



## GENERAL MEETING MINUTES

November 14, 2002, Boyle Engineering - Lakewood

### Meeting Attendees

David Bennetts  
Chris Carlson  
Jamie Cribbs  
Joe Chaplin  
Paul deCurnou  
Jeremy Franz  
John Frazier  
Stuart Gardner  
Kevin Gingery  
Debbie Haferman  
Susan Hayes  
David Hollingsworth

John Hunt  
Peter Kozinski  
Robert Krehbiel  
David Krickbaum  
Kevin McBride  
Walt Pennington  
Trent Prall  
Scott Randall  
Georgia Simpson  
Doug Stewart  
David Thaemert  
Cindy Thrush

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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 John Hunt, CASFM Secretary.

#### 1. Membership Update

No Report.

#### 2. Secretary Update

The minutes from the September 12, 2002 meeting were amended to include a resolution that had been passed to allow David Hollingsworth to continue to act as treasurer up to and including the November 14, 2002 meeting. There was nothing else to report for the secretary's update.

#### 3. Treasurer Update

David handed out a treasury report and it was subsequently approved. A resolution was approved to change the names on the bank account (of authorized check signers), to reflect the change of officers.

#### 4. Regional Representatives Updates

Metro Region representative Peter Kozinski reported Metro Region is planning a joint conference with Urban Drainage on the topic of performance of various Best Management Practices (BMPs). Muller Engineering and Wright Water Engineers will assist in organizing and presenting the conference. The Metro Region did not have any socials scheduled at the time of the meeting but has since scheduled one for January 8, 2003 at Baby Does.

The Northeast Region hoped to host a social and workshop in December featuring Lyle Zevenbergen of Ayres Associates discussing the SAM program. SAM is a Windows-based sediment transport analysis program.

#### 5. ASFPM – No Adverse Impact Resolution

Discussion on this issue was deferred to a later date.

#### 6. Committee Reports

**Floodplain:** Mark Matulik was not present at the meeting but he submitted for discussion a draft paper on the goals and objectives of the Floodplain Committee for the next year. The paper features two main goals: First, to identify the priority services to be provided by the Floodplain Committee, primarily through an outreach survey. Second, to

coordinate Floodplain Committee activities with the ASFPM Flood Mitigation Committee activities to assure consistency with national goals and objectives. The goals were briefly reviewed but no resolution or action was taken.

**Stormwater:** Kevin McBride reported that a speaker had been arranged for the next Stormwater Committee meeting: Robert McConnell will speak on sediment standards for streams in Colorado. Kevin also suggested a possible name change of the Stormwater Committee to Stormwater Quality Committee. This suggestion led to some discussion but no motions or resolutions were offered at this meeting. Stuart Gardner has since changed the committee's name to Stormwater Quality Committee on the CASFM web site.

Kevin discussed the 319 grants administered by the State Non-Point Source Council. Kevin represents CASFM on the Non-Point Source Council. There is some possibility that under the next federal funding cycle, Phase II programs will be eligible for 319 funding.

**Scholarship:** Jeremy Franz distributed copies of the proposed application package. Several useful suggestions on the application and the selection process arose from the meeting. At an earlier meeting the scholarship amount had been set at \$1,000 per school year. At this meeting it was decided by approved resolution to increase the amount to \$2,000. The initial half-year offering, therefore, will be \$1,000, to be disbursed to the successful applicant in February 2003.

**Outreach:** Chris Carlson handed out an Annual Plan document featuring the mission statement of the Outreach Committee and its goals for 2003. Some of the key goals relate to the Colorado Municipal League (CML). For instance, renewing CASFM's membership in CML and having a significant presence at the CML conference in June.

Some ideas were offered for possible workshops CASFM could offer at the CML conference. Two prominent suggestions were drainage law and stormwater permit requirements.

Stuart Gardner suggested that the Outreach Committee and the Membership chair collaborate on ideas for expanding CASFM membership into currently under-represented communities and organizations. Some possible initiatives discussed included expanded distribution of newsletters to communities and organizations; send articles to CML for their publications on municipal projects; send articles related to bigger picture issues and needs, such as effects of urbanization, floods during drought, etc.

## **7. Workshops and Seminars**

Chris Carlson listed all of the National Highway Institute (NHI) courses taught by Ayres Associates' Fort Collins staff that could be of interest to CASFM members. These include HEC-RAS, Urban Drainage, Culvert Design, Introduction to Highway Hydraulics, Bridge Scour and Stream Stability, as well as others. Any of these courses could be modified slightly to make effective CASFM workshops. Kevin Gingery noted that training of this type is very much needed. He stated that he will definitely try to arrange a workshop this summer at Colorado State University. Another need related to training is to provide ways in which CFMs can earn their required continuing education credit. It was noted that over 60 persons attended the DFIRM workshop in October, giving evidence to the demand for training.

## **8. General Meeting Schedule for 2003**

The following schedule was approved for general meetings in 2003:

- Thursday January 9 at Urban Drainage in Denver
- Thursday March 13 at McLaughlin Water Engineers in Lakewood
- Friday May 2 in Glenwood Springs (facility to be determined)
- Thursday July 10 at Ayres Associates in Fort Collins
- Thursday September 11 at the annual conference in Breckenridge
- Thursday November 13 at Boyle Engineering in Lakewood

## **9. Annual Conference**

### **2002 Conference Feedback Sheets**

Jamie Cribbs handed out a summary of the ratings and comments on the conference evaluation forms returned at the 2002 conference. Generally the feedback was quite positive. A 1 to 5 rating (1 is poor, 5 is great) was solicited on 19 aspects of the conference. On every category the majority of ratings received were 4 or 5. Several written comments were provided. Probably the most notable negative comment related to a perception that vendors are undervalued or not fully included at the conference. This led to some discussion at the meeting about how vendors might be integrated more fully into future conference. The issue was referred to the Conference Committee for their consideration.

### **2003 Conference Planning**

The 2003 conference will be held at Beaver Run in Breckenridge. A roster of 2003 conference positions was circulated. Robert Krehbiel will be the Conference Chair, and David Bennetts the Program Chair. The Conference Committee also submitted a conference planning time schedule.

Certain specific questions were discussed related to the 2003 conference. One question was whether the cost of a one-day registration should be increased. Another was whether the cost of vendor registration should be increased to include conference registration, providing a way for vendor representatives to be more fully integrated into the conference. All questions related to the 2003 conference were referred to the Conference Committee for further discussion and action.

### **2004 Conference Planning**

The International Erosion Control Association (IECA), which is headquartered in Steamboat Springs, has approached CASFM about the possibility of having a joint conference with them in 2004. The goals of IECA are generally a subset of the goals of CASFM. IECA could provide a lot of help in conference organization and promotion. There was some discussion of this possibility at the meeting, but no resolution. The issue was tabled to a future meeting.

Stuart Gardner asked whether we should plan to have the 2004 conference at Beaver Run in Breckenridge. We have set tentative dates in 2004 with the hotel, but no commitments or deposits have been made. Holding the conference in Snowmass or Glenwood Springs was brought up for consideration. The discussion will be continued at future meetings.

## **10. Newsletter**

Cindy Thrush reported that a newsletter will come out soon. She is having significant trouble getting enough useful information for the newsletter. She typically gets no response at all to calls for articles. One idea offered at the meeting was to pull in stories and information from the ASFPM web site, since CASFM members are not necessarily ASFPM members, and therefore may not know anything that ASFPM is doing. Jamie Cribbs will write a synopsis of the 2002 conference for the next newsletter.

## **11. Bylaws Revisions**

In previous meetings, the Chair had presented proposed changes to the CASFM bylaws, to bring them up to date with our current practices. Since the bylaw changes had been discussed at length previously, the changes were approved by resolution at this meeting.

## **12. Membership Renewal Discussion**

The following membership dues were approved by resolution for 2003:

- Individual member - \$30
- Corporate and Agency Membership up to ten individuals - \$150
- Employees of Corporate or Agency members beyond ten - \$15 each.

### **NEXT MEETING:**

Thursday January 9, 2003 at Urban Drainage in Denver.

### **ACTION ITEMS:**

1. Northeast region to schedule SAM workshop/social
2. Floodplain Committee to present specific proposal for CASFM resolution on No Adverse Impact
3. Scholarship Committee to complete application package and promote scholarship for spring term 2003
4. Outreach committee to renew CML membership
5. Stuart Gardner to place member survey related to CASFM in general and workshop preferences on CASFM web site
6. Jamie Cribbs to write synopsis of the 2002 conference for the newsletter
7. Updated bylaws to be posted on web page