



Board Meeting Backup Material Summary Sheet

To: Southeast Metro Stormwater Authority Board

Cc: John Pazour, Dave Schmit, Shannon Carter

From: Steve Gardner

Overview: This package of information provides backup material for the October 4, 2006 Southeast Metro Stormwater Authority Board Meeting.

Meeting Date: October 4, 2006

Meeting Time: 1:30PM to 4:30PM

Location: Arapahoe County Public Works, 10730 E. Briarwood Ave.

Previously Provided Backup Materials:

Some information for this meeting has been previously provided in the packets for the Sept. 7 meeting (that was cancelled) and the Sept. 20 meeting, as referenced below. The information is not being resubmitted to minimize confusion by resubmitting the same information and to minimize project costs. If you are missing any of the referenced information, please contact Steve Gardner.

Backup Material Summary:

- 1) Agenda
- 2) Sept. 28 Meeting Minutes for Approval
- 3) Administrative Items
 - a. Memo – Notice and Adoption of Budget
 - b. Resolution – Legal Publication of Budget
 - c. Notice of Budget
- 4) Budget Summary Information
- 5) ACWWA Pond D-3 Backup Information



Agenda - Board Meeting

Wednesday, October 4, 2006 from 1:30 p.m. – 4:30 p.m.

Meeting location: 10730 E. Briarwood Ave. (Suite 100) Centennial, Co.

Duration	Topic
5 minutes 1:30 – 1:35	Administrative Items <ul style="list-style-type: none"> – Review and approval of minutes of 9/28/06 meeting – Designation of Steve Gardner to prepare and submit annual budget to SEMSWA/Enterprise – Designation of The Villager newspaper as the “official” newspaper for all legal publications by SEMSWA
60 minutes 1:35 – 2:35	Stormwater Fees – Rate Structure Discussion (Sorenson) <ul style="list-style-type: none"> – Individual levels of service: Capital, WQ, land use review, engineering – Combined levels of service for all activities and associated revenue requirements – Rates to support alternate revenue requirements – Rates and rate structures in other communities – Rate structures for SEMSWA – Public Outreach strategy
60 minutes 2:35 – 3:35	2007 Budget Discussion - Salaries and Health Benefits <ul style="list-style-type: none"> – Provide draft organizational chart (Gardner) – Introduce transferring County staff (Gardner) – Discuss Salaries/Personnel budget category for 2007 (Gardner) – Discuss Health and Welfare benefits (CH2M HILL/Blanchard)
15 minutes 3:35 – 3:50	Building Lease Discussion <ul style="list-style-type: none"> – Status of legal review (Krisor) – Critical Assumptions, Information, and Dates (Gardner) – Open Discussion – Request for approval to execute lease w/conditions
15 minutes 3:50 – 4:05	Miscellaneous Status Updates <ul style="list-style-type: none"> – Update on Interim Executive Director Search (Gardner) – Update on Interim Finance Director Search (Gardner) – Business Insurance Update (Steve)
10 minutes 4:05 – 4:15	<ul style="list-style-type: none"> – ACWWA Pond D-3 Discussion (Steve/ACWWA)
10 minutes 4:15 – 4:25	SEMSWA Website <ul style="list-style-type: none"> – SEMSWA Website Procedures Discussion (Gardner/Hamilton)
5 minutes 4:25 – 4:30	Closing - Adjourn <ul style="list-style-type: none"> – Reiterate Action items