

**Route MM Environmental Impact Statement  
Route 21 to Route 30  
Jefferson County, Missouri**

*Missouri Department of Transportation*



*MoDOT Job No. J6S1051*

**COORDINATION PLAN FOR AGENCY AND PUBLIC INVOLVEMENT**



U.S. Department  
of Transportation

Federal Highway  
Administration

And

Missouri Department of Transportation

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**1.0 PURPOSE OF COORDINATION PLAN..... 3**

**2.0 PROJECT BACKGROUND..... 4**

**3.0 PROJECT COORDINATION ..... 6**

3.1 PROJECT INITIATION ..... 6

3.2 NOTICE OF INTENT ..... 6

3.3 COOPERATING AND PARTICIPATING AGENCIES..... 6

    3.3.1 *Cooperating Agencies*..... 6

    3.3.2 *Participating Agencies* ..... 7

    3.3.3 *Non-Governmental Organizations* ..... 7

    3.3.4 *Section 106 Early Coordination* ..... 7

**4.0 AGENCY COORDINATION..... 8**

4.1 ENVIRONMENTAL STREAMLINING COLLABORATION POINTS..... 10

    4.1.1 *Collaboration Point 1-Preliminary Alternatives, Purpose and Need* 10

    4.1.2 *Collaboration Point 2-Reasonable Alternatives to be Evaluated* ..... 11

    4.1.3 *Collaboration Point 3- Preliminary DEIS Document* ..... 13

    4.1.4 *FEIS*..... 13

**5.0 SCHEDULE..... 14**

**6.0 OPPORTUNITIES FOR PUBLIC INPUT ..... 14**

6.1 BACKGROUND..... 14

6.2 ISSUES..... 15

    6.2.1 *Overcoming Public Perception* ..... 15

    6.2.2 *Commercial and Residential Concerns* ..... 16

    6.2.3 *Limited Shoulders or No Turn Lanes*..... 16

    6.2.4 *Economic Development*..... 16

    6.2.5 *Funding Gaps* ..... 17

    6.2.6 *Election Year* ..... 17

6.3 AUDIENCES..... 17

    6.3.1 *General Public* ..... 17

    6.3.2 *Stakeholders*..... 18

    6.3.3 *Elected Officials*..... 18

6.4 PUBLIC INVOLVEMENT PROGRAM ELEMENTS ..... 18

    6.4.1 *Outreach Tools* ..... 18

    6.4.2 *Public Involvement Activities* ..... 19

    6.4.3 *Communication Activities*..... 20

    6.4.4 *Study Administration*..... 21

6.5 PUBLIC INVOLVEMENT CONCLUSION..... 22

**7.0 REVISION HISTORY ..... 22**

**Appendix**

## 1.0 PURPOSE OF COORDINATION PLAN

This Coordination Plan is intended to define the process by which the Missouri Department of Transportation (MoDOT) will communicate information about the Route MM Environmental Impact Statement (EIS) project to the Lead, Cooperating, Participating and other agencies and to the public. The plan also identifies how input from agencies and the public will be solicited and considered.

Since the Federal Highway Administration (FHWA) is expected to provide funding for this project, FHWA serves as the Lead Federal Agency for the project. MoDOT, as the direct recipient of federal funds for the project, is the joint Lead Agency.

Section 6002 of the Safe, Accountable, Flexible Efficient Transportation Equity Act—A Legacy for Users of 2005 (SAFETEA-LU) requires that the Lead Agencies establish a plan for coordinating public and agency participation and comment during the environmental review process.

This Coordination Plan will:

- Identify the early coordination efforts;
- Identify Cooperating and Participating Agencies to be involved in agency coordination;
- Establish the timing and form for agency involvement in defining the project's purpose and need and study area, the range of alternatives to be investigated, and methodologies, as well as reviewing the preliminary Draft EIS (DEIS);
- Establish the timing and form for public opportunities to be involved in defining the project's purpose and need and study area and the range of alternatives to be investigated, providing input on issues of concern and environmental features, and commenting on the findings presented in the DEIS and the Final EIS (FEIS);
- Describe the communication methods that will be implemented to inform the community about the project.

The Coordination Plan will be updated periodically to reflect any changes to the project schedule and other items that typically require updating during the course of the project.

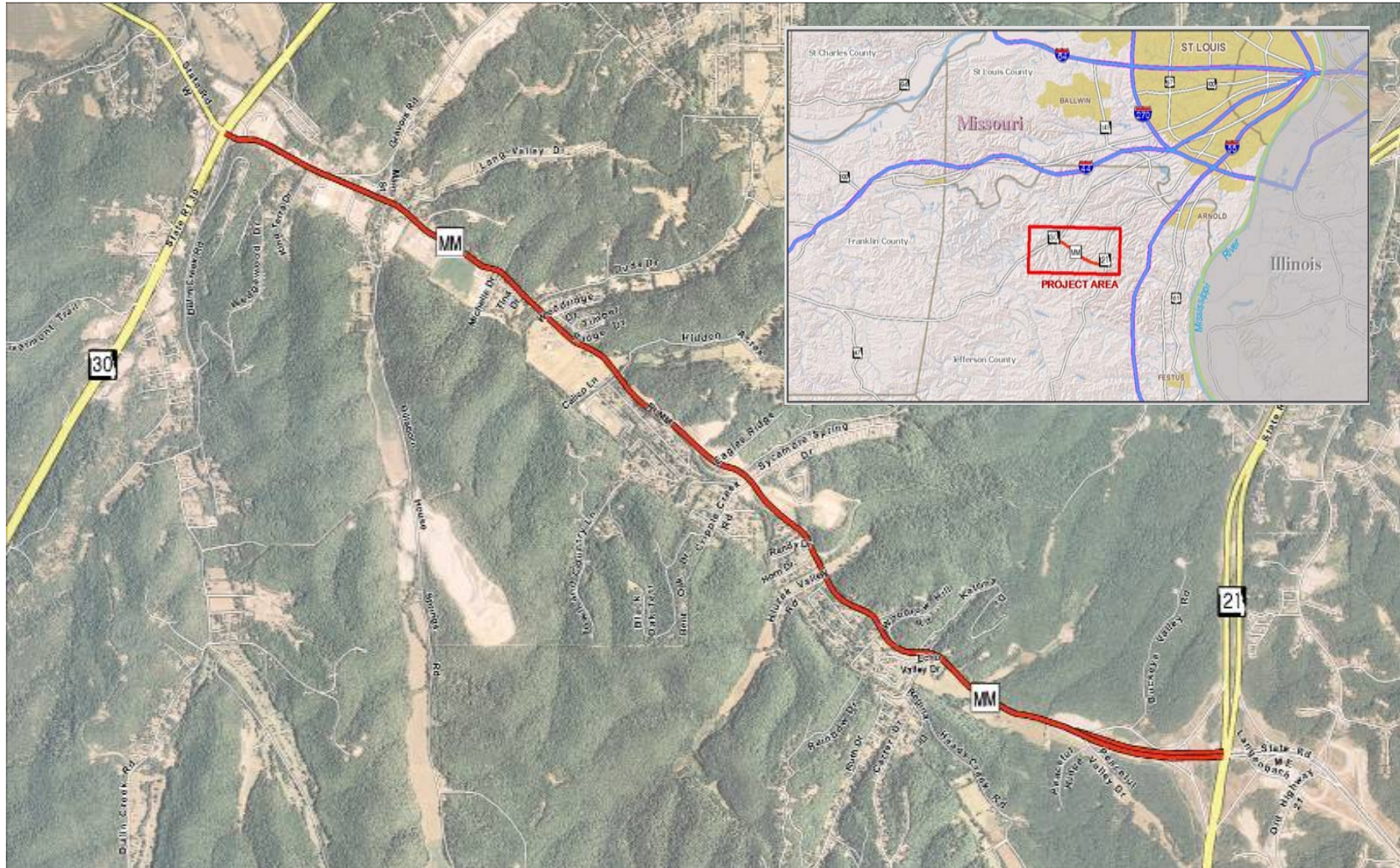
## 2.0 PROJECT BACKGROUND

MoDOT, in cooperation with FHWA, has prepared the following coordination plan as required by SAFETEA-LU 6002 for the proposed Route MM EIS. This proposed corridor improvement project is a four-lane relocation of Route MM between Route 30 and Heads Creek Road in Jefferson County (Figure 1). The proposed project is approximately four miles long.

As a part of this study, a Purpose and Need Statement is being developed and refined based on input from agencies and the public during the initial coordination/scoping period. The goals of the project, as currently defined, are to improve the capacity, reduce congestion, and improve safety in the Route MM corridor. Proposed improvements will take into account the needs of neighboring communities and residents, along with the consideration of the social, environmental, economic, and cultural resource impacts of these improvements.

Route MM was the subject of a Major Transportation Investment Analysis (MTIA) conducted between 1998 and 2002. This EIS will examine the new alignment that was recommended in the MTIA as well as other alternatives. Alternatives to be evaluated are expected to include: (1) no-build; (2) improvements to the existing alignment; (3) new alignments; (4) safety improvements; (5) transportation management options. Ultimately, the selected alternative may include a combination of elements of these options. The alternatives to be investigated in the EIS will be developed/refined based on input from agencies and the public during the initial coordination/scoping period and subsequent agency and public involvement opportunities.

Figure 1. Study Area Map



### 3.0 PROJECT COORDINATION

This section outlines the formal activities to initiate the study definitions of the respective agencies' coordination responsibilities, other organizations involved, and Section 106 early coordination requirements.

Tracking of coordination efforts will be documented in the table in Appendix A. This table will be periodically updated and sent to agencies as part of this planning document.

#### 3.1 PROJECT INITIATION

On November 21, 2007, in conformance with the requirements of SAFETEA-LU, MoDOT formally notified FHWA in writing of its intent to initiate the National Environmental Policy Act (NEPA) EIS process for this project. The initial coordination/scoping process was initiated in order to obtain comments and input from agencies and the public to help determine the purpose and need for the project, alternatives to be evaluated, and the issues that will be examined as part of the EIS process.

#### 3.2 NOTICE OF INTENT

Following the project initiation, FHWA with assistance from MoDOT, prepared a Notice of Intent (NOI) to prepare an EIS, as required by CEQ regulations 40 CFR 1501.7. The NOI was published in the *Federal Register* on December 19, 2007. Notification of the preparation of the EIS along with the announcement of a public scoping meeting was published in project area newspapers.

#### 3.3 COOPERATING AND PARTICIPATING AGENCIES

##### 3.3.1 Cooperating Agencies

Cooperating Agencies are those governmental agencies specifically requested by the Lead Agency to participate during the environmental evaluation process for the project. FHWA's NEPA regulations (23 CFR 771.111(d)) require that those federal agencies with jurisdiction by law (with permitting or land transfer authority) be invited to be Cooperating Agencies for an EIS. A letter of invitation was sent on December 19, 2007 to the U.S. Army Corps of Engineers (USACE). They subsequently agreed to be a Cooperating Agency for this project. According to the provisions of the environmental review process outlined in SAFETEA-LU's Section 139, Cooperating Agencies meet the definition of Participating Agencies.

If new information reveals the need to request another agency to serve as a Cooperating Agency, then MoDOT, in consultation with FHWA, will issue that agency an invitation.

### 3.3.2 Participating Agencies

SAFETEA-LU (Section 6002) created a new category of agencies to participate in the environmental review process for EISs. These are federal and non-federal governmental agencies that may have an interest in the project because of their jurisdictional authority, special expertise and/or statewide interest. These potential Participating Agencies are formally invited to participate in the environmental review of the project. Ten federal, state, and local agencies have been invited by letter (December 19, 2007; January 9, 2008) to be Participating Agencies for this project. Those agencies that accepted the invitation are listed in Table 1.

If, during the project development, new information is obtained that indicates that an agency not previously requested to be a Participating Agency does indeed have authority, jurisdiction, acknowledged expertise, or information relevant to the project, then MoDOT, in consultation with FHWA, will promptly extend an invitation to that agency to be a Participating Agency. MoDOT and FHWA will consider whether this new information affects any previous decisions on the project.

### 3.3.3 Non-Governmental Organizations

These are private organizations to whom the DEIS will be sent. A complete list will be included in the Appendix.

### 3.3.4 Section 106 Early Coordination

The agency official (FHWA) or its designee (in this case, MoDOT) may use its procedures for public involvement under NEPA to satisfy the National Historic Preservation Act (NHPA) or Section 106 requirements for public involvement as well, providing they offer adequate opportunities for public involvement. The NHPA requires the federal agency or its designee to seek the participation and consider the opinions of interested and appropriate parties throughout the Section 106 process including the identification and evaluation of cultural resources potentially affected by the project, the evaluation of project effects to historic resources, and the development of appropriate mitigation plans, as needed. This “involvement” is referred to as “consultation”. MoDOT shall consider the nature of the project and the kinds of historic resources potentially affected

to identify the appropriate individuals, organizations, and entities with whom MoDOT will consult. Because MODOT considers Section 106 requirements early in the NEPA process, compliance with both statutes is coordinated throughout the project.

#### **4.0 AGENCY COORDINATION**

The Participating Agencies for this project have roles and responsibilities that include, but are not limited to:

- Participating in the NEPA process starting at the earliest possible time, especially with regard to the development of the Purpose and Need statement, range of alternatives, and impact methodologies;
- Identifying, as early as practicable, any issues of concern regarding the project's potential environmental, historic preservation, or socioeconomic impacts. Participating Agencies are also allowed to participate in the issue resolution process;
- Providing meaningful and timely input on unresolved issues; and
- Reviewing and providing comment on the preliminary draft of the DEIS.

The Participating Agencies will have defined opportunities for meaningful participation in the decision-making process for the project. Specific opportunities are provided via the agency collaboration points that have been defined for this project. The SAFETEA-LU environmental review process is structured such that the joint Leads will consider agency and public input at the collaboration points in making project decisions (such as purpose and need or range of alternatives) which, once made, are not required to be revised because of comments provided later in the project.

**Table 1. Lead, Cooperating and Participating Agencies**

AGENCY	AGENCY ROLE	CONTACT PERSON/TITLE	PHONE	E-MAIL/Mailing Address
Federal Highway Administration	Lead	Peggy Casey, Environmental Coordinator Engineer	(573) 638-2620	Peggy.Casey@fhway.dot.gov
Missouri Department of Transportation	Co-Lead	Kerri Yap, Project Manager Wesley Stephen Matt Burcham, Environmental Contact	(314) 340-4549 (314) 340-4167 (573) 526-6679	Kerri.Yap@modot.mo.gov Wesley.Stephen@modot.mo.gov Matthew.Burcham@modot.mo.gov
U.S. Army Corps of Engineers	Cooperating	Jaynie Doerr Laurie Farmer	(314) 331-8581	Jaynie.G.Doerr@usace.army.mil
U.S. Environmental Protection Agency	Participating	Kimberly Johnson, P.E., NEPA Reviewer Delia Garcia	(913) 551-7975	Johnson.kim-o@epa.gov
USDA, Natural Resource Conservation Service	Participating	David Skaer, Area Resource Soil Scientist	(636) 789-2441	dave.skaer@mo.usda.gov
Missouri Department of Natural Resources	Participating	Jane Beetem, NEPA Coordinator Judith Deel, State Historic Preservation Office	(573) 522-2401 (573) 751-7862	Jane.Beetem@dnr.mo.gov Judith.Deel@dnr.mo.gov
Missouri Department of Conservation	Participating	Doyle Brown, Policy Coordinator	(573) 522-4115	Doyle.Brown@mdc.mo.gov
Missouri State Emergency Management Agency	Participating	Jason Schneider, Floodplain Management Engineer	(573) 526-9119	Jason.Schneider@sema.dps.mo.gov
Osage Nation	Participating	Dr. Andrea A. Hunter, Tribal Historic Preservation Officer		627 Grandview P.O. Box 779 Pawhuska, OK 74056
East-West Council of Governments	Participating	Jerry Blair, Director of Transportation Planning	(314) 421-4220	Jerry.blair@ewgateway.org
Jefferson County, Missouri	Participating	Chuck Banks, Presiding Commissioner	(636) 797-5404	cbanks@jeffcomo.org
City of Byrnes Mill, Missouri	Participating	Mayor Terry Oberer	(636) 677-7201	
City of Scottsdale, Missouri	Participating	c/o City of Byrnes Mill (Rosalie Bauer)		

## 4.1 ENVIRONMENTAL STREAMLINING COLLABORATION POINTS

SAFETEA-LU incorporates changes aimed at improving and streamlining the environmental process for transportation projects. Lead and Participating Agencies have legal and general governmental obligations to work cooperatively to improve the environmental review process. The roles and responsibilities specified in Section 6002 for Lead Agencies and Participating Agencies form a part of those obligations.

The intent of the Collaboration Points is to set a deadline for agency input in order to move the project study forward. They are not meant to be points where there is total agreement.

The agencies listed in Table 1 will be participating in the Collaboration Points at the following three major milestones in the environmental review process for the Route MM EIS:

- Preliminary Alternatives, Purpose and Need;
- Project Alternative to be evaluated in the DEIS and methodologies for evaluating impacts;
- Adequacy of the preliminary DEIS.

The process for coordination associated with each of the major milestones (Collaboration Points) for this project are discussed below.

### 4.1.1 Collaboration Point 1-Preliminary Alternatives, Purpose and Need

After the project scoping period and internal review and concurrence by FHWA and MoDOT on a draft project Purpose and Need, MoDOT will forward, by email unless otherwise requested, a "Collaboration Point 1 Information Packet" to Participating Agencies. This package will contain the following materials:

- A revised Purpose and Need statement
- A set of maps displaying the preliminary alternatives for agency input on screening
- A revised Coordination Plan
- Description of core objectives of the proposed action, and any secondary objectives
- Explanation of the basis for the project objectives in terms of:

- Relevant federal, state and/or local policies, which may include transportation, economic conditions, land use conditions, and other conditions;
- Relevant data that may include information on transportation conditions, economic conditions, land use conditions, and other conditions;
- Substantive comments from the public and agencies regarding the project's objectives;
- Demonstration of the project's logical termini and independent utility;
- A map detailing the study area.

All collaboration materials will be E-mailed to the Participating Agency contact person unless otherwise specified. The Participating Agencies will be given 30 days from receipt to review and provide a response; a reminder will be given to the agencies 7 days before the end of the review period. MoDOT requests that comments from Participating Agencies during the Collaboration Points be recorded on a project comment tracking form, which will be included in the packet. At the end of the 30-day period, MoDOT will consider agency input. A request can be made for a 15-day time extension. MoDOT will assume support from those agencies who have not responded at the end of the 30-day period. Collaboration Point 1 should include input from the Participating Agencies on:

- The Purpose and Need statement and the study area of the project;
- The Coordination Plan;
- Preliminary range of alternatives to be considered; and
- Environmental features, resources and issues of concern.

Based on the input from the public during the scoping period and the Participating Agencies during this Collaboration Point, MoDOT and FHWA, as joint Lead Agencies, will screen preliminary alternatives and revise, as appropriate, the Purpose and Need statement and Coordination Plan.

#### **4.1.2 Collaboration Point 2-Reasonable Alternatives to be Evaluated**

Based on the output of Collaboration Point 1, as well as the public meeting on Purpose and Need/preliminary alternatives, and preliminary

alternatives analysis conducted during the project development process, MoDOT will forward, by email unless otherwise requested, a "Collaboration Point 2 Information Packet - Reasonable Alternatives to be Evaluated" to Participating Agencies. This information packet may include the following materials.

- Revised Purpose and Need statement and study area
- Results of the preliminary alternatives analysis and environmental screening (based on existing data sources and GIS inventories)
- Description of any other factors, besides Purpose and Need, that will be considered in the screening of alternatives such as cost and environmental factors
- Revised Coordination Plan
- Methodologies to be used to assess impacts and level of detail required in the analysis of each alternative
- A summary of all reasonable alternatives to be evaluated and their anticipated effectiveness in addressing the Purpose and Need of the project as well as a map showing the location of the project alternatives.

The Participating Agencies will be given 30 days from receipt to review and provide a response on the project comment tracking form; a reminder will be given to the agencies 7 days before the end of the review period. At the end of the 30-day period, MoDOT will consider agency input. A request can be made for a 15-day time extension. MoDOT will assume support from those agencies who have not responded by the end of the 30-day period. Collaboration Point 2 should include input from the Participating agencies on:

- Appropriate impact methodologies to be used and the level of detail required to screen to a preferred alternative;
- The alternatives to be carried forward into the DEIS;
- Any revisions to the Purpose and Need statement;
- Any revisions to the Coordination Plan.

Based on the input from the Participating Agencies during this Collaboration Point, MoDOT and FHWA, as joint Lead Agencies, will decide on the range of alternatives after considering input from the Participating Agencies and the public. The joint Lead Agencies will revise,

as appropriate, screening methodologies, the Reasonable Alternatives to be carried forward in the DEIS, the Purpose and Need statement, and the Coordination Plan at this Collaboration Point.

#### **4.1.3 Collaboration Point 3- Preliminary DEIS Document**

Based on the output of Collaboration Point 2 and the subsequent detailed investigation of alternatives and analysis of impacts, MoDOT will prepare a Preliminary DEIS document. Cooperating Agencies will be sent a copy of the Preliminary DEIS for review. MoDOT will inquire of Participating Agencies' interest in reviewing and commenting on the Preliminary DEIS document.

The Participating Agencies reviewing the document will be given 30 days from receipt of the document to provide a response; a reminder will be sent to the agencies 7 days before the end of the review period. At the end of the 30-day period, MoDOT will consider agency input. A request can be made for a 15-day time extension.

Collaboration Point 3 should include input on the adequacy of the Preliminary DEIS. The agencies will be asked to specify whether additional information is needed to fulfill other applicable environmental reviews or consultation requirements. In addition, the Participating Agencies will specify any additional information needed to comment adequately on the Preliminary DEIS analysis of site-specific effects associated with obtaining necessary agency approvals, permits, licenses, or entitlements.

Based on the input from the Participating Agencies during from this Collaboration Point, MoDOT will prepare the DEIS for submittal to FHWA. Based on FHWA's approval of the DEIS for circulation, a public hearing will be conducted in accordance with NEPA requirements and those requirements specified in the project's Public Involvement Plan (see Section 6.0). The DEIS will be made available for a minimum 45-day public and agency review period. Substantive comments will be addressed in the FEIS.

#### **4.1.4 FEIS**

Based on the FHWA's approval of the FEIS, the FEIS will be made available for public and agency review for a minimum of 30 days. This period is the last period during which comments on the environmental evaluation process will be received from the public and agencies. Upon

addressing the substantive comments received in the FEIS comment period, MoDOT and FHWA will prepare a request for a Record of Decision (ROD) indicating the Selected Alternative. FHWA approval of the ROD completes the NEPA process for the project.

## **5.0 SCHEDULE**

The anticipated schedule for the completion of the EIS and issuance of a ROD for this project is shown Appendix B. This schedule will be revised/updated as the project moves forward and new information is revealed that may result in schedule adjustments.

## **6.0 OPPORTUNITIES FOR PUBLIC INPUT**

Planning and conducting a successful public involvement program for a transportation study requires extensive knowledge of the corridor and planning process. It involves a clear understanding of the issues, neighborhoods, key elected officials, and community leaders where the study takes place.

### **6.1 BACKGROUND**

With the MTIA completed, MoDOT is moving forward with the possible realignment and relocation of Route MM by awarding a study management contract for completion of an Environmental Impact Statement (EIS) to HDR Engineering Inc. In accordance with National Environmental Policy Act guidelines, HDR and its team, will be responsible for investigating in detail the economic, social, and environmental effects of proposed alternatives; local government coordination; and public involvement. Vector Communications Corporation will handle the public engagement and communications for HDR.

During the initial year of the approximately 30-month study, the HDR team will conduct a detailed analysis of the study area's existing and future conditions and develop the Purpose and Need Statement outlining the problems to be addressed by the major transportation project as well as the study's goals. Based on these goals, the HDR team will then develop and screen a set of new potential alternatives, along with the recommended alternative from the MTIA. Then, the most feasible alternatives will be selected for more detailed review and evaluation.

During the second year, one alternative will be presented in the Draft Environmental Impact Statement at a public hearing as the preferred alternative. Once substantive public comments are addressed, a Final EIS will be prepared. The study will conclude with Federal Highway Administration issuing a Record of Decision.

Improvements to Route MM will require significant community input and frequent communication among study consultants, MoDOT, and the public. A successful public involvement program will present clear and accurate information about the study and help key stakeholders, residents, business owners, and special interest groups understand both the study and its potential impacts. It will also establish a two-way line of communication between MoDOT and the public in order to answer questions, address concerns, gather input, and ultimately achieve the informed consent necessary to move forward. The goal of the study's public involvement program will be two-fold – to be proactive, rather than reactive, and to develop relationships in the corridor that will foster cooperation not only for this study, but also for future transportation and economic development.

## 6.2 ISSUES

To ensure that the interactions with the public are meaningful, there are several issues that must be addressed by the public involvement program. They are as follows:

### 6.2.1 Overcoming Public Perception

For the past twenty years, residents living in Jefferson County have heard about or participated in transportation studies for Route MM. Comments made during the stakeholder interviews indicated that area residents suffer from “study fatigue” – a condition in which much is said about a community's transportation needs, but little is done to meet those needs. This condition can be addressed with an intensive public information campaign designed to communicate study details, particularly with regard to planning activities. From the start of the environmental study, the management consultants, along with MoDOT officials, will have to convince the public that action is being taken toward major improvements for this corridor. The challenge will be getting citizens to understand that this is the required next step for this project to be considered for federal funding for major improvements.

### 6.2.2 Commercial and Residential Concerns

The community of House Springs consists of a mixture of residential and commercial land uses. The unincorporated community of House Springs is located at the intersection of Route 30 and Route MM. Highway dependent commercial uses, such as restaurants and gas stations, are prevalent along Route MM in House Springs and at the intersection of Route MM and Route 30. However, it is felt that some businesses are relocating due to accessibility and traffic flow issues. There are a few open spaces along portions of Route MM; however, areas outside of House Springs are dominated primarily by residential buildings.

Residential uses, consisting of mobile home/trailer parks and single-family residences, are dominant in the valley and lower slopes adjacent to Route MM. Major non-residential uses in this segment of the corridor include the House Springs Intermediate School and an AmerenUE maintenance facility (Jefferson District) located on Route MM just east of House Springs.

MoDOT and its consultants will share environmental study results with area business owners and residents. In addition, establishing and maintaining an open line of communication between the study team and the public will be necessary in order to minimize the negative impacts on commercial and residential life if Route MM is realigned or relocated.

### 6.2.3 Limited Shoulders or No Turn Lanes

A big concern expressed by all stakeholders centered on the lack of turn lanes and limited or no shoulders. The lane widths vary from 10-12 feet along Route MM. Shoulder widths also vary and in many locations no shoulders are provided for a motorist and emergency vehicles to pull safely off the road. Also, limited or narrow shoulders along these routes do not provide safe places for law enforcement officials to stop motorists disobeying traffic laws. Another identified concern is that school buses pick-up and drop-off students along Route MM in areas with little or no shoulders. School children have been observed walking along the roadway.

### 6.2.4 Economic Development

Another identified concern expressed by many stakeholders centered on economic development or the lack thereof in the House Springs area. Without realigning or relocating this east-west roadway, the thought is that businesses will either relocate or choose not to locate in the area because customers cannot easily access their goods and services.

### **6.2.5 Funding Gaps**

Having completed the Route W-MM MTIA and the first phase of the recommended safety improvements, many area residents and stakeholders will be expecting construction to commence on the entire package of proposed roadway improvements for Route MM. Unfortunately, this will not be the case since at the present time MoDOT only had enough money available for the safety improvements and the environmental study. MoDOT will seek federal funding for the major improvements. In the interim, it will be important for study consultants to explain the study's limitations and manage the public's expectations.

### **6.2.6 Election Year**

In creating and implementing a public involvement program, study consultants and MoDOT must remain mindful that this is an election year and that the area surrounding Route MM will have a new sheriff and state representative. This means that Route MM could become a campaign or platform issue for contenders in the general election. To reduce the risk of public misinformation, study consultants will have to provide the candidates with clear and accurate information about the study and its potential impacts.

## **6.3 AUDIENCES**

The following outlines the audiences to which materials and communications will be targeted:

### **6.3.1 General Public**

The Route MM public involvement program will work to ensure that all citizens who live, work or travel along the corridor are informed about the study and have ample opportunity to provide meaningful input. Engagement activities will include establishing a telephone hotline and web page; conducting open houses and a public hearing; attending community events; maintaining a mailing list; and developing printed materials. Study consultants will also make reasonable use of advertising and initiate proactive media activity to raise general awareness about the study.

### 6.3.2 Stakeholders

While it is important to inform the general public about alternatives for Route MM, it is equally important to inform key local stakeholders about study activities since their interests will be directly affected by the impending roadway improvements. For this reason, study consultants will make presentations to chambers of commerce, neighborhood associations, grassroots organizations, towns, as well as residents and business owners adjacent to the route in order to ensure that these groups have focused opportunities to discuss their concerns and ideas.

### 6.3.3 Elected Officials

Those with jurisdictional authority over communities in the Route MM corridor must be kept in the study communication loop. Several elected officials will be asked to join the study's Community Advisory Group, which is discussed in further detail later in this document. For those county members and other local government leaders who cannot join the advisory group, one-on-one briefings will be arranged to keep them apprised of study plans and activities.

## 6.4 PUBLIC INVOLVEMENT PROGRAM ELEMENTS

The Route MM public involvement program will consist of a series of outreach, public engagement and communications activities. Vector Communications staff has designed the program to be flexible so as to allow for alteration over the study's two and a half-year life span. All program elements will be discussed with MoDOT officials and will be implemented with MoDOT's approval.

### 6.4.1 Outreach Tools

#### Hotline and Correspondences

The Route MM study will not have its own telephone hotline number. Instead, the number listed on all printed materials will be MoDOT's customer service center number. MoDOT customer service representatives will be available to field questions and comments about the study twenty-four hours a day, seven days a week. Vector will provide MoDOT staff with study talking points to share with hotline users and directly follow-up on inquiries that require more detailed study information.

#### Study Database

A general mailing list that includes area residents, key stakeholders, public officials and right-of-way prospects will be maintained in a database and updated in house by Vector staff. The basis for the database is to

maintain a mailing list of area property owners. At presentations and open houses, all interested parties will be encouraged to add their names to the list to receive study updates and invitations. At the end of the study, the database will be delivered to MoDOT in electronic form.

#### Web Page

Throughout the duration of the study, a web page will be established and updated by HDR, Vector Communications, and MoDOT. The Route MM site, which will be part of MoDOT's site, will convey general study information like open house dates and preliminary alternatives and provide a means for obtaining public input. The site has been registered with various search engines to increase awareness of the Route MM study.

### **6.4.2 Public Involvement Activities**

#### Stakeholder Briefings

Twenty-five stakeholder and public official briefings will be conducted over the course of the study. Half of the briefings will be scheduled in the first few months during the study's scoping phase and the remainder will occur at the start of the Draft EIS review phase. Vector staff will schedule and conduct the briefings.

#### Presentations

Throughout the study, Vector staff, along with an environmental consultant, will make presentations to groups of public officials and stakeholders. The presentations, which are in addition to the initial stakeholder briefings, are an additional method to engage citizens who may not attend the public events. Sixteen presentations will be made before city and county councils, community organizations and other special interest groups.

#### Community Advisory Groups

Vector staff will convene a community advisory group made up of key stakeholders along the corridor. This is another avenue for establishing open lines of communication between the study team and the affected publics. This group will:

- Solicit stakeholder input on study design and implementation activities;
- Identify strategies for raising public awareness of the study;
- Disseminate information about the study to business groups, community organizations and other affected publics; and
- Keep the public involvement team informed of public sentiment concerning improvement activities.

During the course of the study, the community advisory group will meet five times. Meeting summaries will be made available to advisory members and MoDOT officials.

#### Open Houses

There will be two open houses during the study. The first event will focus on the study's goals and the existing conditions within the corridor. The other open house will center on the preliminary alternatives.

Advance notice of all open houses will be provided via flyers and/or newsletters, the web site, media stories, and advertisements in Jefferson county newspapers. Vector will make facility arrangements and provide audiovisual equipment, sign-in sheets, handouts, comment forms and other informational materials for the meetings. The study team will prepare meeting exhibits and boards explaining the study's process. Together, Vector and HDR staff will conduct the open house presentations with MoDOT officials participating as necessary.

#### Public Hearings

An environmental public hearing will be held in the study's final year to fulfill MoDOT and National Environmental Policy Act (NEPA) requirements. In accordance with NEPA guidelines, legal notices will be prepared and placed in appropriate publications for public review. Vector will be in charge of all logistics and secure a court reporter to record formally all oral public comments.

### **6.4.3 Communication Activities**

#### Media Relations

Media outlets will generate much of the public awareness around this study. For this reason, study consultants must work to develop a consistent media message. To promote accuracy and consistency, Vector staff will create talking points and a background document to be distributed to all study team leaders and MoDOT officials, including the study manager, resident engineer and public affairs specialist. Although only designated MoDOT personnel will respond to media inquiries, it is important that all team members have these talking points since they will be interacting with the public and reporters will interview people within the corridor.

Before the first public event and at different study milestones, Vector staff will schedule and conduct media briefings with several key media outlets such as the St. Louis Post-Dispatch, the Suburban Journals in Jefferson County, the Leader, and KJFF-AM/1400 Radio. These briefings will

provide reporters and editorial writers with an in-depth review of study details and progress. In addition, Vector will distribute press advisories and coordinate media appearances for MoDOT officials prior to all public events to further increase study visibility and public interest. Members of the Vector team will also prepare and distribute press kits at each of the open houses and public hearings.

#### Printed Materials

Vector will prepare and distribute three study newsletters to area residents, stakeholders, and other interested parties. The first issue will provide background information on the study, discuss the scope of the study, and explain the public involvement process. It will be used as a handout at the winter open houses as well as be mailed to those in the study database, public officials, and people calling the study hotline. The remaining issues will be produced later in the study as the team moves further into the alternatives phases. The newsletters will be posted on the web site.

Newsletters will not be the only collateral materials developed for the route MM improvement study. Event flyers, posters, and advertisements will be produced as part of the study's promotional campaign. This campaign will include a combination of paid advertisements in local print media outlets and posters placed in strategic corridor locations. All printed materials will encourage attendance at the public events and use of the study's web site and hotline. Vector will coordinate the development of these materials and work with MoDOT to identify key messages.

As part of the public involvement program, the study team has created a logo with the study's name – Route MM Environmental Study. The purpose of the logo is to reinforce that MoDOT is moving forward on addressing major improvements to the corridor.

#### **6.4.4 Study Administration**

##### Management and Coordination

Each element of the community involvement program will be coordinated with technical activities. Public involvement and environmental consultants will gather five times a year for team meetings. Key members of the team, from both public engagement and engineering, will work with MoDOT to make important decisions concerning the public involvement program.

Monthly reports will be submitted to MoDOT describing the study's progress. At the end of the study, the findings from these reports will be

summarized and presented as a final report for MoDOT's official records. Periodic client meetings will accompany these reports with MoDOT's Community Relations and engineering representatives.

## 6.5 PUBLIC INVOLVEMENT CONCLUSION

The goal of the Route MM public involvement program is to generate informed consent around the design and development of improvements to the Route MM corridor. The program consists of a variety of public outreach, community engagement and communication activities that will aid the study team in understanding local values, ensuring access to technical and policy information, and gathering public input in study planning. Ultimately, these activities will enable study consultants and MoDOT to establish meaningful relationships with corridor residents and stakeholders that enhance study decision-making, aid in future transportation investments and promote economic development.

## 7.0 REVISION HISTORY

Identify changes to the Coordination Plan. Note: if a schedule was included in the original Coordination Plan and it is the item that requires modification, concurrence on the schedule change is required only if the schedule is being shortened and then only from joint Lead Agencies, not all Participating Agencies.

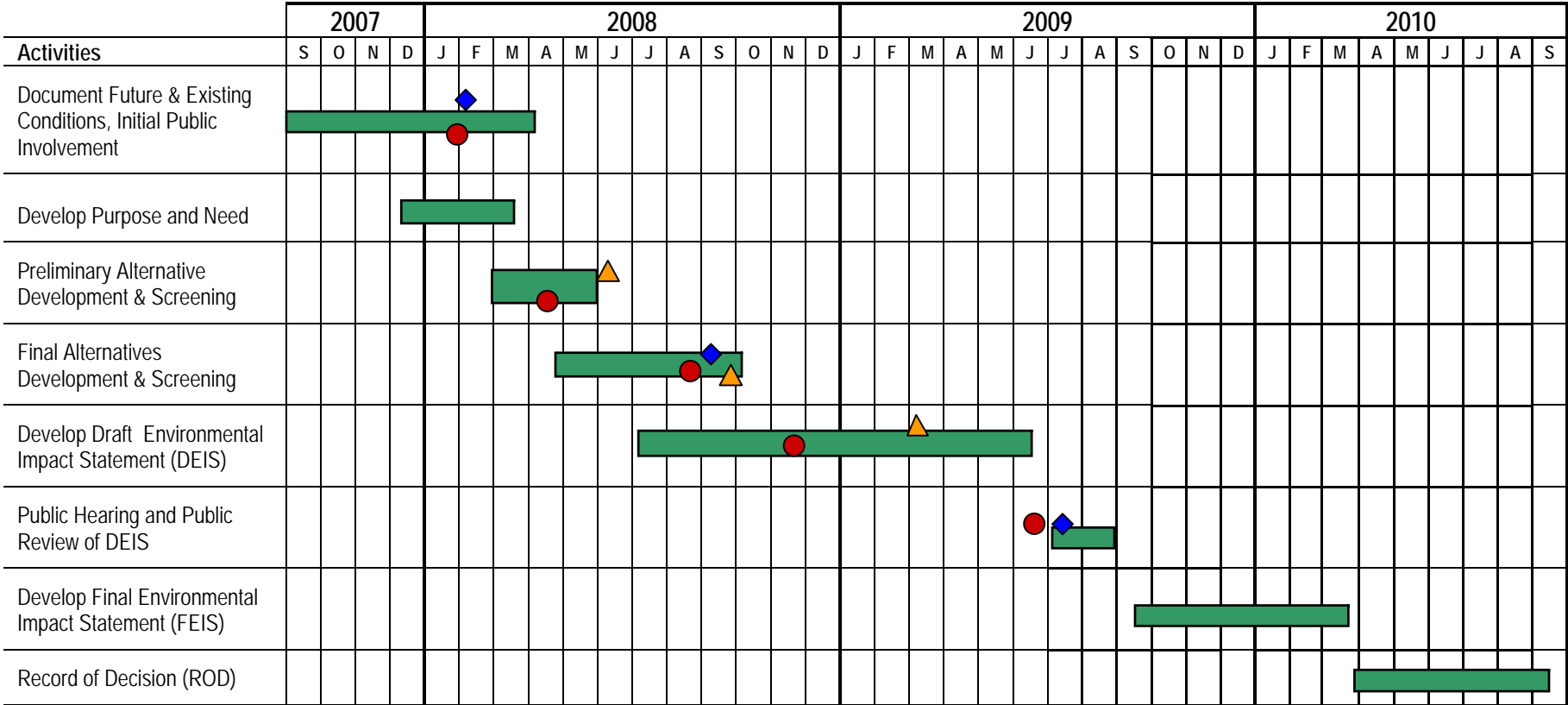
VERSION	DATE	DOCUMENT NAME	REVISION DESCRIPTION AND REASON
No. 2	6/19/08	Name not changed	Updated list of participating agencies, schedule, appendices

# Appendix

APPENDIX A  
COORDINATION TRACKING

<b>Coordination Tracking</b>		
COORDINATION ACTIVITY	AGENCY(IES) RESPONSIBLE	COMPLETION DATE
Project Initiation letter to FHWA	MoDOT	November 21, 2007
Notice of Intent published in the Federal Register	FHWA MoDOT	December 19, 2007
Invitation letter sent to Cooperating and Participating Agencies	MoDOT	December 19, 2007; January 9, 2008
Purpose and Need	FHWA MoDOT	Meeting – May 15, 2008 May – June, 2008
Preliminary Alternatives	FHWA MoDOT Participating Agencies	June 6, 2008
Reasonable Range of Alternatives	FHWA MoDOT Participating Agencies Public	
Socioeconomic and environmental impacts	FHWA MoDOT	
Identify Preferred Alternative	FHWA MoDOT	
Circulation of DEIS	FHWA MoDOT Participating Agencies	
Circulation of FEIS	FHWA MoDOT	
Issue ROD	FHWA MoDOT	
Issue Section 404 Permit	USACE	

APPENDIX B  
STUDY SCHEDULE



- ▲ Agency Collaboration Point
- ◆ Public Meeting – A briefing meeting with Jefferson County Elected Officials will be conducted prior to each public meeting.
- Community Advisory Group Meeting



APPENDIX C  
AGENCY CONTACTS

**Cooperating Agency Points of Contact**

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**Participating Agency Points of Contact**

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USDA - NRCS  
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NEPA Coordinator  
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cc: Judith Deel, Director, State Historic  
Preservation Office (573)751-7862

Doyle Brown  
Policy Coordinator  
Missouri Department of Conservation  
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Jason Schneider  
Floodplain Management Engineer  
State of Missouri Emergency Management  
Agency  
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**Tribes**

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Tribal Historic Preservation Officer  
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**Other Governmental Agencies and  
Officials**

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Director, Transportation Planning  
East West Gateway Council of Governments  
Gateway Tower  
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(314) 421-4220

Chuck Banks  
Jefferson County Presiding Commissioner  
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(636) 797-5404

Mayor Terry Oberer  
City of Byrnes Mill  
127 Osage Executive Circle  
Byrnes Mill, MO 63051  
(636) 677-7727

Town of Scottsdale  
c/o City of Byrnes Mill

**Non-Governmental Organizations**

(none at this time)