

Fox Cities (Appleton) and Oshkosh Urbanized Areas MPO Public Participation Plan

Background

SAFETEA-LU, (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users) signed into law in August of 2005, and predecessor transportation legislation require that all urbanized areas have a comprehensive, cooperative, and continuing planning process in place to guide effective use of federal funding assistance. SAFETEA-LU planning requirements reemphasize the integral relationship of land use with transportation infrastructure, as well as the need to address all mobility from a multimodal perspective, as previously emphasized under ISTEA and TEA-21. Additional areas of challenge under SAFETEA-LU include:

- Improving safety;
- Reducing traffic congestion;
- Improving efficiency in freight movement;
- Increasing intermodal connectivity;
- Protecting the environment.

To carry out the comprehensive planning program, ISTEA, TEA-21 and SAFETEA-LU have reconfirmed the role of a cooperative planning institution, the Metropolitan Planning Organization (MPO), to guarantee that all aspects of the urbanized area will be represented in the plan's development and that planning will be conducted on a continuing basis. As the designated MPO for the Fox Cities (Appleton) and Oshkosh urbanized areas, the East Central Wisconsin Regional Planning Commission is responsible for carrying out these transportation planning responsibilities.

The Fox Cities (Appleton) urbanized area encompasses portions of Calumet, Outagamie and Winnebago counties; includes all or parts of the nine towns of Buchanan, Clayton, Grand Chute, Greenville, Harrison, Kaukauna, Menasha, Neenah and Vandebroek; the four cities of Appleton, Kaukauna, Menasha and Neenah; and the three villages of Combined Locks, Kimberly, and Little Chute. The 2000 census figures show the population of the urbanized area to be 187,683.

The Oshkosh urbanized area is located entirely within Winnebago County and includes all of the City of Oshkosh, large portions of the towns of Algoma and Oshkosh and small portions of the towns of Nekimi and Black Wolf. The 2000 urbanized area population is 71,070.

Purpose

The purpose of the Public Participation Plan (PPP) is to allow for, encourage, and monitor participation of all citizens in the metropolitan planning area, 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, it is the intent of this policy 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 the Transportation Improvement Program (TIP) for the Fox Cities (Appleton) and Oshkosh Urbanized Areas, the Long-range Transportation/Land Use Plan (LRTP) for the Fox Cities Urbanized Area,

and the Long-range Transportation/Land Use Plan (LRTP) for the Oshkosh Urbanized Area and other planning documents that may be developed. The TIP is produced annually, which compiles all federally, state, and significant locally funded transportation projects and programs in the urbanized area, and documents the selection of transportation projects under the STP-Urban program. Projects must appear in the LRTP in order to be included in the TIP. The LRTP is a document which is updated every five years, and looks at a 20+ year horizon. The LRTP relates future land use expectations to transportation needs in the urbanized area and makes recommendations for projects and programs to meet those demands.

Also, this document is intended to meet federal civil rights requirements included in Title VI – Civil Rights Act of 1964. Environmental Justice provisions, adopted in Executive Order #12898, require that no population, particularly minority and low-income, be subject to a disproportionate share of adverse impacts, or are denied benefits of a program. Environmental Justice adds specific protected status of low income individuals to the Title VI requirements, to provide all members of the public equal access to federal aid programs.

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 of the Fox Cities area in the development of transportation plans and programs.

Objectives:

- Determine what non-English languages and other cultural barriers exist to public participation within the Fox Cities area.
- Provide a general notification of meetings, particularly forums for public input, in a manner that is understandable to all populations in the area.
- 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.
- Provide avenues for two way flow of information and input from populations which are not likely to attend meetings.
- 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.
- 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, or by the projects included in a program of projects. Those who may be adversely affected, or who may be denied benefit of a plan's recommendation(s) or project(s), are of particular interest in the identification of specific stakeholders. As an example, the long-range transportation/land use plan for the urbanized area requires a fairly wide brushstroke in identifying stakeholders. Because of the geographically broad area covered, the entire metropolitan planning area, and the multi-modal nature of the plan, stakeholders include everyone who makes, funds, or provides trips in the area, or deals with the transportation of goods into, out of, or around the area. For the purposes of this document, stakeholders are broken down into several groups: general citizens, minority and low-income persons, public and private transportation agencies, and private organizations and businesses.

General Citizens: There are 187,774 residents in the Fox Cities Urbanized Area (U.S. Census, 2000). Over 94 percent of the population of the urbanized area consider themselves to be of solely of a white race. Over 99 percent of the households have someone over the age of 14 who speaks English, with 92 percent speaking only English in the home.

There are 71,070 residents in the Oshkosh Urbanized Area (U.S. Census, 2000). Over 93 percent of the population of the urbanized area consider themselves to be of solely of a white race. Over 99 percent of the households have someone over the age of 14 who speaks English, with 92 percent speaking only English in the home.

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. 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 Asian races make up the largest minority, with just over 2½ percent of the total population of the urbanized area. Hispanic and Black persons account for 2.01 percent and 1.81 percent of the population, respectively. There are also a small number of American Indian/Alaska native (.5 percent) and Hawaiian/Pacific Islander individuals (.02 percent). Persons who consider themselves to be of more than one race account for just over 1 percent of the population.

Fox Cities Urbanized Area - Race

Category	Number	Percent of Pop.
Total	187,774	100.00%
Total one race	185,818	98.96%
White	177,159	94.35%
Black	1,316	0.70%
American Indian/Alaska native	1,124	0.60%
Asian	4,544	2.42%
Hawaiian & Pac. Islander	67	0.04%
Other	1,608	0.86%
Two or more races	1,956	1.04%
Hispanic	4,265	2.27%

Source: U.S. Bureau of the Census, 2000.

Minority populations make up a fairly small percentage of the population in the Oshkosh urbanized area. (See Table 2.) Persons of Asian races make up the largest minority, with just over 2½ percent of the total population of the urbanized area. Hispanic and Black persons account for 2.01 percent and 1.81 percent of the population, respectively. There are also a small number of American Indian/Alaska native (.5 percent) and Hawaiian/Pacific Islander individuals (.02 percent). Persons who consider themselves to be of more than one race account for just over 1 percent of the population.

Oshkosh urbanized area - Race

Category	Number	Percent of Pop.
Total	71,064	100.00%
Total one race	70,253	98.86%
White	66,228	93.19%
Black	1,284	1.81%
American Indian/Alaska native	354	0.50%
Asian	1,821	2.56%
Hawaiian & Pac. Islander	14	0.02%
Other	552	0.78%
Two or more races	811	1.14%
Hispanic	1,431	2.01%

Source: U.S. Bureau of the Census, 2000.

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 Fox Cities Area and Oshkosh MPO 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.

Low-income: Low income households, those under 150 percent of the local poverty level, account for over 17 percent of all households in the urbanized area, and 9.3 percent of the population were actually below the local poverty level, based on 1999 incomes. Low income population of the Fox Cities and Oshkosh urbanized areas should be given every reasonable opportunity to provide input on transportation plans and programs, 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 and Private Transportation 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 provide funding for transportation services, provide actual transportation services for their clients, or 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 that may not be understood by professionals dealing more distinctly with the provision of transportation services.

Transportation agencies are obviously critical to the planning process. All agencies and private providers of transportation services have a vested interest in the plan's recommendations, and their input to the process helps to smooth implementation of those recommendations. Special efforts are made to include representatives from all modes of transportation on technical committees. Valley Transit and Oshkosh Transit staffs are important members of existing paratransit coordinating committees and serve as valuable resources.

Private Organizations and Businesses: Private organizations and businesses offer a number of perspectives that are valuable to the transportation planning process. Participation from privately operated modes, such as railroads and trucking companies can be more difficult to attain than from those that are publicly owned and operated, but these modes are especially critical in topics related to highway congestion and freight movement. Often, transportation for employees is of critical concern to private sector employers. What is frequently a larger issue is freight movement. The ability to access major highways, and using the proper mode of transportation (truck or rail), is at the root of business decisions and, of concern to local officials, the area's economic development potential. For these reasons, representation of private business interests will be included in the planning process, particularly on long-range plan committees. The Fox Cities Chamber of Commerce and the Oshkosh Chamber of Commerce have been a good resource for making contacts and sparking participation with their involvement in the MPO planning process.

Milestones

Public Participation Plan: This document, upon its adoption, is to serve as the PPP for the Fox Cities MPO and Oshkosh MPO. The adoption of this process will not occur before the public review and comment period of at least 45 days. 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.

Any comment received during the 45-day comment period will be considered by the MPO Policy Board, and incorporated as appropriate. If such comments prompt significant change to the policy, or if significant changes are prompted by internal review, such that a population protected by under Title VI is adversely affected, or disproportionately loses benefits included in the original policy, a 30-day review period will follow prior to final action by the MPO Policy Board.

Long Range Plans: The Public Participation Plan should be reviewed and updated at the beginning of each long range planning process. This will consist of a preliminary schedule of the planning process, public involvement activities, key meetings, public information meetings, review periods, and anticipated approvals.

Public involvement is important at all stages of plan development. An initial input session and at least one review and comment period, at a minimum, will be offered, and there will opportunities to provide input at each major stage of the process, including: needs identification, plan goals and objectives, alternatives, policies, draft document, and amendments to the plan.

At some stages, particularly needs identification and alternatives, particular techniques could be used to gather valuable input directly from the public at large or from under-represented subgroups of the population. Some such techniques include nominal group exercises, focus groups, a citizens' advisory

committee, surveys, and an interactive website. Through the East Central Wisconsin Regional Planning Commission’s website, Fox Cities MPO and Oshkosh MPO page, people can obtain information about each plan element and provide input to the process immediately.

<http://www.eastcentralrpc.org/planning/transportation.htm>

Other stages of the planning process, like reviewing objectives or policies compiled by the MPO staff and the MPO TAC, or reviewing draft documents or summaries, are more conducive to other techniques. Documents are available for review at UW-Center Fox Valley Library, Appleton Public Library, Lawrence University Library, Neenah Public Library, and Menasha Public Library, UW-Oshkosh Library and the City of Oshkosh Public Library. If materials are requested in Spanish, Hmong, large type, and/or Braille, MPO staff will make a reasonable attempt to accommodate those needs. Presentations to targeted groups or representative organizations, and availability on the MPO websites are also good techniques for this review and comment function.

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.

TIP: The Transportation Improvement Program (TIP) is compiled annually, and therefore lends itself to a more structured schedule of planning process, as well as the public input to that process. The TIP compiles all federally- and state-funded projects, as well all significant locally-funded transportation projects. Another purpose of the TIP is to document the prioritization and selection of STP-Urban projects. The following rough schedule presents a framework for the compilation of the TIP and key points for public involvement opportunities.

Time	Public Involvement Opportunity	MPO Action
March	public notice of request for projects	projects requested of municipalities and state
May	deadline for project submittal	deadline for project submittal
May-June		STP-Urban projects prioritized by MPO staff, draft TIP compiled
June	TAC meeting	TAC meets to recommend STP-Urban projects for funding and review draft document
July	30-day public review and comment period	reviewing and incorporating comments
mid September		MPO approval

MPO staff will determine if any proposed projects will affect minority and low-income populations using U.S. Census data. More contacts will be made if an effect is detected. In any case, appropriate language notation will occur in each public notice, likely in Spanish and/or Hmong, which would inform the reader of a contact for further information.

TIP Amendments: The MPO will amend the TIP when new projects are added to the program following its adoption and when projects shift between programming years.

No Amendment Required

- Schedule
 - Changing the implementation schedule for projects within the first four years of the TIP.
- Scope
 - Changes in scope (character of work or project limits) while remaining reasonably consistent with the approved project.
- Funding
 - Changing the source (Fed, state, local); category (IM, NHS, STP, earmarks); or amount of funding for a project without changing the scope of work or schedule for the project or any other project within the first four years of the TIP.

Minor Amendment (processed through MPO committee structure and WisDOT)

- Schedule
 - Adding an exempt/preservation project to the first four years of the TIP, including advancing a project for implementation from an illustrative list (TIP Table A-1) or from the out-year of the TIP.
 - Moving an exempt/preservation project out of the first four years of the TIP.
- Scope
 - Changing the scope (character of work or project limits) of an exempt/ preservation project within the first four years of the TIP such that the current description is no longer reasonably accurate.
- Funding
 - Change in project funding that impacts the funding for other projects within the first four years of the TIP forcing any exempt/preservation project out of the four-year window.

Major Amendment A major TIP amendment will be necessary when, a project that is approved for federal or state funds in the TIP is replaced by another project in the TIP's priority list or when any new projects that were not previously in the TIP are moved into the first four years of the TIP. Also, any new non-exempt or expansion projects should be included in major amendments.

A major amendment will require the following steps:

- MPO staff will begin the amendment process by releasing the proposed amendment for a 30-day public review period. Staff will inform the public of the proposed amendment by sending notices to the organizations on the Policy and Technical Advisory Committee, and other public agencies and private transportation provider's mailing lists, and by publishing legal notices in local newspapers. These notices will be distributed before the 30-day review period begins.
- The public notices in local newspapers will include contacts for more information as well as a mailing and email address to submit comment, and the date of anticipated action by the MPO Policy Board.

- The amendment will be reviewed by the MPO TAC with a recommendation to the MPO Policy Board for approval.

MPO staff will present the proposed amendment to the MPO Policy Board for approval.

- Schedule
 - Adding a non-exempt/expansion project to the first four years of the TIP, including advancing a project for implementation from an illustrative list or from the out-year of the TIP.
 - Moving a non-exempt/expansion project out of the first four years of the TIP.
- Scope
 - Significantly changing the scope (character of work or project limits) of a non-exempt/expansion project within the first four years of the TIP such that current description is no longer reasonably accurate.
- Funding (thresholds to be defined by the MPO in consultation with WisDOT and FHWA and subject to WisDOT approval).
 - Adding or deleting any project that exceeds the lesser of:
 - 20 % of the total Federal funding programmed for the calendar year, or
 - \$1,000,000.

Annual Listing of Obligated Projects: As required by SAFETEA-LU, an Annual Listing of Obligated Projects, including investments in pedestrian walkways and bicycle transportation facilities, for which Federal funds have been obligated in the preceding year shall be published or otherwise made available by the cooperative effort of the State, transit operator, and metropolitan transportation improvement program (TIP).

This provision is intended to increase the transparency of government spending on transportation projects and strategies in metropolitan areas to State and local officials, and to the public at large. Realizing this objective involves promoting accuracy and responsiveness in financial planning and adoption of a proactive approach to sharing information with the public in a meaningful way, at an appropriate time, and in a user-friendly format.

The Annual Listing of obligated projects is available upon request, or is online at the East Central Wisconsin Regional Planning Commission's website.

<http://www.eastcentralrpc.org/planning/transportation.htm>

MPO Consultation in Public Participation Plan, LRTP and TIP Coordination: In developing metropolitan plans and TIPs, the MPO shall consult, as appropriate, with agencies and officials responsible for other planning activities within the Metropolitan Planning Area that are affected by transportation. This consultation shall be completed prior to the 45-day public review period and adoption of the Public Participation Plan. To coordinate the planning functions to the maximum extent practicable, such consultation shall compare metropolitan transportation plans and TIPs, as they are developed, with the plans, maps, inventories, and planning documents developed by other agencies. This consultation shall

include, as appropriate, contacts with State, local, Indian Tribal, and private agencies responsible for planned growth, economic development, environmental protection, airport operations, freight movements, land use management, natural resources, conservation, and historic preservation. **(See Appendix A: Public Participation Plan Contacts)** In addition, transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area. Any comments received will be included in the PPP document.

Environmental Mitigation Activities in Long-Range Transportation Plan: A long-range transportation plan shall include a general, policy level discussion, not project specific discussion of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by metropolitan transportation plan.

Environmental mitigation activities means strategies, policies, programs, actions, and activities that, over time, will serve to avoid, minimize, rectify, reduce, or compensate for (by replacing or providing substitute resources) the impacts to or disruption of elements of the human and natural environment associated with the implementation of a long-range statewide transportation plan of metropolitan transportation plan. The human and natural environment includes, for example, neighborhoods and communities, homes and businesses, cultural resources, parks and recreation areas, wetlands and water resources, forested and other natural areas, agricultural areas, endangered and threatened species, and ambient air. The environmental mitigation strategies and activities are intended to be regional in scope, even though the mitigation may address potential project-level impacts. The environmental mitigation strategies and activities must be developed in consultation with Federal, State, and Tribal wildlife, land management, and regulatory agencies **(See Appendix A: Public Participation Plan Contacts)** during the statewide and metropolitan transportation planning processes and be reflected in all adopted transportation plans. Any comments received will be included in these documents.

Planning Studies: The MPO's major planning studies will typically involve the following components, though a specific determination of public involvement actions will be determined as appropriate to each study:

Issue Identification

The Issue Identification element of the MPO's studies will be a cooperative effort between staff and some or all of the following:

- The public (through public information meetings, neighborhood meetings, transit surveys, etc.).
- Professionals in various fields (planners, engineers, transit managers, educators, social service providers, businesspeople, etc.).
- Elected officials and appointed board members (common council members, planning commission members, etc.).

The Issue Identification phase of MPO studies can involve the creation of an advisory committee comprised of citizens, professionals, elected officials, and/or appointed board members. These committees will typically meet within the area being studied (at a municipal building or within a neighborhood, preferably accessible by public transportation, and staff will hold as many meetings as appropriate.

Goals and Objectives

The goals and objectives of studies will typically be based on the information collected during the Issue Identification phase, and they will be presented to advisory committees at public meetings when advisory committees are a part of the process.

Alternatives and Policies

Alternatives and policies that are developed and recommended during planning studies will be presented to advisory committees at public meetings when these committees are a part of the process, as well as to the MPO TAC.

Draft Documents

After completing draft documents, the documents will be made available for public review (30-days) after being sent to the study advisory committees, if advisory committees exist, or to the MPO TAC. The public will also be invited to attend presentations of the documents to the appointed and/or elected bodies that will adopt them, usually the MPO Policy Board.

Amendments

The MPO will ensure that the public has an opportunity to comment before its planning studies are amended by informing the public of proposed amendments, establishing a 30-day public review period, and holding an open house/public hearing. The public will also be invited to attend the amendment adoption meetings.

Outreach Efforts

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

- Presentations to professional, citizen, and student organizations.
- Articles in community newsletters.
- Press releases and meetings with local media representatives.
- "Drop-in" meetings with business owners and others.
- Informal conversations with individuals and small groups.
- Interviews with people who are or could be affected by study recommendations.
- Presentations by experts on various transportation-related subjects.
- Telephone and on-board transit surveys.
- Surveys and questionnaires concerning various planning issues.

- Posting transportation-related studies and plans on the MPO website.
- Use various illustrative visualization techniques to convey the information including but not limited to charts, graphs, photos, maps and the internet.

The MPO will also experiment with other techniques to determine the best methods of involving all segments of the metropolitan area population in the planning process.

Evaluation Criteria and Process

The MPO will use the following evaluation criteria for its public participation techniques, as deemed appropriate for each project:

<u>Participation Techniques</u>	<u>Evaluation Criteria</u>	<u>Performance Goals</u>	<u>Methods of Meeting Goals</u>
Public Participation Plan.	Consultation documentation As Per SAFETEA-LU	Correspondence from operating agencies and the various stakeholders	MPO staff will review the PPP annually to determine if modifications are necessary.
Citizens Advisory Committees.	Attendance.	Average committee meeting attendance of at least 50 percent during a planning effort.	Distribute committee materials before meetings, establish consistent meeting schedules, when possible.
Direct Mailings (letters, fliers, etc.).	Completed flier surveys returned, number of people reached by the mailings, etc.	Minimum 1 percent of flier surveys returned or mailings reach at least 90 percent of the people who are affected by a project.	Design the fliers and other mailings in ways that encourage people to open and read them.

<u>Participation Techniques</u>	<u>Evaluation Criteria</u>	<u>Performance Goals</u>	<u>Methods of Meeting Goals</u>
Community Visioning Sessions/Public Informational meetings	Attendance.	Minimum 100 attendees at each session.	Schedule at convenient times and accessible locations
Website	Number of hits; comments received	Minimum of 20 hits per month	Advertise the site in public notices and other, encourage people to obtain information from the site.
Project-Specific Newsletter Articles.	Comments from project participants and others.	Newsletter reaches at least 50 percent of people who are affected by a project.	Encourage publishers to place articles in prominent locations within newsletters.
Public Hearings.	None - required by Wisconsin Statutes, (not required under SAFETEA-LU for attainment areas)	N/A	Schedule meetings at convenient times and accessible locations.
Legal Advertisements.	None – required by Wisconsin Statutes.	N/A	N/A
Presentations to Professional, Citizen, and Student Organizations.	Comments from participants.	Most comments indicate that presentations are clear and informative.	Use pictures and other visuals to demonstrate concepts.
Press Releases, Meetings with Local Media Representatives.	Publication and broadcasting of planning-related stories.	No standard.	Inform media representatives of planning issues, be available to answer questions, develop and maintain relationships with media representatives, etc.
Presentations by Experts on Transportation-Related Subjects.	Attendance, comments from attendees.	Most comments indicate that presentations are clear and informative.	Hold presentations at convenient times and accessible locations, publicize the presentations thoroughly.

<u>Participation Techniques</u>	<u>Evaluation Criteria</u>	<u>Performance Goals</u>	<u>Methods of Meeting Goals</u>
Surveys (telephone).	Number of responses.	At least 90 percent of target number.	Call at times when people are often home (evenings, weekends, etc.), keep surveys relatively short, inform people of importance of survey.
Surveys (transit patrons).	Number of responses.	At least 10 percent of average daily ridership.	Keep surveys relatively short, work with operator to determine best distribution method, offer to help riders complete the surveys.

These criteria will be reviewed and modified each year as necessary. If new techniques are tried and found to be successful between review periods, the list will be updated to include the new techniques.

Documentation

Availability of Planning Documents: Hard copies of documents prepared by the MPO will be available at the cities of Appleton, Menasha, Neenah, and Kaukauna planning offices, villages of Combined Locks, Little Chute, and Kimberly village halls and the towns of Grand Chute, Neenah, Menasha, Greenville, Buchanan, Vandenbroek, Vinland, and Harrison town halls. Electronic versions of the documents will be available on the East Central website, www.eastcentralrpc.org. Significant plans and studies will also be made available at public libraries and other public agencies in the metropolitan area, as deemed appropriate. The locations of the documents will be public noticed in the local newspaper.

<http://www.eastcentralrpc.org/planning/transportation.htm>

Methods of Addressing Comments: The MPO staff will document comments, present them to decision-making bodies, modify the contents of the document as necessary, and include the comments 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.

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

Appendix A: Public Participation Plan Contacts

Fox Cities MPO Area Contacts

Transportation Providers – Public

Valley Transit

Outagamie County, Dept. of Health and Human Services

Winnebago County, Human Services Dept.

Calumet County, Aging Unit

New Hope Center

Neenah-Menasha Dial-a-Ride

Fish Community Service Senior Transportation

Transportation Providers - Private

Kobussen Buses Ltd.

Lamers Bus Lines, Inc.

Community Cab Co.

Huettl Bus, Inc.

Appleton Yellow Taxi

Fox Valley Cab

Safe-T-Way Bus Service Inc.

T & D Taxi

Goldstar Ambulance

Making the Ride Happen

Other Agencies & Organizations

Appleton Public Library

Neenah Public Library

Menasha Public Library

Kimberly Public Library

Village of Little Chute Public Library

City of Appleton, Housing Authority
City of Kaukauna, Housing Authority
City of Neenah, Housing Authority
City of Menasha, Housing Authority
Outagamie County Housing Authority
Outagamie County Sheriff
Winnebago County Sheriff
Calumet County Sheriff
Town of Clayton
Town of Ellington
Town of Kaukauna
Town of Freedom
City of Menasha - Senior Citizens Center
City of Neenah – Senior Activity Center
Thompson Community Center
Calumet County Senior Resource Center
U.W. – Fox Valley
Fox Valley Technical College
Rebuilding Together
ACES/Xavier Educational System
Twin Cities Catholic Education System
Lawrence University
Appleton Public Schools
Freedom Public Schools
Kaukauna Public Schools
Kimberly Public Schools
Little Chute Public Schools
Menasha Public Schools

Neenah Public Schools
Valley Packaging, Inc.
Lakeside Packaging, Inc.
United Migrant Opportunity Services
ADVOCAP, Inc.
Fox Cities Chamber of Commerce
Goodwill Industries of North Central Wis., Inc.
Leaven
Lutheran Social Services
Progressive Apartments
Ryan Community, Inc.
Villa Phoenix
Salvation Army of the Fox Cities
Downtown Appleton, Inc.
Menasha Action Council
Housing Partnership of the Fox Cities
Hmong American Partnership
Hispanic Interagency Council
St. Therese Catholic Church
Fox Valley Sierra Club
Fox Valley Advocacy Coalition

Oshkosh MPO Area Contacts

Transportation Providers – Public

City of Oshkosh Transit System
American Red Cross
Winnebago County, Human Services Dept.

Transportation Providers – Private

Kobussen Buses Ltd.

A-1 Mobile Transport

Greyhound Bus Lines

Gold Cross Ambulance

Cabulance

Wisconsin Southern Railroad

Canadian National Railroad

Winnebago Interfaith Needs Response, Inc.

Other Agencies and Organizations

City of Oshkosh Public Library

City of Oshkosh Fire Dept.

Winnebago Count Sheriff

Town of Oshkosh

Town of Algoma

Town of Omro

Town of Nekimi

Town of Black Wolf

City of Oshkosh Housing Authority

Fox Valley Technical College

Oshkosh Senior Center

University of Wisconsin – Oshkosh

Unified Catholic Schools of Oshkosh

Oshkosh Parochial Schools

ADVOCAP, Inc.

Chamco, Inc.

Goodwill Industries, Inc.

Salvation Army

League of Women Voters

Friends of the Trail

Home Builders Association

United Way

Regulatory Agencies MPO Area Contacts

Department of Agriculture, Trade & Consumer Protection

Natural Resources Conservation Services

National Park Service, Midwest Region

WI State Historic Preservation Office

North Central Region Bureau of Sport Fisheries & Wildlife

Wisconsin Transportation Builders Association

Sierra Club, John Muir Chapter

United States Forest Service

Department of Army Corp of Engineers

Ninth Coast Guard District

Department of Natural Resources, Bureau of Environmental Impact

Bureau of Indian Affairs

Environmental Protection Agency

Calumet County Planning and Zoning Department

Outagamie County Zoning Department

Winnebago County Zoning Department

Department of Natural Resources, Regional Transportation Liaisons