



# MEMORANDUM

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Project 16134

**TO: Kurt Bauer – City of Boulder**

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

**DATE: December 13, 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 December 12, 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 is updating the CU, OSMP, and CDOT geotechnical plans. Approval of geotechnical borings on CDOT property will still be pursued. If CDOT does not approve the borings in a timely manner, the borings on CDOT property will either be shifted to OSMP property or eliminated. As a contingency, the OSMP geotechnical plan and associated wetland permits will assume the CDOT borings have been shifted to OSMP property.
  - b. CU has specific requirements for site reclamation activities. Boulder will provide these to RJH.
  - c. Boulder will target having access agreements in place with OSMP and CU by January 8<sup>th</sup>.
  - d. The signs should be updated to include notification of the geotechnical investigations not just the groundwater monitoring wells.
  - e. The Heads Up to City council was sent last Friday.
  - f. Boulder will check if the wetlands mapping can be performed under the survey access agreements.
  - g. Mary will work with RJH to adjust boring locations based on OSMP GIS shapefiles.
3. Surveying Schedule
  - a. Boulder should receive approval to perform surveying on OSMP and CU property by Friday December 15<sup>th</sup>. Boulder will place signs on the site by Friday December 15<sup>th</sup>. Surveying will begin on Monday December 18<sup>th</sup>.

- b. The surveyor will need to have copies of the CU access agreement at all times when they are on site.
- c. An access agreement with OSMP is not required for the surveying.

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

December 12 2017

Name	In Attendance	Organization	Phone Number	Email
Kurt Bauer	<i>KBS</i>	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	<i>kel</i>	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:olse1@bouldercolorado.gov">olse1@bouldercolorado.gov</a>
Gretchen King	<i>GK</i>	COB PW Communications	303-441-3005	<a href="mailto:kingg@bouldercolorado.gov">kingg@bouldercolorado.gov</a>
Molly Scarbrough	<i>MSS</i>	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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