



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

Held at Urban Drainage and Flood Control District, Denver, CO  
January 14, 2015

**Meeting Attendees**

**Officers:**

Chair – Brian Varrella, Olsson  
Vice Chair – Shea Thomas, UDFCD  
Secretary – Jason Messamer, Olsson  
Treasurer – Brad Bettag, CH2M Hill  
Metro Rep – Drew Beck, Matrix  
NW Region Rep – Betsy Suerth, Garfield County

**Committee Chairs:**

Website – Stuart Gardner, CDOT (phone)  
Water Quality - Holly Piza, UDFCD  
Conference – Robert Krehbiel

**Members:**

Heidi Hansen, City of Boulder  
Edward Stafford, City of Boulder  
Brian Murphy, CDM Smith  
Sarah Houghland, Baker  
Kevin Houck, CWCB  
Sarah Young, Aurora Water  
David Mallory, UDFCD  
Ken MacKenzie, UDFCD  
Kevin Stewart, UDFCD  
Cliff Netuschil, Kimley-Horn  
Greg Murphy, Calibre  
Jeremy Deischer, ICON  
Bill deGroot  
Catherine Kornbrust, BT Construction

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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.

**I. Call to Order**

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



**II. Secretary Report – Jason Messamer**

- A. Minutes from the November 13, 2014 General Membership meeting held at Michael Baker in Lakewood, Colorado, were handed to meeting attendees for review. A motion was passed unanimously to approve the minutes as amended.
- B. In the future, emails will be sent out to the CASFM membership with a link to the draft meeting minutes so members can review them prior to the next meeting.

**III. Treasurer Report – Brad Bettag**

- A. Budget update
  1. Brad discussed a new revenue check sheet that he has put together that compares income streams to related expenses. The sheet will be updated along with other income statements to aid in future budget discussions.
  2. Brad is tracking the impact that the new membership fee schedule has had on generated revenue.
  3. Shea Thomas mentioned that she has possession of one of the scholarship checks from 2014. After accounting for this additional revenue, CASFM showed a small profit during 2014 instead of a small loss.
- B. 2015 Budget Discussion
  1. The accounting services line item was changed from \$2,000 to \$2,400 to account for the number of times that a profit/loss statement is generated for CASFM during the year. The group discussed whether a profit/loss statement was necessary for each meeting, and determined that it was beneficial to have current numbers to discuss at all 6 meetings throughout the year, rather than at quarterly intervals.
  2. Credit card fees will continue to be tracked. Credit card fees totaled approximately \$7,000 in 2014. The 2016 budget will be adjusted to reflect a more accurate estimate of fees under our current systems.
  3. In the Donations section of the budget, any donation made to ASFPM will appear under one item. In 2014, money to sponsor a 5k race had been attributed to the ASFPM national conference line item and separate donations to the ASFPM Foundation were placed under donations. The line item was changed to say “ASFPM Donations.”
  4. The group discussed whether there is a benefit to donating to the ASFPM Foundation at all. Bill deGroot stated that the ASFPM Foundation serves the greater good and is a worthwhile cause to donate to.
  5. The group discussed the “research” item in the operations budget which has typically been awarded to a water quality project that produces a brief report. The group discussed whether there needs to be a more formal application and decided that it was not necessary. More advertising for the money available might generate interest. The budget line item amount was not changed but it was moved into the donations category.
- C. Approval of Final 2015 Budget
  1. A motion was passed unanimously to approve the 2015 budget as amended.

**IV. Vice Chair Report – Shea Thomas**

- A. Wild Apricot membership update
  1. The current membership list has been uploaded to the Wild Apricot website. Members have been signing up on the website and there have been minimal conflicts.
  2. As of the meeting date, 580 CASFM members had renewed their membership.
  3. The Winter Newsletter was completed and sent out to the general membership by e-mail immediately following the meeting.

**V. Annual Conference – Robert Krehbiel**



- A. The next CASFM conference will be September 22-25, 2015, at the Vail Cascade Resort.
- B. Call for papers will come out in February and be due by April 30.
- C. Max Shih offered to lead a workshop for HEC-RAS 2D.
- D. Sarah Houghland of Baker has volunteered to take over conference program duties. Keynote speakers have not been selected and any suggestions for speakers or themes over the next couple of weeks are welcomed. Please contact Sarah with ideas for keynote and theme.
- E. Keynote speaker suggestions from the meeting:
  - 1. David Goldburg: "A Whole New Engineer" - changing engineering education through a new teaching method.
  - 2. Shea mentioned Sue Hansen from Montrose, who would speak on a leadership topic
  - 3. Chris Warner: mountaineering guide, "Building Better Leaders
  - 4. Andy Reese, a past keynote speaker
- F. The group discussed the 2014 CASFM Conference survey results. Comments were positive overall. The main complaints were related to logistics and venue problems, but the conference content and speakers received high marks.
- G. The group discussed a recent survey for where the 2016 CASFM conference should be held.
  - 1. A poll was taken during the meeting and attendees had similar results to those of the survey. Results from the meeting: Breckenridge or Crested Butte are the highest rated for the next conference.
  - 2. Some push against having the conference in the same location two times in a row, but significant cost savings and volunteer time reductions occur when the same venue is used twice in a row. CASFM will continue to hold the annual conference at back-to-back venues for the foreseeable future.
  - 3. The Estes Park YMCA got a lot of loves or hates, most deviation in responses. Stuart Gardner filled the group in on some of the specifics of the venue. The YMCA includes meals in the room rate. The venue would cost around \$20-25K less than Vail, for a comparison. No alcohol is sold on the premise so we would need to rent the entire facility and then bring in bar service. The dining area is cafeteria style and is not as nice as typical conference venues, but might be customizable. No TVs or phones in rooms and it is unknown if cell service and internet are available.
  - 4. Brian Varrella will look into holding the May general membership meeting at the Estes Park YMCA so that officers can check out the venue before committing to the location as a potential conference locations.

## VI. Stormwater & Infiltration Act Action – Ken MacKenzie

- A. Ken MacKenzie shared background information and updated the group on legislation that UDFCD is currently working on.
  - 1. Recently, the Colorado Attorney General's office has determined that municipal water quality basins and flood control basins represented a diversion out of priority affecting downstream users.
    - a. A state memorandum allows detaining stormwater up to 72 hours or allows infiltration to individual sites developed under a single developer.
    - b. UDFCD has had a verbal, informal understanding with the State Engineer over the previous few decades that regional detention and water quality is acceptable.
    - c. Ken and UDFCD staff have met with the State Engineers office to explain how water quality features work and why they are needed.



- d. The issue was taken to the Attorney General's office. The Attorney General's office has determined that no existing law encompasses municipally owned flood control ponds and water quality ponds.
- e. All flood control basins since 1960s and all full spectrum basins are therefore diversions out of priority.
2. There is a huge administrative burden to account for water in stormwater ponds. The only recourse from UDFCD is to fund and draft legislative recourse.
  - a. A task force has been formed and funded through contributions from municipalities across the state.
  - b. In-stream debris basins during fire recovery also would be considered as an out of priority diversion. Several groups involved in burn areas have joined the UDFCD cause and together the groups are working on a single resolution to be passed in the legislature.
  - c. There is potential for opposition from cattleman associations, farmers, etc.
  - d. Ken requested a letter of support from CASFM. Brian Varrella agreed to draft a brief support letter for the legislation, which would be compiled once the legislation is drafted. The group discussed potential legal ramifications since CASFM is a non-profit organization. A substantial portion of time and budget cannot be spent on lobbying, but can be spent towards a specific topic or piece of legislation.
  - e. Ken also requested testimonies from CASFM members to the Colorado congress.
  - f. UDFCD is executing a "soft roll-out" for the bill which will aim to educate and introduce the concepts slowly to congress to prevent unneeded opposition.
3. Without the legislation, many municipalities will be in jeopardy of violating their MS4 requirements.
4. Discussion
  - a. Betsy Suerth shared concern that Western Slope organizations might oppose the legislation due to lack of MS4 requirements in the vicinity, and due to the intimate link between water supply and West Slope economies. Many rural areas will see limited benefit from the legislation.
  - b. Kevin Houck asked how other state government organizations view the issue. Ken answered that no agencies oppose the resolution but also have said that they do not have the authority to allow regional flood detention or regional water quality facilities.
  - c. In general, local governments should support the legislation, but organizations or communities lacking adequate water will likely oppose it.
  - d. Bill deGroot mentioned that a strategy to have individuals personally contact senators, legislatures, etc. and possibly meet with them would be very effective.
  - e. Brian Varrella suggested that Ken contact Jamie Prochno to determine other ways that CASFM can help.
5. CASFM agreed to provide a letter of support to Ken and UDFCD for the proposed legislation, and to testify at the State House if/when necessary.

**VII. Floodproofing Certification: new standards & flood insurance impacts – Heidi Hansen and Edward Stafford**

- A. Heidi Hansen reported new FEMA requirements for Floodproofing Certification in Boulder, CO. The requirements are more extensive and none of the properties previously certified



- are able to meet the requirements without hiring a new engineer or obtaining new information from the engineer of record.
- B. Homeowners are not being properly notified and often are informed by mortgage companies that their loans are in jeopardy.
  - C. FEMA is looking for the exact phrase: “the envelope of the building is watertight.” The term is undefined and no guidelines exist for the new requirements.
  - D. Existing documentation is not adequate and most property owners are given 30-45 days to comply.
  - E. A question was asked as to whether the building itself needed to be guaranteed as floodproofed or just guaranteed based on the available information that floodproofing compliance was being met.
    - 1. Brian Varrella answered that Fort Collins used language not to certify, but state that the requirements were met according to FEMA. An engineer’s opinion with the exact language required from FEMA would likely be enough, but still required direct intervention of FEMA Region VIII staff before it was approved.
  - F. Brian Varrella suggested that the City of Boulder write a one-page summary of experience, and CASFM could take an official stance on the situation.
  - G. Brian Varrella mentioned that Fort Collins submitted an extensive document to prevent a premium increase by including required photographs of the foundation that were obtained by excavating with a backhoe to expose the building. The document was rejected without comment by FEMA, but later approved following intervention by FEMA Region VIII staff.
  - H. Brian will take this issue to the ASFPD Board Retreat in February.

**VIII. 2014 Meeting Locations & Schedule**

- A. March 12, 2015 – CH2M Hill
- B. May 14, 2015 – City of Loveland or Estes Park
- C. July 9, 2015 – Vail Cascade
- D. September 24, 2015 – Vail Cascade

**IX. Adjourn – motion and 2<sup>nd</sup>**

**X. Attachments**

- A. Final 2015 Budget

# CASFM 2015 BUDGET

2/2/2015

Expenses	2014 Budget	2014 Actual	2015 Budget	Description
<b>Contract Services</b>				
1. Accounting Services	\$ 2,000.00	\$ 2,200.00	\$ 2,400.00	Tax & Accounting Services
2. Legal Services	\$ 500.00	\$ -	\$ 500.00	
<b>Dues and Subscriptions</b>				
1. ASFPM Dues	\$ 300.00	\$ 300.00	\$ 400.00	Chapter Dues
<b>Annual Conference</b>				
1. Annual Conference Hotel Reservation	\$ -	\$ -	\$ 2,000.00	Deposit (every odd year)
2. Annual Conference	\$ 90,000.00	\$ 95,632.72	\$ 90,000.00	Conference expenses and planning
<b>Operations</b>				
1. Postage, Mailing Service	\$ -	\$ 49.90	\$ 60.00	
2. Supplies	\$ 200.00	\$ 419.72	\$ 400.00	Supplies, and other admin costs
3. Membership & Database Coordination	\$ 2,500.00	\$ 4,639.59	\$ 1,800.00	Wild Apricot and Paypal
4. Newsletters	\$ 1,500.00	\$ 1,735.00	\$ 1,750.00	Two publications
5. Credit Card Fees	\$ -	\$ 7,026.25	\$ 7,000.00	Annual, per transaction, and UDFCD Conference.
6. Website	\$ 4,500.00	\$ 5,048.26	\$ 4,500.00	Hosting expenses (SignUp4 and Constant Contact)
7. Insurance	\$ 2,000.00	\$ 1,811.00	\$ 2,000.00	D&O and EPLI Insurance
8. Membership Meetings	\$ -	\$ 323.90	\$ 300.00	For board member meeting expenses.
<b>ASFPM National Conference</b>				
1. ASFPM National Conference	\$ 2,500.00	\$ 2,392.04	\$ 2,000.00	Chair's attendance
<b>Workshops</b>				
1. Lunch and Learn Training	\$ -	\$ 969.93	\$ 1,500.00	
2. Water Quality Field Trip	\$ -	\$ 1,436.55	\$ 1,500.00	
3. UDFCD Conference	\$ -	\$ 18,878.40	\$ 19,000.00	
4. Seminars/Training	\$ -	\$ 45,825.78	\$ 17,500.00	
<b>Socials</b>				
1. Metro Socials	\$ 2,000.00	\$ 1,990.70	\$ 2,000.00	4 socials with 35 people
2. Northeast Socials	\$ 1,000.00	\$ 461.81	\$ 1,000.00	2 socials with 15 people
3. Southeast Socials	\$ 400.00	\$ -	\$ 400.00	2 socials with 10 people
4. Northwest Socials	\$ 500.00	\$ -	\$ 500.00	2 socials with 15 people
<b>Travel and Meetings</b>				
<b>Donations</b>				
1. ASFPM Donations	\$ 1,500.00	\$ 500.00	\$ 500.00	Donation to 5k or other ASFPM Donations
2. Disaster Relief	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	Emergency aid
3. Research	\$ 2,500.00	\$ -	\$ 2,500.00	Funding support for research projects
<b>Scholarships</b>				
1. UWRI Scholarship	\$ -	\$ -	\$ -	
2. Ben Urbonas Scholarship	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
3. CASFM Family Scholarship	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
<b>Miscellaneous</b>				
1. Miscellaneous	\$ 1,000.00	\$ 141.91	\$ 200.00	Miscellaneous expenditures and supplies that arise
<b>Total Expenses</b>	<b>\$ 183,100.00</b>	<b>\$ 203,283.46</b>	<b>\$ 170,710.00</b>	
<b>Revenue</b>				
<b>Income</b>				
1. Corporate Contributions	\$ 17,500.00	\$ 16,784.00	\$ -	No 2015 Flood Forum
2. Scholarship Donations	\$ -	\$ 4,000.00	\$ -	
<b>Investments</b>				
Interest-Savings, Short-term CD	\$ 50.00	\$ 42.37	\$ 50.00	
<b>Program Income</b>				
1. Membership Dues	\$ 17,500.00	\$ 15,910.00	\$ 17,500.00	Membership dues
2. Annual Conference Fees	\$ 95,000.00	\$ 98,848.00	\$ 95,000.00	Registration fees
3. Annual Conference Sponsorships	\$ -	\$ 22,950.00	\$ 15,000.00	Conference sponsorships
4. Workshops/Training	\$ 45,700.00			
A. Lunch and Learn Training	\$ -	\$ 970.66	\$ 1,000.00	
B. Water Quality Field Trip	\$ -	\$ 2,166.00	\$ 2,200.00	
C. UDFCD Conference	\$ -	\$ 19,968.00	\$ 20,000.00	
D. Seminars/Training	\$ -	\$ 22,346.00	\$ 22,500.00	
<b>Total Revenue</b>	<b>\$ 175,750.00</b>	<b>\$ 203,985.03</b>	<b>\$ 173,250.00</b>	
<b>Total Gain (Loss)</b>	<b>\$ (7,350.00)</b>	<b>\$ 701.57</b>	<b>\$ 2,540.00</b>	
<b>Beginning Unrestricted Balance</b>	<b>\$ 28,575.37</b>	<b>\$ 31,150.80</b>	<b>\$ 32,258.12</b>	Checking and Savings (2015 beg. should match 2014 end balance)
<b>Beginning Temp Restricted Balance</b>	<b>\$ 20,273.43</b>	<b>\$ 20,000.00</b>	<b>\$ 16,000.00</b>	CASFM Family Scholarship Savings Account
<b>Ending Unrestricted Balance</b>	<b>\$ 21,225.37</b>	<b>\$ 32,258.12</b>	<b>\$ 38,798.12</b>	Checking and Savings
<b>Ending Temp Restricted Balance</b>	<b>\$ 16,273.43</b>	<b>\$ 16,000.00</b>	<b>\$ 12,000.00</b>	CASFM Family Scholarship Savings Account

CASFM General Meeting

1-14-15

UDFCD

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