



Minutes of the Southeast Metro Stormwater Authority Board Meeting August 22, 2007

The Board Meeting of the Southeast Metro Stormwater Authority (SEMSWA) was held on Wednesday, August 22, 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 (left @ 2:10 p.m.)
Board Member Rod Bockenfeld
Board Member Sue Bosier/Alternate
New Board Member Alan Leak representing Special Districts
(replacing John Kaufman)

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

SIGN-IN SHEET SUMMARY

Name	Representing	Phone/E-mail
Richard Elsinger	Dove Hill HOA	303-693-5516
Deb Ballman	SEMSWA Citizen	303-699-7202
Judi Ballman	SEMSWA Citizen	393-690-7239
Jay Hughes	Observer	None Listed
Kyle Hamilton	CH2M Hill	kyle.hamilton@ch2m.com
Jon Sorensen	AMEC	jon.sorensen@amec.com

1. Administrative Items

- a. Motion to accept the July 25, 2007, meeting minutes as provided in the backup materials:

Motion for acceptance: Board Member Ron Weidmann

Seconded: Board Member Sue Bosier

Approved: All

2. Public Comments

- Richard Elsinger and Deb Ballman, Dove Hill Homeowner's Association, attended the Board Meeting to support the funding of the Dove Hill CIP Project, Agenda Item 7. They expressed their appreciation and support for SEMSWA and encouraged the Board to approve the project.

(The Board Meeting Agenda items were rearranged due to Board Member Jim Dyer's time constraints.)

11. Fee Collection Process

- Ed Krisor reported that Centennial Airport has paid the SEMSWA fees. Ed has asked Gwen Balk for the database so letters can be sent to appropriate parties.
 - Action Item: Centennial Airport Letters (Krisor)

5. AMEC Agreement for SEMSWA Fee Development

- a. Jon Sorensen, AMEC, presented a Scope of Services to the Board and requested authorization to execute Addendum No. 1 to the Agreement for Services with AMEC. The Board asked that AMEC add representatives from the City of Centennial, Arapahoe County, and the Home Builder's Association to their suggested Task Force for the development fee issue.
- b. Motion to Approve Resolution No. 44, Series of 2007, Authorization to Execute Addendum No. 1 to the Agreement for Services with AMEC:

Motion for acceptance: Board Member Ron Weidmann

Seconded: Board Member Jim Dyer

Approved: All

3. Discussion of Increase in 2008 Stormwater Utility Fees

- d. Dave Agee reported that a 5% stormwater fee increase will be automatically implemented as of January 1, 2008, unless the Board acts to waive the automatic increase. Board Member Dyer suggested that SEMSWA forgo the increase and made a motion that the fees not be increased in 2008. Board Member Bockenfeld recommended that SEMSWA not increase fees for at least one year. Board Member Miller and Board Member Weidmann asked that staff analyze the 2008 revenues both with and without the 5% increase.
 - Action Item: Staff will present projections of the 2008 SEMSWA stormwater fee revenues with and without the 5% increase at the September board meeting.

3. Cash Disbursements & Summary of Financial Report

- a. Review and approval of cash disbursements list:

Motion to Approve the List of Cash Disbursements as presented by Dave Agee in the amount of \$1,121,489.69:

Motion for acceptance: Board Member Ron Weidmann

Seconded: Board Member Jim Dyer

Approved: All

- b. The Financial Reports were presented by Dave Agee.
- c. Discussion was held regarding Stormwater Fee collections and an analysis was given by Dave Agee. To date, SEMSWA is at 96.44% of projected Arapahoe County fee collections. Douglas County late notices will be billed by SEMSWA.

(Board Member Dyer left the meeting at 2:10 p.m.)

4. Executive Director Report

- a. Director Lugod reported that the Open House on August 8, 2007, was a success, with informational articles in *The Villager* and *The Centennial Citizen*. The Board thanked the SEMSWA Staff for their work on the Open House.
- b. Director Lugod reported that SEMSWA is in the process of hiring five new employees and discussed hiring a second maintenance crew. Steve Gardner is evaluating budget needs for the additional crew.

5. AMEC Agreement for SEMSWA Fee Development (Large Lot SFR's)

- c. A presentation was given by Jon Sorensen, AMEC, regarding the SEMSWA fee structure for Single Family Residences with large lots. Board Member Bockenfeld stated that commercial lots with improvements should be looked at before the SFR's with large lots. Board Member Weidmann stated that no exceptions should be made at this time. Board Member Bockenfeld concurred with Board Member Weidmann.

6. CH2M Hill Agreement for SEMSWA GIS Development and Asset Identification

- a. Kyle Hamilton, CH2M Hill, gave a presentation regarding Scope of Services for Addendum No. 1 to the Agreement for Services. The question was raised regarding duplication of services between CH2M Hill and AMEC; Kyle Hamilton and Jon Sorensen stated that they were working together to assure that no duplication of services would occur.

- b. Motion to Approve Resolution No. 45, Series of 2007, Authorization to Execute Addendum No. 1 to the Agreement for Services with CH2M Hill:

Motion for acceptance: Board Member Ron Weidmann
Seconded: Board Member Sue Bosier
Approved: All

7. CIP Update

- a. A CIP Update was given by Mike Vinson, SEMSWA CIP Program Manager.
- b. Motion to Approve Resolution No. 46, Series of 2007, Little Dry Creek Crossing at Arapahoe Road **AND** Resolution No. 47, Series of 2007, Dove Hill Drainage:

Motion for acceptance of Resolutions 46 and 47: Board Member Rod Bockenfeld
Seconded: Board Member Sue Bosier
Approved: All

- c. Motion to Approve Resolution No. 48, Series of 2007, Orchard Valley Overflow:

Motion for acceptance: Board Member Ron Weidmann
Seconded: Board Member Rod Bockenfeld
Approved: All

- d. Motion to Approve Resolution No. 49, Series of 2007, Goldsmith Gulch at Arapahoe Lake:

Motion for acceptance: Board Member Bart Miller
Seconded: Board Member Rod Bockenfeld
In favor: Board Members Bart Miller, Rod Bockenfeld, and Sue Bosier
Opposed: Board Member Ron Weidmann
Resolution Passed: 3 Votes Approving the Resolution, 1 Opposed

9. URS Contract

Motion to Approve Resolution No. 51, Series of 2007, Authorization to Execute Agreement for Services with URS:

Motion for acceptance: Board Member Sue Bosier
Seconded: Board Member Ron Weidmann
Approved: All

8. Job Descriptions/Salary Range Evaluations/Range Recommendations

(Ed Krisor stated that the Board could go into Executive Session regarding Item 8. The Board declined.)

- a. A presentation was made by Steve Gardner regarding the Job Classification Study done by Eric Marburger, ESM Consulting. Discussion was held by the Board and Staff regarding budget implications of the proposed implementation of salary range/job classification changes. The Board asked for additional information regarding budget implications regarding this issue.
- b. Motion to Table Resolution No. 50, Series of 2007, Approving Job Classifications and Ranges, until the September 26, 2007, Board Meeting:

Motion to Table: Board Member Ron Weidmann

Seconded: Board Member Rod Bockenfeld

Approved: All

- o Action Item: Research budget impact and present at 09/26/07 meeting. (Agee)

10. Fee Collection Process

Dave Agee reported that there were 2400 delinquent SEMSWA customers in Arapahoe County as of July 31, 2007. SEMSWA is proposing a rebilling to all delinquent customers with the opportunity to pay the fee and have the penalty and interest waived, at least for this first year. If there is no response, a more formal letter will be sent by Ed Krisor to customers with delinquent fees of \$100 or higher. After that, all customers with delinquencies will be recertified to Arapahoe County for the tax sale/lien process in November of 2008.

- o Action Item: Rebilling/friendly letter to delinquent customers, focusing on the larger delinquencies first. (Agee)

12. Other Issues

Ron Weidmann raised the issue of a possible boundary discrepancy in the original IGA, noting that Arapahoe County had a service center that was apparently outside of SEMSWA's boundaries but may be being considered subject to SEMSWA. Ed Krisor said that Staff was aware of this issue and that it stemmed from the requirements of the County's NPDES MS4 Permit. He went on to state that the Colorado Department of Public Health and Environment's position may be that, although the service center is not within the urbanized area of the County, it is providing services covered by the Permit in the urbanized area thus making it subject to the Permit. The issue remains unresolved at the moment, but the IGA does clearly define the boundaries of SEMSWA.

13. Adjournment

The Board Meeting was adjourned at 4:48 p.m. by Board Chairman Bart Miller.

The next SEMSWA Board Meeting will be held at 1:30 p.m., September 26, 2007.