



Public Participation Plan

The project team led by PDC Inc. Engineers and under the direction of the Alaska Department of Transportation and Public Facilities will prepare a comprehensive Master Plan Update for the Nome Airport. The final product shall “provide a strategy for the modernization and expansion of the existing airport, and a framework to guide future airport development that will cost-effectively satisfy aviation demand, while considering environmental and socioeconomic impacts.”

The public participation plan sets forth strategies for communicating with the public and other interested parties. It defines the tools, timing and strategies for obtaining public and agency input. The plan presents a range of strategies that may be used during the course of project scoping and development. The project team will use this document to guide the process of conducting the public and agency outreach during development of the Nome Airport Master Plan Update. The plan complies with contract Task 1, Coordination and Public Involvement, Task 1.2, Public Involvement Plan.

The public involvement task is to be undertaken by Brooks and Associates (BA) as a subcontractor to PDC Inc. Engineers (PDC).

Public Involvement Plan Development

To develop this public involvement plan, the project team queried a number of Nome residents. The team sought information on the best methods to use to inform them of project happenings; where they suggested meetings should be held; what groups should be included in our outreach, etc. The team asked for feedback on the proposed public involvement methods to determine their suitability for use in Nome. The team also solicited information on other projects occurring in the Nome area that may affect the public participation.

Public Involvement Goals

The project team set the following goals for public participation for the Nome Airport Master Plan Update.

- Provide timely and accurate information to the public regarding the project through a variety of means. For example: public meetings, advertisements, e-mail, telephone, written correspondence, news articles and Web site frequently-asked-questions posting.
- Acknowledge comments and concerns in the format received and provide feedback on how the input influenced project decisions.
- Share information in a transparent way so that members of the public become familiar with the issues and the team’s response to them.
- Clearly state how, when and where people can be involved in project decision-making.

- Clearly outline the project development process.
- Reach out to include a broad group of stakeholders in project decisions.
- Seek out and engage local government entities in project decisions.

Mailing List

Creating and maintaining a project mailing list is an integral part of public participation. Project mailings will typically be sent to stakeholders using a U.S. Postal Service “all boxholder” mailing label (1600 per postmaster on 8/12/09). Additional flyers will be sent to stakeholders not residing in Nome proper. Local government officials and area state legislators will be included in project mailings.

General Public

Airport leaseholders/tenants
Airport users
Aircraft Owners and Pilots Association (AOPA)
Beringia Museum of Culture & Science
Burchell High School
Business owners
Nome City Field aircraft owners, tenants, users
Norton Sound Health Corporation
Off-road vehicle drivers
Property owners
Residents/businesses adjacent to airport
Trail users

Hotels

Aurora Inn & Stampede Auto
Bering Sea B&B
Chateau de Cape Nome
Dredge #7 Inn
Extra Dry Creek B&B
Mai’s Guest House
Newton Peak B&B
Nugget Inn
Polaris Hotel
Solomon B&B
Sweet Dreams B&B

Transportation Providers

Alaska Airlines
Alaska Cab

Baker Aviation
Bering Air
Bonanza Car Rentals
Budget Car Rentals
Checker Cab
Frontier (Alaska)
Gold Rush Cab
Grant Aviation
Hageland Aviation
Nome Cab
Northwest (codeshare)
Stampede Car Rentals

Tribal Entities

Bering Strait Development Council
Bering Strait Resource Conservation and Development
Bering Straits Foundation
Bering Straits Native Corporation
King Island Native Community
Nome Eskimo Community
Sitnasuak Native Corporation

Government Entities

Anderson, Inc. (refuse collection)
Anvil Mountain Correctional Center
Area legislators and elected officials
Bering Straits Regional Housing Authority
City of Nome, Mayor and Council
Emergency services (police and fire)
Eskimo Walrus Commission
Kawerak, Incorporated

Nome Joint Utility System
Nome Public Schools
Norton Sound Health Corporation
Northwest Arctic Borough, Mayor and
Assembly

Agencies

Alaska Department of Environmental
Conservation
Alaska Department of Fish and Game
Alaska Department of Natural
Resources/Division of Coastal and
Ocean Management
Alaska Department of Natural
Resources/State Parks-State Historic
Preservation Officer
Alaska Department of Transportation
and Public Facilitiesⁱ
Alaska State Troopers
Federal Aviation Administrationⁱⁱ
National Park Service
Transportation Security
Administration and Department of
Homeland Security
U.S. Army Corps of
Engineers/Regulatory
U.S. Coast Guard
U.S. Department of Interior, Bureau of
Land Management
U.S. Fish and Wildlife Service
U.S. Natural Resources Conservation
Service

Special Interest

Carrie McLain Museum
Gold Rush Classic Iron Dog
Snowmachine Race
Iditarod Dog Sled Race
Nome Chamber of Commerce
Nome Convention and Visitors Bureau

Media

Nome Nugget
Radio: KICY-AM/FM and KNOM-
AM/FM
Television: ARCS, KAUC, KYAC

Property Owners

Alaska Gold
Alaska Department of Transportation
& Public Facilities

Utilities

Mukluk Telephone
Company/TelAlaska
GCI
GCI Cable, Inc.

Adjacent Communities

Council
Mary's Igloo
Solomon
Teller

Others will be identified and added to outreach lists as the project develops.

Project Web Site

A Web site will be developed for the project that will include the following content.

Links across top of Web page

Latest News – We would highlight upcoming area events, completion of milestone documents, request for information and thank yous.

Participate – This page will include information on how to become involved in the project, who to contact, upcoming public participation events.

Join Mailing List – This page will include a form that allows Web site viewers a method of joining the project mailing list.

Contact us – This page will include an on-line comment form.

Links down the side of the page

Project Scope – A description of the scope of the Nome Airport Master Plan Update.

Timelines – The schedule for the master plan update.

Publications – All relevant project documents would be posted here, including: public participation plan, draft and final master plan documents, aerial photos of the airport, etc.

Public Input and Project Background – This page would include public involvement meeting summaries, meeting materials, etc.

Useful Links

- DOT&PF
- FAA
- City of Nome
- Bering Straits Native Corporation
- Nome City Schools
- Others

All documents posted to the Web site will be in PDF format for public downloading.

The Web site is a requirement of the prime contract (see task 1.4) and will be maintained for six months following completion of the final airport master plan document. The site will be updated as required.

Public Meetings and Newsletters

The following table describes the main meetings and newsletters identified in the prime contract (Task 1.5). Each meeting will bring the project team to Nome for one or two days, providing time for other meetings with stakeholders such as airport leaseholders and operators, U.S. Postal Services, Nome City Schools, environmental agencies, FAA and others.

Table 1. Public Meetings and Newsletters

Date	Activity
August 26, 2009	Project web site launch
September 3, 2009	Newsletter to bulk mailer for printing and distribution to project stakeholders. Announces project, public meeting on September 9, 2009
September 3, 2009	Display advertisement in <i>Nome Nugget (9/3/09)</i> , <i>Fairbanks Daily News Miner (9/3/09)</i> and <i>Anchorage Daily News (9/3/09)</i>
September 9, 2009	Public meeting #1 to announce the beginning of the airport

Table 1. Public Meetings and Newsletters

Date	Activity
	master plan update process, describe input needed from community, listen to and record input. Prepare meeting summary for Web and project records. As part of the outreach and data collection, we anticipate creating a Web-based survey using SurveyMonkey.™ A link to the survey would be provided on the project Web site, in the newsletter, display ad and any e-mail notice inviting stakeholders to the first meeting.
To be determined	Newsletter announcing availability of draft airport master plan update, invitation to attend 2 nd public meeting.
To be determined	Display advertisement in <i>Nome Nugget</i> , <i>Fairbanks Daily News Miner</i> and <i>Anchorage Daily News</i>
To be determined	Public meeting #2 to review draft airport master plan update, listen to and record input on draft document. Prepare meeting summary for Web and project records.
To be determined	Newsletter announcing findings and availability of final airport master plan update. Describe next steps to maintain and improve the Nome airport.

The team would work with local radio stations to broadcast meeting information prior to and during visits to Nome to encourage discussion and participation.

The meetings will be scheduled to avoid conflicting with dates and times of other meetings. The following table provides a general monthly schedule of activities and provides a planning tool for meetings.

Table 2. General Schedule				
Week	Mon	Tues	Wed	Thurs
1st		Nome Planning Commission, 7 pm		
2nd	Nome Common Council, 7:30 pm	Nome School Board Meeting, 5:30 pm		King Island Native Community IRA, 5:30 pm
3rd		Nome Eskimo Community Nome Joint Utility Systems, 7 pm, City Hall		
4th	Nome Common Council, 7:30 pm	KNOM Elder Voices		

Ongoing Public Participation Activities

BA will complete the following as part of the ongoing public participation:

- Receive, reply to, document and provide project team members with all communications with project stakeholders
- Prepare a comment summary for applicable sections of the master plan update
- Update the project web site as needed
- Respond to request for information

Anticipated Public Participation Issues

The following is a bulleted list of issues that may be encountered while conducting public participation for the Nome Airport Master Plan Update. The italicized text following the issue suggests methods of dealing with the issue.

- Understanding of project development processes.
Airport master plan updates are required by FAA as a condition of receiving federal funding for airport improvements. *This needs to be part of our explanation to the public. It will be important to include how funding works for the Nome airport – how it is prioritized, competition with other regional airports, and how projects are phased.*
- Other area projects.
Other area projects include the hydrology study considering relocation of the Snake River; Nome City Streets dust control; Nome/Council Highway, MP 4-16, etc. *The public will want to know that the airport master plan update team is coordinating with other projects around the airport. Again, this should be part of our presentation to the community. Project managers for other Nome projects will be included on the project mailing list.*

Project Communications

This section spells out the protocols for the project including contacts with the client, public, project team, media, press, elected officials, sub-consultants, and local, state and federal agencies.

- Media Communications
There will be regular communication with the media to keep the public informed throughout each phase of the project, which will allow for continued input and keep everyone informed of project progress.

All requests for information from the media will be forwarded to DOT&PF project manager Richard (RJ) Stumpf to receive direction for handling. Media communications will include press releases, media briefings, telephone interviews and communication with elected officials.

- Telephone Communications
All telephone communications will be documented with copies distributed to the DOT&PF project Manager, PDC project manager and the public participation coordinator. Copies can be provided to other interested team members as appropriate. The original record of the telephone communication shall be located in the PDC office project files.
- Electronic Communications
All electronic communications will be saved as PDF files with copies distributed to the PDC project manager, and the public participation coordinator. Copies can be provided to other interested team members as appropriate. The original record of the electronic communications shall be located in the PDC office project files.
- Communicating with the Public
Following the protocols indicated above, we would respond promptly and in kind to all communication from the public. For instance, if we receive a comment via e-mail, we will respond by e-mail. If we receive a letter, we'll respond by letter. In all cases, the DOT&PF project manager shall be consulted about the response and given an opportunity to review and edit prior to communicating.

Plan Evaluation

Public dialogue is very important to the success of the project. The goals to inform, educate, solicit and respond to input must be monitored to ensure that an appropriate level of input is being received, that we are answering the public's questions, and that we are resolving issues and conflicts. PDC will monitor the public participation effectiveness and revise the plan as necessary.

- Record Keeping
Throughout the project, all incoming and outgoing communications with the public and other project stakeholder will be filed electronically. The documents are coded to indicate how they were received. For example, an e-mail from John Smith on Sept. 23, 2008, would receive a "080923emSmith" file name. For all newsletters or postcard mailers, a snapshot of the ever-changing mailing list is saved with the newsletter file. For each project mailing, we will track how many newsletters, flyers or surveys were mailed or distributed, and how many calls, surveys or comment sheets were returned in the period following the mailing or distribution. The Web site will feature a counter to track the number of hits (the number of times the site has been accessed). The public participation coordinator will discuss the returns with the DOT&PF project manager and PDC project manager and select another tool for involving the public if we feel the feedback is insufficient.
- Communication

Another method for evaluating the public participation plan's effectiveness will be through our conversations with the public, agencies and potentially affected interests. If our plan is effective, we will see these indicators during the process: 1) we will not have to answer the same questions over and over — the public is getting the information and understanding the process; 2) we will be receiving a new level of input — the public will feel an issue is resolved and move on to another; 3) meetings and input will become less contentious; 4) groups polarized on either side of the fence will begin to work through issues among themselves and offer suggestions.

Project Team

- Alaska Department of Transportation Project Manager, Richard (RJ) Stumpf, P.E.; and Regional Planner, Ivet Hall, Design Engineer, Alexa Greene, Northern Area Planner
- Project Manager & Airport Planner, Royce Conlon, P.E., PDC Inc. Engineers
- Airport Engineering, Kenneth Risse, P.E., PDC Inc. Engineers
- Geographic Information Systems, Patrick Cotter, PDC Inc. Engineers; and Peter Hickman, GeoApps, Inc.
- Base Mapping/Land Status Research, Karen Tilton, WH Pacific, Inc.
- Public Involvement, Anne Brooks, P.E., and Rose Cox, Brooks & Associates; and Jan Hazen, Homestead Graphics
- Environmental Lead, Jeff Shannon, PDC Inc. Engineers
- Socioeconomics & Financial Analysis, Mike Fisher, Northern Economics, Inc.
- Cultural Resources, Charles M. Mobley, Charles M. Mobley & Associates
- Biological Assessments, Janet Kidd, Alaska Biological Research, Inc. (ABR, Inc.)

Endnotes

ⁱ Specific individuals to be included on the list for the Alaska Department of Transportation include the following:

Christine Klein, P.E., Deputy Commissioner
Steve Titus, P.E., Regional Director, Northern Region
Gerald Rafson, P.E., Planning Manager, Northern Region
John F. Bennett, ROW Chief, Northern Region
Cindie Little, P.E., Design Group Chief, Northern Region
Becky Iles, Leasing Chief, Northern Region
Larry Smithhisler, Western District Maintenance Manager, Northern Region
Robert Madden, Nome Airport Manager, Northern Region
Ethan Birkholz, Transportation Planner, Northern Region
Ryan Anderson, P.E., Acting Aviation Planner, Northern Region
RJ Stumpf, P.E., Project Manager, Northern Region
Ivet Hall, Design Engineer, Northern Region

ii Specific individuals to be included on the list for the Federal Aviation Administration include the following:

Patricia Oien, Lead Civil Engineer, FAA Alaska Region Airports Division
Matthew Freeman, Northern Region Project Manager, FAA Alaska Region Airports Division
Bruce Greenwood, Environmental Protection Specialist