Agency and Stakeholder Involvement Plan

LA 23 New Orleans Gulf Coast Railway Relocation PE/NEPA Project

Jefferson and Plaquemines Parishes, Louisiana
RPC Task LA23RR1
RPC/FRA Grant # FR-RLD-0032-14-01-00

Prepared by:
HDR Engineering, Inc. and The Hawthorne Agency, Inc.

May 2015
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1.0 INTRODUCTION

The Agency and Stakeholder Involvement Plan for the LA 23 New Orleans Gulf Coast (NOGC) Railway Relocation PE/NEPA Project will serve as a plan for outreach efforts to stakeholders, agencies, public and elected officials and the general public. The goals of the Agency and Stakeholder Involvement Plan (ASIP) are to engage the public in the decision making process in a meaningful and transparent way and to build consensus regarding the development and assessment of project alternatives and recommendations.

Public, agency and stakeholder involvement is an important component of the environmental assessment process. The ASIP will comply with the National Environmental Policy Act (42 USC 4321 et seq, hereinafter NEPA) and the Federal Railroad Administration’s (FRA) regulations on public and agency involvement. The implementing regulations for NEPA, written by the Council on Environmental Quality (CEQ), are applicable to all Federal agencies and are included in 40 CFR Section 1500-1508. FRA’s implementation of CEQ regulations is through the FRA Procedures for Considering Environmental Impacts (Federal Register, Vol. 64, No. 101, May 26, 1999). NEPA requires that appropriate documentation be available to public officials and citizens before decisions are made. Furthermore, the available information disseminated to agencies and individuals should be relevant to the decision to be made at any particular stage of project development and analyses.

The purpose of the Agency and Stakeholder Involvement Plan (ASIP) is to develop and implement a defined process to engage the public, resource agencies, and key stakeholders in accordance with activities required by NEPA and FRA’s public involvement policies.

This section of the ASIP provides a brief description of the proposed LA 23 NOGC Railway Relocation PE/NEPA Project and describes the purpose and details of the ASIP that will be implemented throughout the duration of the project.

1.1 Project Description

The Regional Planning Commission for Jefferson, Orleans, Plaquemines, St. Bernard, St. Tammany and Tangipahoa Parishes (RPC) and the Federal Railroad Administration have entered into a grant agreement to conduct an environmental review and prepare an environmental document for the relocation of the NOGC Railway that serves Jefferson and Plaquemines Parishes in the New Orleans region of Southeast Louisiana. The FRA is the lead Federal agency for the oversight of the environmental process. The anticipated NEPA Class of Action is an environmental assessment (EA), which would lead to a finding of no significant impact (FONSI) if there are no significant impacts associated with the project. The project is to identify a preferred alternative from a range of potential build alternatives that will be developed and evaluated as part of the EA. The no-build alternative will also be evaluated.

Study Area. The boundaries of the study area are the Harvey Canal on the west, the Mississippi River on the north, the Jefferson/Orleans Parish line on the east, and Walker Road on the
south. The portion of the NOGC Railway that is subject to the potential relocation extends from the western side of the Harvey Canal, in Harvey LA, to the near intersection of Louisiana Highway 23 (LA 23)/Belle Chasse Highway and Walker Road in Belle Chasse, LA. In Gretna, the railway corridor parallels LA 18/4th Street and runs down the center of Madison Street, both classified as urban collectors that are located in densely developed neighborhoods populated by residences, schools, and churches. The portion of the railway that runs parallel to LA 23 is similarly developed, and intersects with several major west bank arterials, including US Highway 90 B frontage roads, Terry Parkway, and Behrman Highway (LA 428). The railway crosses two major water bodies on moveable bridges: the Harvey Canal near 4th Street in Harvey and the Gulf Intracoastal Waterway (GIWW) adjacent to LA 23 in Belle Chasse.

Although the study area is protected by levees and flood protection walls, most of the southern portion of the study area is within the 100-year floodplain. The study area is primarily developed for industrial, commercial, and residential uses, but does contain some undeveloped areas. The study area spans the GIWW, a channel used for commercial navigation and transportation of goods. The study area contains other waterways and wetlands. The study area lies within the Mississippi River deltaic plain and the Louisiana Coastal Zone. The Naval Air Station Joint Reserve Base New Orleans (NAS-JRB), a Navy airport with a main runway oriented southwest to northeast, is located in the southern portion of the study area. The proposed action will require Federal Railroad Administration involvement and permits from multiple Federal, state, and local entities.

1.2 Purpose of the Agency and Stakeholder Involvement Plan

The Agency and Stakeholder Involvement Plan serves as guidance for coordinating agency, stakeholder, and public participation throughout the environmental assessment and preliminary engineering (PE) tasks associated with the project.

**Purpose.** The purpose of the ASIP is to develop and implement a detailed process by which agencies, stakeholders, and the general public will be engaged in accordance with activities required by NEPA and FRA’s public involvement policies.

**Public Involvement Goals.** To achieve a meaningful and comprehensive public involvement program, the goals of public involvement are as follows:

- Obtain early input to better identify existing deficiencies, concerns and issues that will aid in the development of the project purpose and need
- Gather insightful and relevant information and input to identify potential relocation build alternatives and preferences
- Inform the public on what the potential relocation build alternatives can accomplish including potential benefits
- Reduce project delays by incorporating concerns and addressing issues throughout the EA process
- Meet Federal, state and local requirements
Key Project Issues. Outreach to stakeholders will help identify key project issues and concerns and will begin early in the assessment. These issues and concerns will be considered throughout the alternatives analysis phase of the project.

Stakeholders. Given the geographic size and composition of the study area, there will be many diverse stakeholders involved in the project. It is essential that the public involvement program identify key stakeholders early on in the project and continually evolve to identify additional stakeholders as the study progresses. The implementation of proactive stakeholder outreach will ensure that all interested parties are aware of the project and have the opportunity to be engaged by inquiring about the project and providing comments. A preliminary list of key stakeholders is shown below.

- General public/residents
- Federal agencies
- State agencies
- Native American Tribes
- Non-governmental organizations
- Jefferson Parish
- Plaquemines Parish
- City of Gretna
- City of Westwego
- Civic organizations
- NOGC Railway
- Union Pacific Railroad
- Transportation agencies
- Business organizations
- Neighborhood associations and church organizations

1.3 Project Team

A graphic displaying the LA 23 New Orleans Gulf Coast Railway Relocation PE/NEPA Project Team is shown in Exhibit 1. FRA must ensure compliance with NEPA and other related laws as part of the preparation of the EA. As the Federal lead agency, FRA’s Office of Program Delivery will oversee the development of the EA and coordinate with other FRA offices appropriately. As the grant applicant, the Regional Planning Commission will also take a leading role in the development of the EA, and lead the public involvement for the project. The RPC will also manage the grant agreement and provide coordination between FRA and the Project Team.

Major components of the environmental assessment and preliminary engineering for the project include:

- Public involvement and stakeholder outreach
- Transportation and traffic engineering
- Alternatives analysis and preparation of the EA
- Conceptual roadway engineering
- Conceptual and rail and bridge engineering

These tasks will be performed by the Project Team led by the prime engineering firm HDR Engineering, Inc. The Project Team also includes Burk-Kleinpeter, Inc.; GCR Inc.; The Hawthorne Agency, Inc.; Earth Search, Inc.; and Leaaf Environmental, LLC.
### 2.0 AGENCY COORDINATION

This section of the ASIP documents the means by which the Project Team will communicate with and receive comment from participating agencies, regional, state, and local interested parties during the EA process. A graphic displaying these agencies and other public involvement participants is shown in Exhibit 2.

#### Exhibit 1. PE/NEPA Team

<table>
<thead>
<tr>
<th>Agency Coordination</th>
<th>Transportation and Traffic Engineering</th>
<th>Alternatives Analysis and Environmental Assessment</th>
<th>Roadway Engineering</th>
<th>Rail/Bridge Engineering</th>
</tr>
</thead>
<tbody>
<tr>
<td>George Coleman (JEA)</td>
<td>Andrew Bollard, PE, PTOE (HDR)</td>
<td>Donna Magiera (HDR) and Paul Wolinsky (HDR)</td>
<td>David Choudry, PE (HDR)</td>
<td>Lillian Bouchard, PE (HDR)</td>
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<td>We last response of men</td>
<td>Movers and Rail Delay Analysis</td>
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<td>Steven Lawton (JEA)</td>
<td>Mark Hoekstra (HDR)</td>
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<td>Julie Hoekstra (HDR)</td>
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<td>Public Involvement</td>
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<td>Genevieve Collinson (JEA)</td>
<td>Andrew Bollard, PE, PTOE (HDR)</td>
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<td>Public Involvement</td>
<td>Transportation/Infrastructure</td>
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<td>Public Involvement</td>
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<td>Genevieve Collinson (JEA)</td>
<td>Leif Thompson, PE (HDR)</td>
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<td>Public Involvement</td>
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</tbody>
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Notes:
1. [1] Short form list of agencies and stakeholders.
2. [2] Associate Director of Project Image for PE/NEPA.
3. [3] Associate Director of Project Image for PE/NEPA.
4. [4] Associate Director of Project Image for PE/NEPA.
5. [5] Associate Director of Project Image for PE/NEPA.
6. [6] Associate Director of Project Image for PE/NEPA.
7. [7] Associate Director of Project Image for PE/NEPA.
8. [8] Associate Director of Project Image for PE/NEPA.
9. [9] Associate Director of Project Image for PE/NEPA.
10. [10] Associate Director of Project Image for PE/NEPA.
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13. [13] Associate Director of Project Image for PE/NEPA.
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15. [15] Associate Director of Project Image for PE/NEPA.
16. [16] Associate Director of Project Image for PE/NEPA.
17. [17] Associate Director of Project Image for PE/NEPA.
18. [18] Associate Director of Project Image for PE/NEPA.
19. [19] Associate Director of Project Image for PE/NEPA.
2.1 Cooperating Agencies

As part of the review, other Federal agencies may have a potential interest in the project and may be invited by the FRA to serve as cooperating agencies. Cooperating agencies are afforded the opportunity to be involved in defining the purpose and need for the project, as well as in determining the range of alternatives to be considered for the project. In addition, they are asked to:

- Provide input on the impact assessment methodologies
- Participate in coordination of meetings and conference calls, as appropriate
- Review and comment on sections of the pre-draft or pre-final EA documents to communicate any concerns

2.2 Project Management Committee

A Project Management Committee (PMC) consisting of local and state officials will be established as an advisory group for the project. Members of the PMC include Jefferson Parish,
Plaquemines Parish, the Louisiana Department of Transportation and Development (LADOTD), the City of Gretna, the NAS-JRB and the NOGC Railway. The NOGC is a subsidiary of the Rio Grande Pacific Corporation.

Input from the Project Management Committee will be solicited at key milestones in the project. Up to six Project Management Committee meetings will be held throughout the project duration at the Regional Planning Commission offices, as shown in Table 1. The purpose of each meeting is also described in the table.

**Table 1. Project Management Committee Meetings and Purpose**

<table>
<thead>
<tr>
<th>PMC Meeting No.</th>
<th>Proposed Meeting Date</th>
<th>Purpose of Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting No. 1</td>
<td>March 17, 2015; Tues</td>
<td>Project Overview, PMC Role, Project Schedule, Data Needs and TSM Alternative</td>
</tr>
<tr>
<td>Meeting No. 2</td>
<td>July 7, 2015; Tues</td>
<td>Purpose and Need, Conceptual Alternatives, Solicitation of Views (SOV), Summary and Alternatives Analysis</td>
</tr>
<tr>
<td>Meeting No. 3</td>
<td>September 1, 2015; Tues</td>
<td>Input on Alternatives Analysis and Refinement of Alternatives</td>
</tr>
<tr>
<td>Meeting No. 4</td>
<td>November 3, 2015; Tues</td>
<td>Alternatives Analysis, Identification and Selection of a Preferred Alternative</td>
</tr>
<tr>
<td>Meeting No. 5</td>
<td>January 5, 2016; Tues</td>
<td>Preliminary Overview of Environmental Assessment (EA) including Benefits, Impacts, Mitigation and Commitments</td>
</tr>
<tr>
<td>Meeting No. 6</td>
<td>TBD</td>
<td>Meeting to present EA results</td>
</tr>
</tbody>
</table>

Exhibit 3 depicts the project schedule and the relationship among key scope of work activities, milestones and public involvement activities. Key interaction points between the PMC and the EA development and decision making process are shown in Exhibit 3. Also shown are the continuous public involvement activities that are planned for the project.
### 2.3 Solicitation of Views

One of the initial public involvement activities for the project during the initial phase is soliciting views about the project scope from Federal, state and local public agencies, key stakeholders and organizations. The expertise of these entities will provide input on the preliminary purpose and need statement as well as assist in identifying possible adverse economic, social, or environmental effects or concerns related to the project. Responses from the SOV will provide valuable information that will be used in the environmental and engineering analyses for the project and to determine the need for permits.

The SOV packet will contain an introductory letter and an overview of the project including its location, preliminary project description, scope and timeline. A project study area map will also be included in the SOV packet. A minimum of 30 days will be given for the receipt of comments.

The SOV mailing list will be developed from statewide and parish SOV lists utilized for recent RPC and LADOTD environmental projects. The PI Team will distribute the SOV to Federal, state and local public agencies, key stakeholders and organizations. FRA will be responsible for distributing the SOV to cooperating agencies, Native American Tribes, and the Section 106 Consulting Parties with assistance from the Project Team.

### 2.4 Agency Scoping Meeting

Scoping is the process by which agencies solicit internal and external input on issues, impacts and potential impacts that will be addressed in an EA as well as the extent to which those issues and impacts will be analyzed in the NEPA document. 40 CFR 1501.7 states that “there shall be
an early and open process for determining the scope of issues to be addressed and for identifying the significant issues related to a proposed action. This process shall be termed scoping.”

As part of the scoping process, Federal, state and local public agencies, key stakeholders and organizations will be invited to an agency scoping meeting to discuss issues related to the project. An agency scoping meeting is tentatively scheduled for June 5, 2015. The purpose of this meeting is to allow for initial interaction and discussion between the Project Team and resource agencies about the project, including key resources that would be addressed in the EA.

2.5 Local Agency and Officials Meetings

Local agency and officials meetings will be held, as needed, to brief individuals associated with government on the project and its current activities. A question and answer period will be provided at each meeting. These meetings will be conducted with agency and elected officials from Jefferson Parish, Plaquemines Parish, the City of Gretna, and the City of Westwego if requested.

3.0 PUBLIC INVOLVEMENT

This section describes the meetings that will be held to involve the public in the planning process.

3.1 Public Meeting

One public meeting is planned to share the project scope and solicit stakeholder and public input on the project’s purpose and need, range of alternatives under study, and key information to be considered by the Project Team in the alternatives analysis process. The public meeting is tentatively scheduled for August 2015, with location to be determined. The public meeting will be held at a well-known, centralized location within the study area. The meeting venue will meet the Americans with Disabilities Act (ADA) accessibility requirements and will be centrally located for easy transit access.

A notice of the public meeting will be published in local newspapers of general circulation. The notice shall be advertised at least 15 days prior to the public meeting date. Requests for special accommodations are to be received within five days of the public meeting date, if such accommodations are needed. Services such as printed materials in Braille or a translator will be provided, upon request.

The meeting format of the public meeting will be an open house with stations set up throughout the meeting venue to present project information. The following informational stations are proposed:

- **Station 1** will consist of a welcome table that will include sign-in sheets and information materials that will be provided to attendees as they enter the meeting venue.
• **Station 2** will include a project PowerPoint presentation with voice-over. Classroom style seating will be provided to attendees. Meeting attendees will be able to view the presentation and gather information regarding the project.

• **Station 3** will be an environmental resources informational station. Environmental and planning staff of the Project Team will be available to informally speak with attendees regarding environmental resources and issues as they view environmental mapping and photo exhibits.

• **Station 4** will be a conceptual engineering station. Engineering and other technical staff of the Project Team will be available to informally speak with attendees as they view mapping related to the alternatives and other engineering features associated with the project.

• **Station 5** will consist of a comment station that will include tables and chairs where meeting attendees will be able to provide their comments. Public comments will be gathered through written and verbal means as described below.

• **Station 6** will be an informational station on "historic properties" (districts, sites, buildings, structures, and objects included in or eligible for the National Register of Historic Places) to address the requirements of Section 106 of the National Historic Preservation Act (NHPA).

The comment period will be 10 days following the public meeting date. Written comments will be accepted throughout the 10-day period via the project webpage at www.norpc.org and by U.S. mail at HDR Engineering, Inc., 1 Galleria Boulevard, Suite 1920, Metairie, LA 70001-7541. At the public meeting, written comments will be accepted via comment drop box and verbal comments will be recorded by a court reporter. All comments will be taken into consideration as part of the development of the alternatives and impact assessment within the Draft EA.

### 3.2 Alternative Outreach Meetings

Alternative outreach meetings will be held as needed with resources agencies and key stakeholders as shown in the organizational chart in Figure 2. The purpose of these meetings will be to gather input and feedback on the project alternatives and to facilitate the EA process.

### 3.3 Informational Meetings

Informational meetings will be held with community leaders and neighborhood organizations upon request to assist in informing stakeholders and the general public about the proposed project and in gathering feedback to facilitate the EA process.

### 4.0 STAKEHOLDER/PUBLIC INVOLVEMENT TOOLS AND STRATEGIES

This ASIP section documents planned stakeholder/public involvement activities, including distributing public information and engaging the public and interested parties throughout the EA process. This section also describes outreach strategies, public comment opportunities, and methods for disseminating project information and receiving input.
As part of the EA process, the Project Team will actively seek stakeholder/public involvement in identifying project-related issues and concerns and in assessing potential environmental impacts and benefits of the proposed build alternatives. Public involvement benefits the project and its stakeholders because the information, viewpoints, and perspectives provided by the public help guide decision-makers through a more meaningful and comprehensive EA process. A two-way communication process model is used to both gather and disseminate information and encourage the public and project stakeholders to provide their input and comments regarding issues/concerns.

The EA outreach protocols, discussed further in this plan, will be used in the public involvement process. Each methodology will be approved by RPC prior to being executed by the PI Team. Discussion on individual tools and strategies follows.

4.1 Research and Development

The PI Team will review community outreach efforts previously undertaken for the project. Reconnaissance will be conducted electronically by the PI Team to identify and/or verify residences, businesses, and neighborhood organizations within the study area to help ensure that all stakeholders and interested parties have an opportunity for inclusion and an option to participate in the EA process. Pertinent information from the field reconnaissance will be entered into the project mailing list.

4.2 Limited English Proficiency

Limited English Proficiency (LEP) is a term used to describe individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. The PI Team will review demographic information to identify likely LEP communities for whom project information would be accessible only if translated into another language. For such populations, public information materials in the needed language will be made available at the public meeting.

4.3 Visual Materials, Handouts and Comment Forms

A variety of visual materials, presentations and displays will be created to educate the public about the project with the goal of securing informed input and feedback in the EA process. This information would include, but is not limited to, project purpose and need, the alternatives to be considered, the project-related environmental and community impacts to be evaluated, and the methodologies to be used in the evaluations.

Materials and presentations will be used at the public meeting and other outreach opportunities. In addition, some of these items may be distributed to readily accessible locations within the project corridor, such as libraries, local government offices, and other public venues. Collateral materials that will be provided for the various public involvement opportunities include:
Agency and Stakeholder Involvement Plan
LA 23 New Orleans Gulf Coast Railway Relocation PE/NEPA Project

- Purpose and Need (draft and final)
- Project overview and fact sheets
- PowerPoint presentations
- Project related mapping - environmental
- Project related mapping - engineering
- Photo exhibits
- Frequently asked questions and answers
- Alternatives analysis documentation
- Alternative preference surveys
- Comment forms and web feedback options

4.4 Print Media

Jefferson and Plaquemines Parishes enjoy a rich media landscape that includes a major daily newspaper, the New Orleans Advocate, and community and ethnic papers targeted to specific populations. The PI Team plans to utilize the New Orleans Advocate, the Times-Picayune, the Plaquemines Gazette, and the Louisiana Weekly, a multi-cultural news medium, to inform, educate, and engage the public about the project, including major milestones and opportunities for public input. The PI Team will utilize both the editorial and advertising functions of the print media in the following ways:

- Post display advertisements, such as advance notice of the public meeting
- Provide press releases and/or media advisories to keep reporters abreast of key project dates and information that could lead to both news and feature story coverage

4.5 Broadcast Media

The PI Team will provide press releases and/or media advisories to local television and radio stations in advance of the public meeting. The information provided may be aired by these stations at their discretion. The PI Team plans to leverage broadcast media to assist in informing stakeholders and the general public about the EA process and opportunities for their input. The PI Team will coordinate interviews with key reporters at major network stations (WWL, WDSU, WVUE, and WGNO) and designated Project Team members, as needed. With regard to radio, the following radio stations that cover Jefferson and Plaquemines Parish with talk and/or news formats will be utilized to capture general market, foreign language, and ethnic audiences:

<table>
<thead>
<tr>
<th>Radio Station</th>
<th>Station Format</th>
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<tbody>
<tr>
<td>KGLA</td>
<td>1540 AM Spanish</td>
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<tr>
<td>WBOK</td>
<td>1230 AM Urban Talk</td>
</tr>
<tr>
<td>WWHO</td>
<td>990 AM News/Talk/Sports</td>
</tr>
<tr>
<td>WRBH</td>
<td>88.3 FM Radio for Blind/Handicapped</td>
</tr>
<tr>
<td>WRNO-FM</td>
<td>99.5 FM Talk</td>
</tr>
<tr>
<td>WWL</td>
<td>870 AM Talk</td>
</tr>
<tr>
<td>WWOZ</td>
<td>90.7 FM Jazz/N.O. Community Music</td>
</tr>
<tr>
<td>WYLD-FM</td>
<td>98.5 FM Urban Adult Contemporary</td>
</tr>
<tr>
<td>WYLD</td>
<td>940 AM Urban Gospel</td>
</tr>
<tr>
<td>WWNO-FM</td>
<td>89.9 FM N.O. Jazz &amp; Heritage</td>
</tr>
<tr>
<td>WEZB</td>
<td>97.1 FM Contemporary</td>
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<tr>
<td>KKNO</td>
<td>750 AM Gospel</td>
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### Radio Station Table

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<td></td>
<td>Mainstream Urban</td>
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<td>WODT</td>
<td>1280 AM</td>
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<td>Gospel</td>
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<td>KKND-FM</td>
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<td>Urban Contemporary</td>
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<td>KMEZ-FM</td>
<td>106.9 FM</td>
</tr>
<tr>
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<td>R&amp;B</td>
</tr>
</tbody>
</table>

### 4.6 Project Webpage

The project webpage at [www.norpc.org](http://www.norpc.org) would serve as an online information resource for the project. The webpage would be located on the RPC website and will be developed by the RPC webmaster. The webpage will feature project content and updated information as it becomes available. The PI Team will provide project-related materials such as public meeting notices, fact sheets, project maps and project contact information to RPC for placement on the webpage.

### 4.7 Project E-mail Account

The prime engineering firm, HDR Engineering, Inc. will maintain a project e-mail account throughout the EA process. Comments may be submitted during comment periods via the project e-mail address proposed as LA23.NOGC@hdrinc.com. Commenters will receive an automatic, system-generated response, acknowledging receipt of the comments. The Project Team will monitor and review all e-mail comments and inquiries and respond within 5 business days, volume permitting.

### 4.8 Project Mailing List

A project mailing list will be established and used to store stakeholder contact information for the distribution of project information and meeting notices. The mailing list will also be used as an e-mail distribution list.

The purpose of maintaining the mailing list is to have an ongoing mechanism for providing project information to all parties who express interest in the proposed project or who have been otherwise identified for inclusion in the mailing list. The PI Team will work with the Project Team to continue to enhance an inclusive and diverse project mailing list. Interested individuals may join the mailing list via e-mail request or at the public meeting or other outreach opportunities. The PI Team shall maintain the project mailing list, incorporating and updating information for all interested parties, including:

- Local residents
- Key stakeholders
- Community groups
- Business and industry associations
- Neighborhood associations
- Local elected officials (state, regional, parish, city)
• Key City and Parish departments
• Federal, state, and local agencies
• Regional groups and organizations

Table 2 summarizes the tools and strategies that will be undertaken for each public involvement opportunity associated with the project.

<table>
<thead>
<tr>
<th>Task No.</th>
<th>Meeting Type</th>
<th>Approximate Date</th>
<th>Meeting Announcements</th>
<th>Meeting Materials</th>
<th>Meeting Records</th>
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<td>Solicitation of Views</td>
<td>5/8/2015</td>
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<td>x</td>
<td>x</td>
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<td>Project Management Committee 2</td>
<td>7/7/2015</td>
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<td>x</td>
<td>x</td>
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<td>9/1/2015</td>
<td>x</td>
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<td>11/9/2015</td>
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<td>Draft EA Distribution</td>
<td>1/2016</td>
<td>x</td>
<td></td>
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</tr>
</tbody>
</table>

5.0 MONITORING AND UPDATING THE AGENCY AND STAKEHOLDER INVOLVEMENT PLAN

The ASIP is a dynamic document that will be modified as necessary throughout the project duration. The RPC and PI Team will meet monthly (in person or via teleconference) to debrief on recent, ongoing and upcoming public involvement activities. These meetings will allow the PI Team to evaluate the effectiveness of the ASIP and to identify areas needing enhancement measures. Key factors that will be considered in the effectiveness of the ASIP include:

- The right individuals and stakeholders are being reached
- The appropriate stakeholder/public involvement tools and strategies are being used
- As new issues are identified through public comment, the appropriate action is taken to evaluate the issues and address the comments
- NEPA procedural documentation requirements are being satisfied

As agency and stakeholder involvement activities occur, including FRA’s outreach to comply with Section 106 requirements and Tribal coordination, those activities will be recorded as part of the project record.