



**URBAN DRAINAGE AND FLOOD CONTROL DISTRICT
BOARD OF DIRECTORS**

September 16, 2010

MINUTES

Members Present:

Bob Broom	Mayor Pro Tem, City of Aurora
Joyce Downing	Mayor, City of Northglenn
Bob Dyer	Mayor Pro Tem, City of Arvada
Faye Griffin	Commissioner, Jefferson County
Bob Hoffmaster	Engineer
Marcia Johnson	Council Member, City and County of Denver
Peggy Lehmann	Council Member, City and County of Denver
Paul Lopez	Council Member, City and County of Denver
Nancy McNally	Mayor, City of Westminster
Andrew Muckle	Mayor, Town of Superior
Bob Murphy	Mayor, City of Lakewood
Jill Repella	Commissioner, Douglas County
Dave Sellards	Engineer
Walt Spader	Mayor Pro Tem, City and County of Broomfield
Guillermo (Bill) Vidal	Deputy Mayor, City and County of Denver
Ken Wilson	Deputy Mayor, City of Boulder

Members Absent:

Susan Beckman	Commissioner, Arapahoe County
Jerry DiTullio	Mayor, City of Wheat Ridge
Cindy Domenico	Commissioner, Boulder County
Erik Hansen	Mayor, City of Thornton
Alice Nichol	Commissioner, Adams County
Nancy Sharpe	Mayor, City of Greenwood Village
Ron Weidmann	Mayor Pro Tem, City of Centennial

UDFCD Staff Present:

Paul Hindman	Executive Director
Ed Krisor	Legal Counsel
Bill DeGroot	Manager, Floodplain Management
Dave Bennetts	Manager, Design, Construction, and Maintenance
Ken MacKenzie	Manager, Master Planning
Kevin Stewart	Manager, Information Services and Flood Warning
Laura Kroeger	Assistant Manager, Design, Construction, and Maintenance
Richard Borchardt	Senior Project Engineer, Design, Construction, and Maintenance
David Mallory	Senior Project Engineer, Floodplain Management
Barbara Chongtousa	Senior Project Engineer, Design, Construction, and Maintenance
Shea Thomas	Senior Project Engineer, Master Planning
Terri Fead	Project Engineer, Floodplain Management
Holly Piza	Project Engineer, Master Planning
David Skuodas	Project Engineer, Design, Construction, and Maintenance
Frank Dobbins	Director, Finance and Accounting
Sandra Gonzalez	Administrative Services Manager

1. **Call to Order – 1:00 p.m.**
Chairperson McNally called the meeting to order at 1:00 p.m.
2. **Roll Call - Determination of Quorum**
Roll was called and a quorum was declared present.
3. **Introductions**
 - a. **Swearing in of New Board Members**
No Board members were sworn in at this meeting.
 - b. **Visitors/Guests**
 - c. **Awards/Recognition**
No items this month.
4. **Approval of August 19, 2010, Meeting Minutes**
It was moved and seconded to approve the minutes as submitted.
5. **Consent Agenda**
 - a. **Review of Cash Disbursements**
Cash Disbursement lists dated September and October 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.
 - b. **Authorization for Executive Director to Liquidate Surplus Inventory of Unusable or Retired Equipment and Used Office Furniture (Resolution No. 47, Series of 2010)**
District has identified surplus equipment primarily computers. This resolution gives the Executive Director authority to dispose of the equipment by sale and, if no purchaser is found, by donation to charities, schools or employees.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 47 on the Consent Agenda.
 - c. **Acceptance of Upper First Creek Major Drainageway Planning Study (Resolution No. 48, Series of 2010)**
Resolution No. 25, Series of 2007 authorized a Major Drainageway Planning Study for upper First Creek, for which the District partnered with Aurora and Denver to fund and complete the study. Moser and Associates was selected to perform the study and has now completed the final report based on the engineer's recommendations as revised by the District, Denver, and Aurora in the selected plan.

Resolution No. 48 accepts the report titled "First Creek (Upstream of Buckley Road) Major Drainageway Plan Conceptual Design Report" dated September 2010 and recommends that all the drainageway and flood control facilities and practices recommended by the report be used as a guide in future drainage and flood control projects and in land development activities.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 48 on the Consent Agenda
 - d. **Authorization to Participate in Acquisition of Property at 11425 Wadsworth Boulevard on Airport Creek, City and County of Broomfield (Resolution No. 49, Series of 2010)**
This is a joint project with the City and County of Broomfield. The property (approximately 1.25 acres), including a vacated home, is entirely within the 100-year floodplain of Airport Creek. Therefore, the City and County of Broomfield desires to acquire the property, demolish existing

buildings and construct remedial drainageway improvements along Airport Creek in accordance with the Outfall Systems Plan entitled "Big Dry Creek (ADCO) and Tributaries" dated January 1989.

The acquisition of the property will require the services of a qualified right-of-way acquisition company. The District and the City and County of Broomfield also desire to demolish the existing buildings and restore the drainageway back to its original alignment. This project will be entirely managed by the District. The channel improvements recommended in the final Outfall System Plan may be constructed under an additional authorization in the future.

The District and the City and County of Broomfield have identified \$400,000 in total project costs for the property acquisition, demolition and remedial drainageway construction with the District's participation being \$200,000 in 2010 funds. Resolution No. 49 authorizes \$200,000 of District funds from the Special Revenue Fund - Maintenance to at least be matched by the City and County of Broomfield for the acquisition of property, building demolition and construction of the remedial drainage elements of the project.

There was a discussion regarding how long these temporary improvements would be in place. Dave Bennetts responded that there are several plans for this area at this time it is uncertain how long the temporary improvements will be in place. Mayor Pro Tem Spader concurred and added that RTD has several plans for this area including additional parking and an overpass.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 49 on the Consent Agenda.

e. Additional Authorization to Participate in Drainage and Flood Control Improvements on First Creek Detention in Aurora (Resolution No. 50, Series of 2010)

This is a joint project with the City of Aurora. The design consultant will be selected for the project by the District and the City of Aurora. The drainage elements of the project include installation of detention pond, outlet structure, and spillway. Easement and right-of-way acquisition is included in the project costs.

The final design is ready to be started since the master plan has been accepted, and a consultant will be selected by the District and the City of Aurora. The design will be managed by the District. The construction of the improvements, which will be managed by the District or the City of Aurora.

The District and the City of Aurora have identified \$600,000 in total project costs with the District's participation being \$300,000. The previous authorization, Resolution No. 58, Series of 2009 totaled \$200,000 to fund design and to partially fund acquisition of right-of-way and construction. Resolution No. 50 authorizes an additional \$100,000 of District funds from the Special Revenue Fund - Construction to at least be matched by the City of Aurora for the design, acquisition of right-of-way, and construction of the drainage elements of the project.

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

f. Temporary Acting Executive Director (Resolution No. 51, Series of 2010)

This resolution is to formally have a written procedure for how the Executive Director's position is covered in his absence whether the Executive Director is on vacation, incapacitated and unable to perform the duties of the position, or death.

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

6. Vote on Approval of the Consent Agenda

It was the consensus of the Board that Resolutions No. 47, 48, 49, 50, and 51, Series of 2010, and Cash Disbursements for September and October 2010 be placed on the Consent Agenda. Mayor Pro Tem Broom moved to adopt the Consent Agenda. Upon a roll call vote the motion was passed unanimously.

7. Reports/Discussion

a. 2010 and 2011 Budget

Paul Hindman presented an overview of the 2011 Budget.

The proposed levy for 2011 for Adams, Arapahoe, Denver, Douglas and Jefferson Counties is 0.561. The proposed levy for Boulder and Broomfield Counties is 0.504. Further refinement will be performed before adoption.

The budget and mill levy certification will be brought back to the Board in October for adoption.

b. FHAD/LOMR/DFIRM Expenditures

Resolution No. 77, Series of 2009 authorized the Executive Director to expend the \$300,000 in the Flood Hazard Area Delineation budget for 2010, as well as any funds received from cooperating entities or FEMA, for the completion of Flood Hazard Area Delineation Studies (FHAD), Letter of Map Revision Studies (LOMR) and/or Digital Flood Insurance Rate map (DFIRM) conversion projects. The Executive Director is required to report project initiation to the Board.

So far this year- ~~the District has have~~ initiated the following studies:

FHAD - West Toll Gate Creek, East Toll Gate Creek & Second Creek \$130,000
These are new starts that will be done in conjunction with master plans.

FHAD - Willow Creek, First Creek and Cottonwood Creek \$ 12,225
These are for additional work on two FHAD's previously begun.

DFIRM - Jefferson County (Additional) \$ 9,458
The District is incorporating a Jefferson County project that is not in the floodplain on the current FIRM, but was included when the District did a new FHAD a couple of years ago, so the District wanted to make sure the project was out of the new floodplain.

LOMC (Grant advance) \$ 4,005
The District had a period where the District ran out of grant money for LOMC reviews the District does for FEMA. The District advanced \$44,005 to the project and it was eventually reimbursed \$40,000

Total as of June 30, 2010 \$174,688

c. Update on District Activities Related to FasTracks

Staff has reviewed and commented on environmental studies (EIS, EA, EE) on all corridors. The West Corridor Memorandum of Understanding has been completed.

The construction for maintenance eligibility on West Corridor, where the alignment and drainageways intersect, is currently being observed.

Pena Boulevard portion of East Corridor Memorandum has been completed.

The District is cooperating with several local governments on various projects:

Denver - capital projects on the South Platte River and Lakewood Gulch which help the West Corridor project and on a drainage project at the 40/40 station location on the East Corridor.

Lakewood - Richey Park detention expansion.

Westminster and Adams County - Little Dry Creek project at the Westminster station on the Northwest Rail corridor.

The District has also identified several areas of potential issues for the Eagle P3 project:

1. 2nd Creek Bridge
2. 1st Creek Bridge
3. Bridge at Clear Creek
4. Federal Station in the Flood Plain

d. Executive Director Report

Paul provided a brief summary of his report, highlighting the topic of the District's office lease which will terminate in May 2011.

8. New Business

There was no new business for this meeting.

9. Announcements

Chairperson McNally reminded the Board that the next scheduled meeting will be held on October 21, 2010.

10. Adjournment

Chairperson McNally adjourned the meeting at 1:57 p.m.