



# **PUBLIC ENGAGEMENT PLAN**

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Prepared by:



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## Overview

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The following Public Engagement Plan has been compiled to identify the target audiences, recommended activities and key stakeholders associated with the SR 12 Comprehensive Corridor Evaluation and Corridor Management Plan. This is a working document that will be updated in coordination with the Project Development Team Members. See the attached graphic for an illustration of the sequence and timing of public engagement activities.

## Target Audiences: Roles, Responsibilities and Expectations

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The targeted audiences for the project are listed below.

### Project Development Team Members

- Caltrans (Districts 3, 4, 10 and HQ)
- Metropolitan Transportation Commission (MTC)
- Solano Transportation Authority (STA)
- San Joaquin Council of Governments (SJCOG)
- Sacramento County Department of Transportation
- Sacramento Area Council of Governments (SACOG)
- PBS&J
- MIG, Inc.

### Roles, Responsibilities and Expectations

The Project Development Team (PDT) will be responsible for conducting technical review of all documents produced by PBS&J and providing comments within a defined time frame. PDT team members and staff within their agencies will receive the complete technical documents and appendices. PDT team members are responsible for transmitting technical documents to others within their organization and collecting comments on such documents. For Caltrans Barbara Hempstead has been identified as the single point of comment transmittal back to PBS&J. Barbara will collect and combine all Caltrans comments. The Project Development Team has a standing meeting on the 1<sup>st</sup> Thursday of the month from 2:00-4:00pm.

### Technical Advisory Group (TAG)

A full list of the Technical Advisory Group (TAG) is included at the end of this document. TAG members are generally defined as agencies and groups that will be asked to provide technical feedback on project materials and improvement options.

### Roles, Responsibilities and Expectations

TAG members will be invited to participate in a series of TAG working sessions. TAG members will be provided with summarized versions of technical documents in advance of these working sessions for review and comment. TAG members have been identified based on their roles and responsibilities in the corridor and their ability to provide critical input, data and other information to the planning process.

## **Stakeholders and Informed Parties**

A full list of stakeholders and informed parties is included at the end of this document. These informed parties are generally defined as people and groups that need to be kept up to date on the project status and meetings.

## **Roles, Responsibilities and Expectations**

Stakeholders and Informed parties will be informed of major project milestones and advised when public meetings are held. Stakeholders and Informed Parties are located in the corridor or have an interest in the outcome of the planning process. Stakeholders and Informed parties will be encouraged to monitor project process as materials are posted online. They will also receive project information through meeting presentations and materials that they attend. If members of this group attend TAG working sessions they will do so as observers and be invited to speak during a designated public comment period.

## **General Public**

The general public will be invited to attend two public meetings which are scheduled to occur in November 2010, and summer 2011. These meetings will be open house style meetings.

## **SR 12 Corridor Advisory Committee**

The SR 12 CAC will meet quarterly, and STA and SJCOG will coordinate, facilitate and run these meetings independently of the SR 12 Corridor Study. However, this study and members of the PDT will support the CAC meetings as necessary to ensure consistent messages and updates are provided to the elected officials on the CAC. CAC members are included in the Informed Parties group for this study and will receive personal invitations to attend each working session and public meeting.

## **Recommended Activities**

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The following section identifies proposed stakeholder and public engagement activities designed to support the development of the State Route 12 Comprehensive Corridor Evaluation and Corridor Management Plan.

Location strategies including holding Stakeholder Workshops in two locations along the study corridor to minimize travel time for local stakeholders. Preliminary locations that have been identified include the Rio Vista City Hall, White Elementary School (Rio Vista) and the Solano County Center in Fairfield.

## TAG Working Sessions

TAG working sessions will be held at strategic intervals during the project to review interim documents. There will be one working session for each meeting topic as shown below.

Meeting Topic	Meeting Goals
Kick-Off	Introduce study purpose and need, review workplan including technical analysis and public engagement.
Existing Conditions	Present summary of existing conditions technical analysis, receive feedback.
Future Conditions	Present summary of future conditions technical analysis; receive feedback.
Draft Recommendations	Present potential improvement strategies and evaluation criteria; receive stakeholder input on priorities.
Final Recommendations	Review final study recommendation; receive feedback and support for final report.

## Public Meetings

Public meetings will be held at two key junctures of the process to review interim documents. Notices of these meetings will be placed in local newspapers and on the project website. Stakeholders and Informed Parties will be notified of these meetings. The meetings will follow an open house format without a formal presentation. Project exhibits will be presented with team members available to discuss the project and comment cards will be available for public comments. Planned meetings are identified below and graphically depicted in the attached Process Graphic.

## Stakeholders and Informed Parties Special Sessions

To ensure that stakeholders and informed parties are provided with an adequate opportunity to provide input to the PDT, special sessions will be held for this group 1 hour in advance of the Public Meetings. These sessions will be formatted with a short presentation and question/answer period.

Workshop Topic	Workshop Goals
Existing Conditions	Present summary of existing conditions technical analysis, receive feedback.
Improvement Options	Present potential improvement options and evaluation criteria; receive community input on priorities.

An additional session will be convened in February, 2011 to inform stakeholders and informed parties of project status.

## **Project Website**

MIG will develop SR-12 Corridor Management Plan-specific content and post it to the existing Statewide CSMP website, <corridormobility.org>. *The project website has a unique url, [www.MovingSR12Forward.com](http://www.MovingSR12Forward.com)* Links to the project website can be posted on STA, SJCOG, and SACOG websites.

## **Project Factsheet**

A project factsheet will be prepared detailing this study, project limits, project partners, reasons for the study, expected results and current status. Copies of the fact sheet will be distributed to the partner agencies for display/distribution in their offices.

## **Project Newsletter**

Project Newsletters will be developed and distributed in advance of the two public meetings. Content may include information on project need, goals and principles; existing and future conditions; potential improvements; and events related to the corridor planning process. Newsletters will be available in English and Spanish and may be distributed electronically and printed for mailing and placement at various public venues such as libraries and local government centers.

## **Project Speakers Kit**

In consultation with the PDT, MIG will design two (2) speakers' kits that can be used by community groups and PDT members for educational presentation about the project. Speakers' kit materials will include an electronic PowerPoint presentation and an 8.5"x11" black-and-white fact sheet.

## **Project Media and Public Information**

Project media and public information will be developed to complement outreach efforts and to inform a broad audience about plan activities.

## **Materials Coordination**

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Project Development Team members will be asked to review, contribute to and comment on the development of project materials including project logo, fact sheets, newsletter, speaker's kits, postcards and website content. Materials will be approved by the PDT before broader distribution.

## Target Audiences

The following pages identify the Project Development Team, Technical Advisory Group and Stakeholders/Informed Parties. The roles, responsibilities and expectations for each are described on the first page of this document.

<b>Project Development Team</b>		
<b>First Name</b>	<b>Last Name</b>	<b>Organization</b>
<b>District Coordinators</b>		
Sarah (Sadie)	Smith	Caltrans D3
Lynn	O'Connor	Caltrans D10
Joseph	Aguilar	Caltrans D4
Barbara	Hempstead	Caltrans D10 – SR 12 CT Comment Coordinator
<b>Agency Representatives</b>		
Alyssa	Begley	Caltrans D3
Katie	Benouar	Caltrans D4
Craig	Wahl	Caltrans HQ
Kelly	Egan	Caltrans HQ
Mike	Jones	Caltrans D4
Robert (Bob)	Macaulay	STA
Jayne	Bauer	STA
Samson	Okhade	SACOG
Wil	Ridder	SJCOG
Reza	Moghissi	Sacramento DOT
Danielle	Stanislaus	MTC
Albert	Yee	MTC
Mike	Kerns	MTC
<b>Consultant Team</b>		
Tom	Biggs	PBS&J
Eric	Cordoba	Cordoba Consulting, Inc.
Lou	Hexter	MIG
Corey	Lang	PBS&J
Paul	Rosenbloom	MIG

## Technical Advisory Group (TAG)

Transportation Agencies	Local Agency Stakeholders
San Joaquin Regional Transit District Napa County Transportation and Planning Agency Caltrans District 3 Caltrans District 4 Caltrans District 10 Caltrans HQ  Metropolitan Transportation Commission Sacramento Area Council of Governments San Joaquin Area Council of Governments Solano Transportation Authority Amtrak (Capitol Corridor) Amtrak (California)	City of Rio Vista  City of Lodi City of Isleton City of Napa City of Fairfield City of Suisun City Sacramento County Department of Transportation San Joaquin County Public Works Department Solano County Public Works Department
Safety Groups: (California Highway Patrol, Paramedics, Fire Department)	Local Transit
California Highway Patrol (Stockton) California Highway Patrol (Solano) California Highway Patrol (South Sacramento) Fire Departments (Rio Vista) Fire Departments (Montezuma) Fire Departments (Fairfield) Fire Departments (Suisun) Fire Departments (River Delta Fire Department ) Police Departments (Rio Vista) Police Departments (Suisun City) San Joaquin County Sheriff Sacramento County Sheriff Solano County Sheriff	Rio Vista (Delta Breeze) FAST (City of Fairfield)
	State and Federal Agencies
	U.S. Army Corps of Engineers Coast Guard FHWA (D4) CA Dept. Fish and Game EPA National Marine Fisheries Service USFWS, Sacramento Field Office
Ports	Others
Port of Stockton Port of West Sacramento Port of Oakland	Reclamation District No. 548 Travis Airforce Base (Facilities) California Trucking Association Delta Protection Commission Association of Bay Area Governments (ABAG)

<b>Stakeholder/Informed Parties</b>	
<b>Civic/non-profit/trade organizations (e.g., Chambers of Commerce, environmental groups, trucking industry, etc.)</b>	<b>Title VI underrepresented groups (i.e.: youth, seniors, disabled; minorities, tribal governments)</b>
Solano County Farm Bureau California Winegrape Growers Association San Joaquin Farm Bureau Federation Nature Conservancy	North Valley Yokuts (Tachi Yokut Tribe) Ione Band of Miwok Indians
Sierra Club Audubon Society Defenders of Wildlife Greenbelt Alliance Solano Land Trust Transform	<b>Pedestrian and Bike Advocates</b>
	STA Bicycle Advisory Committee STA Pedestrian Advisory Committee Mokelumne Coast to Crest Trail
<b>Downtown organizations</b>	<b>Non-metropolitan local transportation officials</b>
Fairfield Downtown Association Suisun City Waterfront District Napa Downtown Association	Airport Land Use Commission (Solano) Airport Advisory Committee (Rio Vista)
<b>Developers</b>	<b>Others</b>
Shea Communities Discovery Builders - Riverwalk Homes Lewis Operating Corp. Northern CA Regional Office  Marbello-Grizzly Corporation	High Speed Rail Authority River Delta Unified School District Rio Vista Municipal Airport Building Industry Association of the Bay Area
<b>Community-based Organizations</b>	State of California - Governor's Office of Planning and Research – State Clearinghouse and Planning Unit
Tower Park Village/Homeowner's Association  Trilogy Rio Vista Homeowner's Association Vineyard Bluffs Homeowner's Association	Western Railway Museum Bay Conservation and Development Commission Rio Vista Chamber of Commerce
<b>Providers of freight transportation services</b>	Highway 12 Association
DLA Distribution San Joaquin California Caltrans: Goods Movement	SR 12 Corridor Advisory Committee Delta Stewardship Council
<b>Air Quality District</b>	
San Joaquin Valley Air Pollution Control District Yolo Solano Air Quality Management District Sacramento Air Quality Management District Bay Area Air Quality Management District	