



MEMORANDUM

Project 16134

TO: Kurt Bauer – City of Boulder

FROM: Rodney Eisenbraun, P.E., PMP – RJH Consultants, Inc.

DATE: October 12, 2017

RE: South Boulder Creek Regional Detention - Phase I Preliminary Design Weekly Progress Meeting Minutes

This memorandum presents a summary of items discussed during the October 10, 2017 meeting between the City of Boulder (Boulder) and RJH Consultants, Inc. Team (RJH) for the South Boulder Creek Regional Detention Preliminary Design Project (Project). This memorandum 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.

Key Discussion Items

1. Introduction and Roles
 - A list of meeting attendees is attached.
 - Project team meetings will initially occur every week. Meetings will be held in the 14th street conference room except for the third Tuesday of every month when the meeting will typically be held in the Boulder Public Library Arapahoe Room.
 - For the purpose of consistent terminology, the current work will be referred to as the “Phase 1 Option D” Concept.
2. Team Structure and Coordination
 - Molly discussed the roles and responsibilities of various team members presented on a preliminary internal team structure diagram (attached).
3. History of South Boulder Creek Project to Date
 - a. Master Plan Acceptance in 2015
 - b. BVCP Acceptance in 2017
 - The recently accepted update to the Boulder Valley Comprehensive Plan (BVCP) includes Guiding Principles (attached) to guide the process of working towards an annexation agreement with the University of Colorado and design of the regional detention facility at US36.
 - Participation in public meetings will be required throughout the project. Kurt will lead the presentations and will likely need support from the RJH Team to answer technical questions.
4. Initial Scoping Items
 - a. Groundwater monitoring and geotechnical investigations

- Boulder will need to secure an access agreement with CU and OSMP and go through a public notification process before the geotechnical investigations can begin. RJH stated that the geotechnical investigations could begin in either December or January. Boulder staff stated that this should provide a sufficient amount of time to complete the public notification process.
 - It may be desirable to use CU levee materials for the construction of earthen embankments if the levee is to be removed. RJH will consider if the currently planned geotechnical investigations need to be modified to include borings through the levee to identify the material composition.
 - Geotechnical investigations should be performed using track-mounted, low-impact drill rigs. OSMP will need to approve the drilling plan, drilling equipment, methods, matting, etc. before drilling begins.
 - Drilling equipment for areas within the CU South parcel will need to be approved by the university.
 - OSMP will coordinate an access agreement for drilling on OSMP lands.
- b. Hydraulic Modeling
- Modeling will be performed with and without the CU levee.
 - Modeling will consider the 500-year flood event and both the short-duration (thunderstorm) and long-duration 100-year events.
 - The current MIKE Flood hydraulic model will be updated to increase the topographic resolution. Computing power has increased since the model was originally developed and increased topographic resolution can likely be accommodated with reasonable run times.
- c. State Engineers Office Coordination
- Initial coordination with the State Engineers Office (SEO) will be scheduled by RJH.
- d. Environmental data and permits
- The project team agreed that coordination with environmental permitting agencies should begin soon.
5. Necessary Agreements and Information
- An agreement with CU will be required prior to construction of the regional detention facility.
 - In 2015, Boulder obtained preliminary approval to use the CDOT right-of-way. Boulder will need to obtain a formal agreement from CDOT for use of the right-of-way.
6. Miscellaneous Discussion
- The RJH Team will provide Boulder with the technical information relating to geotechnical investigations on the CU South Parcel and Boulder will coordinate access and communications with CU.
 - High-resolution pre-flood LiDAR data is available. Post-flood LiDAR data is also available but the resolution is significantly coarser than the pre-flood data. RJH will determine how this information can be used to create project base mapping in association with a site-specific survey.

October 10, 2017

**South Boulder Creek Flood Mitigation Project
Phase I Preliminary Design Weekly Progress Meeting Sign In Sheet**

Name	In Attendance	Organization	Phone Number	Email
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