



## Minutes of the Southeast Metro Stormwater Authority Board Meeting October 24, 2007

The Board Meeting of the Southeast Metro Stormwater Authority (SEMSWA) was held on Wednesday, October 24, 2007, 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 Member Rod Bockenfeld at 1:40 p.m. Board Chairman Bart Miller arrived at 1:42 p.m. and assumed the chairmanship of the meeting.

Those present were: Board Member Bart Miller  
Board Member Jim Dyer  
Board Member Andrea Suhaka  
Board Member Rod Bockenfeld  
Board Member Sue Bosier/Alternate

Also present were: Jed Lugod, SEMSWA Executive Director  
Steve Gardner, SEMSWA Director of Operations  
David Agee, SEMSWA Interim Finance Director  
Ed Krisor, SEMSWA Attorney  
RoxAnna Jones, SEMSWA Administrative Assistant  
Mike Vinson, SEMSWA CIP Program Manager  
Monica Bortolini, SEMSWA Floodplain & Master Planning Program Mgr.  
Mason Staub, SEMSWA Maintenance Program Manager

### **SIGN-IN SHEET SUMMARY**

| <b>Name</b>          | <b>Representing</b>      | <b>Phone/E-mail</b>               |
|----------------------|--------------------------|-----------------------------------|
| Kyle Hamilton        | CH2M Hill                | kyle.hamilton@ch2m.com            |
| Jon Sorensen         | AMEC                     | jon.sorensen@amec.com             |
| Stephen Prokopiak    | Centre Communities, Inc. | sprokopiak@centregrp.com          |
| Gary Atkin           | ACWWA                    | gatkin@arapahoewater.org          |
| Jacque Wedding-Scott | City of Centennial       | jwed-scott@centennialcolorado.com |

#### **1. Administrative Items**

- a. Motion to accept the September 26, 2007, meeting minutes as provided in the backup materials:

Motion for acceptance: Board Member Jim Dyer

Seconded: Board Member Sue Bosier

Approved: All

## 2. Public Comments

- Steve Prokopiak, Centre Communities, Inc., addressed the Board regarding his interest in the Task Force for System Development Fees. He also expressed his concerns about the 5% fee increase in 2008 and its impact on the 2008 Budget. Dave Agee informed Mr. Prokopiak that the public hearing for the 2008 Budget will be held at the November 28, 2007, Board Meeting.

## 3. Cash Disbursements & Summary of Financial Reports

- a. Motion to accept the List of Cash Disbursements as presented by Dave Agee in the amount of \$495,586.11:

Motion for acceptance: Board Member Andrea Suhaka  
Seconded: Board Member Rod Bockenfeld  
Approved: All

- b. The Financial Reports were presented by Dave Agee.
  - o Action Item: Board Member Bockenfeld requested detail regarding the Professional Services category in the Financial Reports. Dave Agee will provide that at the next Board Meeting.

## 4. Executive Director Report

- a. Executive Director Lugod reported that the 2008 Draft Budget will be presented later in the meeting (see Agenda Item No. 5).
- b. The Draft 2008 Organizational Chart was discussed.
- c. Executive Director Lugod introduced the need for a Program Management Plan for SEMSWA. A presentation by Jon Sorensen followed (see Agenda Item No. 6).

## 5. Draft 2008 Budget and 2007 Financial Results

- a. Dave Agee presented highlights of the Draft 2008 Budget and asked for feedback from the Board so the budget could be adopted at the November 28, 2007, Board Meeting. This budget was formulated based upon a 1.75% projected increase in impervious area within SEMSWA's boundaries and a 5% fee increase. The Notice of Public Hearing on the SEMSWA 2008 Budget will be published in *The Villager* in November and the public hearing will be held at the November 28, 2007, Board Meeting.

Board Member Bockenfeld initiated discussion regarding a letter that the SEMSWA Board received on October 23, 2007, from the Arapahoe County Board of County Commissioners regarding their opposition of SEMSWA's automatic 5% fee increase for 2008.

A question was raised as to the appropriateness of this discussion since it was not on the Agenda. Ed Krisor gave the Board his opinion that due to the November 1, 2007, Arapahoe County Treasurer deadline, it was permissible to have this discussion since it could be considered that the matter was urgent and required an immediate decision. Thus, advance notice would not be required.

- A motion was made by Board Member Rod Bockenfeld to strike the words “Annual Increases 5%” in Paragraph 1 and also to strike Paragraph 4 in its entirety from Resolution No. 5, Series of 2006 (Adoption of Level of Service and Fix Rates and Rate Structure). This motion was seconded by Board Member Jim Dyer:

In favor: Board Members Jim Dyer and Rod Bockenfeld

Opposed: Board Members Bart Miller, Andrea Suhaka, and Sue Bosier

Motion Failed: 2 Votes In Favor, 3 Votes Opposed

Dave Agee presented the projected 2007 financial results. A re-appropriation of funds for projects budgeted for 2007 but not completed in 2007 will be requested from the Board at a later date.

## **6. SEMSWA Credit Policy and Program Management Plan**

- a. Jon Sorensen, AMEC, gave a presentation regarding current stormwater credit policies and the SEMSWA rate structure. Also presented were four new credit policies that could be studied and considered. Discussion followed regarding stormwater improvement credits. Board Member Bockenfeld remarked that SEMSWA has not given credits for improvements/investments in infrastructure that had reduced stormwater impact in the past, i.e. Centennial Airport. He also stated that he would like to offer those credits to entities that go over and above the minimum requirements.
  - o Action Item: Board Member Bockenfeld and Board Member Miller requested a scope from AMEC on the four proposed policies, on a capital credit policy, and any other credit policies that may be needed.
- b. Jon Sorensen, AMEC, presented the reasoning and benefits of a Program Management Plan. A comprehensive management plan is needed for SEMSWA to effectively organize and manage capital improvements, remedial projects, and maintenance projects.

## **7. GIS Project Update**

- a. Kyle Hamilton, CH2M Hill, gave a presentation regarding the goals, tasks, and deliverables of Phase I of the Drainage Inventory Project.

## 8. CIP Update

- a. A CIP update was given by Mike Vinson, SEMSWA CIP Program Manager. Board Members suggested that more project pictures be placed on the website.
- b. Additionally, Mike Vinson delivered a presentation regarding a proposed funding reauthorization (see next item).
- c. Motion to approve Resolution No. 53, Series of 2007, (Amendment to Resolution No. 34, Series of 2007, to Reauthorize Funding):

Motion for approval: Board Member Sue Bosier

Seconded: Board Member Andrea Suhaka

Approved: All

## 9. Lone Tree, Windmill and Dove Creek Funding Agreement with UDFCD

- a. Monica Bortolini, SEMSWA Floodplain and Master Planning Program Manager, made a presentation regarding the funding agreement with UDFCD regarding Lone Tree, Windmill and Dove Creek.
- b. Motion to approve Resolution No. 54, Series of 2007, (Authorization to Execute Agreement regarding Funding of Major Drainageway Planning (MDP) and Flood Hazard Area Delineation (FHAD) for Lone Tree Creek, Windmill Creek and Dove Creek with UDFCD):

Motion for approval: Board Member Andrea Suhaka

Seconded: Board Member Jim Dyer

Approved: All

## 10. Purchase of Vehicles and Equipment

- a. Mason Staub, SEMSWA Maintenance Program Manager, made a presentation regarding the purchase of vehicles and equipment.
  - o Action Item: Board Member Bockenfeld requested that a vehicle purchase analysis and a mileage analysis be presented at the next board meeting during the 2008 Budget discussion.
- b. Motion to approve Resolution No. 55, Series of 2007, (Authorization to Acquire a Ford F350 Crew Truck and a Ford Escape), with the following language added, "A budgetary transfer of \$51,095 is authorized from the Contingency budget category to the Capital Equipment Purchases budget category.":

Motion for approval: Board Member Andrea Suhaka

Seconded: Board Member Rod Bockenfeld

Approved: All

- c. Motion to approve Resolution No. 56, Series of 2007, (Authorization to Acquire a Skid-Steer Loader and Mini-Excavator):

Motion for approval: Board Member Sue Bosier

Seconded: Board Member Jim Dyer

Approved: All

## **11. Other Issues**

- a. Lanae Raymond, SEMSWA Special Projects Program Manager, invited board members to attend the Cherry Creek Stewardship Partners Annual Conference scheduled for Friday, November 2, 2007, at the Wildlife Experience.
- b. Lanae reported that she and Steve Gardner were putting together an informative bus tour for board members. The 2007 Project Tour is being scheduled for November.

## **12. Adjournment**

The Board Meeting was adjourned at 4:25 p.m. by Board Chairman Bart Miller.

The next SEMSWA Board Meeting will be held at 1:30 p.m., November 28, 2007.