



**Colorado Association of Stormwater & Floodplain Managers
BOARD MEETING MINUTES**

Held at Sheraton Steamboat Springs Hotel
September 27, 2012

Meeting Attendees

Officers:

Chair – Dave Bennetts, UDFCD
Vice Chair – Brian Varrella, City of Fort Collins
Secretary – Shea Thomas, UDFCD
Outgoing Treasurer – Deb Ohlinger, Olsson
Incoming Treasurer – Brian Murphy, CDM Smith
Outgoing Metro Representative – Robert Krehbiel, Matrix Design Group
Incoming Metro Representative – Danny Elsner, SEH
Incoming NW Region Representative – Andi Staley, Mesa County Public Works
Incoming NE Region Representative – Mark Kempton, City of Fort Collins

Committee Chairs:

Website – Stuart Gardner, CDOT
Water Quality – Holly Piza, UDFCD
Training – Chris Carlson, City of Longmont

Members:

John Pflaum, Independent

The following is a summary of the interactions, comments and items discussed. While this summary is not intended to represent a complete or comprehensive account of the meeting, it is intended to reflect the salient points raised and issues presented for further consideration. Should the attendees believe that anything might be misrepresented or misleading, please bring this to the attention of Shea Thomas, CASFM Secretary.

1) Budget

A draft budget for 2013 will be presented at the November general membership meeting. Deb Ohlinger suggested revising the budget by removing the pass through costs (i.e., registrations for non-CASFM events) from the training line item and creating a new line item for those costs. Stuart reported the 2012 conference is on budget. Brian Varrella suggested there may be a need to budget for a new government liaison committee, if that moves forward. Dave Bennetts declined this suggestion since the CASFM bylaws preclude the group from using any funds for lobbying purposes and a line item in the budget could easily be misconstrued. He also mentioned that ASCE had a legislative liaison for the Colorado legislature and CASFM should connect to them for tracking important bills.

2) ASFPM Chapter Award

Brian Varrella reported that most of the information that is needed for ASFPM Outstanding Chapter Award application is already on the CASFM website and just needs to be assembled into the proper format. This is the first year the award has been issued,

so the application needs are vague. The award will be issued at the annual national conference in June. Brian will assemble the main structure of the application and will present it to the Board at the November general membership meeting for review. The application is due on March 1, 2013. Brian solicited help making the application look presentable and Deb Ohlinger offered Olsson Associates' services for finalizing the application.

3) ASFPM Update

Brian Varrella provided an update of ASFPM issues. Some of the items of concern with the NFIP Reform include using a 500-year rainfall standard, new mapping standards, revisions required to local floodplain ordinances, and training required for levees and flood insurance. Shea Thomas mentioned that David Mallory suggested having a workshop at the conference next year on the NFIP Reform. Mark Kempton stated there will be changes to levee and dam break mapping requirements, and that all new submittals must have new topography (7 years or less).

4) Social Media

Brian Varrella reported that an exploratory committee was assembled and is looking into the role social media can have in CASFM. The committee has initiated a LinkedIn group and Youtube feed specifically for CASFM. The Board discussed the possibility of videotaping training opportunities and posting them on Youtube. There was also a concern voiced that posting videos of presentations from the annual conference could possibly decrease attendance. It was suggested that starting with some smaller events like the Lunch and Learns would be appropriate. The training committee will also look into using GoToMeeting for the Lunch and Learns. Danny Elsner suggested allowing members to call into general membership meetings for those who can't attend in person.

5) Year End Report

Dave Bennetts clarified that all emails should still be run through the Chair before being distributed to the general membership.

Dave Bennetts gave an update on the tax status. The IRS sent a letter and response is required by November 14, 2012. Dave will prepare and issue the response.

Dave Bennetts reported that he has compiled all of the important insurance information into one memo and will distribute to the officers (see Attachment A). He stated the need to assign the duties of renewing the insurance on an annual basis to someone and suggests the Chair be responsible. There are two insurance policies – one renews in September and the other renews in November.

There was a discussion about conference registration swapping with other organizations and whether or not it is worth continuing this effort. The group decided to cease registration swapping along with all free registrations and only offer them on a case by case basis as approved by the Board.

There was a brief discussion on possible locations for the 2014 annual conference. The Board is open to suggestions.

6) Scholarship Endowment

A CASFM member who wishes to remain anonymous has donated a one-time sum of \$20,000 to establish a new CASFM scholarship that will be available for children of CASFM members. The amount of the scholarship will be \$4,000 per year, so it is currently funded for 5 years. The anonymous CASFM member plans to fund the

scholarship in perpetuity with an endowment. The \$20,000 check will be officially presented at the conference awards dinner on Thursday night.

7) Officer Duties

Dave Bennetts handed out a draft summary of the duties of all officers and committee chairs. He requested each officer and committee chair review the summary and offer any edits needed. More discussion of these duties will take place in future meetings.

8) Permanent Address

Dave Bennetts mentioned the need for a permanent location to keep official documents and also a permanent address for CASFM to receive important information (i.e., from the IRS). After discussing different options, the group decided to make the Urban Drainage and Flood Control District the official address for CASFM for the time being.

Attachment A

CASFM Insurance
September 27, 2012

We have two policies

- Directors and Officers Liability
Employment Practices Liability

Vendor: Insurance Consulting Services
300 South Jackson Street, Suite 500
Denver, CO 80209
(303) 565-1515
Agent: Valerie Dahl

Annual Renewal: September
2012 Cost: \$1,231.00

- General Liability Policy

Vendor: Crennen & Company Insurers
2255 South Broadway
Denver, CO 80210
(303) 871-8600
Agent: Ginny Wack

Annual Renewal: November
2012 Cost: \$753.00