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MEMORANDUM

Date: May 19, 2021
To: Seven County Infrastructure Coalition
From: Michael Hawley, PE; Brian Barton, PE; Daniel Hawley, PE
Subject: **Summary of Work – May 2021 Board Meeting**

We appreciate the opportunity to work closely with the Coalition on so many critical projects in the region.

Seven County Infrastructure Coalition – Uinta Rail Line

1. Phase 12 – Milestone 2 Owner's Representative.
 - ICF contract, scope, fee, and schedule review
 - TPP coordination
 - NRCS coordination and rail mitigation
 - 401 certification coordination
 - Administration letter coordination
 - Meeting and resource coordination
 - USFWS strategy meeting
 - Air quality coordination
 - CIB staff coordination
 - ICF and STB calls and coordination
 - Mitigation coordination and survey
 - Consultant contract and agreement scope, fee, schedule reviews
 - Weekly coordination meetings and agenda preparation.
 - Ongoing GRAMA requests and data gathering.
 - Budget updates and invoice tracking.
 - Project file management.
2. Phase 13 – Strategic Communications
 - Weekly team meeting.
 - Social media tracking and updates
 - Analytics download
 - Update graphic files
 - Public official coordination
 - Monthly stakeholder coordination
 - Meeting with HDR and DWR, BOR, Mitigation Commission, and NRCS
 - Coordination calls with Board and email follow up
 - Board meeting and social media follow up.
 - Website updates

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3. Phase 92 – Phase 2 Mapping Services
 - Resource coordination for Strawberry River survey
 - Cross-section survey of Strawberry River
 - EWP sites survey for mitigation planning for EIS

Seven County Infrastructure Coalition – Program Management & Engineering Services.

1. Phase 30 – General Planning
 - NG coordination and study review
 - Rural Matters booklets preparation
 - Moab to Arizona rail line discussion
 - Air quality talking points discussion
 - Project ranking discussion and updates.
 - Updates to project briefing paper summaries
 - Data updates to web GIS
 - Board meeting planning and prep.
 - Budget coordination with Smuin Rich and Marsing.
2. Phase 33 – Rural Community Diversification Planning
 - Update and coordination call with Colliers and other stakeholders.
3. Phase 35 – Strategic Communications
 - Draft Biden letter preparation
4. Phase 36 – Navajo Mountain Transportation and Water Settlement Planning
 - Navajo Mountain site visit preparation
 - Planning for and attendance at Navajo Mountain site visit
 - Meetings with stakeholders.
 - Black Mesa/Peabody mines water to Piute Mesa scoping.
 - Exhibit preparation
5. Phase 37 – Navajo Water Settlement Planning
 - Scope of work preparation for legislature

