



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

**May 19, 2011**

**MINUTES**

**Members Present:**

Doug Clark	Mayor, Littleton
Joyce Downing	Mayor, City of Northglenn
Bob Dyer	Mayor Pro Tem, City of Arvada
Mack Goodman	Mayor Pro Tem, City of Thornton
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
Nancy McNally	Mayor, City of Westminster
Bonnie McNulty	Mayor, Edgewater
Renie Peterson	Mayor Pro Tem, City of Aurora
Dave Sellards	Engineer
Vorry Moon	Mayor Pro Tem, City of Centennial
Andrew Muckle	Mayor, Town of Superior
Guillermo (Bill) Vidal	Deputy Mayor, City and County of Denver
Ken Wilson	Deputy Mayor, City of Boulder

**Members Absent:**

Susan Beckman	Commissioner, Arapahoe County
Cindy Domenico	Commissioner, Boulder County
Paul Lopez	Council Member, City and County of Denver
Bob Murphy	Mayor, City of Lakewood
Alice Nichol	Commissioner, Adams County
Jill Repella	Commissioner, Douglas County
Walt Spader	Mayor Pro Tem, City and County of Broomfield

**UDFCD Staff Present:**

Paul Hindman	Executive Director
Ed Krisor	Legal Counsel
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
Barbara Chongtoua	Senior Project Engineer, Design, Construction, and Maintenance
Shea Thomas	Senior Project Engineer, Master Planning
Holly Piza	Senior Project Engineer, Master Planning
David Skuodas	Project Engineer, Design, Construction, and Maintenance
Sandra Gonzalez	Administrative Services Manager
Margaret Corkery	Senior Administrative Assistant
Geanesia Hinton	Senior Administrative Assistant

**Others Present**

Jim Kaiser, City of Thornton  
Erik Hansen, Commissioner, Adams County

**1. Call to Order and Pledge of Allegiance – 1:00 p.m.**

Treasurer, Mayor Downing, acting as Chair in the absence of Chairperson Beckman, 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. Visitors/Guests**

No visitors or guests were present at this meeting.

**b. Awards/Recognition**

There were no awards or recognitions mentioned at this meeting.

**4. Approval of April 21, 2011 Annual Meeting Minutes**

The minutes were approved as submitted.

**5. Draft Resolution: Adoption of Agricultural Land to Urban Renewal Area Policy – Discussion**

Paul Hindman noted that this draft was the result of Aurora’s presentation at the April board meeting and a new state law regarding the redevelopment of agricultural land into an urban renewal area. A copy of the resolution, along with the new law, was distributed to the Board Members for discussion.

Mayor Muckle asked whether under the urban renewal area’s tax incremental financing (TIF) the District would receive less funds and if so, how that would impact future maintenance costs of the project, specifically under the District’s Maintenance Eligibility Program. Mr. Hindman said the District would receive less money during the TIF period and that under certain circumstances maintenance costs could be affected.

Mayor Clark suggested adding the following phrase to Item #6 “...and the urban renewal area meets the district’s design guidelines.”

Mayor Muckle suggested wording also be included to cover responsibility for maintenance costs until the TIF expired.

There was more discussion regarding how the policy would actually work. Legal Counsel, Ed Krisor, noted that Commissioner Beckman suggested drafting a District policy to minimize the conflict if two entities were competing for the same project. This type of policy would help neutralize any conflict.

It was also suggested that authority for review of this type of request be delegated to the Executive Director, if the project met the guidelines as spelled out in the policy. Mr. Krisor responded that it was discussed, but at this point in time since this was a new procedure, it was determined that the Board might not be comfortable giving the Executive Director authority until they had an opportunity to see how the process worked. Mayor Vidal commented that it was a good idea to have each request reviewed by the Board so that Board members could discuss it, rather than have

the authority entirely with the Executive Director. The policy provides a good system of checks and balances.

It was the consensus of the Board Members that the language proposed by Mayor Clark and language addressing the maintenance issue mentioned by Mayor Muckle be included in the policy resolution. Paul Hindman and Ed Krisor will revise the language as discussed and bring the resolution back for approval and adoption at the next Board meeting.

**6. Consent Agenda**

**a. Review of Cash Disbursements**

Cash Disbursement list dated April and May 2011 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. Amendment to Statement of Policy Regarding Removal and Relocation of Public Utilities (Resolution No. 33, Series of 2011)**

Paul Hindman commented on the procedures followed for removal and relocation of utilities involved in new construction. The purpose of this resolution is to clarify when and how the District pays for utility relocations. In the past, payment by the District for utility relocations has been inconsistent. This policy further clarifies the payment process for five different scenarios.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 33 on the Consent Agenda.

**c. Authorization to Participate in Drainage and Flood Control Improvements on Ridge Road Tributary, Downstream of Ward Road in Jefferson County (Resolution No. 34, Series of 2011)**

This is a joint project with the City of Wheat Ridge and the City of Arvada. The City of Wheat Ridge and City of Arvada desire to design, acquire right-of-way, and construct improvements along Ridge Road Tributary in accordance with the joint planning study titled "Outfall Systems Planning – Columbine Basin" by Muller Engineering Company, Inc., dated December 1994.

The project includes storm sewer improvements to Ridge Road Tributary from approximately Ward Road to Quail Street. This proposed 66-inch to 84-inch diameter storm sewer will parallel the old Union Pacific Railroad right-of-way along the proposed RTD FasTracks Gold Line commuter rail corridor. The downstream end of this pipe at Quail Street will discharge into a proposed temporary detention pond, to be built by RTD, until future downstream conveyance improvements are made.

The District will be administering the design once a consulting engineering firm is selected. Easement and right-of-way acquisition will be included in the project costs. The District, the City of Wheat Ridge, and the City of Arvada have identified \$200,000 in initial project costs for the design and partial funding of right-of-way acquisition with the District's participation being \$100,000. Total project costs for the design, right-of-way acquisition, and construction is estimated to be \$1,500,000. It is anticipated that additional monies will be added later this year and in future years. Construction is anticipated in 2011.

This resolution authorizes \$100,000 of District funds from the Special Revenue Fund - Construction to at least be matched by the City of Wheat Ridge and the City of Arvada 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. 34 on the Consent Agenda.

- d. Acceptance of Lafayette-Louisville Boundary Outfall Systems Planning Study, Boulder County (Resolution No. 35, Series of 2011)**  
Resolution No. 21, Series of 2008 authorized an Outfall Systems Planning Study for the Lafayette-Louisville boundary area, for which the District teamed with the City of Louisville and the City of Lafayette to fund and complete.

McLaughlin Water Engineers was selected to perform the study and has now completed the conceptual design report based on the engineer's recommendations as revised by the District, the City of Louisville and the City of Lafayette in the selected plan.

This resolution accepts the report titled "Lafayette-Louisville Boundary Outfall System Plan Conceptual Design Report", dated May 2011, 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. 35 on the Consent Agenda.

- e. Authorization for a Planning Study of Happy Canyon Creek (Resolution No. 36, Series of 2011)**  
In 2007, the Southeast Metro Stormwater Authority (SEMSWA) asked the District to participate in a planning study leading to a major drainageway plan and a FHAD for Happy Canyon Creek. Portions of Douglas County, the City of Lone Tree and the Town of Parker lie within the Happy Canyon Creek watershed and all three local governments have agreed to participate in the study and contribute to the local share of the funding.

Approximately 14% of the watershed lies within the City of Castle Pines North and while they will participate in the study, they are not able to contribute financially.

Previous studies of the watershed by the District include:

- Cherry Creek Corridor – Reservoir to Scott Road Major Drainageway Plan  
URS, 2004 (hydrology development)
- Happy Canyon Creek Watershed Outfall Systems Plan  
Kiowa, 1993 (stabilization and crossings only)
- Flood Hazard Area Delineation  
Howard, Needles, Tammen & Bergendoff, 1977 (regulatory floodplain)

The local sponsors need to have a master plan in place so that they can begin planning capital improvements such as channel stabilization, roadway crossings, and stormwater detention ponds. This study will enable the local sponsors to hold developers responsible for the development share of coordinated improvements that will reduce flooding, improve drainage, and enhance stormwater quality.

The total master planning costs are projected to be \$250,000 with the local sponsors contributing \$125,000. The total flood hazard area delineation costs are projected to be \$50,000, which will be funded by the District. This resolution requests the Board to authorize the expenditure of the District's share not to exceed \$175,000 plus interest earned in the project's trust and agency account.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 36 on the Consent Agenda.

**f. Additional Authorization to Update the Urban Storm Drainage Criteria Manual Volumes 1 and 2 (Resolution No. 37, Series of 2011)**

The board previously authorized (Resolution No. 17, Series of 2010), \$150,000 to initiate a major overhaul of the Urban Storm Drainage Criteria Manual Volumes 1 and 2, which deal with:

- District philosophy, vision and mission
- District policy
- Drainage law
- Master planning of drainage and flood control improvements
- Developing hydrology (the rainfall and runoff volume and peak flow estimates) necessary for sizing of capital improvements
- Everything else imaginable, from storm sewers to open channel design, and from flood storage ponds to proper vegetation techniques
- Several new issues shall be included in this update, such as:

- An increased emphasis on natural and beneficial functions of floodplains and stream ecology throughout the manual
- Criteria for new construction techniques related to drop structures including the addition of sculpted concrete drop structures and possibly riffle drops,
- Void-filled riprap and other evolving stream stabilization techniques, and
- Improved storm sewer inlet design as a result of a District-funded four year study conducted at CSU.

A major effort in the 2010 Volume 3 rewrite was to improve readability and accessibility of the information. This will also be a priority for the Volume 1 and 2 update and will be a considerable effort given the volume of material.

This resolution authorizes an additional expenditure of \$150,000 to the previously authorized \$150,000, bringing the total expenditure to \$300,000 to complete this effort.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 37 on the Consent Agenda.

- 7. Vote on Approval of the Consent Agenda**  
It was the consensus of the Board that Resolutions No. 33, 34, 35, 36, and 37, Series of 2011, and Cash Disbursements for April and May 2011 be placed on the Consent Agenda. Mr. Hoffmaster moved to adopt the Consent Agenda. Upon a roll call vote the motion was passed unanimously.
- 8. Reports/Discussion**  
**Executive Director's Report**  
The Executive Director's Monthly Report to the Board was distributed to the Board Members. Mr. Hindman gave a brief summary of his report.
- 9. Other Business**  
Copies of the District's Comprehensive Annual Financial Report for fiscal year ended December 31, 2010 was distributed to Board Members.
- 10. Announcements**  
Acting Chairperson, Mayor Downing, reminded the Board that the next scheduled meeting would be held on Thursday, June 16, 2011.
- 11. Adjournment**  
Acting Chairperson, Mayor Downing adjourned the meeting at 1:40 p.m.