

# City of Homestead Downtown Area Transportation Plan Update



## Technical Memorandum 2 Public Participation



Prepared by Metric Engineering, Inc. June 2004





# **City of Homestead Downtown Area Transportation Plan Update**

## **Technical Memorandum 2**

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## **2.0 Introduction**

This is the second of six technical memorandums to be completed for the update of the Downtown Area Transportation Plan in the city of Homestead. The purpose of this task is to develop a comprehensive public involvement plan (PIP) outlining the required outreach activities necessary to successfully implement the plan.

### **2.1 Project Objectives**

The purpose of this project is to develop a proposed improvement strategy that is technically sound, environmentally sensitive and publicly acceptable. Within this framework the study aims at improving the truck movement accommodations, bicycle-way alignments, traffic calming treatments, and utilization of the new Miami-Dade Transit Busway within Homestead's urban core. These improvements are necessary to alleviate traffic congestion and to provide the public with safer and more efficient transportation facilities.

#### **2.1.1 Public Involvement Plan**

This public involvement plan is an outline of the public involvement program to be implemented for this study. The public involvement process is designed to ensure public input in the development of the project, by actively encouraging and facilitating the involvement of the general public, citizen groups, interest groups and elected officials. In this context, several key communities have been identified in the project area

including the agricultural, trucking, business and residential communities.

Meetings with local and state elected officials are recommended to discuss issues of concern and to explain the study process. All elected officials will be encouraged to attend all public meetings and hearings. In summary, the goal of this public involvement effort will be to establish a timely and dependable two-way flow of information. Accurate information about the project will be provided to relevant public audiences and their concerns and comments will be gathered to assist the city in its decision making process.

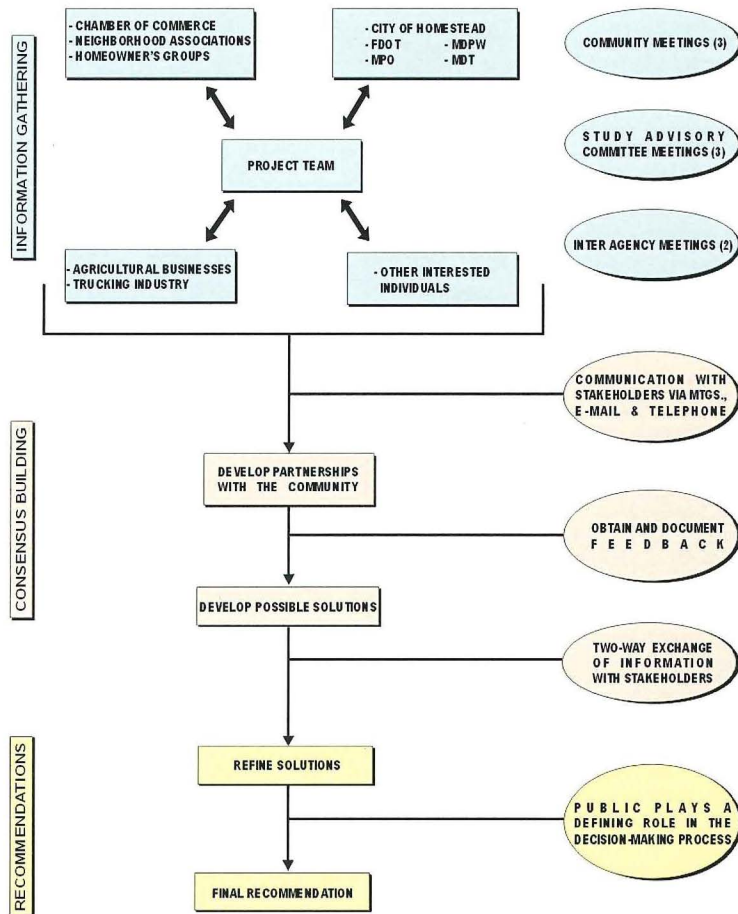
The public involvement process has three distinct phases or components (see figure 2.1); information gathering, consensus building and recommendations. The information gathering phase consists of the project team gathering information from agencies, businesses and other interested individuals in the project study area. During the consensus building phase, the project team will continue to create and develop possible solutions that reflect an effective and proactive coordination with the community. During the recommendation phase preliminary solutions will be refined to arrive at a final recommendation.

#### **2.1.2 Public Involvement Data Collection**

Public Involvement Data Collection will be ongoing throughout the project. The data collection effort will be comprised of the preparation of a comprehensive database which will entail a list of property owners, onsite tenants, residents, business owners, elected and

appointed officials as well as other project stakeholders. This database will also include pertinent contact information such as addresses, phones, faxes, emails as well as important comment information. It will be updated as necessary and provided to the Project Manager indicating the last update.

### **PUBLIC INVOLVEMENT PROCESS**



## **2.2 Outreach Program**

As part of our comprehensive outreach program there will be a project kickoff meeting, three community meetings, three study advisory committee (SAC) meetings, and two interagency meetings. These meetings will be held periodically throughout the duration of the project. A short explanation concerning the scope of these meetings follows:

### **2.2.1 Kickoff Meeting**

The official kickoff meeting was held on April 16, 2004 at the Miami-Dade Government Center. At this time project team members as well as representatives from the City of Homestead and representatives of various local & state agencies met to discuss the scope of the project and to decide on a comprehensive strategy to successfully complete the required tasks.





### 2.2.2 Study Advisory Committee (SAC) Meetings

The SAC will be comprised of interested parties from local municipalities, civic organizations and privately owned businesses. The role of the SAC will be to advise the team of the community's needs, concerns and potential solutions to be considered throughout the process.

The plan calls for three SAC committee meetings. One is scheduled for shortly after the study start, one at the midway point and the final one to coincide with the completion of the Draft Final Report. A list of possible members suggested by the City of Homestead is shown on Table 2.1

All listed here will be contacted to gauge their interest in participating on the SAC. Three weeks prior to the organizational meeting all members will be identified. The city reserves the right to approve or reject any suggested names for the SAC. One week prior to the first meeting, SAC members will receive a meeting reminder along with a proposed agenda for review.

### 2.2.3 Community Meetings

General public informational meetings will be held to inform the public and interested agencies of the project status, of any outstanding issues, and to discuss the best option(s) to complete the project.

Public input, newspaper clippings, letters, direct contacts and community concerns, issues and needs learned through public information meetings will be maintained

throughout the project. All questions and comments received from the public during the study will be addressed. This will all be done in close coordination with the City of Homestead.

Table 2.1  
**Suggested SAC Members**

| NAME                          | FIRM/AGENCY                                     |
|-------------------------------|---|
| Mayor<br>Otis T. Wallace      | Florida City                                    |
| Councilman<br>Norman L. Hodge | City of Homestead                               |
| Dan Wick                      | City of Homestead                               |
| Julio Brea                    | Public Works                                    |
| Sherry Ader                   | City of Homestead                               |
| Charles LaPradd               | City of Homestead                               |
| Steve Shiver                  | Homestead Main Street                           |
| Mary Finlan                   | Chamber Of Commerce                             |
| Ellie Schneiderman            | Artsouth  |
| Dori Goldman                  | Seminole Theater                                |
| Yvonne Knowles                | Historic Preservation Board                     |
| Lori Weldon                   | Miami-Dade Empowerment Trust,<br>Inc.           |
| -----                         | Miami-Dade Junior College<br>Homestead Designee |
| J. Robert Barnes              | Robert Barnes & Associates                      |
| Michael Richardson            | Vision Council                                  |
| Thomas Chambers               | CTB Truck Brokerage                             |
| Michael J. Giffin             | -----   |

### 2.2.4 Coordination

Close coordination with individuals and organization affected by the project is important for the following reasons:

1. Early coordination particularly with key agencies and project stakeholders saves time.
2. Coordination with community organizations ensures support for the project and brings valuable input that will help achieve maximum benefits.
3. Coordination with the City of Homestead, MPO, FDOT, MDPW and MDT will ensure that the potential improvements are consistent with the area's overall needs.

It is anticipated that the following communication tools will help facilitate the dissemination of project information to the city project stakeholders and the public at large.

- “Face to face regularly scheduled public meetings”.
- Use of electronic media such as PowerPoint, Raster Imagery and video equipment.
- Use of high speed electronic transfer.











Metric Engineering Inc.