



# MEMORANDUM

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Project 16134

**TO:** Kurt Bauer – City of Boulder

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

**DATE:** November 8, 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 7, 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. Environmental
  - a. OSMP is in the process of providing GIS data to Mary.
3. Geotechnical
  - a. Boulder will have signage on-site during the geotechnical investigations.
  - b. RJH will have an engineer on-site throughout the duration of the geotechnical investigations.
  - c. RJH will meet with the drillers before work begins to discuss access and site/environmental protection issues.
  - d. RJH has submitted a geotechnical investigations plan to Boulder for review. OSMP will review the memorandum and provide comments to RJH by Friday, November 10<sup>th</sup>.
  - e. RJH has proposed leaving drilling equipment on-site overnight because mobilizing and demobilizing equipment every day would increase damage, add cost, and extend schedule. OSMP will consider this request.
  - f. Following OSMP's approval of the geotechnical investigations plan, RJH will prepare a brief summary memorandum of the portion of the plan that pertains to the work being performed on CU property for submittal to CU for review.
  - g. OSMP, Mary, and Eric will flag access routes and hole locations.

- h. Communications to the public, council, and board regarding the geotechnical investigations and surveys will be performed concurrently after approval from OSMP and CU.
  - i. Mary will call FWS to verify that drilling in wetlands is covered under an existing nationwide permit, but for now, we will assume that a pre-construction notification will be required.
  - j. Mary will check if a City of Boulder wetlands permit will be required to perform the drilling.
  - k. Construction will be starting for a stream restoration project in South Boulder Creek shortly. Boulder will coordinate installation of stilling wells in the creek with this project. RJH will provide a drawing/detail of the stilling well.
4. Discussion/Questions
- a. RJH will be submitting a surveying plan this week for approval by Boulder and OSMP. Surveying will begin shortly after the plan has been approved and an access agreement secured.

# South Boulder Creek Flood Mitigation Project

November 7, 2017

## Phase I Preliminary Design Weekly Progress Meeting Sign In Sheet

Name	In Attendance	Organization	Phone Number	Email
Kurt Bauer		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		COB PW Utilities	303-441-3118	<a href="mailto:clarkk@bouldercolorado.gov">clarkk@bouldercolorado.gov</a>
Robbie Glenn		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:olse11@bouldercolorado.gov">olse11@bouldercolorado.gov</a>
Gretchen King		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>
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