

MEETING MINUTES

Date:	December 21, 2023: 10:00 am – 10:55 am
RE:	Brantner Gulch Discussion
Project #	018-2897

ANTICIPATED ATTENDEES

Attendance	Name	Company	E-mail
X	Andy Stewart	Mile High Flood District (MHFD)	astewart@mhfd.org
	Hung-Teng Ho	MHFD	nelson@adcogov.org
	Jim Kaiser	Thornton	Jim.kaiser@thorntonco.gov
X	Rachelle Plas	Thornton	Rachelle.plas@thorntonco.gov
X	Pam Acre	Northglenn	pacre@northglenn.org
X	Denise Beltran Torresdey	Adams County	dbeltrantorresdey@adcogov.org
X	Eden Steele	Adams County	ESTeele@adcogov.org
X	Amy Gabor	Olsson	agabor@olsson.com
X	Hannah Pring	Olsson	hpring@olsson.com

The meeting was held to discuss the several items in relation to progress of the study. This summary is intended to reflect the key points raised, issues for further consideration, and action items resulting from the discussions. The non-bold items comprised the meeting agenda. The items in bold resulted from the discussions.

PUBLIC MEETING

1. Where: Anythink **Wright Farms – Carpet installation will close the building from December 22nd through February 4th. Alternative locations include:**
 - a. **Shadow Ridge Middle School on Holly and 124th that might have a community room?**
 - b. **Option 1: Trail Winds Recreation Center would probably be the best/easiest to coordinate with them. Rachelle to reach out and follow up with the amenities available.**
 - c. **Option 2: Riverdale Regional Park may also be an option. Eden to follow up with the amenities available.**
 - d. **Option 3: Northglenn Maintenance and Operations Building: Conference room holds ~60 people, but something other than a municipal building would be more welcoming. Pam to follow up with this as an option if the above two options do not work out.**
 - e. Who will reserve a room?
 - i. **Rachelle will have Thornton’s Admin put in a request.**
 - f. Any special policies/procedures we need to consider?
 - i. **Rachelle to follow-up**
 - g. AV setup, if needed?
 - i. **Rachell to follow-up. Based on later discussions, AV may not be necessary.**

- h. Should we bring refreshments?
 - i. **If we can, we should. Water, Fruit Tray, Cookies etc. Rachelle will follow-up**
- i. Add 30 minutes to each side of reservation for setup/teardown.
- i.
- 2. When: ~~January 17th, 2023~~ **Mid-February, ideally a Wednesday, but Thursday may work. Adams County has meetings on Thursday evenings, but the Wednesdays in February are not ideal with schedule conflicts. Eden will follow-up to see if a Thursday would work. If not, could look at Wednesday-the 21st from 6 PM -7 PM**
 - a. Do we need to postpone to allow adequate time for notifications? If so, determine target date now.
- 3. Format: In person, **Open House**
 - a. Prepare a brief introduction of the study and study goals (ie – what is the purpose of the study, how will it be used in the future)? Preference on PowerPoint versus boards? **No formal presentation is needed.**
 - b. Follow project introduction with open house format, or do formal Q&A session? **Open house format**
 - c. **Comment Forms will be available for attendees as well as directions on how to give feedback on the website.**
- 4. Notifications:
 - a. Individual mailers? Advertisements?
 - i. **Postcards would be the minimum and MHFD will coordinate. Local website postings can also be made.**
 - b. If we do a 100' offset from floodplain, looking at 585 notifications.
 - i. **Olsson will send GIS information to MHFD.**
 - c. Who will prepare notifications?
 - i. **MHFD will prepare and send to the group before finalizing.**
 - d. Who will send notifications?
 - i. **MHFD**
- 5. Anticipated Materials:
 - a. Boards?
 - i. **Multiple sets of roll plots**
 - ii. What maps to include (ie Problem Areas Map (2), Recommended Alternative (2), Draft FHAD Map (2))?
 - 1. **Changes in FHAD floodplain mapping anticipated, but not finalized. Consider highlighting the area as potential change and note it as DRAFT.**
 - iii. How many of each if open house format? **2**
 - b. PowerPoint slides?
 - i. **Likely not, since we are following open house format with no prepared formal presentation.**

CONCEPTUAL DESIGN

- 1. Report
 - a. Alternatives portion of report will be updated to highlight items included in the selected plan. This will result in a combined alternatives and conceptual design portion of report.
- 2. Figures
 - a. We will complete the large maps and profiles for conceptual design, but they will still include more general conceptual design information. The profiles will not include a

proposed thalweg, but rather label areas of channel improvements and goals of improvements.

3. Costs
 - a. Coordinating with Jeff Sickles (previously with Enginuity, now Olsson) to be a beta tester for the new MHFD Cost Estimating GIS Tool instead of using UD_Cost.
4. Schedule
 - a. Following the public meeting, the sponsors will determine the Selected Plan
 - b. Once Selected Plan is received by Olsson, we will proceed with the draft Conceptual Design report.
 - i. **Thornton is in the process of reviewing the alternatives in more detail.**
 - ii. **Thornton and Adams County both mentioned community members being very active in talking about drainage issues. Eden will provide documentation of these issues to incorporate into our flood history portion of the report where relevant to this study.**
 - iii. **Olsson will hold off on beginning working toward the conceptual phase of the report to make sure that the community feedback is included.**
 - iv. **Northglenn: Eastlake Reservoir Number 1 – Public hearing is January 7th or 8th. That developer is wanting to significantly reduce the floodplain on this property. Not sure how far it will move forward in the next month or so. There may be a proposed change within this area.**

FHAD

1. Full FHAD submittal is currently in for review.
2. Ohio Lake changes
 - a. Thornton is working to modify the outlet box to eliminate the 100-year spill. This is recommended since the Ohio Lake spill path has structures in the floodplain
 - b. Updates needed upon receipt of As-Built Information:
 - i. Hydrology
 - ii. HEC-RAS model
 - iii. 100-year and 500-year floodplains until peak flows catch up (minor differences in flows)
 - iv. Narrative
 - v. All tables and outside calcs related to changed flows
 - vi. Map and profile
3. Ohio Lake outlet pipe changes
 - a. Channel has been removed and replaced with pipe - active construction. Modify this part of the model to reflect the as-built condition
 - i. **Thornton requested early as-builts. The level of as-builts provided were just showing that it was built per plan, which is not sufficient for model incorporation. Not sure when we will be able to get better information. The as-builts process is not fast. Rachelle will send to MHFD and Olsson to review and can discuss at a later time.**
 - b. Updates needed upon receipt of As-Built Information:
 - i. HEC-RAS model
 - ii. Alignment/XS stationing, maps, profiles, station references, etc.

- iii. Remove cross sections and floodplain in this reach
- iv. Narrative
- v. Outside calculations
 - 1. Use their StormCAD model to estimate 500-year capacity before system is surcharged and compare to overtopping elevation in Ohio Lake. Based on flows, seems likely to be a similar flow in Ohio Lake spill and shouldn't modify 500-year floodplain much.

OTHER

ACTION ITEMS

- a. Thornton:
 - i. Coordinate reserving a space at Trail Winds Recreation Center after Adams County determines if a Thursday evening would be acceptable.
 - ii. Report back with available amenities and limitations to using the site.
- b. Adams County:
 - i. Determine if a Thursday evening meeting would be acceptable.
 - ii. Coordinate reserving a space at Riverdale Regional Park if the Trail Winds Rec Center is not available.
 - iii. Report back with available amenities and limitations to using the site, if needed.
 - iv. Coordinate with Andy on Brantner Gulch improvements in the golf course.
- c. Northglenn:
 - i. Coordinate reserving a space at the Northglenn Maintenance and Operations Building if the above two areas are not available.
 - ii. Report back with available amenities and limitations to using the site. if needed.
- d. Olsson:
 - i. Send Andy GIS files for notifications
 - ii. Prepare materials for public meeting.

Please contact Olsson at 303-237-2072 with changes or questions regarding these meeting minutes. These minutes will be considered final unless comments are received within seven days of distribution. Although comments will be incorporated, as appropriate, only major revisions will be redistributed.

**Minutes prepared by: Hannah Pring
cc: Attendees, File**