

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
SOUTH METRO WATER SUPPLY AUTHORITY**

HELD: Monday, November 17, 2014 at 1:00 p.m. at the South Metro Water Supply Authority, 2nd Floor Conference Room, 8400 East Prentice Avenue, Greenwood Village, Colorado 80111.

ATTENDANCE:

The regular meeting of the Board of Directors of South Metro Water Supply Authority ("Authority"), Douglas and Arapahoe Counties, Colorado, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Dave Kaunisto, East Cherry Creek Valley
Ron Redd, Parker Water & Sanitation District
Mark Marlowe, Town of Castle Rock
Mitch Chambers, Stonegate Village Metro District
John Kaufman, Centennial Water & Sanitation

Also present were: Eric Hecox, SMWSA, Executive Director
Rick Marsicek, SMWSA, Director of Engineering
Logan Burba, SMWSA, Water Resources
Mikal Martinez, SMWSA, Assistant
Pat Ratliff, Ratliff & Associates
Russ Dykstra, Spencer Fane Britt & Browne LLP
Heather Beasley, Pinery Water
Pat Mulhern, Cottonwood & Inverness
Jack Ostrowski, Castle Pines Metro District
Harold Smethills, Dominion Water & Sanitation
Doug Scott, Meridian Metro District
Rick McLoud, Centennial Water & Sanitation
Swithin Dick, Centennial Water & Sanitation
Katie Spahr, ACWWA
Kevin Collins, CliftonLarsonAllen LLP
Kate Henske, Burns McDonnell
Doug Brown, CDM Smith
Joy Thompson, Water Ambassadors
Troy Hunt, Jacobs
Russ Rizzo, GBSM, Inc.
Steve Coffin, GBSM, Inc.

CALL TO ORDER:

Director Kaunisto noted that a quorum was present for the purpose of conducting a meeting of the Board of Directors and called the meeting of the South Metro Water Supply Authority to order at 1:04 p.m.

APPROVE/REVISE AGENDA:

The Board reviewed the Agenda. Eric Hecox noted that there are some structural changes in the new Agenda format. Upon motion duly made, seconded, and unanimously carried, the Board approved the Agenda.

PUBLIC COMMENT:

None.

MINUTES:

Minutes from October 15th and continued on the 20th Board Meeting were reviewed. Upon motion duly made, seconded, and unanimously carried, the Minutes were approved.

CLAIMS:

The Board reviewed the claims presented for payments represented by check numbers 4005 through 4016 for monthly payables. The October 31, 2014 Financial Statement was also presented to the Board. Following a brief discussion and upon a motion duly made and seconded, the Board approved the interim and present claims in the total amount of \$18,923.52 and the Financial Statement for the period ending October 31, 2014.

COMMITTEE REPORTS:

Legislative Report – Pat Ratliff provided an update on the Colorado Water Congress (CWC) State Affairs and Federal Affairs Committees, as well as the recent leadership elections in the State government. Kevin Collins explained WIFIA, an EPA-lead program described as a guaranteed federal grant program. Pat asked SMWSA to send its WOUS Letter to Doug Kemper with CWC.

Attorney's Report – Russ Dykstra is working on Participation Agreements for the Water Ambassador Program and the Chatfield Reallocation group.

REGIONAL MESSAGING PRESENTATION BY GBSM:

Eric Hecox introduced Steve Coffin and Russ Rizzo with GBSM, Inc. and reminded the Board how the regional messaging program has developed to date. Steve Coffin distributed a DRAFT Strategic Communications Plan packet for everyone to walk through and he summarized each phase of action over the coming year. Steve also explained the surveys and the metrics of success GBSM intends to use to measure the program's effectiveness, and he covered current draft messages.

Eric asked Steve to inform the Board regarding the budget and any options to scale back or to revise future budgets. Steve assured the group that GBSM is flexible and said that it works better and is more effective to start larger and scale back than to start small and grow to become effective. Eric stated that staff, subcommittee, and consultants will take feedback and incorporate those comments provided into the final messaging plan.

ACTION ITEMS:

2015 Budget Hearing: Dave Kaunisto called the Budget Hearing to order and asked the floor for any public comments. There were no comments. Eric Hecox explained that there is a draft budget and overview available in the board packet. Eric explained that the 2015 budget comes in just under 2014's total budget. Eric also reminded the Board how staff allocations have been calculated and split, historically, and he explained how the 2015 allocations were decided. Eric explained a sum of money included for office equipment and furniture, should the Authority choose to move into a new space at the end of the current lease term. There was some discussion involving concerns with the amount of regional messaging funds – some believe it's too high, others believe it's low. Upon motion duly made, seconded, and unanimously approved, the Board voted to approve the 2015 Budget and also the Resolution to Adopt 2015 Budget and Appropriate Sums of Money with noted revision of date on the Letter of Budget Transmittal.

Chatfield Reallocation Participation Agreement: Eric Hecox reminded the Board of the decisions made by the Chatfield participants with regards to SMWSA. Staff and council revised the P.A. and circulated the draft to the participants recently. John Kaufman introduced Rick McCloud and asked him to provide comments on the draft P.A. Rick suggested 1) that the previous P.A. be terminated and this become a new P.A rather than amended, and 2) that, in paragraph two, the language should be revised with regards to the "weighted" or "majority" vote. Eric responded by saying the voting is irrelevant to the mitigation company and that the voting relates to how the group votes internally, for instance, to request assistance from SMWSA. Upon motion duly made, seconded, and unanimously carried, the Board voted to approve the Chatfield Participation Agreement in principal and to allow staff and council to make improvements on the agreement as needed.

Water Ambassador's Program Participation Agreement: Eric provided some background and an update on the WA Program, and he introduced Joy Thompson, Coordinator of the program. Eric explained that the members who are interested in maintaining the program have met and talked through cost sharing approaches. They decided to have large members pay \$10,000 per year and small providers pay \$5,000 per year. Staff and counsel have drafted a P.A. with this budget approach and have circulated the draft for comments. Upon motion duly made, seconded and unanimously approved, the Board voted to approve the Water Ambassador's Program Participation Agreement and to authorize Executive Director to sign on behalf of the Authority.

2015 Meeting Dates: Eric recommended the Board set the following 2015 meeting dates and direct staff and council to notice the meetings appropriately:

RECORD OF PROCEEDING

- January 26 (moved from 1/19 due to MLK holiday)
- February 23 (moved from 2/16 due to President's Day)
- March 16
- April 20
- May 18
- June 15
- July 20
- August 17
- September 21
- October 19
- November 16
- December 21

CFWE Leadership Program: Eric Hecox described the Colorado Foundation for Water Education's Leadership Program and asked if SMWSA members wanted to sponsor this program at any level. The board asked questions and discussed some details of the program.

UPDATES:

WISE Partnership: Eric Hecox updated the Board by saying the Western Pipeline was purchased from ECCV on October 21.

2015 Elections: Eric described the upcoming election for the SMWSA, which will be held in either December (which may be cancelled) or January. Just prior to the board meeting, the Small Providers will meet to elect their board member and an alternate. At the SMWSA meeting, the Board will elect a Chair and Vice-Chair.

Farewell to Mitch Chambers: Dave Kaunisto thanked Mitch for his service and informed the group that today is Mitch's last board meeting with SMWSA.

UPCOMING EVENTS:

- 11/20 – Eric presenting to the Metro Economic Development Council
- 11/20 – Eric presenting to the Northwest Douglas County Economic Development Council
- 11/27-11/28 – SMWSA offices closed for Thanksgiving
- 12/10 – Metro Roundtable Meeting
- Reminder: CWC Annual Convention 1/28-1/30/15

OTHER BUSINESS:

None.

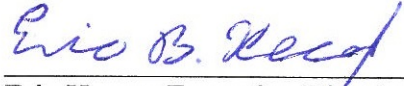
ADJOURNMENT:

There being no further business to come before the Board, upon a motion duly made, seconded and unanimously carried, the meeting was adjourned at 3:04 p.m. The next

RECORD OF PROCEEDING

regularly scheduled board meeting will be held on December 15, 2014 at 1:00pm at 8400 East Prentice Avenue, Greenwood Village, CO 80111.

The foregoing minutes constitutes a true and correct copy of the minutes of the above-referenced meeting and was approved by the Board of Directors of the South Metro Water Supply Authority.



Eric Hecox, Executive Director