

## Meeting Summary

Date of meeting 4/8/2013, 9:30am, by conference call  
 Subject Kersh-Wishkah Flood Levee Project  
 Participants Russ Esses, Ryan Bartelheimer, Henry Brenniman, Vladimir Shepsis, Aaron Porter, Mike Schmidt, Frank Kersh, and Terry Willis  
 Date of issue 4/8/2013  
 From Ryan Bartelheimer

Item	Action
Task 1 – Establish Goals, Design Criteria, and Review Existing Information <ul style="list-style-type: none"> <li>Task 1.1 – Goals and criteria memo previously completed.</li> <li>Task 1.2 – Data review memo submitted to Russ for review.</li> </ul>	<ul style="list-style-type: none"> <li>Finalize data review memo after comments from Russ</li> </ul>
Task 2 – Gather Data and Evaluate Permit Requirements <ul style="list-style-type: none"> <li>Topographic survey – field work is completed and CAD files are under review by the design team. Vladimir mentioned that he didn't find the high water marks in the CAD file, and asked if they were surveyed. Mike said he would follow up to have the points added to the CAD file.</li> <li>Bathymetric survey – task completed.</li> <li>Geotechnical investigation – field work has been completed. Draft boring logs have been generated. Laboratory analyses are done. Geotechnical report is being drafted.</li> <li>Permits – Relevant codes and permit-related documents have been gathered and were reviewed. Terry asked about mitigation options if we propose to put a flap gate on the open-ended culvert that crosses under the intersection of Wishkah and Baretich Roads. Ryan responded that the agencies' first preference is to mitigate for like habitat functions near the habitat impacted. Since we would likely be proposing to restrict water flow, and therefore fish passage, between Wishkah River and areas west of Wishkah Road during flood stage, the preferred mitigation for the culvert modifications would likely involve improving flood refuge habitat close to the project site. Note that other project elements may require other forms of mitigation.</li> </ul>	<ul style="list-style-type: none"> <li>BS&amp;A to follow up on high water mark survey points</li> <li>Geotechnical report in progress</li> <li>Permit table draft due soon</li> </ul>
Task 3 – Engineering and Alternatives Analysis <ul style="list-style-type: none"> <li>Modelling work has been initiated. Datum being used is NAVD '88. Vladimir reported that CHE is on task and would likely be engaging the design team regarding alternatives prior to the modelling work being completed.</li> <li>Alternatives will be developed after Task 2 items are done and modelling of the existing conditions nears completion.</li> </ul>	<ul style="list-style-type: none"> <li>Modelling of existing conditions due by 4/19</li> </ul>
Task 4 – Project Management <ul style="list-style-type: none"> <li>First invoice and accompanying project status report are currently being prepared. Project is within budget.</li> <li>Project is proceeding on schedule.</li> <li>Commissioners have requested that the recurring calls be moved to another day of the week. <b>After discussion by the participants, it was agreed to move the calls to Wednesdays at 9:30am. Ryan agreed to send invitations via Outlook for the new schedule, in addition to including in the meeting summary. The dates will be 4/24, 5/8, 5/22, 6/5, and 6/19.</b></li> </ul>	<ul style="list-style-type: none"> <li>Finalize invoice and accompanying report</li> <li>Send updated call schedule</li> <li>Agenda for next call</li> </ul>