

MINUTES

Willow Creek Tributaries MDP

Progress Meeting

Virtual | October 23, 2024 | 2:00PM

Attendees:

MHFD – Jen Winters

SEMSWA – Jon Nelson

Douglas County – Brad Robenstein

Lone Tree – Duncan Rady

ICON – Craig Jacobson, James Duvall, Jackson Winterrowd

1. Report Section 5 Feedback

- a. Alternatives and Recommended Plan Report Comments
 - i. General Feedback
 1. The project team noted that the report is well written and generally serves the purpose of the MDP intent through the recommended plan.
 - ii. MHFD
 1. ICON received comments from MHFD on 10/18/2024. Most of the comments were regarding report content and formatting.
 2. There was a comment received about potentially changing the name of the “Adaptive Stream Management” reaches because it is confusing with the Adaptive Management Dashboard and is a term that can mean different things. ICON will change the terminology to “Vegetation and Debris Management” to be more clearly defined.
 3. There was also a comment to aggregate the recommended plan scores into one table for a summary reference. ICON suggested that projects in the same category can be compared against each other as to not try to compare unlike projects on the same rubric. This will play into the next phase of the MDP with the project prioritization (see more in section 2ii below).
 - iii. SEMSWA
 1. ICON received comments from SEMSWA on 10/23/24. ICON will review the comments and schedule a meeting with the reviewers if necessary.
 - iv. Cost Estimates
 1. ICON inquired about any initial gut feelings of the recommended plan project costs from the project team. The project team thought that the cost estimates looked reasonable at our level of design. Jon reminded the group that these cost estimates are for planning purposes and shouldn't be taken as a firm projection of project costs. ICON will include language in the next iteration of the report about cost estimates outside of the SEMSWA limits since the AMD didn't cover Douglas County.

2. Next Steps

- a. Progress the MDP Recommended Plan
 - i. Address comments from the project team
 1. There may be some outstanding comments from Tiffany (SEMSWA), Candice (MHFD), and Melissa (SSPRD). ICON will review the additional comments as they come in and will reach out with any questions.
 - ii. Prioritization
 1. The next phase of the MDP will include project prioritization and a breakdown of jurisdictional funding.



2. ICON will provide lists of the recommended plan projects ranked by priority to the project team for review when available.
- iii. Project Scale Splash Sheets
 1. For the stream projects that are the highest priority, a separate splash page will be included in an Appendix with additional detail about the project reach. Additional details will include a blown-up map view, cost estimate breakdown, and information on the problem points along the reach.
 2. Project splash sheets will not include any flooding (culvert) or water quality projects because these projects have more clarity on the proposed project which leaves little uncertainty on the estimated project cost and scope.
- iv. Conceptual designs
 1. The team agreed that 10-15% conceptual designs for West Spring Creek, Acres Green, and Altair Park are out of scope for the purposes of this MDP. Additional details will be provided for these reaches in the project scale splash sheets because they are going to be high priority stream reaches.
- b. FHAD comments
 - i. ICON is meeting with MHFD in the next week or two to discuss the Step 4 FHAD submittal comments.
- c. StoryMap
 - i. MHFD noted that the StoryMap will go offline after the MDP data is in confluence. It will be used as a tool for the project team's review and public outreach. ICON will continue to update the StoryMap for all phases of the MDP. Confluence deliverables will come later.
- d. Public outreach
 - i. ICON will continue to update the project website and StoryMap as a form of project outreach in place of a second public meeting.

3. Schedule

- a. FHAD
 - i. The schedule will be determined based on the results of the meeting with MHFD on the FHAD comments.
- b. MDP
 - i. By the end of 2024 or the beginning of 2025 for MDP re-submittal still seems obtainable and should be the goal for submitting the MDP report.
 - ii. Jen mentioned that if the FHAD takes longer, there is no problem with separating the FHAD and MDP from each other.

4. Action Items

- a. ICON
 - i. Look out for outstanding MDP draft report comments as they come in.
 - ii. Incorporate feedback from the project team into the MDP report.
 - iii. Progress the recommended plan with project prioritization, a jurisdictional funding breakdown, and StoryMap.

- END OF MEETING MINUTES -

To the best of my knowledge, these minutes are a factual account of the business conducted, the discussions that took place, and the decisions that were reached at the subject meeting. Please direct any exceptions to these minutes in writing to the undersigned within ten (10) days of the issue date appearing herein. Failure to do so will constitute acceptance of these minutes as statements of fact in which you concur.

Minutes prepared by: Jackson Winterrowd | 10/24/2024
ICON Engineering Inc