



Minutes of the Southeast Metro Stormwater Authority Board Meeting August 27, 2008

The Board Meeting of the Southeast Metro Stormwater Authority (SEMSWA) was held on Wednesday, August 27, 2008, at 76 Inverness Drive East, Suite A, Englewood, CO, 80112. A full and timely notice of this meeting had been posted and a quorum was present. The meeting was called to order by Board Chairman Bart Miller at 1:30 p.m.

Those present were: Director Bart Miller/Chair
Director Rod Bockenfeld/Vice-Chair
Director Ron Weidmann/Secretary-Treasurer
Director Jim Dyer (arrived at 1:45)
Director Linda Lehrer
Director Andrea Suhaka
Director Jacque Wedding-Scott/City Alternate

Also present were: John A. McCarty, SEMSWA Executive Director
David Agee, SEMSWA Director of Finance and Administration
Ed Krisor, SEMSWA Attorney
Mike Vinson, SEMSWA CIP Program Manager
Mason Staub, SEMSWA Maintenance Program Manager
Roxi Jones, SEMSWA Office Manager
Beth Bradley, SEMSWA Customer Service
Dennis Welker, SEMSWA Land Development Program Manager
Andy Kuster, SEMSWA GIS Program Manager
Peter Reinhardt, SEMSWA Floodplain Specialist

SIGN-IN SHEET SUMMARY

Name	Representing	Phone/E-mail
Steve Miller	Arapahoe County	303-795-4578
Marilyn Golden	Piney Creek Ranches	303-680-3727
Jennie Achei	ACWWA	303-790-4830
Gary Schlageter	Piney Creek Ranches	gary.schlageter@gmail.com
Alan Leak	ACWWA	303-757-8513
Edward Stafford	City of Centennial	303-754-3310

1. Administrative Items

- Motion to approve the July 23, 2008, meeting minutes as presented:

Motion for approval: Director Weidmann
Seconded: Director Suhaka
In Favor: All

- Director Miller reported that Agenda Items 12 and 13, both regarding the MOU with Arapahoe County, had been removed from the Agenda.

2. Cash Disbursements & Summary of Financial Reports

- a) Motion to approve the Cash Disbursements List, as presented by Dave Agee, in the amount of \$494,860.96:

Motion for Approval: Director Suhaka

Seconded: Director Weidmann

In Favor: All

- b) Dave Agee gave a brief summary of the financial reports.
 - Mr. Agee reported on the status of collecting 2008 fees and 2007 delinquent fees. Over 97% of 2008 Arapahoe County stormwater fees have been collected to date. Staff will continue work on collecting 2007 and 2008 delinquencies.
 - Director Weidman asked about future income connected to IGA Agreements.

3. Public Comments

There were no Public Comments.

4. Executive Director Update

- a) John McCarty asked the Board about rescheduling the November and December board meetings because the regular meeting dates are the day before a major holiday. It was the consensus of the Board that the meeting dates for November and December be changed to:
 - Wednesday, November 19, 2008
 - Wednesday, December 17, 2008
- b) Mr. McCarty introduced the newest members of the SEMSWA Staff:
 - Andrew Kuster, GIS Program Manager
 - Dennis Welker, Land Development Program Manager
 - Peter Reinhardt, Floodplain Management Engineer
- c) Mr. McCarty reminded the Board that there would be two subcommittee meetings on September 18, 2008, at the SEMSWA office:
 - Private Property Policy Subcommittee - 11:30 am to 1:00 p.m.
 - Budget Subcommittee - 1:00 pm to 4:00 p.m.

- d) Mr. McCarty asked for direction to establish a procedure for a mid-year and annual performance review. The Board agreed to an informal review in January with Mr. Bockenfeld, Mr. Weidmann, and Ms. Lehrer. The full Board will meet with Mr. McCarty in July for an annual review.

Ms. Lehrer suggested that a personnel committee be established in the future to deal with personnel issues that may arise.

5. Maintenance Program Report

- Mason Staub gave a presentation regarding the progress of SEMSWA maintenance projects.
- There was discussion about pipe inventory and the process underway to inventory all storm drainage facilities.

6. Public Hearing

- Dave Agee explained the revised 2008 budget, which would increase the Maintenance Program budget to an adequate funding level and firm up the CIP Budget. The Budget was decreased in areas where positions were not filled and consultant fees were less than anticipated.
- Mr. Bockenfeld asked about vehicle purchases. Ms. Lehrer commented on the need for more solid figures for budgeting to prevent the need in the future for a revised budget. Mr. McCarty indicated that there is very little financial history for SEMSWA, and that budget adjustments are likely to be needed in future years.
- The Public Hearing was opened at 2:12 p.m. There were no Public comments.
- The Public Hearing was closed at 2:12 p.m.

7. Adoption of Revised 2008 Budget and Appropriating Additional Funds

- Motion to approve **Resolution No. 08-28** (Adoption of Revised 2008 Budget and Appropriating Additional Funds):

Motion for Approval: Director Bockenfeld
Seconded: Director Suhaka
In Favor: All

8. Authorization for Additional Engineering Services to Provide Assistance with Timely Review of Proposed Development Projects

Monica Bortolini explained the need for the continued use of the engineering services of Wright Water Engineers, Inc., and Muller Engineering. There was discussion concerning the use of such services and the future transfer of funds from ECCV, ACWWA, and Arapahoe County.

- Motion to approve **Resolution No. 08-29** (Authorization to Amend the Master Services Agreement with Wright Water Engineers, Inc.):

Motion for Approval: Director Suhaka
 Seconded: Director Bockenfeld
 Yeas: Directors Miller, Bockenfeld, Suhaka, and Dyer
 Nay: Director Weidmann
 In Favor: 4 Yeas; 1 Nay

- Motion to approve **Resolution No. 08-30** (Authorization to Amend the Agreement for Services with Muller Engineering Co., Inc.):

Motion for Approval: Director Weidmann
 Seconded: Director Miller
 In Favor: All

9. Authorization of Funding Agreements for Major Drainageway Planning on Upper East Toll Gate Creek

- Ms. Bortolini gave a presentation on the need for drainageway planning to be done. There was discussion about the necessity of the study, especially in relationship to floodplain designation. Ms. Bortolini explained that funding would come from the approved Floodplain Program budget, in cooperation with Urban Drainage and Flood Control District.
- Motion to approve **Resolution No. 08-31** (Authorization to Execute Agreement Regarding Funding of Major Drainageway Planning (MDP) and Flood Hazard Control Area Delineation (FHAD) for Upper East Toll Gate Creek (Upper) with UDFCD):

Motion for Approval: Director Weidmann
 Seconded: Director Bockenfeld
 In Favor: All

10. Designation of Executive Director as an Authorized Check Signer

- Mr. Agee explained the necessity of a new resolution designating authorized check signers for SEMSWA disbursements. Instead of naming a specific person, the new resolution would designate the "Executive Director" as an authorized check signer. Whoever is in the Executive Director position would be made a check signer with the bank. All other check signing procedures remain intact.
- Motion to approve **Resolution No. 08-32** (Designation of Executive Director as an Authorized Check Signer):

Motion for Approval: Director Weidmann
 Seconded: Director Suhaka
 In Favor: All

11. Selection of Credits for the Phase 2 AMEC Study on Potential Credits

- Mr. McCarty and Mr. Agee gave a presentation on the progress made on the study of credits. Several approaches to credits and the recommendations of the subcommittee were reviewed. There was discussion about all of the credit types.
- A consensus of the Board agreed to give approval for AMEC to move on to Phase 2 of the Credit Study. Further analysis will be provided for Quality, Quantity, Low Density Single Family Residential, and Self-Maintenance.

(Agenda Items No. 12 and No. 13 removed as per Director Miller.)

14. Adoption of Private Property Policy

- Mason Staub reviewed Attachment A to proposed Resolution No. 08-34: "SEMSWA Policy Regarding Drainage Work on Residential Private Property Including Home Owner Associations (HOAs) Property".
- There was discussion about the policy, equity issues, and how the Private Property Policy Subcommittee will function in relationship to the Board of Directors. A summary report of subcommittee activity was distributed.
- Under *Health and Safety Issues* on page three, paragraph two of the Policy, the word "create" was changed to "alleviate".
- Motion to approve **Resolution No. 08-34** (Adoption of Private Property Policy), with the amendment noted above:

Motion for Approval: Director Dyer
Seconded: Director Suhaka
In Favor: All

15. Other Items - None

16. Adjournment

The Board Meeting was adjourned at 3:35 p.m.

The next SEMSWA Board Meeting will be held on Wednesday, September 24, 2008, at 1:30 p.m.