

MEETING MINUTES

Willow Creek Tributaries MDP

Progress Meeting

Virtual | July 31, 2024 | 2:00PM

Attendees:

MHFD – Jen Winters

SEMSWA – Jon Nelson, Jessica Traynor

Douglas County – Brad Robenstein

ICON – Craig Jacobson, James Duvall, Jackson Winterrowd

1. Alternatives Development

- a. ICON is progressing the methodology section and summary alternatives pages for each tributary for Section 5: Alternatives Analysis.
- b. ICON shared the vision for the alternatives section of the StoryMap
 - i. The Storymap zooms to each tributary as the user scrolls through the Alternatives section. Each tributary is accompanied by a short description of the alternatives, a legend, and clickable features for the alternatives with relevant information.
 1. SEMSWA noted that the pond ownership field should reflect private or public ownership instead of the parcel owner. This field should be based on easements not property ownership. ICON will email SEMSWA's GIS team for the easement layer.
 2. SEMSWA also noted that fields with numerical values should have the units included.

2. Recommended Plan

- a. ICON noted that the Recommended Plan will look very similar to the alternatives because there are only a few problem areas that could have different potential solutions. The team discussed the areas that were identified as having multiple solutions or a preferred solution:
 - i. Rundowns
 1. ICON suggested to pair down the number of rundown locations in the recommended plan as to only include 12"-36" outfall sizes.
 2. SEMSWA suggested that we should only include rundowns that are over 18-inch diameter. Additionally, SEMSWA suggested that land use be a factor in pairing down the recommended rundown locations as more developed land uses will provide the most potential for water quality benefit.. ICON will only include rundowns with Commercial land use and medium/large tributary areas as well as Multi-Family land use with a large tributary area.
 - ii. Retrofit of C-470 pond
 1. The alternatives show that the C-470 pond on Spring Creek can be retrofitted for both the WQCV and EURV.
 2. Upstream of the C-470 pond, there are 2 other detention ponds that can be retrofitted and multiple rundown opportunities. Retrofit of the C-470 pond is more cost effective and provides greater water quality benefit than the point source solutions. Therefore, water quality alternatives upstream of the C-470 pond will be removed from the recommended plan.
 - iii. Acres Green Drive
 1. The Acres Green Drive channel within the road median can be restored as a piped/boxed solution, a native channel (potentially paired with adjacent traffic lane removal for additional flow conveyance), or a spot fix solution to address localized infrastructure repairs.



2. ICON will reach out to SSPRD to get their opinions on their goals for this drainageway so that the recommended plan aligns with their vision and needs.
- b. SEMSWA mentioned that costs should only be provided for selected alternatives.
- c. Report and StoryMap
 - i. The recommended plan will be a short text section in the report detailing the selected alternatives along with a map of the entire study depicting the recommended plan.
 - ii. The recommended plan StoryMap section will include an interactive map of the plan.
 - iii. SEMSWA requested that a table be added to the recommended plan to summarize the rubric scoring for each alternative.
 - iv. MHFD noted that ICON should continue to write the report in the E-Plan format instead of the newer tech memo format, as all of the previous report sections follow the E-Plan.

3. Schedule

- a. August Progress Meeting – Cancelled
 - i. The team agreed to cancel the next progress meeting on August 28th. ICON will use the time to finish Section 5 of the MDP report and the StoryMap.
- b. Draft Submittal of the Recommended Plan – Early September
 - i. The team agreed to combine the Alternatives and Recommended Plan deliverables as they will be very similar. This will make for only one review instead of two from the project sponsors.
- c. September Progress Meeting
 - i. This meeting will serve as a comment review session for the Alternatives report submitted in early September.
- d. Public Meeting 2 - Cancelled
 - i. SEMSWA noted that a second public meeting is not necessary because it could potentially confuse the attendees by implying that these alternatives are going to be constructed. SEMSWA also noted the lack of attendance at the last public meeting.
 - ii. MHFD added that they covered the FHAD and MDP outreach requirements at the last public meeting and are agreeable to not having a meeting prior to conceptual design/final plan.
 - iii. ICON could send the report and StoryMap to the 9 attendees of the last public meeting via email and ask if for input. ICON noted that the project website is continually being updated with new project deliverables and meeting records for the public to reference.
- e. Future Steps – October through end of 2024
 - i. ICON is currently scoped through the Conceptual Design phase.
 - ii. The team noted that with the new master plan intent of being more high-level, this master plan may be able to conclude after the Alternatives/Recommended Plan phase. The project sponsors will review the Alternatives report and decide on next steps after their review.

4. Other

- a. Jen Winters noted that the FHAD will be reviewed by Katie Kirsten for any final comments from MHFD.

5. Action Items

- a. ICON
 - i. Reach out to SEMSWA's GIS team for the easement layer to evaluate pond retrofit feasibility.
 - ii. Reach out to Melissa to gauge SSPRD's vision for the Acres Green Drive channel.

- 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 | 08/05/2024
ICON Engineering Inc