



Sargent Creek and Russian River Bridges Planning Study

Public Involvement Plan

Kodiak Sargent Creek and Russian River Bridges
Planning Study

Federal Project #0391017

IRIS Program #SFHWY00522



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Acronyms

City	City of Kodiak
DOT&PF	Alaska Department of Transportation and Public Facilities
FHWA	Federal Highway Administration
FONSI	Finding of No Significant Impact
IAP2	International Association for Public Participation
KIB	Kodiak Island Borough
MOA	Memorandum of Agreement
NEPA	National Environmental Policy Act
NHPP	National Highway Performance Program
NGO	Non-governmental organization
PIP	Public Involvement Plan
Study	Kodiak Sargent Creek and Russian River Bridges Planning Study
ROW	Right-of-Way
STIP	Statewide Transportation Improvement Program
AC	Advisory Committee

Introduction

The Sargent Creek and Russian River Bridges Planning Study area is located on the traditional and ancestral lands of the Alutiiq/Sugpiaq people.

Kodiak Island's Rezanof Drive stretches from Fort Abercrombie State Park to Salonie Creek, connecting the City of Kodiak to the Kodiak Airport, U.S. Coast Guard Station, and residential areas in the vicinity of Womens Bay. Key bridges at Sargent Creek and Russian River, near Womens Bay, are more than 45 years old and reaching the end of their useful lives. DOT&PF bridge inspections found that both Sargent Creek Bridge #0989 and Russian River Bridge #0990 have cracks in the concrete girders resulting in a "poor" superstructure rating. Both bridges are narrower than the adjoining Rezanof Drive roadway, in poor condition, and structurally deficient. In 2022, the Kodiak Island Borough (KIB) received Bridge Investment Program grant funds from the U.S. Department of Transportation Federal Highway Administration (FHWA) to address issues at these two locations and identify long-term, sustainable solutions to keep the bridges in good repair long into the future. These bridges are critical for residential, commercial, and industrial access. Loss of these bridges would impact not just the immediate area but also the connectivity south, surrounding neighborhoods, and diverse ownership of land.

The Alaska Department of Transportation and Public Facilities (DOT&PF), working with KIB, launched the Sargent Creek and Russian River Bridges Planning Study (the Study) in 2025. The Study will evaluate hydrological demands and identify potential changes to bridge siting, opportunities for upstream mitigation, and design alternatives through a Planning and Environmental Linkages (PEL) Study report that may be brought forward for additional environmental review through a subsequent National Environmental Policy Act (NEPA) process. In addition to assessing roads and bridges, the Study will assess the surrounding areas to get a more comprehensive picture of relevant safety and environmental concerns, contributing factors, and potential solutions. At the conclusion of the Study, multiple projects with different owners may be recommended. Recommendations could address ideas that have surfaced in prior planning documents such as pedestrian access and tourism opportunities. While DOT&PF may not be involved in the execution of all these ideas, this PEL Study is intended to encompass a broader vision for the area.

The purpose of this Public Involvement Plan (PIP) is to define interested parties and establish outreach strategies and techniques for engaging and informing interested parties throughout the course of the Study.

This PIP satisfies the *Alaska Highway Preconstruction Manual*¹ Section 520.1 requirement for a documented Public Involvement Plan and outlines the Study's approach to and objectives for public and agency engagement throughout the PEL Study.

The Study

Study Description

The Sargent Creek and Russian River Bridges PEL Study has two distinct elements. The first includes hydrologic, geotechnical, and environmental studies to identify current conditions and erosion issues, map wetlands in the Study vicinity and identify potential locations for relocating bridge footings. The second element is the PEL Study

¹ dot.alaska.gov/stwddes/dcsprecon/assets/pdf/preconhwy/preconstruction_all.pdf

itself, in which the Study Team works with interested parties to develop a Purpose and Need Statement, identify PEL Study objectives and goals, and draft a screening process and screening criteria to consider in alternative evaluation, which may include alternative bridge locations and/or upstream channel management and mitigation strategies. Per the FHWA, the PEL process is “designed to incorporate environmental and community values into transportation decisions early in planning and carrying these considerations through project development and delivery” (FHWA, [Environmental Review Toolkit](#)).

The Study will be developed in four phases, and community engagement is key to developing reasonable recommendations that may be advanced to the formal NEPA environmental review process, preliminary design, and construction.

Phase 1: Study Introduction and Data Gathering (Summer 2025 – Early 2026): During the initial phase of the Study the Study Team will collect baseline environmental information (including wetlands mapping, hydraulics, right-of-way and fish and wildlife studies) and begin working with interested parties to inform them about the Study and begin identifying concerns and opportunities within the Study corridor. This information will shape the Study’s proposed purpose and need statement and begin to identify preliminary alternatives that address identified needs and opportunities.

Phase 2: Alternative Identification and Screening (Early 2026 – Fall 2026): With baseline data available, the second phase of the Study will advance potential alternative solutions for a bridge project in accordance with the requirements of a NEPA environmental document. Working with interested parties, the Study Team will detail social, environmental, economic, and other factors influencing any proposed project development, including research into historic and archaeological sites in the Study area. Interested parties will also help identify other potential improvement projects within the Study corridor that could address relevant community concerns but may be the responsibility of parties other than DOT&PF. Multiple potential bridge-specific alternatives will be identified and screening criteria developed to narrow down the range of proposed solutions. Interested parties will be actively engaged throughout this phase, providing input on issues, opportunities, challenges, and alternative solutions.

Phase 3: Draft PEL Study (Late 2026): The third phase of the Study is the development and review of the draft PEL document. Working with interested parties, the Study Team will refine engineering and design alternatives for a bridge project to identify a preferred solution that may be carried forward to NEPA review. Interested parties will be asked to provide comments on the draft document and refined alternatives prior to DOT&PF approval of a recommended solution and subsequent NEPA analysis.

Phase 4: Final PEL Study and Recommendations (Early 2027): We will work to address all the feedback collected in the draft PEL Study outreach, integrate closing thoughts, and deliver a final PEL Study report. The report will include design alternative recommendations that can be used as a launching point for the subsequent projects, including environmental planning, design, and construction.

Background

While Kodiak Island is the second-largest island in the United States, it has only 87 miles of road. Rezanof Drive connects Fort Abercrombie, north of the City of Kodiak, to just beyond Womens Bay, where it connects to the Chiniak Highway at Salonie Creek. Rezanof Drive connects the City with the Kodiak Airport and the U.S. Coast Guard Base, as well as to residential neighborhoods near Womens Bay. It is critical to providing surface connectivity throughout the island's eastern coastal communities.

The two bridges crossing Sargent Creek and the Russian River, were reconstructed in 1980. These channelized rivers, which are also important fish habitat, have shifted over time, flooding and creating new gravel deposits that are causing impacts to the road and nearby properties. Deteriorating conditions caused by the flooding and exacerbated by high tides are a concern for emergency access and have already led to property damage and loss.

In 2022, KIB received funding through the FHWA Bridge Investment Program to address issues at these two locations and identify long-term, sustainable solutions to keep the bridges in good repair. The Study, launched in 2025, includes fieldwork to study hydrology and flood risk, develop mapping, and initiate a PEL Study to identify opportunities to mitigate flood damage as well as potential locations for new bridge structures. The new structures have the potential to include pedestrian and visitor amenities, as Sargent Creek and Russian River are popular bear-viewing locations and may include alternative or supportive infrastructure projects outside DOT&PF ROW, such as levee systems or gravel extractions.

Study Area

The Study area is approximately 9 miles south of the City of Kodiak, near the head of Womens Bay, in the KIB. The bridges crossing Sargent Creek and the Russian River are approximately one-half mile apart, bounded by KIB, Koniag, Inc., and privately owned lands. Approximately 780 people live in the community of Womens Bay. Some of the earliest recorded residents established in the Study area date back 1763. There is also the potential for the presence of archaeological sites relating to earlier indigenous habitation and subsistence practices according to the Alutiiq Museum and Archaeological Repository. While Rezanof Drive is maintained by DOT&PF, roadways connecting to it are maintained by the KIB. Koniag, Inc., the Alaska Native Regional Corporation for the Kodiak Archipelago, which seeks to develop tourism infrastructure on its lands adjacent to the Study area.

The Sargent Creek Bridge Replacement project, located along Rezanof Drive in Kodiak, focuses on the immediate status of the bridge. The main goal is to address the current deficiencies and ensure the safety and functionality of the Sargent Creek Bridge #0989. This project will be supported by a concurrent Planning and Environmental Linkages (PEL) study to determine a longer-term and sustainable solution for the bridge.

State of Alaska Statewide Transportation Improvement Program 2025-2027

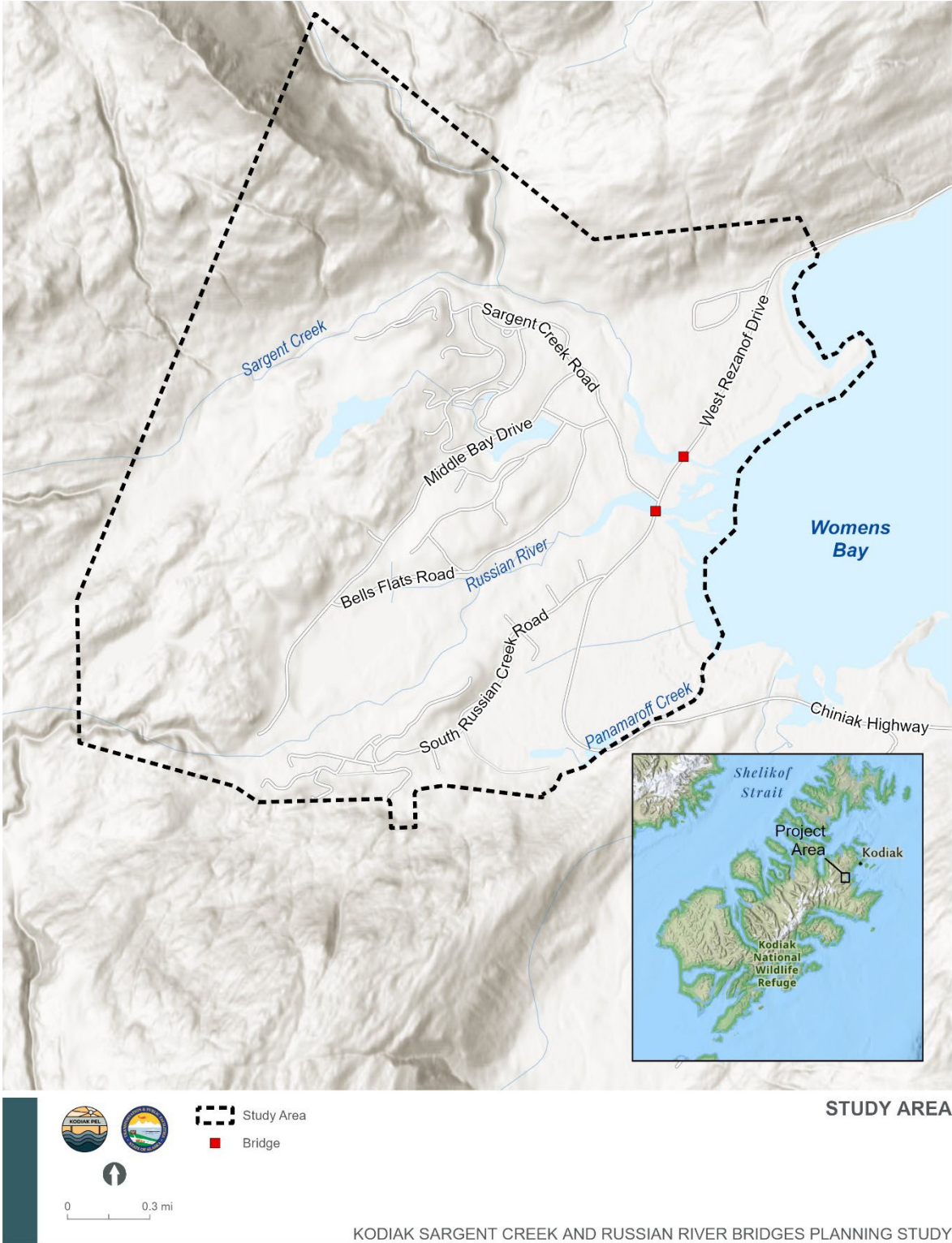


Figure 1 Project Study Area

PEL Process

The PEL process is a continuous, comprehensive approach to transportation decision making that considers environmental, community, and economic goals early in the planning stage to minimize redundancies, promote efficient and cost-effective solutions, and enhance recommended project implementation. The PEL process also

allows decision makers and interested parties to narrow the range of alternatives to be considered and to identify and prepare for issues to be addressed in subsequent NEPA compliance and project design phases.

Public and agency input at milestone stages of a PEL Study are key components in the document’s development. DOT&PF’s PEL process² develops and screens potential alternatives with input from committees, agencies, and the public to narrow down a reasonable range of alternatives to improve road and bridge safety, connectivity, livability, operations, and resiliency in the Study area.

Roles and Responsibilities

DOT&PF

DOT&PF’s mission is to *Keep Alaska Moving*, and its purpose is to provide safe and efficient transportation infrastructure to move people and goods. DOT&PF is responsible for the Study’s environmental review process and grant administration. Additionally, DOT&PF is responsible for Tribal coordination and responding to media inquiries related to the Study. DOT&PF is the owner of the bridge structures and associated right-of-way and will be responsible for ultimate project implementation for bridge structures. Other projects outside the DOT&PF purview may be recommended as part of the PEL Study to address community needs and concerns.

Kodiak Island Borough (KIB)

KIB is the Study sponsor and is the recipient of federal funding for study development. KIB entered into an Memorandum of Agreement (MOA) with the DOT&PF for the completion of the Study.

HDR

HDR is the Study consultant hired by DOT&PF to support the hydrologic investigation and PEL development. HDR is also responsible for working in collaboration with DOT&PF to develop and deliver meaningful community engagement activities to inform and engage community members, agencies, and others in the decision-making process.

Community Engagement Goals

DOT&PF recognizes that the public and interested parties want to be involved in the decisions that affect them and is committed to maintaining continuous engagement through the Study’s development. The goal of the

Responsible Parties

Multiple types of projects and solutions may be identified during the course of the Study, but not all solutions may fall under the responsibility of DOT&PF.

Examples include:

DOT&PF: Bridge structure, location, roadway improvements on Rezanof Drive, pedestrian improvements within DOT&PF right-of-way.

KIB: Improvements to neighborhood roadways, hazard mitigation planning, emergency response planning.

Planning and Environmental Linkages Study

Planning and Environment Linkages (PEL) represents a collaborative and integrated approach to transportation decision-making that 1) considers environmental, community, and economic goals early in the transportation planning process, and 2) uses the information, analysis, and products developed during planning to inform the environmental review process.

[Federal Highway Administration](#)

² DOT&PF’s *Planning and Environmental Linkages (PEL) Guidebook*: www.dot.state.ak.us/stwddes/desenviron/assets/pdf/procedures/pel_guidebook.pdf

Study's community engagement effort is to keep people informed about the Study and provide opportunities for interested parties to share ideas, concerns, and opportunities related to the Study's development.

The goals of this effort are to:

1. Inform the public about the Study and its intent
2. Provide opportunities for meaningful public input on the problems to be solved, needs, opportunities, and issues
3. Share how public input was used to develop and refine the Study's Purpose and Need statement and alternatives

Our Interested Parties

Interested parties have a vested interest in the development of alternatives and solutions. Interested parties for the Sargent Creek and Russian River Bridges Planning Study include, but are not limited to, the following groups:

- Community Members, including residents of Womens Bay
- The Traveling Public, including residents of the City of Kodiak and communities along Kodiak's road system.
- Landowners
- Businessowners
- Tribal Organizations and Alaska Native Corporations
- Elected and Appointed Officials and Governmental Bodies
- Non-governmental Organizations
- State and Federal Agencies
- Media

The purpose of this public involvement plan is to outline strategies and activities to keep these diverse interested parties well informed and encourage active and meaningful engagement during the PEL Study process.

Title VI documentation and reporting

DOT&PF's study communications are designed to meet the requirements of Title VI of the Civil Rights Act of 1964 (Title VI) and Federal Highway Administration (FHWA) Order 6640.23A FHWA Actions to Address Environmental Justice in Minority Populations and Low-Income Populations.

Using U.S. Census data³ the Study Team evaluated demographic information within the broader Study area. According to U.S. Census data, approximately 43 percent of the City of Kodiak's population speaks a language other than English at home, with the majority of those being Asian and Pacific Island languages (36.3%), of which Tagalog is the most prevalent. Approximately 7.7 percent of the population is below the poverty level⁴. The population of Womens Bay, the most immediate community to the Study area, primarily speaks English only at

³ [Data \(census.gov\)](https://www.census.gov)

⁴ [Kodiak city, Alaska - Census Bureau Profile](#)

home, with 6.6 percent of the population speaks primarily Spanish at home. Approximately 13.3 percent of the population of Womens Bay is below the poverty level⁵.

HDR maintains files documenting Title VI compliance:

- Copies of publicity materials
- Sign in sheets
- Translation services provided, as applicable

These materials are available upon request and will be included in the final communication summary report.

Accessibility

All Study public events will be compliant with Americans with Disabilities Act (ADA) requirements and will include reasonable accommodation and offer the opportunity for meaningful participation by people with disabilities. Individuals requiring auxiliary aids, services, and/or other special modifications to participate are asked to notify the Study Team by phone or TDD at least five (5) days prior to when the accommodation is needed.

PIP Implementation

Community engagement activities will correspond with the Study's four main phases: Study Initiation and Data Gathering, Alternatives Development and Screening, PEL Report Development, and Final PEL Study Report Delivery.

Community engagement is particularly important early in the Study when interested parties have the opportunity to confirm the problems to be solved and help identify potential solutions. Throughout the PEL process, outreach activities will focus on awareness building and collaborating with interested parties to understand ideas, needs, and concerns, and showing how their input influenced decisions.

Informational materials, including a Study website, will provide up-to-date information throughout the Study, and comments will be collected and entered into a comment/response tracker. All comments submitted will become part of the Study's administrative record.

PHASE 1: Study Introduction and Data Gathering (Summer 2025 – Early 2026)

Early community engagement is important to establish trust with interested parties while also having them participate in actively identifying issues, environmental and cultural needs, and opportunities as seen from their perspective. This data works with detailed study and technical analysis to help provide the Study Team a comprehensive understanding of potential issues and impacts. Community engagement early in study development also helps identify potential strengths and weaknesses of a broad range of proposed alternatives prior to final decisions on a course of action.

During the Introduction and Data Gathering Phase, the Study Team will raise awareness with the immediate Womens Bay community and key interested parties as well as the broader community of Kodiak, about the Study itself and Study-related activities. The Study Team will meet with an Advisory Committee (AC) and host a public open house, encouraging the public to provide input on community needs, opportunities, potential solutions, and other issues that may affect the local residents, the environment, or the traveling public.

⁵ [Womens Bay CDP, Alaska - Census Bureau Profile](#)

What our interested parties need from us

During the Study’s first phase, interested parties need to have access to study information and the ability to contact the Study Team with questions or concerns. They need to be aware of study activities that may impact them, ideally in advance of those activities taking place. Additionally, interested parties need ways to help the Study Team confirm problems to be solved and have meaningful opportunities to offer ideas for solutions. They need to understand the review process and how it influences future project development.

What we need from our interested parties

The Study Team will seek input on issues, needs, opportunities, and potential solutions. The Study Team benefits from interested party and public insights about the Study area and suggestions on how to mitigate potential impacts from projects that may result from the Study, as well as opportunities to address public needs through the design.

How this input shapes the Study

Comments during the Study Introduction and Data Gathering Phase help refine the Study’s purpose and need statement, identify needs and opportunities, and identify critical issues that may be researched in more detail.

Tools

The Study Team will reach out to the public and the Study’s interested parties during the Introduction and Data Gathering phase drawing from the following tools.

Activity	Audience	Rationale
Up to Two Advisory Committee Meetings (AC)	Representatives of key groups, including agencies, community members, tribal organizations, elected officials, business owners, and NGOs	Meeting 1: initiate Study, introduce the PEL process, and begin initial data-gathering; identify opportunities, issues, and potential solutions to Study area concerns (online) Meeting 2: share results of hydrologic modeling, seek input on proposed screening criteria, follow-up.
Postcard(s)	Community members and other key interested parties	Launch Study, publicize website, seek participation in an electronic survey and/or public meeting.
Up to Two Small Group Meetings	TBD: Tribal organizations, NGOs, others	Work directly with key and/or potentially impacted interested parties to identify and work to mitigate individual/specific issues.
Public Open House	General public, community members	Share general information about the Study and schedule, the Study Team’s understanding of the problem to be solved; seek preliminary input from the public to help refine the problem and advance the proposed solution; refine the Study’s proposed Purpose and Need statement.
Social Media	General public, community members	Introduce the Study and provide information on how to participate in Study activities (for DOT&PF, KIB distribution).

E-blasts and/or Electronic Newsletters	Community members, general public, elected officials, NGOs	Provide Study status updates and encourage outreach to the Study Team.
Paid Advertising	Media, community members	Display ads, provide information on how to participate in Study activities.

PHASE 2: Alternatives Development and Screening (Early 2026 – Fall 2026)

Interested parties input during this phase focuses on feedback on potential alternatives developed as a result of the data gathering efforts. Public and community engagement during the Alternative Development and Screening phase will support adjustments in alternative designs and identify amenities, mitigation measures, and right-of-way impacts. Public comment will help identify and refine potential alternatives screening criteria, which will be used to narrow down the range of possible alternatives.

What our interested parties need from us

Our interested parties need to know what the Study Team is doing “behind the scenes” as it develops and refines alternatives and how alternatives will be screened, as well as have an opportunity to comment on the preliminary designs, and potential impacts from recommended projects. They will benefit from a clear understanding of DOT&PF’s responsibilities as well as how other entities may be responsible for non-bridge-specific solutions.

What we need from our interested parties

The Study Team will benefit from specific, detailed comments and suggestions for changes that can help meet the Study’s purpose and need and that will be used to narrow down the range of possible alternatives.

How this input shapes the Study

Input at this stage helps prioritize evaluation criteria and identify opportunities to refine alignments and mitigate potential impacts.

Tools

The Study Team will reach out to the public and the Study’s interested parties during the Alternative Development and Screening phase using the following tools.

Activity	Audience	Rationale
Up to Two Advisory Committee Meetings (AC)	Representatives of key groups including agencies, community members, tribal organizations, elected officials, business owners, and NGOs	Meeting 3: workshop to seek detailed feedback on the Study’s preliminary range of alternatives and impacts from recommended projects (in person) Meeting 4: share hydrologic, Geotech, and other results; discuss refined screening results (online)
Up to Two small Group Meetings	TBD: Tribal organizations, NGOs, others	Work directly with key and/or potentially impacted interested parties to identify and work to mitigate individual/specific issues.

Electronic Survey	Community members and other key interested parties	Survey about early preliminary alternatives and/or proposed screening criteria.
Public Open House	General public, community members	Share general information about the Study and schedule, preliminary alternatives, and proposed screening criteria.
Social Media	General public, community members	Provide Study updates and information on how to participate in Study activities (for DOT&PF, KIB distribution).
E-blasts and/or Electronic Newsletters	Community members, general public, elected officials, NGOs	Provide Study status updates and encourage outreach to the Study Team.
Agency Coordination Meeting	Agency representatives, elected officials	Identify opportunities, issues, and potential solutions to Study area concerns.
Paid Advertising	Media, community members	Display ads, provide information on how to participate in Study activities.

PHASE 3: Draft PEL Study and Recommendations (Late 2026)

During the Draft PEL Study and Recommendations phase, outreach activities focus on identifying fatal flaws in refined alternatives and sharing how public input has influenced Study recommendations. Following a 30-day public comment period, DOT&PF will identify a preferred alternative at the conclusion of this phase, in the final PEL document.

What our interested parties need from us

During the Draft PEL Study and Recommendations phase, interested parties need to understand how DOT&PF developed reasonable solutions to solve identified problems, how decisions were made, and how public input is reflected in those decisions. They need to understand the Study’s schedule and next steps.

What we need from our interested parties

As the PEL Study is developed, DOT&PF benefits from more specific and substantive comments, including identifying any fatal flaws or other factors that were not reflected earlier in the process.

How this input shapes the Study

Input during this phase is about refinement and focuses on the details. While input will not drastically change the recommended alternative, comments can help identify minor adjustments that improve Study outcomes. It can also streamline future environmental review processes and minimize impacts during construction.

Tools

The Study Team will reach out to the Study’s interested party groups during the Study development phase using the following tools.

Activity	Audience	Rationale
One Advisory Committee (AC)	Representatives of key groups including agencies, community members, tribal organizations,	Meeting 5: Share and seek additional input on refined alternatives. Share and seek comments on draft PEL Study report findings (online)

	elected officials, business owners, and NGOs	
Public Open House/Online Open House	General public, community members	Share general information about the Study and schedule, how alternatives were refined based on screening criteria, and how public input influenced Study decisions; encourage comments during 30-day public comment period.
Social Media	General public, community members	Provide Study updates and information on how to participate in Study activities (for DOT&PF, KIB distribution).
E-blasts and/or electronic newsletters	Community members, general public, elected officials, NGOs	Provide Study status updates and encourage outreach to the Study Team.
Agency Coordination Meeting	Agency representatives, elected officials	Provide Study updates and seek comments on Study recommendations.
Paid Advertising	Media, community members	Legal and display ads with required PEL language, provide information on how to participate in Study activities.

PHASE 4: Final PEL Study and Recommendations (Early 2027)

To finalize the Study we will work to address all the feedback collected in the draft PEL Study, integrate closing thoughts and progress the Study to a final stage and publication. The published Study will include recommendations that can be used as a launching point for the subsequent projects’ environmental planning, design, and construction phases.

What our interested parties need from us

Our interested parties need a final report that clearly lays out the Study’s recommendations, screening results/reasoning behind recommendations, feedback received through the PEL Study, and how it has shaped the alternatives. They need to be informed about how the PEL document may be used in future NEPA review and what next steps could be.

What we need from our interested parties

There is no specific request from interested parties at this stage. The Study will be published as a launching point for future project implementation. Interested parties can review these recommendations and stay connected with related owners to continue participation in the related projects as they progress, including the NEPA, design, and construction process for the bridge-related projects that will be owned and advanced by the DOT&PF.

Tools

The Study Team will publish the final report and recommendations on our project website (KodiakPEL.com) and will be using multiple avenues to announce that it is available to the public.

Activity	Audience	Rationale
Up to One Advisory Committee (AC)	Representatives of key groups including agencies, community members, tribal organizations, elected officials, business owners, and NGOs	Meeting 6: Share final recommendation and next steps
Social Media	General public, community members	Announcement that the final Study is published
E-blasts and/or electronic newsletters	Community Members, general public, elected officials, NGOs	Announcement that the final Study is published

Documentation and Reporting

Comments received on the Study will be collected, saved to the Study files, and collated in a summarized format. Comments will be inserted verbatim into a tracker. All comments received will be included in the Correspondence Log and Community Engagement Report, along with responses, as applicable, to substantive comments. Sensitive information will be redacted as appropriate.

Summary reports will be developed following each public comment period and will be included as an appendix to the Final PI Report.

Evaluation

Evaluation is critical to ensure that public participation goals are met. Throughout the process, the Study Team will track participation efforts. If measures of success are not being met, the Study Team will revise the Communications Plan and update strategies and tools in an effort to better connect with groups and individuals.

Comment Content: The Study Team will assess the level and quality and participation through the volume of comments and feedback while at the same time evaluating the input. For example, if the Study Team is receiving an inordinate number of comments saying, “I like/dislike this study,” the Study Team may need to discuss ways to encourage the public to make more specific, constructive remarks.

Demographics Data Gathering: Mailing list sign-ups, meeting sign-in sheets, comment forms (electronic and hardcopy), and listening posts will request (but not require) the following data:

- Name
- Address
- Community Council
- Ethnicity
- Age
- Gender

The Study Team will use the data to determine where participants live geographically, their ethnicity, gender, and age. This will allow the Study Team to compare the data with general area demographics to identify who we may be missing and where outreach efforts may require evaluation and modification.

Monitor the Media: The Study Team may monitor news articles, letters to the editor, and other published sources to keep a finger on the pulse of public perception of the Study, concerns, and issues. Portable document format (pdf) files of published articles may be posted on the website.

Future updates

This Public Involvement Plan may be amended or updated during the course of the Study.

Appendix A: Outreach Tools

The purpose of this PIP is to define outreach strategies and techniques for engaging and informing interested parties from the Study's launch through delivery of the final PEL Study Report. The Study Team anticipates using the following tools to inform, engage, and educate interested parties on the Study's status.

Administrative Record: The Administrative Record contains the documents that form the basis for selection of a response action as well as the judicial review of any issue regarding the adequacy of a response action. The Administrative Record includes information such as relevant work plans, reports, decision documents, copies of regulations, and copies of press releases and fact sheets.

Advertising: Advertising is typically a paid method of outreach and may include print, radio, or online announcements designed to provide information about a study or plan's status and direct people to additional sources of information such as upcoming public meetings.

Comment tracking: Part of the Administrative Record, a comment-response database tracks comments received by whom, when, using what medium (e-mail, letter, phone call, etc.), and the Study Team's response, if applicable. The database supports strategic messaging, consistency across communication, and preparation of public outreach summaries and PEL Study Reports.

Contact List: The mailing list (or lists) includes a combination of physical and e-mail addresses and expands and changes over time. Individuals, organizations, businesses, and others can be added upon request. Specific uses may include open-house invitations, newsletters, and e-mail alerts. At minimum, the contact list should include key contacts (i.e., community representatives, local officials, etc.). Mailing lists should be updated regularly.

Informational Materials: Informational materials will be issued at key decision points and when new Study information is available. These materials, such as Fact Sheets or Frequently Asked Questions, provide an overview of the Study, and planned next steps.

Survey: Online questionnaire designed to get input from individuals who might not be interested in attending meetings or who might not be inclined to provide location-specific feedback using a different comment tool. Questions can be designed to gauge opinions on issues specific to the Study or Study area.

E-blasts, newsletters, and other Study mailings: Electronic communications, sent via e-mail, offer a regular correspondence opportunity on the Study's progress. Hardcopy versions of the newsletter may be mailed upon request to individuals who do not have e-mail access. An E-blast tends to be shorter and focused on a single or few topics. An E-newsletter may be a bit more robust and cover multiple Study-related topics.

Public meetings, open houses, and comment periods. Public meetings or open houses will be held at key stages in the Study’s development, including during the 30-day public comment phase for the draft environmental document. The intent of the meetings is to inform the public of the Study’s progress, findings, and proposed alternatives and drive substantive public input at each stage of the Study’s development. The goal of the meeting/open house is to facilitate communication between DOT&PF and interested parties. Meetings will be held at the Womens Bay Fire Hall, Kodiak Borough Assembly Chambers, Kodiak Public Library, or other location. Advertisements will likely be placed in the Kodiak Daily Mirror, advertised on KMXT radio, and postcard mailers may be sent to individuals and organizations on the Study mailing list.




Small Group Meetings: Representatives may make presentations to individual groups upon request, or the Study Team may seek out more detailed feedback from specific groups. This allows the Study Team to have a focused exchange of information.

Social Media: Social platforms in which Study information is shared: Facebook, X, Instagram, YouTube, Pinterest, Threads, Bluesky, etc., managed by DOT&PF. Also shared with and through Kodiak Borough.

Advisory Committee: A smaller group of likely no more than 20 key interested parties that act as a local liaison between the Study Team and key decision makers and/or influencers in the community; members may include Tribal, agency, and governmental representatives, as well as NGOs, community leaders, or other individuals with specific knowledge or understanding of issues and opportunities.

Website: A dedicated online site that shares Study updates, Study contact information, and past meeting records.

Approval:

DocuSigned by: 	<u>2/18/2026</u>
Project Manager	Date
DocuSigned by: 	<u>2/24/2026</u>
Regional Reconstruction Engineer	Date
DocuSigned by: 	<u>2/26/2026</u>
Regional Planning Manager	Date