



BOARD OF DIRECTORS
Thursday, June 26, 2008
MINUTES

Members Present:

Jim Congrove	Commissioner, Jefferson County
Jerry DiTullio	Mayor, City of Wheat Ridge
Erik Hansen	Mayor, City of Thornton
Jack Hilbert	Commissioner, Douglas County
Bob Hoffmaster	Engineer
Molly Markert	Mayor Pro Tem, City of Aurora
Nancy McNally	Mayor, City of Westminster
Rebecca McClellan	Mayor Pro Tem, City of Centennial
Bob Murphy	Mayor, City of Lakewood
Chris Nevitt	Council Member, City and County of Denver
Alice Nichol	Commissioner, Adams County
Kathleen Novak	Mayor, City of Northglenn
Dave Sellards	Engineer
Nancy Sharpe	Mayor, City of Greenwood Village
Walt Spader	Mayor Pro Tem, City and County of Broomfield

Members Absent:

Susan Beckman	Commissioner, Arapahoe County
Cindy Domenico	Commissioner, Boulder County
Marcia Johnson	Council Member, City and County of Denver
Peggy Lehmann	Council Member, City and County of Denver
Andrew Muckle	Mayor, Town of Superior
Guillermo (Bill) Vidal	Deputy Mayor, City and County of Denver

UDFCD Staff Present:

David Lloyd	Executive Director
Ed Krisor	Legal Counsel
Bill DeGroot	Manager, Floodplain Management
Paul Hindman	Manager, Design, Construction and Maintenance
Mark Hunter	Manager, Design, Construction and Maintenance
Kevin Stewart	Manager, Information Services and Flood Warning
Dave Bennetts	Senior Project Engineer, Design, Construction and Maintenance
Richard Borchardt	Senior Project Engineer, Design, Construction and Maintenance
Bryan Kohlenberg	Senior Project Engineer, Design, Construction and Maintenance
Laura Kroeger	Senior Project Engineer, Design, Construction and Maintenance
David Mallory	Senior Project Engineer, Floodplain Management
Cindy Thrush	Senior Project Engineer, Design, Construction and Maintenance
Shea Thomas	Project Engineer, Master Planning
Jeff Fisher	Senior Construction Manager, Design, Construction and Maintenance
Steve Materkowski	Senior Construction Manager, Design, Construction and Maintenance
Mike Sarmento	Senior Construction Manager, Design, Construction and Maintenance
Darren Bradshaw	Construction Manager, Design, Construction and Maintenance
Frank Dobbins	Director, Finance and Accounting
Sandra Atkins	Administrative Services Manager

Others Present:

Eric Marburger	Mountain States Employee Council
Sandy Lloyd	

I OPEN MEETING

1. Preliminary

.1 Call To Order

Chairperson McNally called the meeting to order at 1:15 p.m.

.2 Roll Call - Determination of Quorum

Roll was called and a quorum was declared present.

.3 Approval of May 15, 2008 Meeting Minutes

It was moved and seconded to approve the minutes as submitted.

.4 Student Interns

Dave Lloyd introduced three new student interns: Henok Debesu, Erica Bolding and Mike Carter. All three students work in the Design, Construction, and Maintenance Program.

II PUBLIC HEARING

1. Revision of 2008 Special Revenue Fund - Maintenance Budget - Discussion

Chairperson McNally opened the Public Hearing portion of the meeting.

Each year the Maintenance Fund balance from the previous year is budgeted into the current year, with the purpose to adjust the maintenance service allocation for each county to reflect actual revenues and expenditures through the end of the previous year. This is accomplished by transferring those funds into each county's maintenance service authorization.

When the budget was adopted in November 2007 a Maintenance fund balance of \$1,695,325 was projected in the Reserve for future operations. The actual fund balance at year end was \$2,501,178. The difference of \$805,853 was the result of several things including:

1. Projects not started in 2006 as projected
2. Some projects costing less than projected.
3. Revenues being more than projected.
4. Preservation acquisitions that were projected but did not occur.

The \$805,853 is reallocated to the Maintenance Service Category of each county depending on their actual revenues and expenditures and to the Emergency Reserve Category.

This resolution appropriates the \$805,853 fund balance which increases the Maintenance Service expenditure by \$758,127 and the Emergency Reserve Category by \$47,726. It also revises the authorized 2008 expenditures for each of the seven counties. These numbers are individually adjusted to reflect actual 2007 year end revenues and expenditures.

Chairperson McNally requested comments or questions from the public. There being none, Chairperson McNally declared the Public Hearing portion of the meeting closed.

III OPEN MEETING (Continued)

2. General Business

.1 Revision of 2008 Special Revenue Fund - Maintenance Budget (Resolution No. 45, Series of 2008)

This item was discussed during the Public Hearing portion of the meeting.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 45 on the Consent Agenda.

.2 Authorization to Participate in Drainage and Flood Control Improvements on the South Tributary of Grange Hall Creek (Resolution No. 46, Series of 2008)

This is a joint project with the City of Northglenn. David Bennetts, the District's Senior Project Engineer, is managing this project in conjunction with Pam Acre, Stormwater Coordinator with the City of Northglenn.

The City desires to design and construct improvements to Detention Pond 309, which is just upstream of Washington Street. The project will provide additional capacity to the pond and move the pond embankment to the north onto public property. Currently it is on private property. The project will also include trail improvements on the regional trail adjacent to the project.

The District will be administering the design and construction, and has identified \$120,000 in initial project costs for the construction with the District's share being \$60,000. Resolution No. 46 authorizes \$60,000 of District funds to be matched by the City of Northglenn for the design and construction of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 46 on the Consent Agenda.

.3 Additional Authorization to Participate in Drainage and Flood Control Improvements on Niver Creek Tributary L, City of Thornton (Resolution No. 47, Series of 2008)

This is a joint project with the City of Thornton. David Bennetts, the District's Senior Project Engineer, is managing this project in conjunction with Mike Young, Project Manager with the City of Thornton.

CH2M Hill designed the project under contract with the District. The project includes erosion protection along the drainageway and a short extension of the storm sewer under I-25. The final design is now complete and the City and the District desire to construct the improvements.

The project is ready for bid and the District and the City of Thornton have identified \$520,000 in total project costs with the District's share being \$260,000. The previous authorization in 2007 was for \$110,000 to fund design and partially fund construction. Resolution No. 47 authorizes an additional \$150,000 of District CIP funds to be matched by the City of Thornton for construction of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 47 on the Consent Agenda.

.4 Additional Authorization to Participate in Drainage and Flood Control Improvements on Sable Drainageway, City of Aurora (Resolution No. 48, Series of 2008)

This is a joint project with the City of Aurora. Richard Borchardt, the District's Sr. Project Engineer, is managing this project in conjunction with Vern Adam, Project Manager with Aurora Water.

Muller Engineering is currently designing the project under a contract with the District. The City desires to construct improvements along Sable Drainageway in accordance with the “Major Drainageway Planning, Granby and Sable Drainageways Phase B: Preliminary Design Report”. The project includes construction of a regional storm water detention facility and a Letter of Map Revision.

The District will be administering the construction and the City has identified \$2,375,000 in project costs for the construction with the District’s share being \$1,125,000. The Board previously authorized \$1,025,000 and Resolution No. 48 authorizes an additional \$1,125,000 of District to be at least matched by the City of Aurora for the construction of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 48 on the Consent Agenda.

**.5 Authorization of a Planning Study for Upper Toll Gate Creek (Resolution No. 49, Series of 2008)
TAKEN OFF AGENDA BY STAFF**

.6 Revision of Personnel Rules and Procedures (Resolution No. 50, Series of 2008)

Dave Lloyd presented Eric Marburger who provided the Board with a summary of the recommendations of the Benefits Committee. Mr. Marburger stated that the purpose of the Benefits Committee was to review the overall level of District benefits and to ensure that the benefit plan was competitive. After reviewing all the benefits the Committee recommended that the Tuition Assistance Plan be increased from \$1,500 to \$3,000 per year and to allow the Executive Director to approve Bereavement Leave to employees who have a death in the immediate family.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 50 on the Consent Agenda.

**.7 Recognition of Contribution to District of Dave Lloyd, Executive Director
(Resolution No. 51, Series of 2008)**

Chairperson McNally read the resolution recognizing the contributions made by Mr. Lloyd to the District over the past twenty-six years. Mr. Lloyd was presented with a framed commemorative resolution.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 51 on the Consent Agenda.

**.8 Authorization to Participate in Drainage and Flood Control Improvements on Bolling Drive
Tributary at Tower (Resolution No. 52, Series of 2008)**

This is a joint project with the City of Aurora. Richard Borchardt, the District’s, Senior Project Engineer, is managing this project in conjunction with Vern Adam, Project Manager with Aurora Water. The City desires to design and construct improvements along Bolling Drive Tributary in accordance with the “Irondale Gulch and DFA 0055 Stormwater Outfall Systems Plan Preliminary Design Report”. The project includes construction of a drainage channel and flood control improvements. The District will be administering the design and construction. The City has identified \$400,000 in initial project costs for the design and construction with the District’s share being \$200,000. This resolution authorizes \$200,000 of District funds to be matched by the City of Aurora for the design and construction of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 52 on the Consent Agenda.

.9 Adjustment of 2008 Automobile reimbursement Rates (Resolution No. 53, Series of 2008)

Driving is a requirement of most of our employees because of the nature of our work. The District has no vehicles and as a result it is a condition of employment for 20 staff members and a number of student interns that they utilize their personal vehicles and the District reimburses them for mileage driven. It has been the Board's policy to reimburse at a rate as close to the actual cost as possible and typically it has been a few pennies more than the IRS allowable rate.

As the result of the rise in fuel prices, IRS announced recently that it was raising its rate from 50.5 cents to 58.5 cents effective July 1, 2008. Mr. Lloyd recommended that the District's reimbursement rate be raised from its current 55 cents to 63 cents effective July 1, 2008.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 53 on the Consent Agenda.

3. Other Business

.1 Review of Cash Disbursements

Cash Disbursement lists dated May and June 2008 were distributed to the Board for review.

There being no further comments or questions, it was the consensus of the Board to include approval of the Cash Disbursements on the Consent Agenda

It was the consensus of the Board that Resolutions No. 45, 46, 47, 48, 49, 50, 51, 52, and 53, Series of 2008, and Cash Disbursements for May and June 2008, be placed on the Consent Agenda. Mr. Hoffmaster moved to adopt the Consent Agenda. Upon a roll call vote the motion was passed unanimously.

.2 Safe Deposit Box Signatory

Mr. Lloyd stated that the District's bank, US Bank, required a motion by the Board to authorize Paul Hindman, Executive Director, (effective July 1) and Frank Dobbins, Director of Finance as designated signatories for the District's Safe Deposit Box.

.3 Next Regularly Scheduled Meeting: August 21, 2008

NO MEETING IN JULY

4. Adjournment

Chairperson McNally adjourned the meeting at 2:00 p.m.