

US 98 / SR 35 / SR 700

From CR 54 to US 301 / SR 39

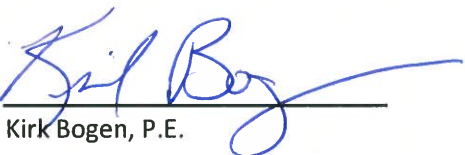
Work Program Items Segment Number: 443368-2

PUBLIC INVOLVEMENT PROGRAM

The Florida Department of Transportation (FDOT) District 7 is conducting a Project Development and Environment (PD&E) study along US Highway 98 (US 98) / State Road (SR) 35 / SR 700 from County Road (CR) 54 to US 301 / SR 39, in Pasco County, a distance of approximately 8.5 miles. The study will focus on widening this section of US 98 from a 2-lane undivided facility to a 4-lane divided facility and includes the realignment of US 98 between CR 35A to US 301. The realignment allows US 98 to align with the Clinton Avenue (New SR 52) intersection at US 301 and was the result of a separate Alternative Corridor Evaluation (ACE) study (WPI Segment No. 443368-1).

In accordance with Part 1, Chapter 11 of the PD&E Manual, this Public Involvement Program is submitted to the Florida Department of Transportation, District 7, Project Manager for review and approval.

Submitted By: 
Kevin Connor
Project Manager
H.W. Lochner, Inc.

Approved by: 
Kirk Bogen, P.E.
Environmental Management Engineer
Florida Department of
Transportation – District 7

Date: March 31, 2021

Date: 4/1/21

The environmental review, consultation, and other actions required by applicable federal environmental laws for this project are being, or have been, carried out by the Florida Department of Transportation (FDOT) pursuant to 23 U.S.C. §327 and a Memorandum of Understanding dated December 14, 2016 and executed by the Federal Highway Administration and FDOT.

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PUBLIC INVOLVEMENT PROGRAM

Public involvement includes communicating to and receiving information from all interested persons, groups, agencies and government organizations regarding the development of a transportation project. This Public Involvement Program (PIP) documents the appropriate level of public involvement for this project in compliance with the *Florida Department of Transportation's (FDOT) Project Development and Environment (PD&E) Manual, Part 1, Chapter 11, and Part 2, Chapter 9*; the *FDOT Public Involvement Handbook; Section 339.155, Florida Statutes; Executive Orders 11990 and 11988; Council on Environmental Quality Regulations for Implementing the Procedural Provisions of the National Environmental Policy Act (NEPA)*; and *23 Code of Federal Regulations (CFR) 771*. The results of the PIP will be supportive of the NEPA process and local needs.

The environmental review, consultation, and other actions required by applicable federal environmental laws for this project are being, or have been, carried out by the Florida Department of Transportation (FDOT) pursuant to 23 U.S.C. §327 and a Memorandum of Understanding dated December 14, 2016 and executed by the Federal Highway Administration and FDOT.

Activities implemented as part of this PIP will allow people living and working within the project study area, and other interested parties, to contribute to the decision-making process. The goal of the PIP is to generate interest in the project and to outline the public involvement activities planned as part of the study. This will ensure that the general public, local communities, agencies and officials, and other interested parties understand the nature of the project and its benefits by providing an open, two-way line of communication, presenting project information in an easy-to-understand format, and by making project information easily accessible. Gaining community consensus among the varied stakeholders in the study area is essential to achieving a successful project outcome. The keys to gaining community consensus are:

- Include project stakeholders early in the study process and include their input to define the conceptual alternatives;
- Develop a transparent process to screen the alternatives; and
- Maintain regular communication with project stakeholders and provide multiple opportunities and methods for participating in the process and providing comments, in order to shape the future needs and confirm the viability of the selected alternatives.

The public involvement efforts were initiated as part of the ACE study and will continue as part of the PD&E study. Public involvement efforts will seek to actively involve key stakeholders and listen to their ideas and concerns; and to document and incorporate input received during the study process. The fundamental objectives of the PIP are to ensure that the concerns and issues of those living and working within the study area, and those in close proximity who may be affected by the project, are identified; that stakeholders are given opportunities to be involved with developing the evaluation methodology and reviewing/commenting on the findings of the analysis; and that stakeholder concerns are addressed during the analysis process.

During this project development and public outreach, a global pandemic broke out that affected millions of people. In March 2020, all public involvement activities were placed on hold until the State developed a plan and response to keep Floridians safe during the COVID-19 outbreak. To protect public health and to comply with the Center for Disease Control (CDC), FDOT developed a ***Guide to Hybrid Public Meetings and Hearings***. The guidance provided for continued public engagement activities using appropriate approaches evaluated on a project-by-project basis, making sure that strategies are inclusive of all affected stakeholders in a safe and social distancing manner.

Resources

- FDOT Public Involvement
- FDOT PD&E Manual
- FDOT Public Involvement Policy – 000-525-050
- FDOT Public Engagement Meeting/Hearing Guidance (10/6/2020)

The PIP will be updated and amended throughout the project development process. The program indicates the public involvement approach to be taken with the project and lists generally the contact persons, agencies and media officials and the means used to involve them in the process. Collection of public input will occur throughout the duration of the project. This plan is in compliance with the FDOT PD&E Manual, Part 1, Chapter 11, Section 104 of the FDM, and FDOT Public Involvement Handbook.

I. Description of the Project Area

Project Name:	US 98 / SR 35 / SR 700 from CR 54 to US 301 / SR 39
Project Limits:	The study limits, shown in the project location map in Figure 1, is from Polk County Line/CR 54 to US 301 (SR 39)
Financial Project ID:	443368-2-22-01
Proposed Activity:	The widening of US 98 from a 2-lane undivided facility to a 4-lane divided facility in unincorporated Pasco County, a distance of approximately 8.5 miles, and includes the realignment of US 98 between CR 35A to US 301. The realignment allows US 98 to align with the Clinton Avenue (New SR 52) intersection at US 301 and was the result of a separate ACE study (WPI Segment No. 443368-1).
Class of Action:	Type 2 Categorical Exclusion
Project Contact Information:	For additional information regarding this project, please contact:
Craig Fox, P.E. Project Manager Florida Department of Transportation 11201 North McKinley Drive Tampa, FL 33612 813-975-6082 craig.fox@dot.state.fl.us	Kris Carson Public Involvement Officer Florida Department of Transportation 11201 North McKinley Drive Tampa, FL 33612 813-975-6202 kristen.carson@dot.state.fl.us

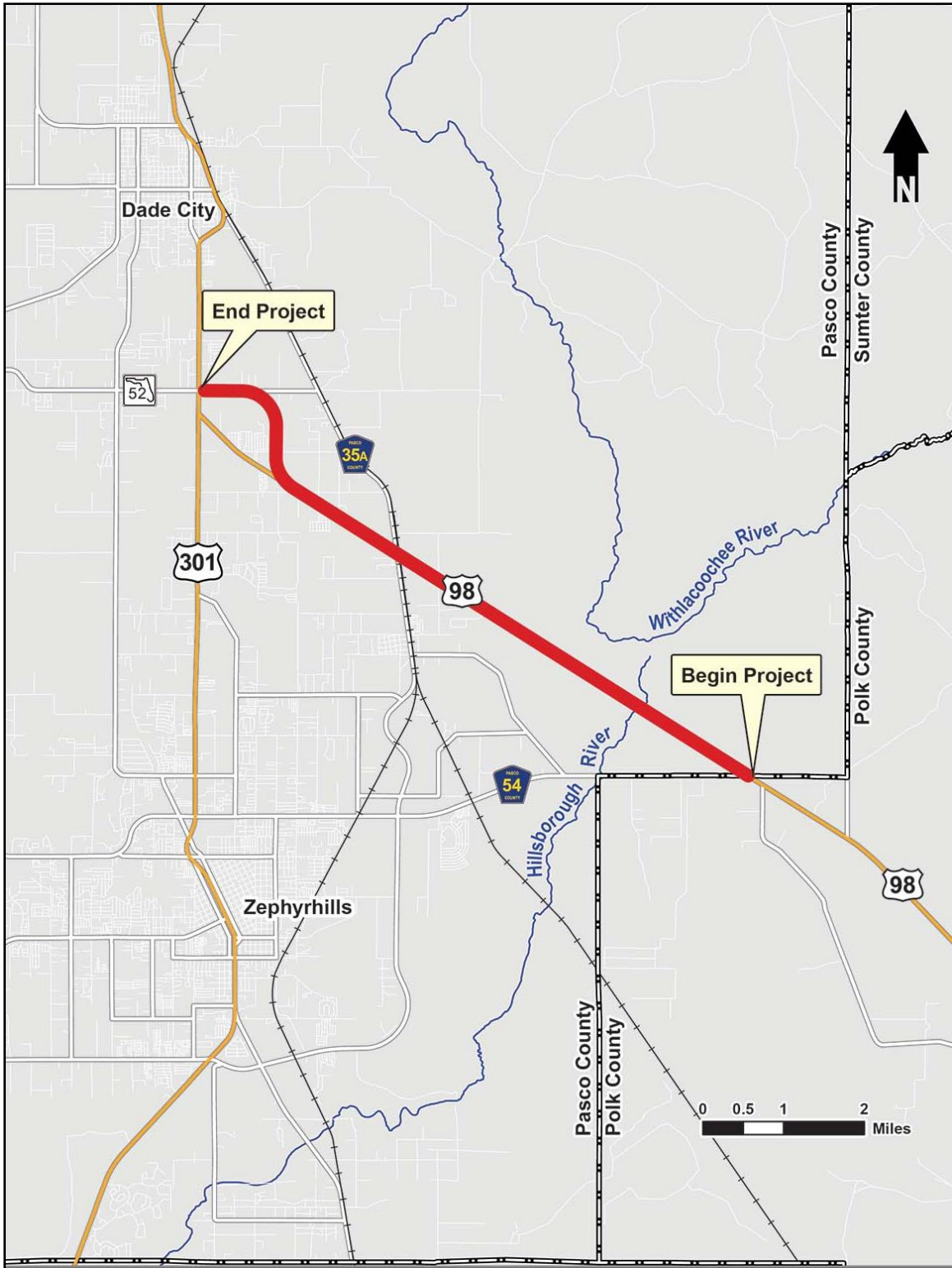


Figure 1 Project Location Map

II. Project Background

FDOT District 7 is conducting a PD&E study along US 98 / SR 35 / SR 700 from CR 54 to US 301 / SR 39, in Pasco County, a distance of approximately 8.5 miles. The study will focus on widening this section of US 98 from a 2-lane undivided facility to a 4-lane divided facility and includes the realignment of US 98 between CR 35A to US 301. The realignment allows US 98 to align with the Clinton Avenue (New SR 52) intersection at US 301 and was the result of a separate ACE study (WPI Segment No. 443368-1).

US 98 is a two-lane undivided facility and is functionally classified as an urban principal arterial. In addition, the project will include improvements to bicycle and pedestrian facilities. Currently, there are no pedestrian or bicycle facilities along US 98, but sidewalks on the north and south side of Clinton Avenue at the approach to the intersection with US 301. Also, bicycle lanes begin approximately 1,200 feet east of the Clinton Avenue and US 301 intersection.

The ACE study was initiated in April 2019 and approved in January 2021. The ACE identified five (5) alternative corridors for the realignment of US 98 in order to eliminate the current intersection with US 301 (SR 39) for the enhancement of safety and to provide system linkage/regional connectivity. The ACE evaluation identified Corridor B to advance to the PD&E Study for further evaluation.

The objective of the project is to develop and evaluate “Build” alternatives and provide the environmental and engineering analyses and documentation for the FDOT to reach a decision on the type, conceptual design, and location of the improvements.

III. Project Goals

The following goals have been identified for this study:

- Collect necessary information to support FDOT’s decision on the type, design and location of improvements within the US 98 project limits.
- Consider community values and needs using an open decision-making process, which may accommodate community concerns, where feasible, and facilitate problem solving in a collaborative manner.
- Undertake the necessary PD&E study and documentation efforts to meet federal environmental evaluation and documentation requirements.
- Provide coordination with key stakeholders and engage the public.

The overall goal of this PIP is to help ensure that the design and the PD&E study reflect the values and needs of the communities it is designed to benefit.

IV. Identification of Agencies and Affected Public

The PIP includes conducting a formal, comprehensive community inventory to develop a stakeholder database. A variety of resources will be used to compile the database to include key community members and leaders who can provide information about the community, local, state and federal elected and appointed officials, local agencies, adjacent property owners, business owners and operators, chamber of commerce leaders, and neighborhood association presidents.

The following regional, state, and federal agencies having a concern in this project, due to jurisdictional review or expressed interest, have been identified and the FDOT will coordinate with these agencies as appropriate throughout the project development process for improvements along the study corridor.

Federal

Federal Emergency Management Agency (FEMA)
U.S. Department of Interior (DOI) - Bureau of Land Management, Eastern States Office
U.S. Department of Interior - U.S. Geological Survey (USGS)
U.S. Environmental Protection Agency - Region IV (EPA)
U.S. Department of Interior - Fish and Wildlife Service (FWS)
U.S. Army Corps of Engineers (COE) - Regulatory Branch
U.S. Department of Commerce - National Marine Fisheries (NMFS), Habitat Conservation Division
U.S. Department of Interior - National Park Service (NPS), Southeast Regional Office
U.S. Department of Commerce - National Oceanographic and Atmospheric Administration (NOAA) - Ecology and Conservation Office
U.S. Department of Health and Human Services - National Center for Environmental Health
U.S. Department of Interior - Bureau of Indian Affairs (BIA), Office of Trust Responsibilities
U.S. Department of Agriculture - National Resources Conservation Service (NRCS) - State Conservationist

State

Florida Department of Economic Opportunity
Florida Department of Environmental Protection (FDEP)
Florida Department of State, Division of Historical Resources, State Historic Preservation Officer (SHPO)
Florida Fish and Wildlife Conservation Commission (FWC)
Florida Department of Transportation, Office of Environmental Management

Regional

Southwest Florida Water Management District (SWFWMD)
Tampa Bay Regional Planning Council (TBRPC)
Tampa Bay Area Regional Transportation Authority (TBARTA)

A detailed list of the elected and appointed officials is provided in **Appendix A** and will be updated throughout the study.

Appendix B includes a list of agency contacts and other interested parties to be used in the notification for this study. This list will be updated to reflect changes in interagency collaboration or as other public agency stakeholders are identified. As other organizations and public/special interest parties are identified or express an interest in the study, they will also be added to the contact list.

Additionally, those whose property lies, in whole or part, within the ACE study area and within 300 feet of the study corridor will be included. This information will be obtained by retrieving the Pasco County property appraiser's records.

V. Engagement Activities and Public Involvement Strategies

The following techniques will be used to engage, inform, and notify the public of the proposed transportation improvement(s).

A. Notification

Media Notification

The following media services encompass the project study area and the Consultant will coordinate as appropriate to post public notices, news releases, and public service announcements associated with the study. Additional media contacts will be coordinated through the FDOT's Public Information Office (PIO). Media alerts will be provided no less than fourteen (14) days in advance of public meetings to the District PIO for distribution.

NEWSPAPERS	
Tampa Bay Times 490 1 st Avenue South St. Petersburg, FL 33701 727-869-6276 legalsnorth@tampabay.com	La Gaceta 3210 E. 7 th Avenue Tampa, FL 33605 Patrick Manteiga 813-248-3921 Pmanteiga1@gmail.com
The Zephyrhills News 38333 5 th Avenue Zephyrhills, FL 33542 813-782-1558 thezephyrhillsnews@gmail.com	Suncoast News 11321 US 19 Port Richey, FL 34668 727-815-1023 dpleus@suncoastnews.com
CENTRO Tampa 1000 N. Ashley Drive, Suite 700 Tampa, FL 33602 813-226-3326 advertising@centrotampa.com	Jewish Press of Tampa 6416 Central Avenue St. Petersburg, FL 33707 727-535-4400 info@jewishpresstampabay.com
TELEVISION	
Bay News 9 (BrightHouse) 700 Carillon Parkway, Suite 9 St. Petersburg, FL 33716 727-329-2400 desk@baynews9.com	WFLA, Channel 8 (NBC) 200 S. Parker Street Tampa, FL 33606 813-221-5788 (newsroom) news@wfla.com
Pasco TV (Media Relations and Communications) 8731 Citizens Drive New Port Richey, FL 34654 727-277-4518 tlaine@pascocountyfl.net	WTSP, Channel 10 (CBS) 11450 Gandy Boulevard N. St. Petersburg, FL 33702 727-577-1010 desk@tampabays10.com

<p>WTVT Channel 13 (FOX) 3213 W. Kennedy Boulevard Tampa, FL 33609 813-876-1313 (main) 813-870-9630 (newsroom) FOX13tampanews@foxtv.com</p>	<p>WEDU, Channel 3 (PBS) Berkman Family Broadcast Center 1300 North Boulevard Tampa, FL 33607 813-254-9338 outreach@wedu.org</p>
<p>WTOG, Channel 44 (CW) 365 105th Terrace NE St. Petersburg, FL 33716 Public Affairs: 727-570-4458</p>	<p>WEDQ, Channel 16 (PBS) Berkman Family Broadcast Center 1300 North Boulevard Tampa, FL 33607 813-254-9338</p>
<p>WRMD, Channel 49 (Telemundo) 4107 Spruce Street, Suite 250 Tampa, FL 33607 813-319-4949</p>	<p>WVEA, Channel 62 (Univision) 2610 W. Hillsborough Avenue Tampa, FL 33614 813-998-3674 noticiastampa@entravision.com</p>
<p>WFTS, Channel 28 (ABC) 4045 N. Himes Avenue Tampa, FL 33607 813-354-2828 newstips@wfts.com</p>	<p>WCLF, Channel 22 (CTN) 6922 142nd Ave. Largo, FL 33771 727-535-5622</p>
RADIO	
<p>Beasley Media Group 92.5FM WYUU (Spanish), 94.1FM WLLD, 98.7FM WPBB, 99.5FM WQYK, 104.7FM WRBQ, 106.9FM-HD2 WYUU (Spanish), 1010AM WHFS 9721 Executive Center Drive N., #200 St. Petersburg, FL 33702 727-579-1925</p>	<p>iHeartMedia Inc. 93.3FM WFLZ, 95.7FM WBTP, 97.9FM WXTB, 100.7FM WMTX, 103.5FM WFUS, 105.9FM WMTX, 106.5FM WCTQ, 620AM WDAE, 970AM WFLA, 1250AM WHNZ 4002 W. Gandy Boulevard Tampa, FL 33611 813-832-1000</p>
<p>Community Radio 88.5 WMNF 1210 Dr. Martin Luther King Jr. Boulevard Tampa, FL 33603 813-238-8001</p>	<p>Cox Media Group Tampa 94.9FM WWRM, 97.1FM WSUN, 101.5FM WPOI, 102.5FM WHPT, 105.5FM WDUV, 107.3FM WXGL 11300 4th Street N. St. Petersburg, FL 33716 727-579-2000</p>
<p>Radio Tropical Inc. 1300AM WQBN (Spanish) 5207 E. Washington Street Tampa, FL 33619 813-272-1333</p>	<p>Salem Communications 570AM WTNB, 910AM WTWD, 760AM WLCC (Spanish), 860AM WGUL, 930AM WLSS 5211 W. Laurel Street, Suite 101 Tampa, FL 33607 813-639-1903</p>
<p>Genesis 680 680AM WGES (Spanish) 6301 Memorial Hwy, Suite 302 Tampa, FL 33615 813-637-8000</p>	<p>WUSF Public Media 89.7FM WUSF 4202 E. Fowler Avenue, TVB100 Tampa, FL 33620 813-974-8700</p>

Genesis Communications (News Talk Florida) 820AM WWBA, 1040AM WHBO, 1060AM WIXC, 1190AM WAMT, 1470AM WMGG (Spanish) 1311 N. Westshore Blvd., #203 Tampa, FL 33607 813-281-1040	
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Public Notices/Legal Display Advertisements

Public notices will be published in the area newspaper with the largest circulation. Legal display advertisements will be published in the *Tampa Bay Times Full Edition* and/or *The Zephyrhills News* announcing the location, date, and time of the Public Hearing. All advertisements will be sent to the local newspaper via e-mail or by registered mail, return receipt requested. Public notices will also be published in the *Florida Administrative Register* and on the FDOT's *Public Notices* website at least seven (7) days prior to each public meeting. The public meetings will also be announced on the project website. A chronological file of pertinent newspaper clippings will be maintained in the project files.

Newsletters

Newsletters will be used to communicate directly with those on the project mailing list at key points throughout the study. The newsletters will contain information about the project, upcoming project activities, the current project schedule and who to contact to obtain project information.

Two (2) newsletters will be prepared for distribution to: property owners; elected and appointed officials and agencies; businesses; and other interested groups or individuals as part of the PD&E study. It is anticipated that the newsletters will be distributed for this study at the following project milestones:

- 1) Public Hearing Notification
- 2) LDCA Notification

Newsletters will be emailed or mailed to project stakeholders and to anyone who asks to be added to the project mailing list. They will also be made available on the project website.

Direct Mail/Email List

A mailing list will be established, and the following groups will be contacted to obtain input into the study process and/or provide project information and introduce opportunities for public comment:

- Those whose property lies, in whole or part, within the ACE study area and within 300 feet on either side of the centerline of each project alternative. Florida Statutes Section 339.155 states property owners within 300 feet of the centerline of each alternative shall be notified about the project. The mailing list was based on information obtained from the Pasco Counties Property Appraiser's database.
- Elected and appointed officials in the area (city, county, state, and federal) and community leaders who have been identified or have requested to be put on the mailing list.
- Permitting agencies and other federal, state, and local agencies having jurisdiction within the project vicinity.

- Public and private groups, organizations, agencies, businesses, or individuals that have been identified or have requested to be placed on the mailing list for this project.
- Media in the project area that have been identified and placed on the mailing list to be used for news release/distribution, advertisements, or any other concerns.

B. Engagement Opportunities

Project Website

A project website will be developed to provide current project information to elected officials, agencies, and the public. The website will include a project location map, project description, public meeting materials, project schedule and other project information. Links will be provided to allow the public to:

- Submit comments
- Sign up to be added to the mailing list
- View and download newsletters and other public notices
- Sign up to attend the virtual portion of the Public Hearing

The address for the website will be www.fdotd7studies.com/projects/us98-cr54-to-us301/.

Project Fact Sheet

A Fact Sheet will be prepared for this project and will be updated throughout the duration of the project. It will include general information regarding the project such as project description, project location map, project website address, and contact information. The Fact Sheet can be modified to use as a handout at presentations and meetings.

Meeting Facilities Evaluation

Public meeting facilities will be convenient to the study area in locations where people normally congregate, and which are accessible to public transportation, where possible. Potential meeting sites will be visited and reviewed for suitability, including whether they are appropriate to the meeting purpose and format, and whether they comply with the requirements of the Americans with Disabilities Act (ADA) are met.

Special considerations will also be given to ensure the facilities comply with the 2005 Jessica Lunsford Act. Public school facilities, grades K-12, will not be used for public meetings while students are present. School facilities may only be used when there are no other suitable sites in the area and requires approval from the Assistant Secretary. Alternate facilities to be considered include community centers, churches, colleges, universities, and private schools.

Potential meeting sites include:

Dade City

City Council Chambers
38020 Meridian Avenue
Dade City, FL 33525
Phone: (352) 523-5050

Grace Baptist Church

10011 US 301
Dade City, FL 33525
Phone: (352) 567-6436

Pasco County Fairgrounds

36722 State Road 52
Dade City, FL 33525
Phone: (352) 567-6678

Coordination with Local Governments

FDOT will coordinate closely local government and agency staff throughout the study process. Communication and coordination at the staff level is needed to effectively respond to the transportation needs and community concerns.

FDOT will work closely with staff from Pasco County, the City of Dade City, the City of Zephyrhills, the Pasco Metropolitan Planning Organization (MPO), and other local officials and agencies as appropriate to establish an effective line of communication to keep elected officials informed at appropriate intervals throughout the study.

Elected/Appointed Officials and Agency Kickoff Meeting

An Elected/Appointed Officials and Agency Kickoff Meeting was conducted as part of the ACE study. The Elected/Appointed Officials and Agency Kickoff Meeting was held on June 20, 2019 from 10:00 AM to 12:00 PM at the Dade City Hall Council Chambers, 38020 Meridian Avenue, Dade City, FL 33525 for elected officials, agency representatives, and other interested parties.

Public Meetings

A Public Information Meeting was conducted as part of the ACE study. The Public Information Meeting was held on November 4, 2020. The purpose of the Public Information Meeting was to present the developed corridor alternatives; share the evaluation of the developed corridors; and seek public comment on the recommendations of this analysis. Due to restrictions associated with COVID-19 safety precautions, the Public Information Meeting was conducted virtually with all information available at the project website.

Unscheduled Meetings and Presentations

In addition to scheduled meetings, participation in other meetings with the public, elected officials, special interest groups, or public agencies is expected to occur. The purpose of these meetings will be to apprise the attendees of the project status, concepts, and to receive input.

Public Hearing

In compliance with the FDOT's PD&E Manual, Part 1, Chapter 11, 23 CFR 771, and Section 339.155, FS, a Public Hearing will be held for this project. The Public Hearing will be held to involve the public, elected officials, and agencies in the PD&E Study process, to inform interested parties of the project's preferred alternative(s), and to solicit comments for the official project record.

Public hearings have evolved with innovative outreach strategies due to COVID-19. In response to public health safety protocols, FDOT developed hybrid virtual and in-person public hearings. The hybrid hearings should follow all normal approval processes while following any local ordinances concerning social distancing and capacity limitations.

Hearing attendees will have the opportunity to review and comment on project boards showing the preliminary design plans for the preferred alternative; right-of-way information; and associated reference documents. All comments received at the Public Hearing or within the comment period for the Hearing, will be part of the public record.

The hearing will be conducted at a location near the project study area and at convenient hours to accommodate and promote attendance. A quarter-page legal display advertisement will be published a minimum of 7 to 14 days prior to the hearing. Media alerts will be prepared for publication during the week of each meeting.

A newsletter and/or email announcing the Public Hearing will be sent to elected and appointed officials, agencies, property owners and interested citizens on the mailing list a minimum of 14 days prior to the hearing. Project stakeholders may also be asked to post notification of the hearing on their websites and social media pages.

Public Advertisement

Legal/display advertisements will be placed in the *Tampa Bay Times Full Edition* and/or *The Zephyrhills News*. A quarter-page display advertisement will be published twice, the first time will be 21 to 30 days prior to the Hearing, and the second advertisement will appear seven (7) to 12 days before the Hearing. In addition, the Public Hearing will also be advertised on the Project website.

Letters of Invitation

Letters of Invitation will be mailed to all property owners as required by Section 339.155, FS, and emails will be sent to local elected and appointed government officials and agency representatives notifying them of the upcoming Hearing.

Virtual Attendance

In accordance with FDOT Public Engagement Meeting/Hearing Guidance, the public hearings are being held in person with an option to attend virtually. Instructions will be provided in the notifications on how to access the project website, register, and participate for virtually. All comments given or submitted by the following methods are equally weighted.

- Online at the project website
- Email the Project Manager
- Comment during the formal portion of the public hearing (in person or virtually)
- Comment given to the court reporter at the venue

A project website will be developed to allow the public to view a Project Video and other display materials, including the following graphics and boards:

- Study Area Map
- Typical Section
- Preferred Alternative
- Traffic
- Evaluation Matrix
- Project Schedule
- Title VI Compliance
- Contact Information

The project website is integral for public engagement due to public safety requirements during the COVID-19 pandemic.

Transcript

A court reporter will prepare a verbatim transcript of the Public Hearing to include the formal presentation and oral comments received from the public. The transcript will include a script of the recorded presentation, if applicable.

Documents for Public Review

Public notice will be provided by mail and in the Public Hearing advertisement as to the location of the study documents for public review. Public review sites may include a public library or local government offices.

All draft documents to support the PD&E study evaluation will be available for public review at least 21 days prior to the Public Hearing date. Documents that may be made available prior to and during the Public Hearing for public review include:

- Environmental Document
- Preliminary Engineering Report
- Noise Study Report
- Natural Resources Evaluation
- Contamination Screening Evaluation Report
- Cultural Resource Assessment Survey
- Location Hydraulics Report
- Pond Siting Report
- Project Traffic Analysis Report

Public Hearing Follow-Up

The following procedures will be undertaken after the Public Hearing:

Identification of Issues

The identification of issues brought up at the Hearing is an integral part of the debriefing process. The debriefing meeting shall be held following the Hearing and shall be attended by staff members who took part in the Hearing and spoke with the public.

Responses to Questions and Comments

Responses to comments and questions that need a response will be made in writing

Public Hearing Transcript Package

A Transcript Package will be produced and submitted following the Public Hearing. The Transcript Package will include a verbatim Hearing transcript prepared by an approved court reporter and an errata sheet detailing any transcript discrepancies.

Comments and Coordination Report

A Comments and Coordination Report will be produced and submitted at the conclusion of the study, in a bound booklet with a cover, containing, at a minimum, all documentation regarding public participation performed throughout the study period. This report shall include a summary of all comments and responses received from the public, as well as records of coordination with local officials and agencies, and public meetings; the verbatim transcript from the Public Hearing; proof of publication of legal ads; Public Hearing certification; newsletters; sign-in sheets; comment forms; and all public correspondence. The Comments and Coordination Report will be submitted with the final engineering and environmental documents. A summary of the public involvement efforts shall be included with the final engineering document.

VI. Title VI of the Civil Rights Act of 1964 and related statutes

In accordance with Title VI of the Civil Rights Act of 1964, all reasonable steps will be taken to ensure that persons with limited English proficiency receive the “language assistance necessary to afford them meaningful access to programs and services”. Upon request, arrangements will be made to provide an appropriate interpreter and translation services free of charge. Based on FDOT guidance dated March 21, 2013, the non-discrimination language shown below will be added to all meeting notices, letters, advertisements, newsletters, boards, and other project-related materials.

FDOT Approved Non-Discrimination Language – March 21, 2013

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation service (free of charge) should contact Jensen Hackett, Title VI Coordinator, at jensen.hackett@dot.state.fl.us, by telephone at (813) 975-6283 or toll-free at 1-800-226-7220, or by written correspondence to FDOT - District Seven, 11201 N. McKinley Drive, MS 7-500, Tampa, FL 33612 at least seven (7) days prior to the Public Hearing.

Assistance for Spanish Speaking Attendees: Persons who require translation services (free of charge) should contact Manuel Flores at manuel.flores@dot.state.fl.us, by telephone at (813) 675-4248 or (800) 226-7220 or by written correspondence to FDOT - District Seven, 11201 N. McKinley Drive, MS 7-500, Tampa, FL 33612, at least seven (7) working days in advance of the Public Hearing. Spanish-speaking personnel will be on hand to assist those in need.

Information regarding the Title VI Program and the Relocation Assistance Program, which complies with

Title VIII, will be available at the public meetings. This information will be provided in the presentation, the handout, signage, and through availability of personnel on the Title VI Program and the Relocation Assistance Program.

Americans with Disabilities Act Compliance

Notification of the Department’s intent to comply with the ADA will be provided in the public advertisements, in invitational letters to property owners, elected officials, agencies, and interested citizens, and by the selection of public meeting site(s) that meets all ADA requirements.

VII. Public Outreach Activity Schedule

The schedule below provides an overview of the project schedule and highlights the public involvement events planned in support of the project. The schedule will be updated, as necessary, throughout the project duration.

Project Kick-off Meeting	June 20, 2019
Public Information Meeting	November 2020
Public Hearing	December 2021

VIII. Plain Language Initiative

All forms of notification to the public will comply with the Governor’s Plain Language Initiative (Executive Order 0701). This includes letters, advertisements, notices, newsletters, and any other communication meant for public use. The Executive Order requires clear language containing only necessary information presented in a logical sequence. It further calls for short sentences written in the active voice that make it clear who is responsible for what. The Consultant will provide all materials using the Plain Language Initiative guidelines.

APPENDICES

Appendix A:

Elected and Appointed Officials Mailing List

Appendix B:

Mailing List