



MEMORANDUM

Project 16134

TO: Kurt Bauer – City of Boulder

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

DATE: October 20, 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 17, 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. Introductions:
 - A list of project attendees is attached.
2. Project Communications:
 - Gretchen King from Boulder is responsible for all external communication and Molly Scarbrough is responsible for coordination between various city department and agency stakeholders.
 - Boulder has two existing websites relating to this project. The www.southbouldercreek.com web site presents information relating to the flood mitigation effort. A web site for the Boulder Valley Comprehensive Plan presents information on the plan and the current update. This website can be found at www.bouldercolorado.gov > A to Z > B > Boulder Valley Comprehensive Plan.
3. Data Management System:
 - RJH will select a data management system for the project. The site will provide access to team members for project information.
 - To the extent possible, file names will be clear and concise. The final names should include the date.
 - RJH will develop file naming conventions.
4. Hydraulics and Hydrology:

- RJH will set up a meeting with the SEO to discuss the general approach to developing the Inflow Design Flood for the project.
- RJH, DHI, and Muller conducted an internal meeting last week to initiate planning for the hydraulics and hydrology of the project.
- The City and UDFCD desire that the model is ultimately transferred from two dimensional to one dimensional to simplify future model uses.

5. Geotechnical:

- RJH will increase the number of boring holes in response to Don D'Amico's comments on the geotechnical investigation plan.
- RJH is preparing a memo to Don regarding the considerations of low impact drilling.
- RJH is collecting property information to best assure holes are not on private property.
- As part of the geotechnical investigation, RJH will search for existing well data for the project.

6. Environmental:

- Mary will gather and compile preexisting data from the US 36 expansion. Mary will also collect GIS data from OSMP.

7. Miscellaneous:

- The project will include trail options, aesthetic and restoration.