestrian-planning

Methods of Addressing Comments: Comments will be documented, presented to decision-making bodies, modified in the contents of the document as necessary, and will be included in the appendices of planning products after they are approved and published. Comments received after studies and other planning products are completed and approved will be documented and referenced when amending or updating the planning products in the future.

Responses to Information Requests and Comments: Information can be requested from staff in person and by phone, fax, e-mail, and U.S. mail.

Appendix A

Public Participation Plan Contact List

Affinity Health System	Oshkosh Chamber of Commerce
Apple Creek YMCA	Oshkosh Convention & Visitors Bureau
Appleton Area School District	Oshkosh Cyclery & Fitness
Appleton Bike & Fitness	Oshkosh Cycling Club
Appleton Post Crescent	Oshkosh Northwestern
Appleton Public Library	Oshkosh Transit System
Appleton YMCA	Oshkosh YMCA
Aurora Health Care	Outagamie County
Calumet County	Pacesetters
Chain Reaction Cyclery	Recyclist
Chamco	TheDACare
Children's Hospital of Wisconsin	Times Villager
City of Appleton	Town of Algoma
City of Kaukauna	Town of Black Wolf
City of Menasha	Town of Buchanan
City of Neenah	Town of Center
City of Oshkosh	Town of Clayton
Community First Fox Cities Marathon	Town of Ellington
Cranked Bike Studio	Town of Freedom
ECOS-FV	Town of Freedom
Fox Cities Area Parochial/Private Schools	Town of Grand Chute
Fox Cities Chamber of Commerce	Town of Greenville
Fox Cities Greenways	Town of Harrison
Fox Cities Triathlon Club	Town of Kaukauna
Fox Cities Visitors & Convention Bureau	Town of Menasha
Fox Cities YMCA	Town of Neenah
Fox Valley Metro Police	Town of Nekimi
Fox Valley Technical College	Town of Omro
Fox West YMCA	Town of Oshkosh
Fox Wisconsin Heritage Parkway	Town of Vandenberg
Friends of the Fox	Town of Vinland
Future Neenah	Town of Woodville
Gear N Up	UW-Fox Valley
Heart of the Valley YMCA	UW-Oshkosh
High Cliff State Park	Valley Home School Association
Hispanic Interagency Group	Valley Transit
Hmong American Partnership	Village of Combined Locks
Kaukauna Area School District	Village of Kimberly
Kaukauna Public Library	Village of Little Chute
Kimberly Area School District	Village of Sherwood
Kimberly Clark	Village of Wrightstown
Kimberly Public Library	Weiss Health Group, LLC
Lawrence University	Well City Fox Cities
Little Chute Area School District	Well Oshkosh
Menasha Joint School District	Wheel & Sprocket - Appleton
Menasha Public Library	Wheel & Sprocket - Oshkosh
Midwest Sports Events	Winnebago County
Neenah Joint School District	Winnebago County Bike Safe Initiative
Neenah Public Library	Winnebago County re:Think
Neenah-Menasha YMCA	Wisconsin Bicycle Federation
Network Health	WisDOT
Neuroscience Group	
Oshkosh Area Parochial/Private Schools	
Oshkosh Area School District	