



# MEMORANDUM

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Project 16134

**TO: Kurt Bauer – City of Boulder**

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

**DATE: November 29, 2017**

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

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This memorandum presents a summary of items discussed during the November 28, 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. Geotechnical
  - a. RJH prepared revised draft geotechnical plans for each property owner (CU, OSMP, CDOT, and Walden HOA). RJH will consider if the boring on Walden HOA property can be relocated to the public right-of-way along S. Loop Drive or to CU property without compromising the ability to evaluate groundwater levels at the Walden HOA property. Kurt will confirm that the boring could be placed in the right-of-way along S. Loop Dr.
  - b. Responsibilities for coordination of the geotechnical plans with the various stakeholders are as follows:
    - i. Kurt: CDOT
    - ii. Molly: CU
    - iii. Don: OSMP
  - c. Gretchen is currently working on signage text. Goal is to have signs in place by December 11<sup>th</sup>.
  - d. Kurt will ask if a City or County floodplain development permit is required for the geotechnical investigations.
3. Environmental
  - a. Mary will submit the draft geotechnical plans for CU and CDOT borings to FWS.
  - b. Mary will submit the draft geotechnical plan for OSMP to USACE and FWS.
  - c. A City of Boulder wetland permit will be required. RJH will see if some boring locations can be adjusted to be moved out of City of Boulder mapped wetlands.

- d. The Pre-Construction Notification to the USACE is almost complete. Mary will forward this to permitting agencies once it has been reviewed by the city.
4. SEO Meeting
  - a. The meeting will include the following agenda items:
    - i. Provide project overview to SEO
    - ii. Discuss timeframes and timing for SEO reviews and involvement
    - iii. Obtain information regarding the SEO's upcoming PMP study and Gross Dam PMP study
    - iv. Discuss methodology for the initial IDF evaluation by RJH
    - v. Discuss main point of contact with SEO and City
5. Holiday meeting schedule
  - a. Meetings on December 26<sup>th</sup> and January 2<sup>nd</sup> will be canceled.

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

**November 28 2017**

Name	In Attendance	Organization	Phone Number	Email
Kurt Bauer	KUB	COB PW Utilities	303-441-4232	<a href="mailto:bauerk@bouldercolorado.gov">bauerk@bouldercolorado.gov</a>
Annie Noble		COB PW Utilities	303-441-3242	<a href="mailto:noblea@bouldercolorado.gov">noblea@bouldercolorado.gov</a>
Kevin Clark	<del>KA</del>	COB PW Utilities	303-441-3118	<a href="mailto:clarkk@bouldercolorado.gov">clarkk@bouldercolorado.gov</a>
Robbie Glenn	RG	COB PW Utilities	303-413-7134	<a href="mailto:glennr@bouldercolorado.gov">glennr@bouldercolorado.gov</a>
Laurel Olson-Horen		COB PW Utilities Outreach	303-441-3203	<a href="mailto:olse1@bouldercolorado.gov">olse1@bouldercolorado.gov</a>
Gretchen King	GK	COB PW Communications	303-441-3005	<a href="mailto:kingg@bouldercolorado.gov">kingg@bouldercolorado.gov</a>
Molly Scarbrough		COB PW Coordination	303-441-4939	<a href="mailto:scarbroughm@bouldercolorado.gov">scarbroughm@bouldercolorado.gov</a>
Don D'Amico		COB OSMP	720-564-2055	<a href="mailto:damicod@bouldercolorado.gov">damicod@bouldercolorado.gov</a>
David Skuodas		UDFCD	303-455-6277	<a href="mailto:dskuodas@udfcd.org">dskuodas@udfcd.org</a>
Rod Eisenbraun	RWE	RJH Consultants	303-225-4611	<a href="mailto:reisenbraun@rjh-consultants.com">reisenbraun@rjh-consultants.com</a>
Steve Blake		DHI	303-221-3048	<a href="mailto:shb@dhigroup.com">shb@dhigroup.com</a>
Chris Kroeger		Muller Engineering	303-988-4939	<a href="mailto:ckroeger@mullereng.com">ckroeger@mullereng.com</a>
Mark Taylor		Architerra Group	303-948-0766	<a href="mailto:mtaylor@architerragroup.com">mtaylor@architerragroup.com</a>
Mary Powell	MP	Corvus Environmental	303-981-9282	<a href="mailto:mpowell@corvusenv.com">mpowell@corvusenv.com</a>
Eric Hahn	EH	RJH Consultants	303-225-4611	<a href="mailto:ehahn@rjh-consultants.com">ehahn@rjh-consultants.com</a>
Ian Dubinski		DHI	971-246-3609	<a href="mailto:ind@dhigroup.com">ind@dhigroup.com</a>
Samatha Guillies		RJH Consultants	925-719-4403	<a href="mailto:squillies@rjh-consultants.com">squillies@rjh-consultants.com</a>