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## GENERAL MEETING MINUTES

November 13, 2003 – Boyle Engineering, Lakewood, Colorado  
Revised January 9, 2004

### Meeting Attendees

<u>Name</u>	<u>Organization</u>
Doug Stewart	Boyle Engineering Corp.
Walt Pennington	Ayres Associates
Brad Anderson - Chair	Anderson Consulting Engineers
Susan Hayes	City of Fort Collins
David Krickbaum - Secretary	Olsson Associates
David Mallory	Urban Drainage and Flood Control District
Kevin Houck	Colorado Water Conservation Board
Kevin Gingery – Membership Committee Chair	City of Loveland
Cindy Thrush	Urban Drainage and Flood Control District
Joe Chaplin	City of Loveland
Chris Carlson – Outreach Committee Chair	Ayres Associates
Gary Johnson	URS
David Hollingsworth	City of Longmont
Julie Eyre	Mesa County
Eileen List	City of Grand Junction
David Bennetts	Urban Drainage and Flood Control District
Trent Prall - Treasurer	City of Grand Junction
Debbie Haferman	HEI
Stuart Gardner – Website/Immediate Past Chair	Colorado Department of Transportation
John Frazier	Farnsworth Group
Jamie Cribbs – Vice Chair	McLaughlin Rincon
John Pflaum	McLaughlin Water/ASCG
Robert Krehbiel – Conference Committee Chair	Matrix Design Group
David Thaemert – NE Regional Rep.	SEH

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The following is a summary of the interactions, comments and future 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 or issues for further consideration. Should the attendees believe that anything may be misrepresented or misleading, please bring this to the attention of David Krickbaum, CASFM Secretary.

#### **1. Secretary Report - David Krickbaum**

A quorum was present. The Secretary had nothing to report. The minutes from the last meeting were approved by motion and vote.

#### **2. Chairman's Report - Brad Anderson**

The Chairman did not make a specific report, but noted that items will be brought up at appropriate times during the meeting.

#### **3. Treasurer Report - Trent Prall**

Final costs for the annual conference are being negotiated. Final payment has not been made pending the outcome of the negotiations.

Officers need to sign new signature cards for the bank account after the meeting.

Kevin Gingery noted an apparent discrepancy between the expense and revenue numbers for the workshops that he had put together and what was shown in the treasures report. Kevin and Trent reviewed the figures during the course of the meeting and reconciled the difference. The treasurer's report was approved by a motion and vote.

Trent Prall announced that he has taken on new duties with the City of Grand Junction and therefore will not be able to attend the CASFM meetings. He has 1 year left on his term as treasurer and is willing to continue with the treasurer duties if there is no objection to him not being present at the meetings.

Debbie Haferman indicated that she may be willing to take over the treasurer duties.

After discussion it was decided that Trent will continue as treasurer and that members from Grand Junction will provide the treasurer's report at the meetings. It was also decided that Trent's resignation will be accepted if the arrangement does not work.

#### **4. 2003 Conference Review – David Bennetts and Robert Krehbiel**

The evaluations generally gave the conference good ratings. It was noted that the conference proceeds are more than the amount spent. Therefore there is no need to raise the rates for next year.

The 2004 conference will be at the Hotel Colorado in Glenwood Springs on September 22nd – 24th. The CFM review course will be offered on September 21st.

The 2004 Conference Team is:

Conference Chair	Robert Krehbiel
Program Chair	David Bennetts
Workshops	Debbie Haferman
Facilities	Stuart Gardner
Registration	Tim Gallegos
Vendors	David Krickbaum
Golf Tournament	Mike Bartusek
Awards	John Pflaum

#### **5. Regional Representatives' Reports**

The northeast region had a social last week. Susan Boyle, Poudre River Heritage Area Coordinator, gave a presentation. Eleven members, including 4 students, attended. The next social is planned for the 1st quarter of 2004

Jaime Cribbs received an e-mail from Kevin Stilson, Southeast Region Representative, noting that he plans to have a social in January or February of 2004, with another in August.

#### **6. Proposed Schedule for 2004 General Membership Meetings**

The following meeting schedule was approved:

Thursday, January 8	Fort Collins, 9:00 at a location to be determined
Thursday March 11	Urban Drainage and Flood Control District, 9:00
<b>Friday</b> May 14	Hotel Colorado, Glenwood Springs, 12:00
Thursday July 8	Sandstone Ranch, Longmont, 9:00
Thursday September 23	Annual conference at Hotel Colorado, Glenwood Springs
Thursday November 11	Boyle Engineering, Lakewood, 9:00

#### **7. Committee Reports**

- a) Floodplain – 23 people took the CFM exam, 22 passed. Chris Carlson noted that they intend to have the refresher course the day before the exam again next year. He also said that the course will be re-written for next year and may be 6 hours instead of 4.

It was suggested that breakfast be provided for the exam takers.

- b) Stormwater Quality – Kevin Gingery reported for Kevin McBride. He noted that a committee meeting is planned in January, possible hosted by URS. Details will be announced later.
- c) Scholarship – Four scholarship applications were received. Kelly Hargadin was selected as the 2003-2004 scholarship recipient.

Next year the committee will focus on advertising the scholarship. They have good contacts at Colorado State University, but not at the other state colleges.

- d) Outreach – Articles regarding the 4 CASFM project awards will be published in the CML magazine.

The committee will explore options for encouraging more participation from Federal Agencies.

- e) Membership – There are 520 members. It is time for membership renewal. Kevin Gingery recommended that the membership rates remain the same as the 2003 rates. A motion was made and seconded to keep the same rates, and was passed by vote.
- f) Website – Meeting minutes back to 1996 have been scanned and put on the Web site. Minutes for 1998 and 1999 are missing.

A request was received to put the abstracts and power point presentations from the conference on the web site. Stuart Gardner explained that the power point presentations take a lot of file space. He will look at options for providing these on the site.

## **8. Workshop & Seminars**

Kevin Gingery announced 2 NHI workshops he would like to put on during the coming year. They are:

Countermeasure Design for Bridge Scour and Stream Instability (April 13-15)  
Urban Drainage Design (July 13-14)

Debbie Haferman said that there is a need for a CUHP/SWMM workshop in Fort Collins. She will talk to Urban Drainage and Flood Control District about conducting the workshop

David Bennetts indicated that Ben Urbonas and Bill DeGroot plan to do a workshop in 2004. The topic has not been decided.

Kevin Gingery requested that CASFM subsidize the cost of the workshops to make them more affordable. This is one way the organization can demonstrate that it is doing something for the members. A motion was made that the Association subsidize up to \$10,000 of the cost of all workshops in 2004, \$5000 of which will be used for the 2 NHI workshops. The motion was seconded and passed by vote.

## **9. Newsletter - Jamie Cribbs**

The newsletter is planned to be published in December. Information regarding the workshops planned for 2004 is needed.

There was discussion about only distributing the newsletter electronically. The size of the PDF file needed to do this could be a problem. There was a general consensus that people are more apt to read a hard copy than an electronic file. The newsletter will continue to be distributed by mail.

## **10. Other Items not on the Agenda**

There were no other items to report.

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