



MEMORANDUM

Project 16134

TO: Kurt Bauer – City of Boulder

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

DATE: November 15, 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 November 14, 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. A list of project attendees is attached.
 2. Discussion/Questions
 - a. Next week's meeting (November 21, 2017) will be canceled in advance of Thanksgiving.
 - b. Don D'Amico will present a summary of the proposed geotechnical investigations to the OSBT at the December 13th meeting. Kurt and Rod are not required to attend this meeting.
 - c. The project team will meet with the SEO the last week of November. SEO attendees will include Bill McCormick, Ryan Schoolmeesters, and Jeremy Franz. We will provide a summary of the project and discuss hydrologic modeling approaches.
 - d. The project status will be presented to stakeholders on the following proposed dates:
 - i. City council on May 22, 2018
 - ii. Water Resources Advisory Board (WRAB) on April 16, 2018
 - iii. Public open house, likely on April 16, 2018 in conjunction with the WRAB meeting
 - iv. OSBT at their mid-April meeting
- RJH will likely attend all of the meetings.

- e. Boulder will lead the development of a project status memorandum to Council and presentation materials for all of the meetings. RJH will provide assistance as requested.

3. Geotechnical

- a. Molly will be sending the survey plan and geotechnical plan to CU for review.
- b. Signage for the geotechnical investigations will be installed several days before drilling begins.
- c. The need for security/fencing around the drill rig overnight was discussed and the team is unsure if this is necessary.
- d. Mary will call FWS to verify that drilling in wetlands is covered under an existing nationwide permit. However, it is likely that a pre-construction notification will be required for drilling sites located on wetlands. This would likely require a minimum 45-day approval period. If the pre-construction notification is submitted by end of November, it is likely that approval may not occur until the end of January. Drilling will be performed on areas not requiring pre-construction notification approval (upland areas) on CU South property beginning around mid-January, which should provide sufficient time to receive approval before drilling on OSMP property.
- e. Mary will check if a City of Boulder wetlands permit will be required to perform the drilling.

4. Surveying

- a. Surveying can likely begin on December 11th after Boulder discussions with OSBT on December 8th and pending a temporary access easement from OSMP and approval from CU.

5. Environmental

- a. Mary is waiting to obtain data from OSMP before performing wetland mapping.

South Boulder Creek Flood Mitigation Project

November 14, 2017

Phase I Preliminary Design Weekly Progress Meeting Sign In Sheet

Name	In Attendance	Organization	Phone Number	Email
Kurt Bauer	KUB	COB PW Utilities	303-441-4232	bauerk@bouldercolorado.gov
Annie Noble		COB PW Utilities	303-441-3242	noblea@bouldercolorado.gov
Kevin Clark	KC	COB PW Utilities	303-441-3118	clarkk@bouldercolorado.gov
Robbie Glenn	RG	COB PW Utilities	303-413-7134	glennr@bouldercolorado.gov
Laurel Olson-Horen		COB PW Utilities Outreach	303-441-3203	olsel1@bouldercolorado.gov
Gretchen King	GK	COB PW Communications	303-441-3005	kingg@bouldercolorado.gov
Molly Scarbrough	MS	COB PW Coordination	303-441-4939	scarbroughm@bouldercolorado.gov
Don D'Amico		COB OSMP	720-564-2055	damicod@bouldercolorado.gov
David Skuodas	DS	UDFCD	303-455-6277	dskuodas@udfcd.org
Rod Eisenbraun	RE	RJH Consultants	303-225-4611	reisenbraun@rjh-consultants.com
Steve Blake		DHI	303-221-3048	shb@dhigroup.com
Chris Kroeger		Muller Engineering	303-988-4939	ckroeger@mullereng.com
Mark Taylor		Architerra Group	303-948-0766	mtaylor@architerragroup.com
Mary Powell		Corvus Environmental	303-981-9282	mpowell@corvusenv.com
Eric Hahn	EH	RJH Consultants	303-225-4611	ehahn@rjh-consultants.com
Ian Dubinski		DHI	971-246-3609	iand@dhigroup.com
Samatha Guillies		RJH Consultants	925-719-4403	squillies@rjh-consultants.com