From: Zelasko, Elizabeth (FTA)
To: Marler, Renee (FTA); Rogers, Leslie (FTA); Borinsky, Susan (FTA); Matley, Ted (FTA); Zusman, Nancy-Ellen (FTA); VanWyk, Christopher (FTA); Bausch, Carl (FTA); Sukys, Raymond (FTA); Carranza, Edward (FTA)
Sent: 4/9/2010 9:52:50 AM
Subject: FTA Honolulu Next Steps

Revised from today's meeting. Let me know if there is something that should be revised or added.

Liz

Action	Individual Responsible	Deadline
~~Acquire new alignment map for Attachment 1 of the PA showing the revised area of potential effect.~~ Determined that this was not appropriate at this time. First will distribute the PA using the current Attachment 1.	~~Ted Matley~~	~~Monday, April 12, 2010~~
Prepare cover letter, finalize the Programmatic Agreement for signature, FTA sign and circulate to ACHP, SHPD, and the City for signature. · The cover letter should acknowledge the alignment shift, describe what is known so far about the properties now included in the APE, and that FTA intends to go through the process outlined in the PA in handling the alignment tweak. · Final PA needs to incorporate edits suggested by the City of Honolulu and by the ACHP. Latest version of the PA is still the file that Liz Zelasko sent out on Wednesday, April 7th.	Ted Matley	~~Wednesday, April 14, 2010~~ Friday, April 16, 2010
Receive PA signed by all signatories · Once the materials are distributed to the signatories, Carl Bausch will follow up with Charlene Vaughn at the ACHP to encourage their review to go faster.	Ted Matley	Friday, April 30, 2010
Prepare letter to consulting parties and SHPD from FTA with the Area of Potential Effect. · Letter is prepared from consultant. Need to review and send comments back. Want to follow PA process.	Ted Matley/Liz Zelasko	~~Wednesday, April 14, 2010~~ Monday, April 19, 2010

Prepare and sign TCC/TRO-9 memo to file documenting considerations for whether a supplemental environmental document is warranted for alignment shift. Memo needs to describe timeline of receipt of information from the City. Reference anticipated FAA letter.	~~Renee Marler/TCC~~ Carl Bausch, Ray Sukys, Liz Zelasko and Ted Matley and reviewed by TCC. Leslie Rogers will sign the memo to the file.	ASAP Friday, April 16, 2010
In anticipation that City is sending a revised admin FEIS before FTA has made the determination on whether or not to supplement the draft EIS, prepare a letter acknowledging receipt and explaining that FTA is still reviewing the information that the City submitted during the week of April 6th.	Carl Bausch	Soon after receipt of admin FEIS
Notify the City and County of Honolulu Parks and Recreation Department that a de minimis impact concurrence letter is required for Ualena alignment's use of the Ke'ehi Lagoon Beach Park. **[Does FTA need to prepare a letter or email for this?]** Discussed with Chris, alignment may be de minimis impact since the project would use less of the park property.	Liz Zelasko works with Chris	Monday, April 19, 2010
Notify administrator on status of environmental review and completion of NEPA schedule	Leslie Rogers	Monday, April 19, 2010
Environmental Document Preparation Next Steps		
Revise front materials of the environmental document and include sentences describing the alignment shift and inviting comment on the shift.		
Review Section 4(f) Section for Resolution of Chris VanWyk's concerns.	Liz Zelasko/Megan Blum/Region 9	
Review document for proper incorporation of revised alignment into impact analyses.	Region 9/ Liz Zelasko	
Legal sufficiency review	Renee Marler	Renee will start review with previously submitted comments and responses on the Draft EIS on Monday, April 19th.
Review comments and responses. Renee to send out list of comment letters.	Region 9/TCC/TPE	
Prepare cover letter for circulation of environmental document.	Ted Matley	
Confirm LPA		

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