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Subject: Final Meeting Notes from Applicant Meeting 10-05-2022
Date: Wednesday, October 12, 2022 1:58:09 PM
Attachments: [01_Monthly Applicant Meeting_10-05-2022_Final.docx](#)

Team

Attached please find the finalized Meeting Notes from our first Applicant Meeting on 10-5-22.

Nina

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PROJECT: Environmental Assessment for the Extension of the New Orleans & Gulf Coast Railway Company's Mainline in Plaquemines Parish, LA LA222668

FNI PROJECT #: MONTHLY APPLICANT MEETING (#1)

NAME OF MEETING: Nina Reins

RECORDED BY: October 5, 2022 at 11 AM Eastern / 10AM Central

DATE: TEAMS

LOCATION:

ATTENDEES: **Sam Matheny - SM (LA23)** **Liz Grindstaff - LG (FNI)**
bold blue = attendance **Anne Crochet - AC (Taylor Porter)** **Travis Kelly - TK (FNI)**
Kathryn Floyd - KF (Venable) Tom Dixon - TD (FNI)
Jay Johnson - JJ (Venable) **Whitney Broussard - WB (FNI)**
Adam Assenza - AA (STB-OEA) Lisa Vitale - LV (FNI)
Nina Reins - NR (FNI)
Tony Risko - TR (FNI)

The following reflects our understanding of the items discussed during the meeting. Please notify us within five working days if edits are required, otherwise approval is assumed, and notes become final.

1. WELCOME

2. ACTION ITEMS FROM LAST MEETING & UPDATES:

- **Meeting Logistics:** Moving forward a Teams invite will be set up by FNI (NR) for Monthly Applicant Meetings to be held first Wednesday of each month from 10am to 11am Central / 11am-12pm Eastern.
- **Request for Information:** Applicant acknowledged receipt of RI-1 and is working towards compiling the requested data.

3. STAKEHOLDER ENGAGEMENT:

- **Stakeholder List:** OEA and FNI are working on developing a stakeholder list. OEA intends to provide all stakeholders with a project notification letter to inform them of the ongoing process.
- **Section 106:** Section 106 Consultation will be initiated separately once alternatives have been reviewed.

4. STB UPDATE:

- **Coordination with Consultant (FNI):** OEA has shared all received info to date with Consultant (FNI). OEA and FNI are meeting frequently to keep the project moving in alignment with the best-case timeline captured in the workplan.

Workplan Schedule:

Task	Start date	Duration	End date
Develop Purpose and Need Statement	September 2022	30 days	October 2022
Describe Project and Alternatives	October 2022	30 days	November 2022
Agency Consultations	November 2022	180 days	May 2023
Section 106 Agreement Document	November 2022	240 days	July 2023
Prepare Technical Documentation	January 2023	90 days	April 2023
Field Verifications	March 2023	60 days	May 2023
Prepare Draft EA	March 2023	60 days	June 2023

Public and Agency Review	June 2023	30 days	July 2023
Prepare and Submit Final EA	July 2023	30 days	August 2023

5. APPLICANT UPDATE:

- **Field Studies:** Field studies or environmental data collected and/or obtained that could aid the EA development will be share with OEA.
- **Alternatives:** Two (2) main alternatives were evaluated by LA23. Other options were considered during development of the 2 alignments; however, they were dismissed due to a variety of constraints.

6. EA PROGRESS OVERVIEW:

- **Workplan:** Workplan was finalized and submitted to Applicant by OEA.
- **FNI Contracting:** FNI will contact LA23 to finalize contract fee for 3rd Party EA Consulting Services.

7. ACTION ITEMS:

- Applicant Response to RI-1
- Alternatives Development by STB with support from FNI.
- Draft Notification Letter to Stakeholders: FNI to develop draft for STB review.
- FNI to meet with LA23 on fee for contracting.

ACRONYMS:

EA	Environmental Assessment
FNI	Freese and Nichols, Inc.
IR	Information Request
LA	Louisiana
LA23	Louisiana 23 Development Company LLC
MOU	Memorandum of Understanding
OEA	Office of Environmental Analysis
POC	Point of Contact
STB	Surface Transportation Board