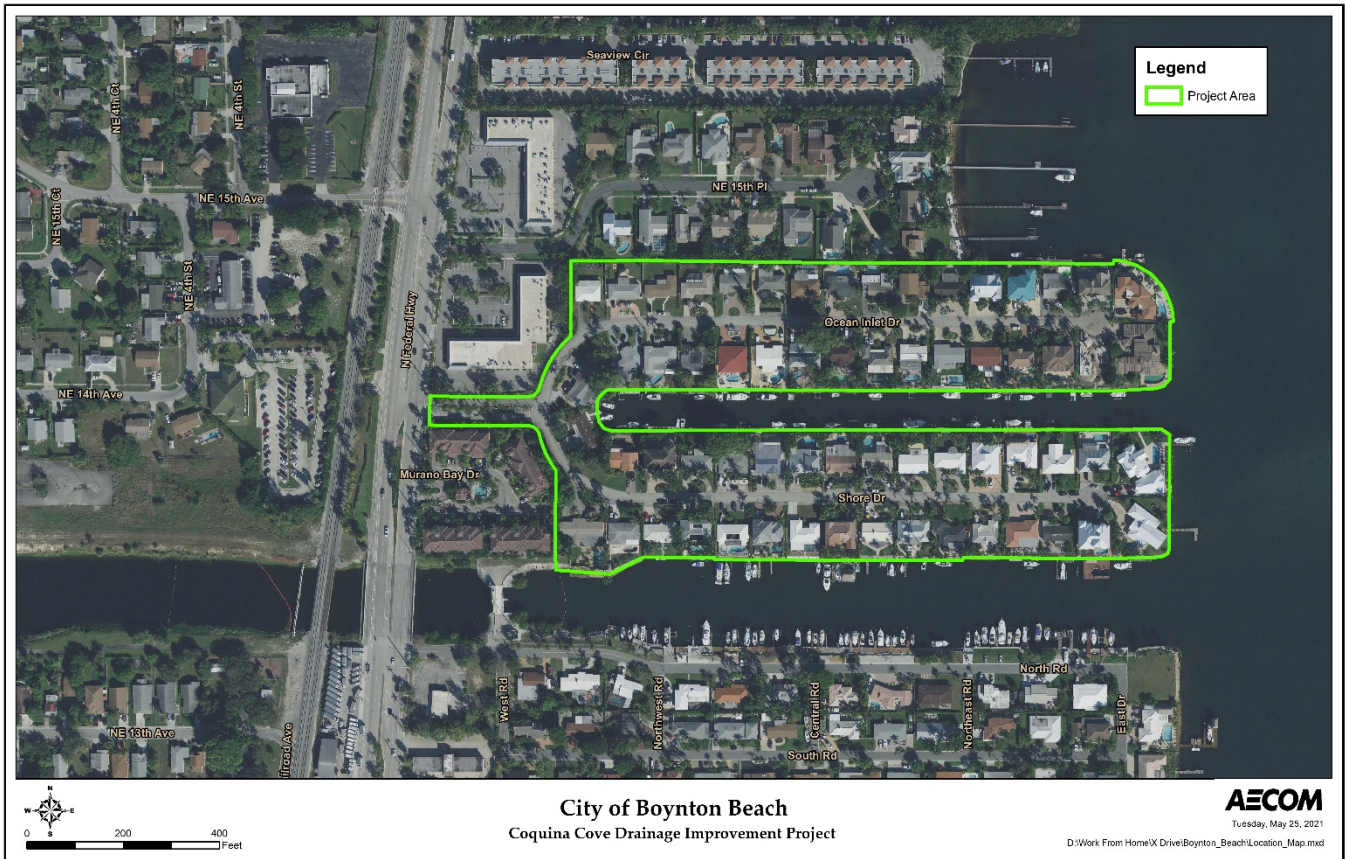




Coquina Cove Drainage Improvement Project Public Involvement Plan



Presented by:
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Description

The purpose of this Public Involvement Plan (PIP) is to describe how The Merchant Strategy (TMS) will proactively identify and inform stakeholders of the Coquina Cove Drainage Improvements Project. It will be updated periodically throughout the life of the project.

The City of Boynton Beach has determined that during heavy rain events, the neighborhood currently experiences localized flooding. To address this issue, the City has recommended drainage improvements including piping, drainage structures, outfalls, grading and paving. Based on the existing survey information, there are four (4) existing outfalls. Two (2) outfalls consisting of a 12-inch and 24-inch diameter pipes on Ocean Inlet Drive and two (2) 12-inch and 4-inch diameter pipes on Shore Drive.

The project includes complete standard paving, grading and drainage with improvements to the potable water line on Ocean Inlet Drive to improve fire protection. The proposed drainage system may consist of new piping, inlets, and outfalls to provide some relief to localized flooding. Once completed any roadways, driveways, landscaping disturbed by construction will be returned to pre-construction condition.

By following the PIP, all interested stakeholders including elected officials, property owners, residents, and the public, will be informed and kept up to date on the proposed improvements. Any issues that arise will be addressed and resolved as the project progresses through the many developmental and construction phases. The objective of this plan is to outline a process for effectively involving the public and ensuring that all interested parties are kept well informed. There will be two neighborhood meetings.

Proposed Scope of the Public Involvement

A successful project working with the public involves more than meeting requirements and following guidelines. It requires engaging the public, and entails an uncompromising commitment to sharing timely information, listening to and understanding concerns and issues, and developing responses that effectively address issues. Using the many techniques and approaches described in this Public Involvement Plan (PIP) we will work with all stakeholders, providing the means to reach consensus on important issues affecting the community.

Public participation in every phase of a project plays a crucial role in successful implementation. For this project, public interests include residential property owners, tenants, businesses, and institutions in the immediate vicinity of the project, along with neighborhoods, and community organizations concerned with impacts to the area. The interests of environmental groups, utilities, area schools and buses, local, state, and elected officials also need to be heard, recorded, understood, and addressed.

Public Involvement includes communicating to all interested persons, groups, and government organizations information regarding the development of the project. The Project Manager will receive drafts of all public involvement documents (newsletters, property owner letters, and advertisement) associated with the following tasks for review and approval at least ten (10) business days prior to printing and/or distribution. The key objectives of our public involvement effort encompass:

- Proactive outreach to all the above interests
- Early and continuous community participation throughout the process
- Reasonable access to information
- Opportunities for comment prior to key decisions
- Focused community participation on decisions
- Activities to help build positive consensus amongst residents and businesses
- Coordinate neighborhood meeting locations
- Communicate with all stakeholders, including public safety departments and school buses, regarding construction schedules and Maintenance of Traffic (MOT) changes during the project.

The methods and approaches described in the following pages show how these objectives will be met in fostering public participation.

The following are the tasks that will be covered by the public involvement team:

- Develop a Public Involvement Plan (PIP)
- Build a database of homeowners and residents and community and government organizations
- Set up, attend, and report on neighborhood meetings, providing information and talking points for public officials as needed
- TMS will print and mail a notification flyer providing information on proposed project scope, limits, schedule, anticipated impacts and contact information for the Public Involvement Manager
- Create public meeting invitations to be distributed to residents, tenants, and all other stakeholders
- Locate venue, create materials, attend and provide follow up notes for two neighborhood meetings
- Develop and maintain a project webpage to be hyperlinked to the City's website with meeting information, MOT updates, maps, documents and photos
- Set up and staff a project hotline and promptly respond to all hotline inquiries
- Canvass residents to determine where potential easements could be placed

The Merchant Strategy Public Involvement Team

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PROJECT HOTLINE
(561) 597-2518

Potential Stakeholder Concerns

Current areas of concern include:

1. Maintenance of Traffic (MOT)
2. Coordination with stakeholders on street lane closures, schedule, and upcoming neighborhood meetings
3. Notification of local emergency services agencies (police, fire, ambulance) and city employees during the development of the temporary traffic control plans to ensure that emergency services are not impacted

Other Temporary Impacts of Construction

Construction by its very nature is disruptive to the surrounding communities and other stakeholders. The following represent concerns that may arise during construction and will be addressed as part of the community outreach:

1. Construction traffic including large trucks and excavation equipment
2. Vibration from construction activities
3. Visual/aesthetic/environmental concerns
4. Noise/dust from construction activities
5. Restoration of public and private property in the ROW

Communicating and Responding to the Public

A successful project requires more than just meeting requirements and working with the public. It requires engaging the public, an uncompromising commitment to sharing timely information, listening, and understanding potential concerns and issues, and developing solutions and responses that effectively address these issues. Using the many techniques and approaches

described in this PIP, TMS will work with all stakeholders to provide information and to assimilate stakeholder information to the necessary organizations.

Public participation plays a crucial role in every phase of a project. The affected public includes residential property owners and tenants, businesses, and institutions in the immediate vicinity of the project, along with neighborhood, community, and local organizations. The interests of environmental, utility, local, state, and federal agencies and elected/appointed officials also need to be heard, recorded, understood, and addressed.

Public Involvement includes communicating information to all stakeholders during the development of the project. Property owner letters, doorhangers, etc. will be sent to stakeholders as needed. The key objectives of the public involvement efforts are:

- Proactive outreach to all stakeholders
- Early and continuous community participation
- Reasonable access to information
- Opportunities for comment prior to key decisions
- Focused community participation
- Building consensus

Meetings and Events

Neighborhood meetings will serve to inform key stakeholders about project activities and provide a convenient means to disseminate information and obtain feedback. TMS will make arrangements for the meetings, attend meetings, provide materials, take notes, provide edited meeting notes and attendee lists. The following meetings are anticipated:

- Thursday, July 8, 2021, at 6:30 p.m. at the Intracoastal Park Clubhouse, Second Floor, 2240 North Federal Highway, Boynton Beach, Florida
- Tuesday, August 31, 2021, at 6:30 p.m. at the Intracoastal Park Clubhouse, Second Floor, 2240 North Federal Highway, Boynton Beach, Florida
- Easement Canvassing – week of July 14, 2021 – July 16, 2021

Printed Materials

TMS will identify meeting locations, prepare notices, and printed meeting materials. All materials will have a professional appearance. Information will be conveyed using text and graphics that can be easily understood by a non-technical audience.

TMS will develop the following materials to facilitate neighborhood meetings.

Sign in Sheets – Attendees will be asked to provide their name, mailing address, email address and telephone number.

Comment Cards – Attendees can note any questions, comments or concerns and submit to the Public Involvement Team.

Presentation/Displays – At a minimum, the following will be developed for neighborhood meetings and displayed or presented:

- Project Location Map
- Project Contact Information
- Anticipated Project Schedule (provided by AECOM)

Stakeholders

Utility Agencies/Owners (UAO)

UAO	Type
Boynton Beach Utilities	Water/Sewer
Comcast	Telephone
DirecTV	Television/Internet
Florida Power & Light (FP&L)	Electric
AT&T Distribution	Telephone/TV/Internet
Florida Public Utilities	Gas
United States Postal Service	Mail
Waste Management	Solid Waste

Elected/Appointed Officials

Palm Beach County

Public Schools Transportation Division Director, Shane Searchwell

City of Boynton Beach

Mayor, Steven B. Grant
Vice Mayor, Woodrow L. Hay
Commissioner, Justin Katz
Commissioner, Christina Romelus
Commissioner, Ty Penserga
City Manager, Lori LaVerriere
Police Chief, Michael Gregory
Fire Chief, James Stables
Utilities Director, Joe Paterniti

Property Owners and Stakeholders

The Property Owner and Stakeholder Database will be updated throughout the duration of the project. The stakeholder database includes persons and organizations that have expressed interest in the project. Prior to the public workshop and other notification mailings, the property owner list will be updated based on the most current Palm Beach County Property Appraiser records.