



Minutes of the Southeast Metro Stormwater Authority Board Meeting

The Board Meeting of the Southeast Metro Stormwater Authority (SEMSWA) was held on Wednesday, November 1, 2006 at 1:30 p.m. at 10730 E. Briarwood Ave., #100, Centennial, CO 80112. A full and timely notice of this meeting had been posted and a quorum was present. Brackets "[]" indicate clarifications or more recent information.

The meeting was called to order by Chairman Bart Miller.

Those present were:

Board Member Bart Miller

Board Member Andrea Suhaka

Board Member Frank Weddig

Board Member Ron Weidmann

Board Member Rod Bockenfeld (arrived late, and left early)

Also present were: Steve Gardner, Arapahoe County/Centennial Public Works

Ed Krisor, SEMSWA Attorney

John Pazour, Centennial

Shannon Carter, Arapahoe County

Dave Schmit, Arapahoe County

Kyle Hamilton, CH2M HILL

Michele Majeune, CH2M HILL

Jon Sorensen, AMEC

Bob McGregor, AMEC

Voting Items Summary

1) Accept Oct. 25, 2006 meeting minutes, as included in the backup packets.

Motion for acceptance: Board Member Ron Weidmann

Seconded: Board Member Frank Weddig

Approved: By all

2) Approve Resolution #6 regarding loan with Colorado Business Bank.

Motion for acceptance: Board Member Frank Weddig

Seconded: Board Member Andrea Suhaka

Approved: Board Member Bart Miller

Board Member Andrea Suhaka

Board Member Frank Weddig

Board Member Rod Bockenfeld

Disapproved: Board Member Ron Weidmann

3) Authorize officers to sign documents for Colorado Business Bank accounts setup.

Motion for acceptance: Board Member Andrea Suhaka

Seconded: Board Member Frank Weddig

Approved: By all

- 4) Approve AMEC to hire appropriate Customer Service Supervisor and proceed with phone number, office space/workstation setup, and training manual.

Motion for acceptance: Board Member Rod Bockenfeld

Seconded: Board Member Frank Weddig

Approved: By all

- 5) Motion to continue public hearing for 2007 budget until Nov. 22, 2006.

Motion for acceptance: Board Member Ron Weidmann

Seconded: Board Member Frank Weddig

Approved: By all

Action Items Summary

SEMSWA Board

- 1) The next board meeting will be held Wednesday, November 8, 2006 at 1:30PM at Arapahoe County Public Works, 10730 E. Briarwood Ave., #100, Centennial, CO 80112.
- 2) Conduct ED and FD interviews at Nov. 8 Board meeting.
- 3) Provide website and public mailer comments to CH2M HILL [these comments are requested by Nov. 8].

AMEC

- 1) Coordinate customer service phone number setup with Shannon Carter or appropriate County staff. Provide number to CH2M HILL, County treasurer, and others that need the number.
- 2) Verify if Arapahoe County Treasurer will mail to tax exempt properties.
- 3) Remove water and sanitation district shading from the capital projects map.
- 4) Contact ACWWA to see if they can include a bill stuffer related to fees being changed to SEMSWA.

CH2M HILL

- 1) Prepare a letter for R.S. Wells regarding not being selected to interview.
- 2) Proceed with lease negotiations and letters of intent with all properties under consideration.
- 3) Breakout estimated costs by task on the CH2M HILL contract.
- 4) Put information on the website regarding where revenue will be spent. Use “proposed” for the capital projects list.
- 5) Place fee details on the website.
- 6) Mailer - Change the left column wording regarding existing problems. Emphasize the unfunded federal mandate. Customize language for only Arapahoe County Treasurer

mailings (don't send mailers to Douglas County). Mailer will only go to those who will pay a fee.

- 7) Contact both ED/FD firms and schedule 1 hour interview with each [this was later revised by Chairman Miller to be a 45 minute interview].
- 8) For the original building lease, find out how long the LL and existing tenant have to work out their potential lease.
- 9) Email retirement plan comparison table to Ed Krisor [done].

Steve Gardner, Arapahoe County Public Works

- 1) Invite Ann Harden, the County's director of Human Resources, to attend future retirement presentations.
- 2) Review/approve public materials. Send emails as needed to SEMSWA Board for review/approval as determined by Ed Krisor.
- 3) Invite Board members to public meetings, once the dates have been set.
- 4) Prepare information related to how the \$3.5M loan dollars will be spent (that money can't be used for reserves).
- 5) Have Dan Kennicutt coordinate with Charles Montoya regarding City and County budget transfers to SEMSWA. Specifically, in the 2007 Budget, verify the \$2.2M and \$1.2M figures, and the transfer of dollars. Obtain City and County email verification.

Ed Krisor

- 1) Continue coordination with the County Treasurer's office.
- 2) Email loan documents and resolution (using track changes mode) to the Board.
- 3) Hire 3rd party consultant to perform retirement comparison analysis.
- 4) Review news releases and website.
- 5) Ed shall review documents created by staff and determine if they are administrative items or if they should be discussed with the Board. Ed will review/approve public materials.

Meeting Schedule

- 1) Nov. 8, 1:30PM, 10730 E. Briarwood Ave.
- 2) No meeting the week of Nov. 13
- 3) Week of Nov. 20 (Thanksgiving Week) – tentatively plan on a short meeting on Nov. 22, 1:30PM, 10730 E. Briarwood Ave. Confirmation of this meeting to be discussed on Nov. 8.
- 4) Nov. 29 and thereafter, every Wednesday, 1:30PM, 10730 E. Briarwood Ave. until otherwise determined.