



## CHATFIELD WATERSHED AUTHORITY

### Board Meeting Minutes July 22, 2009

**Member**

**ATTENDEES:**

Tim Friday(Castle Rock)  
Lissa Oelkers (PCWA, Castle Pines)  
Fred Bromberger (City of Littleton)  
Diana Miller (Perry Park, Louviers)  
Larry Moore (Roxborough)

David VanDellen (Castle Rock)  
Robert Estes (Sedalia)  
Andy Hough (Douglas County)  
Kevin Urie (Denver Water)  
Erik Nelson (Douglas County)  
Steve Miller (HRLETF)

**OTHER ATTENDEES:** Jeanne Dassel (Bell Mountain Ranch)  
Amy Conklin (CWA Management Team)  
Julie Vlier (CWA Management Team)

**Call to Order:**

The meeting was called to order at 2:00 p.m. by Tim Friday. It was determined that there was a quorum.

**Approval of June 24, 2009 Meeting Summary** –Kevin Urie moved and Lissa Oelkers seconded approval of the meeting summary after recommended revisions to correct that PCWA had taken over sampling at Massey Draw from Centennial were made. The vote to approve was unanimous.

**Approval of Invoices and Payments:** The board discussed that the Jackson Kelly invoice was for services provided through the end of June. Tim Friday asked about the amount remaining for management services. Julie Vlier reported that the amount remaining should be sufficient. Larry Moore moved and Diana Miller seconded that the invoices be paid as presented. The vote was unanimous. Because Larry Moore was the only Financial Officer present, the checks were given to Fred Bromberger to take to Bob Deeds to sign. Amy Conklin would retrieve the checks from Bob, when signed and mail to the appropriate parties.

**PCWA WUP Revisions** – Amy Conklin reported that the letter included in the packet recommended conditional approval of the WUP revisions pending receipt of a discussion of future plans to meet PCWA's wasteload allocation. PCWA's consultant has provided a letter discussing how the wasteload allocation will be maintained. The letter should therefore be changed to reflect that the Authority approves the WUP revisions. Larry Moore moved and Robert Estes seconded a motion to approve the Management Team's opinion as presented in the amended letter. The vote was unanimous. The Board requested a copy of the letter from PCWA's consultant be distributed electronically.

The Board discussed the fact that we don't have a policy for reviewing Spill/Emergency Plans and would like to develop one. For the agenda in August the Management Team will include a copy of Cherry Creek Basin Water Quality Association's plan for review.

**319 Grant Submittals** – The Management Team and David Van Dellen (Castle Rock) met with Lucia Machado and Tammy Allen at the CDPHE to receive their input on how to prepare a successful grant application. The Management Team recommends a grant proposal for developing a watershed plan, The Board discussed different strategies for pursuing grants and concluded that Castle Rock would take the lead in preparing a 319 grant proposal that would include a watershed management component, a component for completion of stream restoration in Castle Rock, and a component for manure management in the basin. The Management Team would assist by sharing the appropriate portions of the Massey Draw grant proposal. Robert Estes stated that there may be some grants available for source water protection and that should be a component of the grant. Erik Nelson stated that the manure issues in Douglas County were on established properties rather than new projects. New projects had to have manure management plans. Andy Hough said it would be very advantageous for the County to have criteria and examples of bio system BMPs including things like slopes, grades and types of plant. These would provide natural remedies for loading from manure. The Board also discussed the need to be very cognizant of budget constraints; not just staying within our budget but also about encumbering future revenues. The Board concluded not to authorize additional expenditure for the Management Team to prepare the watershed management plan part of the proposal but for them to assist Castle Rock. The Budget Subcommittee would consider if it is appropriate to encumber future funds as matching funds for a grant for watershed planning during their meeting in September. The deadline for a working draft of the proposal is mid September. The proposal deadline is in December.

**Budget Proposal** – The Management Team has communicated with the Budget Subcommittee, recommending that member dues be held constant in 2010. Proposed budget expenditures and line items will be discussed at a subsequent Budget Subcommittee in September. Tim Friday moved and Larry Moore seconded a motion for 2010 dues to be the same amount as 2009 dues. The vote was unanimous.

**Update on Regulatory Activities** – The legal team and the legislative liaison were not available to report any updates.

**Working Draft of 2008 Annual Report** –The Management Team has distributed a copy of the DRAFT 2008 Annual Report to all board members. The meeting is the deadline for comment submission. The report will be submitted to the Water Quality Control Commission and Division by the end of August. The presentation to the WQCC will be **October 13<sup>th</sup> at 11:00 am**. Tim Friday reminded the Management Team to include the discussion of historical exceedences using the recently adopted one year in five criteria and to include the anti-degradation language Paul Grundemann submitted. Amy Conklin was told to contact Drew Campbell at Douglas County to discuss the possibility of setting up a joint meeting of the Jefferson County and Douglas County Commissioners to present the Annual Report to them.

**Monitoring, Report or Updates of Monitoring Activities** – Sampling was completed on July 6<sup>th</sup> and 8<sup>th</sup> by Denver Water staff. This is the first month of duplicate sampling by GEI. Partial results from GEI were sent to the Manager just prior to the Board meeting. The Total

Phosphorus in Plum Creek was reported at 167 ug/L with the South Platte River at 14 ug/L. Graphical representations of the data were included in the packet.

## Old Business

**Public Outreach Proposal** – Amy Conklin reported that she obtained business cards with the assistance of Hughes & Stuart for \$28.97. She has also copied and digitized some historic photos from the Army Corp of Engineers, Littleton Museum, and the Englewood Public Library. These activities are in conjunction with the presentation to the Colorado Watershed Assembly in October 2009 that Amy registered for, including a table top display.

The Management Team is requesting Board approval for conducting a contest to solicit peoples' stories about what Chatfield means to them. A file describing the contest was included in the packet. After discussion the Board concluded that the contest required editing to emphasize who the Authority is and what our mission is but that this is not a good time to be conducting a contest of this type. The Management Team was instructed to put the effort on hold until a later time.

The Management Team solicited Board input on proposed fundraising letters for the Chatfield Summit. The Board concluded that fundraising letters should go to state agencies including CWCB and CDPHE (perhaps requesting a mini grant). Letters should also be sent to State Parks and the Division of Wildlife to encourage their participation and any in-kind support they may be able to provide. For next month the Board would like to see a draft Scope and estimated cost for the Summit.

Following the US 85 presentation on Friday, June 26, a member of the public contacted Tri-County Health who then called PCWA. Their question was why is PCWA polluting Plum Creek. In consult with Hughes & Stuart, the management team prepared the response included in the packet. The Board requested editing to remove the paragraph about 'bucket of bacteria' and to change the language to reflect that the Authority works year round and not just in the summer.

**Updates from Agency Staff** – No staff were present to report

**Updates on the Massey Draw Sampling** – PCWA has taken over the sampling effort from Centennial and reported that Centennial is covering the cost of phosphorus analyses at GEI for the samples.

## Management Team's Report

A summary of activities was included in the meeting packet. The Management Team requested the Board provide feedback on their performance. Tim Friday said he would send out to the Board a performance appraisal survey developed by several Board members rather than the one prepared by the Management Team and included in the packet.

## Meeting Schedule

1. The next **Authority Board meeting is on August 26, 2009**, 2:00 p.m. at PCWA.
2. Venue Change – The Board decided to remain at PCWA but to move the furniture around in a different configuration to allow greater seating capacity.

**Financial Matters** –A copy of the Audit Exemption letter was distributed at the meeting. The Audit letter stated that our budgeting for last year was unacceptable. Lissa Oelkers contacted the departments at the State who regulate us and was given a Statute citation which qualify us

as a local government. The Statute citation is CRS 29-1-602 (5) (a). The Board emphasized that the budget we submit should be done carefully to reflect that we are being careful stewards of the public's funds.

Amy Conklin explained that \$7,800 needs to be moved out of the Rulemaking/ Other Regulatory line item into public outreach to cover the Hughes and Stuart effort. Larry Moore moved and Diana Miller seconded a motion to move the funds. The vote was unanimous.

#### **Other**

- a. **Nutrient Criteria** –Amy Conklin pointed out the AQUA Talk article submitted in the packet regarding nutrient criteria in Standley Lake. An important distinction between the Standley Lake group and the Authority is that the dischargers and water providers are working cooperatively in the Chatfield Basin and are often the same entity.
- b. **Castle Rock Stormwater Mater Planning Open House** – Amy Conklin complimented Castle Rock on their aggressive and effective stormwater master planning efforts.
- c. **CDOT, US 85 project** –Amy Conklin reported that CDOT was trying to include the Authority in the review process for their ongoing project on US 85 from Titan Road to Cook Ranch. Because the project was using federal stimulus funds, the process was much different and moving at a very fast pace. Amy had invited Holly Huyck to come back and discuss all CDOT projects with the Board at the December meeting.

**Adjournment of Regular Meeting** – The meeting was adjourned by acclamation at 4:00 pm.