



Colorado Association of Stormwater & Floodplain Managers

GENERAL MEETING MINUTES

Held at CH2M Hill, Englewood, CO

March 13, 2014

Meeting Attendees

Officers:

Chair – Brian Varrella, Fort Collins
Vice Chair – Shea Thomas, UDFCD
Secretary – Jason Messamer, Olsson
Treasurer – Brian Murphy, CDM Smith

Committee Chairs:

Website – Stuart Gardner, CDOT (phone)
Conference – Robert Krehbiel, Matrix Design Group
Scholarship – Morgan Lynch, CH2M Hill
Outreach – Craig Jacobson, ICON
Outreach – Alan Turner, CH2M Hill

Members:

Holly Piza, UDFCD
Bill DeGroot, Independent
Kevin Houck, CWCB
John Pflaum, Independent
Jacob James, Town of Parker
Aaron Cook, CH2M Hill
Bo Juza, DHI (phone)
Kim Pirri, URS (phone)
Dan Evans, Fort Collins (phone)
Robert Moore, Fort Collins (phone)

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 Jason Messamer, CASFM Secretary.

1. Call to Order

Brian Varrella called the meeting to order. A quorum of officers and regional representatives was present.

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2. Treasurer Report – Brian Murphy

- a. The current expense, income, and budget report for 2014 was presented and copies were provided to meeting attendees. Highlights from the report are presented below:
 - i. The 2014 projected income is \$7,350 less than the projected expenses. Brian indicated that if the difference becomes a reality then we will need to cover the \$7K from money in the savings account.
 - ii. The 2014 final budget was approved as amended at the last CASFM general meeting. Some line items have been adjusted in the budget according to actual costs (actual Flood Forum costs approx. \$31,200 and winter newsletter approx. \$975) for planning and tax purposes. No changes were made to the approved 2014 budget.
 - iii. Taxes will be filed in April or May and should run smoothly. The accountant's fee should be lower than the previous year since the finances have been transferred into QuickBooks and the accountant has helped with that transition.
 - iv. CASFM issued 1099s for the first time to cover services by the accountant. No other 1099s were needed because the other paid support is incorporated.
 - v. Brian Murphy is looking into options for transferring banks for the CASFM accounts. The current bank, Credit Union of Colorado, has numerous limitations including the inability to download information directly into QuickBooks and no credit or check cards. Brian will evaluate the fees for different financial institutions to determine if switching banks makes financial and practical sense. Brian noted check cards and digital payment options could be a huge time saver and ease burdens for volunteers.
 - vi. Brian noted that, based on an analysis performed by Stuart, there is approximately \$10,000 difference between membership dues and operating expenses. Half is covered by the annual CASFM conference, the rest is covered by other means. Brian suggested this item should be discussed at a future Board meeting.

3. Secretary Report – Jason Messamer

- a. Minutes from the January 16, 2014, General Membership meeting held at Urban Drainage and Flood Control District in Denver, CO, were distributed to members present for review. A motion was passed unanimously to approve the minutes without amendment.

4. Vice Chair's Report – Shea Thomas

- a. Shea gave an update on Barb Meier's membership services scope, fee, and presented alternatives to the traditional approach.
 - i. Wild Apricot has the capability to do membership management, paid registration online, event registration, email blasts, website management and manage a contact database. The cost is \$100 a month which should be less than services for Barb Meier. Other cost savings include current expenses on email blasts and website management if Wild Apricot is used instead.
 - ii. Shea discussed transitioning the service with Kevin Gingery and he was in agreement with the idea. A transition period would be used to get the database transferred, and to allow Barb to have time (or to help) to set up the new system. Shea has volunteered to setup the trial version and test the software.
- b. The winter newsletter went out. Shea requested that each newsletter in the future could have a similar feature story similar to the "success story" presented in the current issue.

5. 2014 Annual Conference in Vail, CO - Robert Krehbiel

- a. Fees
 - i. Early registration for the conference will be raised by \$20 to \$295.

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- ii. The Wednesday morning continental breakfast received poor reviews on the conference survey. After discussion, the group felt that the continental breakfast is appropriate because of poor attendance the first morning of the conference from traveling attendees and because a more elaborate breakfast would not be worth the increased cost.
- iii. Stuart advocated that need for an increase in sponsor fees. Since fees have not been raised for several years, the group felt that increased fees might be appropriate.
- iv. It was recommended that the exhibitor level of sponsorship be eliminated. An explanation will be provided to vendors to clarify that the different levels of sponsorship include a specific number of registrations and that other members of a vendor group will be required to register.
- b. Potential keynote speakers discussed during the meeting are listed below:
 - i. Mayor (Jamestown, Estes Park) of an impacted community – give us some of the human side of the disaster
 - ii. Brian Bledsoe (Colorado State University) – Provide geomorphological insight to the flooding, different perspective, maybe host a workshop as well
 - iii. “Stream Team” recovery for Thursday as a secondary keynote
- c. Theme, workshops and field trips
 - i. The conference marks the 25th anniversary for CASFM so the anniversary could be used as the theme.
 - ii. Theme idea-reassert ourselves as the experts in the field
 - iii. Field trip- 10 Mile Creek Restoration at Copper Mountain on Friday. Brian Murphy is coordinating the field trip with Doug Trieste and the US Forest Service.

6. Regional Representative Reports

- a. Metro Region – *Danny Elsner*
 - i. The last social was February 11th at 240 Union with Dave Skuodas of UDFCD discussing the District’s approach to multiple September 2013 flood recovery efforts. There was a great turnout, great presentation, and a great follow-up discussion between the members on our role in flood recovery.
 - ii. Next social will likely be May 20th and will likely be at the Dave and Busters on Colorado and I-25. Joel McGuire with AMEC will talk about the flood disaster recovery efforts at the town of Jamestown and describe the lessons learned. Details have not been finalized.
- b. Southeast Region – *Keith Curtis*
 - i. No report.
- c. Southwest Region – *Sam Samuleson*
 - i. No report. A current email address is needed for Sam Samuleson.
- d. Northeast Region – *Beck Anderson*
 - i. The next northeast region social event will be held Thursday, April 10, from 3:30 pm to 5:00 pm at Ayres Associates, 3665 JFK Parkway, Building 2, Suite 200, Fort Collins, 80525. The technical presentation will be followed by a social just down the street at the Collindale C.B. & Potts, 1441 E. Horsetooth Road, Fort Collins, 80525 City of Fort Collins and Ayres Associates will be presenting on the Lewstone Creek Stabilization Project. Food and a cash bar will be offered in downtown Fort Collins following the presentation.
- e. Northwest Region – *Rick Dorris*
 - i. No report.

7. Committee Reports

- a. **Conference** – *Robert Krehbiel (see section 5 above)*

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- b. **CRS** – *Marsha Hilmes-Robinson*
 - i. The next CRS Committee Meeting will be April 3, 10-12 PM at UDFCD. A call-in option will be available via Go To Meeting.
 - ii. The article about CRS Success Stories from the 2013 Flood that was in the CASFM Newsletter was reprinted in the national CRS Newsletter.
 - iii. The CRS Uniform Minimum Credit and the State Profile showing policy numbers, CRS credited activities and insurance discounts for communities in Colorado are posted on the CRS Website at: <http://crsresources.org/200-2/>
 - iv. CRS is offering numerous webinars. Find out more at: <http://crsresources.org/training/>
- c. **Scholarship** – *Morgan Lynch*
 - i. There are two CASFM scholarships to award by September, 2014.
 - ii. The CASFM Family Scholarship criteria are being revised with help from the scholarship sponsor.
- d. **SW Quality** – *Holly Piza*
 - i. The next Lunch and Learn is April 16 at UDFCD. Ken MacKenzie will discuss changes to a UDFCD spreadsheet (designing and evaluating full spectrum detention).
 - ii. Dave Skuodas will discuss tips to make better presentations in July.
 - iii. Jared Blackler will discuss HEC-RAS 2D (with Dewberry) in the future.
- e. **Website** – *Stuart Gardner*
 - i. Google still reports the CASFM website as hacked. The website link from Bing is still the hacked version. On a more positive note, numerous comments were received about the hacking so the website is being used frequently.
 - ii. Currently, there are numerous help wanted ads posted on the website.
 - iii. The Flood Forum proceedings are posted on the website from a link on the main page.
- f. **FP/CFM** – *Jamie Prochno*
 - i. No report.
- g. **Membership** – *Kevin Gingery*
 - i. The 2014 membership headcount stands at 670 and is expected to grow ahead of the Annual Conference.
 - ii. Membership renewals continue to trickle in.
 - iii. 2013 members not renewing by 3/31/14 will be removed from our database.
- h. **Outreach & Training** – *Craig Jacobson & Alan Turner*
 - i. An ASFPM Mitigation & Floodproofing Conference will be held in late October, 2014, in Broomfield at the Interlocken hotel. ASFPM needs some help for field trips (go into flooded communities, non-structural floodproofing, go to Boulder). The City of Boulder or Bill DeGroot may be willing to act as liaisons and possibly provide some input on programs.
 - ii. ASFPM is really trying to tap into CASFM resources for money, time, and help planning for their conference. Brian Varrella suggested that CASFM needs to define the role it should have with ASFPM so that the floodproofing conference does not become a burden on membership.
 - iii. Social media: A list of committee members has been compiled by Craig and Alan to take over the social media accounts. A meeting is being organized with volunteers and subcommittee members to coordinate responsibilities.
 - iv. The committee is working on establishing a student chapter of CASFM.

8. Other Topics

- a. **Colorado Flood Forum, Feb. 27, 2014** – *post-event discussion*

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- i. Turnout was about 280 people
- ii. Speakers were great
- iii. Logistics: Big thanks to Shea, Dave and Stuart for coordinating the event.
- iv. Planning to write a white paper with CSU
- v. Media coverage was good
- b. **ASFPM Region 8 Updates**
 - i. Board Meeting held in Madison, WI from Feb. 18-20, 2014.
 - ii. Lots of talk about budget and BW-12, and Colorado getting major support from the Board and Executive Committee.
 - iii. Planning to submit for the 2014 Outstanding Chapter Award.
 - iv. Hosting two training sessions for E273 field-deployed at Weld County (March) and at Jefferson County (April/May). Both sessions finished with CFM exams proctored by Jamie Prochno, our CFM/Floodplain Committee Chair.

9. 2014 Meeting Locations & Schedule

- a. May 8, 2014 – City of Loveland, Loveland
- b. July 11, 2014 – Vail (*on a Friday*) at 1:00 PM
- c. October 2, 2014 – Vail (Annual Conference)
- d. November 13, 2014 – Baker, Lakewood

10. Discussion & Closing Thoughts

11. Adjourn

- a. Next General Membership Meeting

Date + Time: Thursday, May 8, 2014 (9:00 AM start)
Location: City of Loveland Library (*finalized after meeting*)
Address: 300 N. Adams Ave.
Loveland, CO 80537

- b. **Move to adjourn** – Motion and second. Meeting adjourned by the Chair.

Name	Company	Email
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