

## MEETING MINUTES

### City of Boulder and University of Colorado Coordination on S. Boulder Creek Flood Mitigation/CU South IGA Next Steps

**Meeting Date:** November 29, 12:30pm-2:00pm

**Location:** Regent Administrative Center, 2055 Regent Drive, Room 302.

These meeting minutes present a summary of items discussed during the November 29, 2017 meeting between the City of Boulder (City) and the University of Colorado (CU) for the South Boulder Creek Regional Detention Preliminary Design Project (Project). This is a summary of the meeting and is not intended to be a verbatim account of what transpired at the meeting. Key discussion items have been grouped based on the meeting agenda.

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**Meeting Objective:** To gain a collective understanding of CU South and S. Boulder Creek Flood Mitigation Project next steps, internal and external communications expectations and decision-making processes.

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#### Attendees

##### University of Colorado Staff:

- Frances Draper, Vice Chancellor (VC) for Strategic Relations and Communications
- Dave Kang, VC for Infrastructure and Safety
- Chris Ewing, Asst. VC, Planning, Design and Construction
- Bill Haverly, Director, Planning, Design and Construction and Campus Architect
- Derek Silva, Exec. Dir. of Real Estate Services
- Richelle Reilly, Facilities Planner and Campus Landscape Architect
- Ida Mae Isaac, Capital Planning Strategist
- Deb Mendez-Wilson, Deputy Spokesperson
- Kim Calomino, Director of Local Gov't and Community Relations

##### City of Boulder Staff:

- Jeff Arthur, Director of Public Works for Utilities
- Tracy Winfree, Director of Open Space and Mountain Parks
- David Gehr, Deputy City Attorney
- Annie Noble, Acting Principal Engineer, Flood and Greenways Engineering, Public Works
- Molly Scarbrough, Public Works Senior Project Manager
- Kurt Bauer, Engineering Project Manager, Public Works
- Lesli Ellis, Comprehensive Planning Manager, Planning Housing and Sustainability Dept.
- Phil Kleisler, Planner II, Planning, Housing and Sustainability Dept.
- Gretchen King, Communications Specialist

## **Key Discussion Items**

### **1. Welcome, Introductions**

- A list of attendees is provided above.

### **2. CU South Land Use and Guidelines in the adopted Comprehensive Plan Update**

- Lesli Ellis provided an overview of the Boulder Valley Comprehensive Plan Update and CU South Guiding Principles approved in July 2017 by the Planning Board, City Council, Boulder County Planning Commission and the Boulder County Board of County Commissioners.  
<https://bouldercolorado.gov/bvcp/cu-south>

### **3. S. Boulder Creek Mitigation Project Timeline and Decision-Points**

- Kurt Bauer provided an overview of the purpose of the South Boulder Creek (SBC) regional detention project and the concept approved as part of the SBC Master Plan accepted in 2015.
  - Currently the Project consultants are in project start up and will be refining their scope and evaluating project configurations of the master plan concept to address the different storm events identified in the Guiding Principles.
  - As part of the design, the city will need to place groundwater monitoring wells in the surrounding areas, currently scheduled for January or February.
  - A recommended configuration will be brought to Council in the second quarter of 2018 to get confirmation on the concept refinement before proceeding to the next steps of preliminary design.
  - Upon completion of preliminary design – anticipated for the end of 2018 – City staff would like to have a clear understanding with CU of the city’s ability to use the property for flood mitigation before proceeding into final design.
  - Before construction could begin, the City will need a signed agreement with CU, CDOT and the State Engineer’s Office.
- Derek Silva and Molly Scarbrough will work to develop an access agreement between the City and CU for surveying and installation of the groundwater monitoring wells.

### **4. Overview of campus master planning process; CU South next steps**

- Bill Haverly provided an overview of CU Boulder’s campus master planning process.
  - The Campus Master Plan Update will define the campus’s facility needs over a 15-30 year timeframe. Upon future annexation, development of housing may occur on CU South in parallel with development of the Campus Master Plan.

### **5. Inter-governmental Agreement/Annexation process**

- Phil Kleisler reviewed the City’s typical annexation process requirements for application to the city, and Planning Board and City Council public hearings.
- The approved Guiding Principles provide a framework for development of annexation terms. The City and CU should identify where there are areas of ambiguity in the Guiding Principles that will need further discussion before inclusion in the draft annexation agreement. Some issues will have a greater level of community engagement, as outlined in the Guiding Principles.
- Discussions around clarification of annexation terms should occur concurrently with the flood mitigation preliminary design.

## **6. CU/City communications and decision-making processes**

- Molly Scarbrough and Kim Calomino will work together to set up monthly meetings for City staff and CU staff to coordinate on the Project. The intention is for the meeting locations to alternate between City and CU meeting rooms. At the monthly meetings delegations may be made to staff to work on specific tasks together.

## **7. External Communications**

- Gretchen King provided an overview of the city's goals for communication, in alignment with the Guiding Principles, to ensure the community is aware of key milestones and project progress and goals, and has tools to provide feedback and ask questions about the project.
- Gretchen will be preparing a Head's Up to Council and press release about the upcoming survey work and groundwater monitoring well installation.
- Gretchen will work with Deb Mendez-Wilson to finalize signs to be installed on CU South alerting the community to the upcoming survey and groundwater monitoring well installation.

## **8. Next Steps**

- Molly Scarbrough recapped the next steps items generated from the previous discussion items (These are identified in the discussion items for each topic above.)
- The next City/CU coordination meeting is tentatively scheduled for December 21 from 4-5:30pm. Molly Scarbrough and Kim Calomino will check staff holiday schedules to confirm that this date still works for most staff.