

KICKOFF MEETING MINUTES

Basin 4100 and DFA 0056 OSP
Monday, August 28, 2017
1:00 pm at Urban Drainage and Flood Control District

Attendees:

Name	Company	E-mail
Brooke Seymour	Urban Drainage and Flood Control District (UDFCD)	bseymour@udfcd.org
Anna Sparks	Adams County	ASparks@adcogov.org
Marc Pedrucci	Adams County	MPedrucci@adcogov.org
Jim Kaiser	City of Thornton (Thornton)	Jim.Kaiser@cityofthornton.net
Matt Eberly	City of Thornton	Matt.Eberly@cityofthornton.net
Deb Ohlinger	Olsson Associates (Olsson)	dohlinger@olssonassociates.com
Amy Gabor	Olsson Associates	agabor@olssonassociates.com

Discussion Items:

The meeting was held to discuss the start of the project, determine known issues and problem areas, and identify other stakeholders that should be involved in the project. While this summary is not intended to represent a comprehensive account of the meeting, it is intended to reflect the key points raised and issues for further consideration and to identify the action items resulting from the discussions.

- 1) Introduction
 - a) Other stakeholders will be contacted during the alternatives analysis phase of the project.
- 2) Project goals
 - a) Main areas of concern and observed problems were discussed in detail. These minutes provide a summary of items discussed in the meeting.
 - i) Adams County has a parks master plan. Olsson should coordinate improvements with this study.
 - ii) UDFCD and Thornton are constructing the first segment of the School Tributary. The design team identified the pre-existing downstream pipe capacity, which should be highlighted as a constraint for the future buildout development of the School Tributary basin.
 - iii) RTD is constructing a new detention pond based on hydrologic model updates in 2015. RTD's School Tributary culvert under the railroad was based on updated hydrology performed by Merrick for the city, with UDFCD review. SWMM routing was used to determine the peak discharge, which included "overbank storage" greater than 2 acre-feet.
 - iv) Tributaries daylight into Colorado Agricultural Ditch, which has limited capacity.
 - v) Basin 4100 detention south of Thornton Parkway was formalized with a 2008 LOMR.
 - vi) The floodplain extends into backyards near City Park and in Tributary H. These areas should be evaluated with the alternatives analysis.
 - vii) The routing in the old SWMM model does not appear to accurately reflect the existing conditions.
 - viii) Outfall paths will be looked at in detail during the alternatives analysis. The old OSP alignments and sizes do not appear to be feasible in some areas.

- 3) Needed information
 - a) Complete mapping and abutting watershed boundaries has been provided by UDFCD.
 - b) Survey, with photos and descriptions of shots, will be provided by UDFCD for:
 - i) Crossing structures – Photos of both sides of the structures would be helpful.
 - ii) Drop structures
 - iii) Storm drain system – Olsson will provide a map of needed storm drain system survey limits
 - iv) Any needed detention pond outlet structures – Olsson will provide a map of needed outlet structure surveys
 - c) GIS layers for utilities, parcels, future land uses will be provided by Thornton and Adams County
 - d) Any development, highway, and RTD drainage reports will be provided by Thornton and Adams County. Olsson will request specific development drainage reports as needed.
 - e) As-constructed documents for maintenance and CIP projects will be provided by UDFCD, Thornton, and Adams County
 - f) As-constructed documents for railroad crossings
 - g) Hydraulic capacity of School Tributary pipe
- 4) New hydrology to be developed
 - a) Olsson will use EPA SWMM 5.1.012 and CUHP 2.0.0.
 - b) The majority of the watershed is developed. Only future land use conditions will be evaluated.
 - c) The detention used on the 2002 OSP will be included in the baseline hydrology. Olsson will utilize stage-storage-discharge information from the 2002 OSP. Olsson will develop new stage-storage-discharge information for more significant detention ponds. Olsson will highlight these detention ponds and UDFCD will provide survey of the outlet structures.
 - d) Calibration is not anticipated. A comparison to the 2002 OSP will be included in the report.
- 5) Schedule to follow agreement
 - a) Draft hydrology due November 6, 2017 (10 weeks from meeting). The schedule will be dependent on when needed information is received.
- 6) Upcoming meetings
 - a) During hydrology
 - b) After hydrology review

Action Items:

- UDFCD
 - Send Olsson watershed boundaries of surrounding studies – *Completed*
 - Provide Olsson with complete mapping – *Completed*
 - Provide survey
- Adams County
 - Send Olsson any relevant GIS files, including streets, utilities, parcels, and existing and future land use
 - Send Olsson any relevant drainage studies in the watershed
 - Send Olsson as-constructed documents for maintenance and CIP projects
 - Send Olsson parks master plan
- Thornton
 - Send Olsson any relevant GIS files, including streets, utilities, parcels, and existing and future land use
 - Send Olsson as-constructed documents for railroad crossings
 - Send Olsson Hydraulic capacity of School Tributary pipe
 - Send Olsson any relevant drainage studies in the watershed
 - Send Olsson as-constructed documents for maintenance and CIP projects
 - Verify detention pond locations from 2002 OSP
 - Send Olsson RTD detention pond information
- Olsson
 - Send map of needed storm drain system survey
 - Send map of needed outlet structure survey
 - Coordinate additional information needs with UDFCD, Adams County, and Thornton

Please contact Olsson at 303-237-2072 if there are any changes or questions with 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: Amy Gabor
cc: Attendees, Shea Thomas, File