

**From:** [Bartlett, Alex](#)  
**To:** [Assenza, Adam](#); [Marks, Justin J.](#); [Mark Coulter](#); [kristine.gilson@dot.gov](mailto:kristine.gilson@dot.gov); [erin.kendle@dot.gov](mailto:erin.kendle@dot.gov)  
**Cc:** [Wolff, Mikenna](#); [Diller, Elizabeth](#)  
**Subject:** Port KC MRT EA Monthly Coordination Meeting Notes 4/7/21  
**Date:** Friday, April 9, 2021 4:41:18 PM  
**Attachments:** [PortKCRail\\_MonthlyMtg\\_Notes\\_20210407.docx](#)

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Hello,

Thanks for your time Wednesday for our first monthly coordination meeting. Attached, please find the call notes and let us know if you'd like anything added or clarified.

We will be sending a regular project update with open action items via email on Tuesday, April 13<sup>th</sup>.

Have a great weekend!



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**From:** Bartlett, Alex  
**Sent:** Tuesday, April 6, 2021 11:36 AM  
**To:** Assenza, Adam <Adam.Assenza@stb.gov>; Marks, Justin J. <jmarks@clarkhill.com>; Mark Coulter <MCoulter@portkc.com>; kristine.gilson@dot.gov  
**Cc:** Wolff, Mikenna <Mikenna.Wolff@icf.com>; Diller, Elizabeth <Elizabeth.Diller@icf.com>  
**Subject:** Port KC MRT EA Monthly Coordination Meeting Agenda 4/7/21

Hello,

Attached is the agenda for our coordination call tomorrow at 2PM EST. We do not intend to share video for these calls but can utilize Teams to share documents live.

Please let us know if you'd like anything added to the list of items on the agenda.

Thanks!



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**Surface Transportation Board  
Port KC Missouri River Terminal Rail Environmental Assessment  
Monthly Meeting (STB/MARAD/Port KC/ICF) Notes  
April 7, 2021**

Meeting Participants

Surface Transportation Board, Office of Environmental Analysis (OEA) – Adam Assenza  
Port KC – Mark Coulter, Justin Marks  
MARAD – Erin Kendle  
ICF – Alex Bartlett, Mikenna Wolff

Consultation Letters

- Initial agency and tribal consultation letters have been drafted and are currently being reviewed by OEA. Once these get distributed, OEA anticipates a 30-day period for initial feedback from agencies and tribes.
  - Port KC indicated that they have had ongoing coordination with some of the agencies on the consultation list.
- OEA would like to identify agency and tribal concurrence points throughout the NEPA process. The intent of the concurrence points is for agencies/tribes to agree on approach and schedule for key milestones of the NEPA process.
  - ICF will review the Work Plan and identify concurrence points. Agencies and tribes to be involved in concurrence will depend on feedback received from initial consultation letters.

Gap Analysis/Information Requests

- ICF and OEA are preparing drafts of Chapters 1 and 2 of the Draft EA. This effort, in addition to any initial comments received from agencies and tribes, will help inform future information requests to Port KC.
- In the meantime, Port KC should post any existing information that may be helpful for the NEPA analyses to the Project SharePoint site.
  - Port KC will check with their technical engineers regarding GIS data for project features.

Site Visit

- The contract initially assumed the Site Visit would be virtual due to Covid restrictions. OEA is still under travel restrictions and will not be able to complete an in-person site visit until these restrictions are lifted.

- Port KC gathered some drone footage of the site on March 25<sup>th</sup> (accessible at <https://vimeo.com/528525991/bdff97a3a5>). OEA, ICF, and MARAD will review this footage before deciding whether an in-person site visit can be waived entirely.
  - MARAD's NEPA requirements require an on-site visit to take place. MARAD will need to schedule an in-person visit to take place in late May.
  - OEA has been conducting virtual site visits for other projects, but Adam will confirm with OEA's General Counsel that there is no legal requirement for an in-person visit.

### SharePoint Access

- The intent is to use the "External\_Documents" library as a space where information can be shared back and forth between Port KC, OEA, and ICF. If information is uploaded to the SharePoint, an email should also be sent out alerting the group that it has been posted.
- If items get emailed to OEA they typically will be made public and be posted to OEA's environmental correspondence database. Port KC will need to make it clear if any information sent over email must remain confidential.

### Other Items

- MARAD will send copies of their MARAD NEPA Guidance documents to the group for review.
  - MARAD can adopt other agency's EAs or prepare their own FONSI for a NEPA effort.
- Port KC does not plan to develop final site plans or final engineering design until procurement of funding is completed. Port KC will provide as much information as possible for NEPA and concurrent permitting efforts.
- Port KC will send names of some additional staff to ICF to include on future monthly meetings.

### Next Steps and Action Items

- OEA/ICF Actions
  - ICF will identify agency and tribal concurrence points from the Work Plan.
  - Adam will confirm with OEA's General Counsel that there is no legal requirement for an in-person site visit.
- Port KC Actions
  - Port KC should post any existing information that may be helpful for the NEPA analyses to the Project SharePoint site. This includes GIS data for project features.
  - Port KC will send names of additional staff to ICF to include on future monthly meetings.
- MARAD Actions
  - MARAD will send copies of their MARAD NEPA Guidance documents to the group for review.