



**Arizona Department of Transportation
Wellton PARA Study**

Public Involvement Plan
June 2010



Project Description

The Arizona Department of Transportation Multimodal (ADOT) Planning Division (MPD) and Communication and Community Partnerships Division (CCP) are collaboratively working with the Town of Wellton to conduct a transportation study funded by the Planning Assistance for Rural Areas (PARA) program. The study will produce a long-range transportation master plan for the Wellton community and recommend multimodal transportation improvements for 5-, 10-, and 20-year planning horizons. The plan is intended to meet the needs of the Town, have public and elected official support, match project cost with reasonable funding sources, and provide sound implementation priorities.

Public Involvement Goal

The goal of public involvement is to educate stakeholders and the public about the study, provide opportunities for community input, and create a process for building consent in support of the study recommendations.

Public Meetings

Two public meetings will be held at a location to be determined between 4 p.m. and 6 p.m. on dates to be determined. Tentatively public meetings will be scheduled in October 2010 and February 2011.

Purpose

Public Meeting 1 is intended to present information and findings related to existing and future conditions, needs, and deficiencies for public input and review.

Public Meeting 2 is intended to present information and findings related to the plan for improvements for public input and review.

Format

Community members are encouraged to attend the public meetings and participate in shaping their transportation future. Each meeting will begin with opening remarks and introductions by the ADOT PPD Project Manager (PM) followed by a brief presentation given by the technical consultant team. At the conclusion of the presentation, guests will be asked to participate in an interactive session in which they may provide their comments. All formal public meeting activities will be digitally recorded for accurate study documentation. Prior to and following the formal public meeting format, guests will be allowed to discuss study details one-on-one with project team members. Oral comments gathered during one-on-one discussions will not be included in the public meeting summaries.



Notification

Web site notifications will be posted two weeks prior to the public meetings on the ADOT, Town of Wellton, Yuma County, Yuma County Chamber of Commerce, Greater Yuma Economic Corporation, Yuma Sun, other local entity Web sites.

Residential utility bill notifications will be developed in coordination with ADOT and the Town of Wellton and distributed in residential water bills the month prior to the public meetings. The Town of Wellton has approximately 800 homes and 2,000 residents. ADOT will provide the Town's billing department with 1/3 page black and white notifications to be included with the utility bills.

Publicity posters will be developed and distributed two weeks prior to each public meeting. These posters will be printed in color 12" x 18" poster paper. Attached to each poster will be a small notepad, with printed meeting details, in which interested parties can remove a piece of the notepad and take it with as a reminder of the meeting. These posters will be delivered and displayed at the following local community locations:

- Wellton Town Hall
- Wellton Post Office
- Wellton Community Center/Senior Center
- Wellton Library
- Yuma County Public Works Department
- Local restaurants, service stations, and grocery stores
- Wellton RV Parks

Email Notifications will be distributed to a list of stakeholders developed in coordination with this study. These stakeholders will include but are not limited to Federal, regional and local government agencies. Emails will be distributed through the ADOT Communication and Community Partnerships Division's representative, Michele Beggs.

RV Park Outreach will be conducted as the public meetings will fall within the winter visitor season. Notification posters will be distributed to RV park community centers and RV Park managers will be contacted and notified of the public meetings.

Earned Media opportunities will be available through the distribution of media releases. ADOT CCP will distribute three media releases during the study. The first will announce the study and its goals, the second will announce the first public meeting, and the third will announce the second public meeting. These media releases will be distributed to media contacts in and surrounding the Wellton area, including Yuma.



Public Meeting Summaries

Summaries of each public meeting will be produced to document meeting procedures and comments received from the public. Each summary will include a list of participating elected officials and study team members, a brief summary of the presentation given, a summary of questions asked and answers provided, and a complete compilation of comments received from participants. Summaries will be prepared, reviewed, and finalized within two weeks of the date of the meetings for inclusion in the technical documents. Upon completion, the summaries will be posted on the ADOT MPD project Web site for public viewing.

Timeframe of Public Involvement Activities

Public Involvement Activity	Timeframe	Tasks included in Activity
Public Involvement Plan (PIP)	May 2010	<ul style="list-style-type: none">• Draft PIP for review by ADOT MPD PM, ADOT CCP, technical team, Town of Wellton, and Technical Advisory Committee (TAC).• Incorporate comments and finalize PIP.• Provide final PIP to ADOT MPD for inclusion on ADOT Web site.
Stakeholder List	May 2010	<ul style="list-style-type: none">• Develop list of stakeholders for review by ADOT MPD PM, ADOT CCP, technical team, Town of Wellton, and TAC.
Public Meeting 1 Publicity	September 2010	<ul style="list-style-type: none">• Secure the meeting location.• Develop publicity posters to post at local community buildings throughout Wellton and surrounding areas.• Distribute email notification to area distribution list and stakeholders.• Draft media release for distribution by ADOT CCP.• Post public meeting announcement on ADOT, town, local media outlet, and local community Web sites.• Develop notification to be included in city utility bills.• RV Parks will be contacted and notified of public meeting.



Public Involvement Activity	Timeframe	Tasks included in Activity
Public Meeting 1	October 2010	<ul style="list-style-type: none"> • Coordinate all logistics of the public meeting, including room setup, audio/visual equipment, and light refreshments (if needed). • Assist in preparing public meeting presentation, handouts, and displays. • Attend public meeting. • Greet and sign in participants. • Take notes and digitally record the public meeting. • Clean up meeting location and ensure the location is secured.
Public Meeting 1 Summary	November 2010	<ul style="list-style-type: none"> • Compile comments received at public meeting. • Draft Public Meeting Summary 1 for review by ADOT MPD PM, ADOT CCP, technical team, Town of Wellton, and TAC. • Incorporate comments and finalize Public Meeting Summary 1. • Provide Public Meeting Summary 1 to ADOT MPD for inclusion on ADOT Web site.
Public Meeting 2 Publicity	December 2010 /January 2011	<ul style="list-style-type: none"> • Secure the meeting location. • Develop publicity posters to post at local community buildings throughout Wellton and surrounding areas. • Distribute email notification to area distribution list and stakeholders. • Draft media release for distribution by ADOT CCP. • Post public meeting announcement on ADOT, town, local media outlet, and local community Web sites. • Develop notification to be included in city utility bills. • RV Parks will be contacted and notified of public meeting.



Public Involvement Activity	Timeframe	Tasks included in Activity
Public Meeting 2	February 2011	<ul style="list-style-type: none"> • Coordinate all logistics of the public meeting, including room setup, audio/visual equipment, and light refreshments (if needed). • Assist in preparing public meeting presentation, handouts, and displays. • Attend public meeting. • Greet and sign in participants. • Take notes and digitally record the public meeting. • Clean up meeting location and ensure the location is secured.
Public Meeting 2 Summary	February/March 2011	<ul style="list-style-type: none"> • Compile comments received at public meeting. • Draft Public Meeting Summary 2 for review by ADOT MPD PM, ADOT CCP, technical team, Town of Wellton, and TAC. • Incorporate comments and finalize Public Meeting Summary 2. • Provide Public Meeting Summary 2 to ADOT MPD for inclusion on ADOT Web site.



Stakeholders

Name	Organization	Title
Hayes, Melissa	ADEQ	Southwest Arizona Community Liaison
Patane, Paul	ADOT - Yuma District	District Engineer
Klee, Robert	Antelope Union High School	Superintendent
McLaren, Michael	Arizona Department of Public Safety	Sergeant
Anderson, George	Arizona Department of Public Safety	Sergeant
Marlatt, Marvin	Arizona Farm Bureau	President
Knowles, Bill	Arizona Game and Fish	Region IV
Beals, Linda	Arizona State Land Department	Right-of-Way Manager
Uriarte, Josefa	Arizona Western College - East Campus	
Lara, Angie	Bureau of Land Management - Colorado River District	Acting District Manager
McCloskey, Jennifer	Bureau of Reclamation	Yuma Area Office Manager
Curtis, Mike	Glen Curtis, Inc	
Engel, Julie	Greater Yuma Economic Development Corporation	President/CEO
Chessum, James	Greater Yuma Port Authority	Administrator
Backs, Paula	Marine Corps Air Station	Community Planner
Grubaugh, Elston	Mohawk Irrigation and Drainage District	General Manager
Luna, Alfredo	Mohawk Valley School District	Superintendent
Abiles, Pat	Southwest Gas	Yuma District Manager
Lombard, Cheryl	The Nature Conservancy	
Rivera, Mark	Town of Wellton	Fire Department
Titus, Keith	Town of Wellton	Police Department
Deermer, James	Town of Wellton	Mayor
Moser, Emma	Town of Wellton	Vice Mayor
Bejarano, Alejandro	Town of Wellton	Councilmember
McCollough, Cecilia	Town of Wellton	Councilmember
Milam, J. Keith	Town of Wellton	Councilmember
Richmond, Zoe	Union Pacific Railroad	Director of Public Affairs
Fountain, John	US Border Patrol	Coordinator
Johnson, Steve	US Border Patrol	Agent
Babiars, Brian	WACOG	Executive Director
Noel, Laura	Wellton Elementary School District	Superintendent
FitzGerald, Charlene	YMPO	Executive Director
Mellon, Doug	Yuma Area Agriculture Council	President
Melcher, Paul	Yuma County Community Development	
Ogden, Ralph	Yuma County Sheriff's Office	Sheriff