



## Minutes of the Southeast Metro Stormwater Authority Board Meeting September 26, 2007

The Board Meeting of the Southeast Metro Stormwater Authority (SEMSWA) was held on Wednesday, September 26, 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 Chairman Bart Miller at 1:35 p.m.

Those present were: Board Member Bart Miller  
Board Member Ron Weidmann  
Board Member Jim Dyer  
Board Member Andrea Suhaka  
Board Member Rod Bockenfeld  
Board Member Sue Bosier/ Alternate (arrived late)  
Board Member Alan Leak (arrived late)

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  
Cindy Edwards, SEMSWA Water Quality Program Manager

### SIGN-IN SHEET SUMMARY

<b>Name</b>	<b>Representing</b>	<b>Phone/E-mail</b>
Eric Marburger	ESM Consulting Services	ericmarburger@comcast.net
Jon Sorensen	AMEC	jon.sorensen@amec.com

#### 1. Administrative Items

- a. Motion to accept the August 22, 2007, meeting minutes as provided in the backup materials:

Motion for acceptance: Board Member Ron Weidmann  
Seconded: Board Member Jim Dyer  
Approved: All

#### 2. Public Comments

- None

### 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 \$2,806,907.27:

Motion for acceptance: Board Member Ron Weidmann

Seconded: Board Member Rod Bockenfeld

Approved: All

- b. The Financial Reports were presented by Dave Agee.
- c. The Draft 2008 Budget was presented and the statutory requirement that the Board receive the budget on or before October 15, 2007, was met. Discussion about the draft budget included vehicle purchases, additional personnel, and CIP projects slated for 2008.
  - o Comment: Board Member Dyer remarked that it would be helpful to have more specificity in the budget information. When there are discrepancies, more specific information should be available in the budget report that can be compared and discussed. Specifically, he requested information on how dollars are to be spent from now through the end of the year and what projects are going to be carried over to next year. Executive Director Lugod explained that more detailed budget information will be available as the data/information is finalized.
  - o Comment: Board Member Bockenfeld suggested a field trip to show board members projects in progress or projects that have been completed. Executive Director Lugod reported that SEMSWA staff will be taking before and after pictures to more fully document CIP and other projects.
- d. For the Board's review, letters were drafted to the City and the County thanking them for their support of SEMSWA and also for the start-up funds that were advanced to SEMSWA. Loan repayment checks will be included with those letters: \$345,324 to Arapahoe County and \$199,915 to the City of Centennial.
- e. Motion to Approve **Resolution No. 52**, Series of 2007, Supplemental Appropriations for 2007:

Motion for approval: Board Member Ron Weidmann

Seconded: Board Member Andrea Suhaka

Approved: All

### 4. Executive Director Report

- a. Executive Director Lugod reported that SEMSWA received the first property transfer package from ACCWA.
- b. Staff is evaluating the impact that property transfers will have on future staffing and vehicle needs.

- c. Executive Director Lugod reported that SEMSWA is hiring a CIP Project Manager and four additional maintenance crew members.

## **5. Stormwater Utility Fee Increase**

- a. A presentation was given by Jon Sorensen, AMEC, with a recommendation to proceed with the 5% automatic increase in stormwater utility fees. Discussion followed and it was indicated that staff needed to know the Board's position on this for budgeting purposes.

Motion was made by Board Member Jim Dyer not to proceed with the automatic 5% increase in stormwater utility fees for 2008 and the Motion was seconded by Board Member Rod Bockenfeld:

In favor: Board Members Jim Dyer and Rod Bockenfeld

Opposed: Board Members Ron Weidmann, Bart Miller and Andrea Suhaka

Motion Failed: 2 Votes In Favor, 3 Votes Opposed; SEMSWA will proceed with the automatic 5% fee increase in 2008.

## **6. SEMSWA Fee Update**

- a. Dave Agee gave a brief update of fee collections and a delinquent fee collections .
- b. Dave Agee reported that the refund process for the Arapahoe County billing has been completed.
- c. Jon Sorensen, AMEC, gave a presentation and project update on impact, permit and review fees for new development. Potential task force members will be sent a letter asking them to participate in the Task Force and inviting them to the first meeting on October 23, 2007. Board Member Weidmann asked that a representative from Alberta Development Partners be added to the Task Force List. Also, a press release will be posted on the web, sent to the media, and given to the City of Centennial, Arapahoe County, and the five water districts.
- d. Ed Krisor reported that he has been unable to obtain the Centennial Airport address information from Gwen Balk. Board Member Dyer stated that he would assist Ed in this process.
  - o Action Item: Ed Krisor will draft a letter of apology in regard to the Centennial Airport billings and Board Member Dyer will facilitate its delivery to Gwen Balk for addressing and return to SEMSWA for mailing.

## 7. Hiring of Personnel/Job Classification Study

- a. Motion to move into **Executive Session** to discuss personnel matters pursuant to 24-6-402(4)(f)(I) C.R.S. at 3:45 p.m. Ed Krisor certified that the Executive Session was properly called:

Motion for approval: Board Member Bart Miller  
Seconded: Board Member Ron Weidmann  
Approved: All

Motion to close **Executive Session** at 4:09 p.m.:

Motion for approval: Board Member Bart Miller  
Seconded: Board Member Jim Dyer  
Approved: All

- b. Motion to Approve **Resolution No. 50**, Series of 2007, (Approving Job Classifications and Ranges):

Motion for approval: Board Member Jim Dyer  
Seconded: Board Member Ron Weidmann  
Approved: All

## 8. CIP Update

- a. A CIP update was given by Mike Vinson, SEMSWA CIP Program Manager. Board members expressed an interest in future study sessions regarding general CIP issues and the relationship between SEMSWA and UDFCD.
- Action Item: Board Member Weidmann requested that the CIP backup materials be presented in spreadsheet format.
  - Action Item: Board Member Bosier asked about the Greenwood Gulch Project, which is being funded by UDFCD's restoration program. The Board requested a report on the status of this project at the next meeting.

## 9. MS4 Permit Transfer Update

- a. A MS4 Permit Transfer Update was given by Cindy Edwards, SEMSWA Water Quality Program Manager. SEMSWA is on track to meet the transfer deadlines.
- Action Item: Cindy Edwards will contact Mike Connor, City of Centennial, regarding our research into the Cartêgraph maintenance/asset tracking system.

## **10. Other Issues**

- a. The December Board Meeting was rescheduled for December 19, 2007, at 1:30 p.m.
- b. Board Member Bockenfeld asked about the status of SEMSWA's credit policy for stormwater improvements. Board Member Miller suggested that this issue be rolled into the study that AMEC is doing regarding System Development Fees.
  - o Action Item: Jon Sorensen, AMEC, will give a presentation at a future board meeting regarding credits for stormwater improvements.
- c. Board Member Dyer raised the issue of the original agreement regarding the truck cleanout facility at the Peoria site. Discussion followed regarding what investments might be made in the Peoria shops and whether or not SEMSWA needs to look at other alternatives for dumping waste from the vac truck. Steve Gardner has been working with Arapahoe County regarding this issue.

## **11. Adjournment**

The Board Meeting was adjourned at 4:44 p.m. by Board Chairman Bart Miller.

The next SEMSWA Board Meeting will be held at 1:30 p.m., October 24, 2007.