



## Minutes of the Southeast Metro Stormwater Authority Board Meeting February 27, 2008

The Board Meeting of the Southeast Metro Stormwater Authority (SEMSWA) was held on Wednesday, February 27, 2008, 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/Chair  
Board Member Rod Bockenfeld/Vice-Chair  
Board Member Ron Weidmann/Sec.-Treas.  
Board Member Jim Dyer  
Board Member Linda Lehrer/Special Districts  
Board Member Andrea Suhaka  
Board Member Jacque Wedding-Scott/City Alternate

Also present were: Scott Tucker, SEMSWA Executive Director  
David Agee, SEMSWA Interim Finance Director  
Ed Krisor, SEMSWA Attorney  
Mike Vinson, SEMSWA CIP Program Manager  
Mason Staub, SEMSWA Maintenance Program Manager  
RoxAnna Jones, SEMSWA Administrative Assistant

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

<b>Name</b>	<b>Representing</b>	<b>Phone/E-mail</b>
Gary Atkin	ACWWA	gatkin@arapahoewater.org
Steve Miller	Arapahoe County	303-795-4578
Dave Berwanger	DAB Engineering, Inc.	303-791-0183
Alan Leak	WRC Engineering, Inc.	alanl@wrceng.com
Pat Mulhern	IWSD	Not Noted
Leslie Brown	Centennial Airport	303-790-0598
Bob Widner	Centennial	303-754-3396
Doug Harrison	Self	Not Noted
Frank Weddig	Self (signed in, but did not attend the meeting)	303-795-4678

### **1. Administrative Items**

a) Motion to accept the February 13, 2008, meeting minutes as presented:

Motion for acceptance: Board Member Ron Weidmann  
Seconded: Board Member Andrea Suhaka  
In favor: All

## 2. Public Comments

- Gary Atkin, ACWWA, spoke regarding the ACWWA transfer of the NPDES MS4 Permit to SEMSWA and the proposed IIGA. He expressed that ACWWA appreciated Mr. Tucker's work toward finalizing those projects. Mr. Atkin reported that ACWWA's Board Meeting was scheduled for March 12, 2008, and its board members would be deliberating on the IIGA with SEMSWA. Mr. Atkin noted that he supported the proposed IIGA that was included in the SEMSWA board packet.
- Frank Weddig, SEMSWA Alternate Board Member, arrived at 1:39 p.m. Board Member Bockenfeld asked for an immediate recess to confer with counsel.
- The meeting resumed at 1:58 p.m. Mr. Weddig did not return to the meeting.

## 3. Executive Director Report

- a) Scott Tucker reported that AMEC was working on a proposal/contract for SEMSWA's billing and related customer service. The proposal and resolution are scheduled for the March board meeting.
- b) Mr. Tucker reported that SEMSWA was in the process of adopting a new accounting system. He also reported that he would be working on revising the 2008 Budget. This reanalysis of the budget would allow for changes in the CIP Program, Maintenance Program, personnel changes, etc.
- c) Mr. Tucker will be out-of-town from March 10-14, 2008.
- d) Mr. Tucker introduced his friend and colleague, Doug Harrison. Mr. Harrison was a presenter at yesterday's UDFCD Conference and attended the meeting as a guest.

## 4. Cash Disbursement & Summary of Financial Reports

- a) Motion to approve the Cash Disbursements List in the amount of \$553,039.96:

Motion for Approval: Board Member Ron Weidmann

Seconded: Board Member Jim Dyer

Approved: All

- **Action Item: Board Member Lehrer requested that future cash disbursement lists include a breakdown of tasks/costs for CH2M Hill.**
- b) Dave Agee briefly explained SEMSWA's new financial and accounting system. Key features include encumbrance accounting and budgetary control measures. The financial reports were also presented.

## **5. 2007 Maintenance Accomplishments**

- Mason Staub gave a visual presentation which showed the accomplishments of SEMSWA's maintenance crew through the end of 2007.
- **Action Item: Board Member Weidmann asked that Mr. Staub send him a copy of the maintenance accomplishment presentation.**

## **6. Introduction to Safety Program**

- Mr. Tucker informed the board that SEMSWA staff was working on a safety manual.
- **Action Item: Board Member Bockenfeld asked about the reduction of insurance costs through Colorado Special Districts if a safety plan was in place. Staff will research this issue.**

## **7. 5-Year CIP, 2007-2012**

- Mr. Tucker discussed the proposed 5-Year CIP Plan.

## **8. Transfer of ACWWA Permit**

- a) Discussion was held regarding the transfer of the ACWWA Permit and the proposed ACWWA IIGA.
- b) Motion to approve Resolution No. 08-06 (Authorization to Execute an Implementing Intergovernmental Agreement with the Arapahoe County Water and Wastewater Authority (ACWWA) to Address the Transfer of ACWWA's Stormwater Management Activities and Non-standard NPDES MS4 Permit to SEMSWA):

Motion for Approval: Board Member Ron Weidmann

Seconded: Board Member Andrea Suhaka

Approved: All

## **9. Peoria Street Maintenance Facility Washout Location**

- a) Discussion was held regarding the construction and use of a washout facility at the Peoria Street Maintenance Facility.
- b) Motion to approve Resolution No. 08-07 (Authorization to Execute an Agreement with Arapahoe County to Pay for Construction and Use of a Washout and Sediment Collection and Control Facility at the Arapahoe County Peoria Street Maintenance Facility):

Motion for Approval: Board Member Andrea Suhaka

Seconded: Board Member Ron Weidmann

Approved: All

#### **10. URS Contract**

- a) Motion to approve Resolution No. 08-08 (Authorization to Execute a Master Services Agreement with URS Corporation):

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

#### **11. Approval of Subdivision Improvement Agreements**

- a) Motion to approve Resolution No. 08-09 (Approval of Standard Addendum to the City of Centennial Subdivision Improvement Agreement and Authorization of the Executive Director to Execute the Standard Addendum to the City of Centennial Subdivision Improvement Agreement):

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

#### **12. Approve Design and Construction of Forest Park Stream Stabilization Project**

- a) Motion to approve Resolution No. 08-10 (Authorization for Engineering/Construction Services for the Design and Construction of the Forest Park Stream Stabilization Improvements):

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

#### **13. Approve Design of Cherry Crest Outfall Project**

- a) Motion to approve Resolution No. 08-11 (Authorization for Engineering Services for the Design of the Cherry Crest East Storm Sewer System):

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

#### **14. Other Items**

- Mr. Tucker reported that the ECCV Board approved the transfer of the NPDES Permit to SEMSWA.
- Board Member Dyer requested the Mr. Krisor look into the issue of the legality of billing fees on tax statements.

## 15. Executive Session

Motion to move into **Executive Session** at 3:05 p.m. for the purpose of a conference with attorney for SEMSWA to receive legal advice (pursuant to 24-6-402 (4)(b) C.R.S.):

Motion for approval: Board Member Bart Miller

Seconded: Board Member Ron Weidmann

Approved: All

The **Executive Session** was concluded at 3:50 p.m.

## 16. Adjournment

The Board Meeting was adjourned at 3:50 p.m.

The next SEMSWA Board Meeting will be held on Wednesday, March 26, 2008, at 1:30 p.m.