



## Barr Lake/Milton Reservoir Watershed Association

BMW Board Meeting  
January 24, 2006 - 9:00am – 12:00pm  
Metro Wastewater Reclamation District, Administration Building

### FINAL MINUTES

#### Board Attendance:

Kipp Scott – ECCV	Laurie Rink - FRICO
Blair Corning – South Adams County - WSD	Sharon Davis – Interim SP CURE
Steve Janssen – At-Large (individual) by phone	Dennis Stowe – Little/Englewood WWTP
Vic Lucero – City of Thornton	Chris Piper – Denver Water
Steve Lundt – Metro Wastewater	Randy Ristau – CDPHE-WQCD
Jill Piatt Kemper – City of Aurora	

#### Public Attendance:

Robin Reilley – DRCOG

#### **Meeting Objectives**

- Complete action items from last meeting
- Committee Reports
- Determine In-Kind hourly rate
- Determine recommendation for Watershed Coordinator
- Develop 02/28/06 Stakeholder agenda

#### **1. Opening**

The 10-25-05 board meeting minutes were approved by consensus with the understanding to fix the spelling errors and to add “Hix” to the insurance name. Steve Lundt will e-mail out the final minutes.

Board members did introductions. Robin Reilley attended the meeting for the second time from DRCOG. Sharon Davis, new employee for Metro, will be the interim board member in place of Cathy Shugarts who recently changed jobs and no longer works for SPCURE. Steve Janssen joined the meeting by conference phone. Randy Ristau, Ex-officio director was also in attendance.

Laurie Rink then asked Steve Lundt to summarize the meeting’s agenda.

#### **2. Updates/Action Items**

- a. Treasurer Report: In absence of the Treasurer, Christine Hethcock, Laurie Rink gave a brief financial update. The bank still does not have all the executive board member’s signatures but checks are still being processed. \$259 was spent on the Denver Post job advertisement. The executive directors will arrange a time to meet at the bank on February 28<sup>th</sup>.
- b. Budget Development: Laurie Rink made the suggestion to develop a detailed 2-yr budget for BMW Association. It was agreed by the board that the PIP for the grant has a good general budget for the next 6 years but there is a need for a more detailed, operational budget for the next 2 years. Laurie Rink agreed to ask Christine Hethcock to develop a 2-yr budget. Vic Lucero then suggested that he hired watershed coordinator can then take it over once the budget has been developed.
- c. In-kind hourly Rate Proposal: In order for BMW Association to accurately track the in-kind contributions to the NPS grant project, an hourly wage rate needs to be documented. Steve Lundt researched average hourly wage rates for comparable positions in the Denver area by using “Salary

Expert.com” ([www.salaryexpert.com](http://www.salaryexpert.com)). Three general hourly rates were collected for the Denver area, “Environmental Director” at \$37.69/hr, “Environmental Manager” at \$34.19/hr, and “Biologist III” at \$30.94/hr. One suggestion by Steve Lundt was to have a 3 tiered hourly rate system for “Directors” (board members), “Managers” (professionals), and “Volunteers” (volunteers who attend meetings). Chris Piper then suggested that it might be better to have one hourly rate for everyone to avoid insulting people and to make it more equal for all members. The rates that were quoted from the Salary Expert did not include benefits. Randy Ristau then suggested that besides listing the hours of in-kind service for each person to also include a brief “activity” column to give more detail about what the hours were spent on. Randy Ristau was also going to check with the State to see if there is already a generic form or protocol for logging in-kind services. Dennis Stowe agreed that a level of detail on the kinds of activities was a good idea. It was decided then by consensus to go with one hourly rate of \$37.69/hr based on the “Environmental Director” salary report from Salary Expert (see web page printout attachment) and to include an “Activity” column on the sign-in sheet for meetings. Steve Lundt will present this conclusion at the February 28<sup>th</sup> stakeholder meeting.

- d. Insurance Update: Laurie Rink updated the board on the insurance plan. General liability is included in the plan. Insurance for Officers and Directors is still in the planning stages. The insurance company promised a quote by February. Dennis Stowe suggested that Laurie Rink approve the quote when it comes in to get the paper work going so as long as the quote that comes back is not over \$2,000. The Board agreed on this suggestion by consensus.

### **3. Committee Updates**

- a. Hiring Committee: Chris Piper gave an update of the hiring process for the Watershed Coordinator. The job was posted on the web at several places. By the closing date of January 9<sup>th</sup>, Chris Piper had received 33 applications (several were from firms, one firm wanted to just apply for the technical Watershed Specialist position, and then there were a few applicants that just sent in a resume). Initially, the committee was able to meet and narrow down the list to 15 applicants. Each of the four committee members were responsible individually to rank all 15 applications. Chris Piper and the committee had no recommendations and were will ranking the 15 applications. Chris Piper stated that the applications were overall, good. Randy Ristau suggested that the committee screen the applicants before doing thorough interviews. The committee will meet again and narrow the list down to 4-6 applicants. Then they will set up interviews and then make a recommendation. It was decided by the board to schedule a special board meeting before the February 28<sup>th</sup> stakeholder meeting to agree on a recommendation to the Stakeholders. Chris Piper said that he would contact the board after their interviews to schedule a special board meeting. Chris Piper also said that he would contact all applicants that have been cut so far. Because of the bylaw requirement of sending out agendas 15 days prior to a meeting, the agenda would need to go out on February 13<sup>th</sup>. Because of this timing, the agenda will have a generic item for hiring a watershed coordinator. The hiring committee and the board’s goal will be to narrow it down to one applicant by February 28<sup>th</sup>. If that is not possible, then 3-4 applicants can be suggested at the stakeholder meeting and the stakeholders can help decide at the meeting.
- b. Information/Education Committee: Jill Piatt Kemper has organized a meeting for January 31<sup>st</sup> at 1:30pm. Jill Piatt Kemper will be contacting Robert Sakata and Tyler Drage to see if they are interested in joining the I/E Committee. A brochure and web site are two items that are needed and high on the I/E Committee priority list. Chris Piper offered his services to help build a web site.
- c. Watershed Plan Writing Committee: Robin Reilley stated that she would like to join the Watershed Plan Writing Committee. Steve Lundt gave an update on the activities to date. The generic watershed plan outline was being filled in with information that the BMW Association has already collected. As this first step was going to be finished, then the unfinished section of the plan will be send out to the committee members. Committee members will then volunteer to write different sections of the plan.

#### **4. Finalize Agenda for BMW Association Stakeholder Meeting on 02/28/06**

Steve Lundt suggested that a item for the agenda should be about the reservoirs or watershed and be educational. For example, having an expert talk about the eagles and/or bird species at Barr Lake since it would be getting close to nesting season. Board agreed and Steve Lundt volunteered to contact the Barr Lake State park visitor center. Other ideas that were suggested for the agenda included: update on nutrient criteria, treasure report, house keeping items, and a Reservoir assessment update. For the April meeting, it was suggested for the guest speaker to be Littleton/Englewood or Lucinda from the state to talk about the fish consumption survey for the Denver area.

- a. Meeting Objectives: Main objectives will be to give an update on Phase 2, approve the Board's recommendation to fill the watershed coordinator position, learn about the bald eagles at Barr Lake, and to give committee updates.
- b. Agenda will be sent out by Steve Lundt with other material that will be discussed at the meeting by February 13th.

#### **5. New Business/Open Topics from Membership**

Robin Reilley stated that the Beebe Draw watershed will be apart of the DRCOG Water and Environmental Planning Committee update meeting for February 24<sup>th</sup>. Robin Reilley thought that it would be a good idea if the BMW Association gave an update of the activities since last year.

Also, Robin Reilley stated that Horsecreek Reservoir was being suggested by EPA to be listed on the 303(d) list for pH and dissolved oxygen.

Randy Ristau suggested that the Board have a retreat for bigger planning efforts. Might be good to do it in the spring and it would be a chance to get the coordinator up to speed. It would be good time to set an annual schedule. Laurie Rink suggested putting this on the March agenda for the Board.

Jill Piatt Kemper brought up the question about board attendance at meetings and if something should be done to try to get better attendance. Laurie Rink also agreed and suggested that this item be on the March agenda for the Board.

#### **6. Next Meeting**

Next Stakeholder meeting will be April 25<sup>th</sup>, 2006 in Brighton, 9:00am – 12:00am  
Next Board meeting will be March 28<sup>th</sup>, 2006 at Metro, 9:00am – 12:00am

## Barr Lake/Milton Reservoir Watershed Association

BMW Special Board Meeting  
February 23, 2006 - 9:00am – 12:00pm  
Metro Wastewater Reclamation District, Technical Service Building

### FINAL MINUTES

#### Board Attendance:

Kipp Scott – ECCV  
Vic Lucero – City of Thornton  
Steve Lundt – Metro Wastewater  
Jill Piatt Kemper – City of Aurora

Laurie Rink - FRICO  
Kim Delancey – Alternate for Christine H.  
Dennis Stowe – Little/Englewood WWTP  
Chris Piper – Denver Water

#### Public Attendance:

#### **Meeting Objectives**

- Final Hiring Committee Recommendation
- Final Board Recommendation for Watershed Coordinator Position
- Review Stakeholder meeting agenda

#### **1. Opening**

Everyone signed in. Hours and types of activities were logged in on the sign in sheet.

#### **2. Hiring Committee Recommendation (Chris Piper)**

Chris Piper gave a summary overview of the Hiring Committees activities to date along with a 1-page handout that included the steps and the committee's recommendation to the Board.

The Hiring Committee then recommended to the BMW board of directors to hire Integral Consulting, Inc. and have Alice Wood be the Watershed Coordinator. Copies of Integral's application were handed out to the Board.

Laurie Rink then shared her perspective on the process and that the main focus for the hiring committee was to fill the Watershed Coordinator position.

Vic Lucero commented on the likeability of the people that were interviewed from Integral. Vic Lucero also checked Integral's EPA reference and received only positive remarks. It was also important to Vic Lucero that Alice Wood had already worked with a NPS 319 grant to write a watershed plan and that she had great experience in information/education programs.

Then the meeting was opened up for questions from the board:

Question: Kipp Scott asked if they considered a second candidate and the response was no.

Answer: Since all four of them selected the same candidate from a secret poll, there was no discussion of a second choice.

Question: What about the need for watershed specialists and the updating of the BMW WQ database?

Answer: Integral would provide a rate sheet and technical tasks can be handled as needed.

Question: Does Integral understand our budget and can they work within those limits?

Answer: Yes, can work within our budget limits

Question: What will the contract look like?

Answer: Laurie Rink stated that she will put together the contract for all work for \$47,500 hourly work, \$2,750 for administrative work/supplies, and not to exceed limit.

The final recommendation to the board was to select Integral Consulting, Inc. and have Alice Wood be the Watershed Coordinator. Laurie Rink will then write out the scope of work draft that will list the specific coordinator tasks, include specific hourly rates, and not to exceed limits.

The board unanimously agreed with this recommendation and to present this recommendation to the BMW stakeholders at the February 28<sup>th</sup> meeting.

Then Jill Piatt Kemper read section 3.9 of the BMW bylaws specifically explaining how the board was to hire a watershed coordinator. It states, "the Association Watershed Coordinator shall be initially selected by the Board of Directors, but his or her retention, and the terms of his or her contract, shall be subject to approval by a Substantial Consensus of the Corporation's General Membership."

Then the BMW board decided to have the hiring committee do a presentation similar to this meeting's. After the presentation, then Laurie Rink will state the recommendation to go forward with hiring Integral Consulting, Inc. based on a final contract not to exceed \$47,000 for 1 year. The board will finalize the contract, hiring the contractor, and bring back to the April stakeholder meeting copies of the final contract. If there are any objections, then they will be asked to wait until after the meeting to discuss them.

Chris Piper said that all candidates will be contacted first thing after the stakeholder meeting.

## **5. New Business/Open Topics from Membership**

Steve Lundt updated the board on the reservoir assessments and the 6-month delay. FRICO's flow data is still not completed for Hydrosphere to begin the assessments. The assessments need to be completed soon in order to finish the watershed plan and to begin developing the correct reservoir and watershed models.

Laurie Rink stated that she has spoken with FRICO about this issue and the reason for the delay is to due to FRICO's consultant who has not had time to work on finalizing the flow data.

Dennis Stowe suggested that the Board writes a letter to FRICO addressing this issue and have Vic Lucero sign it. Steve Lundt agreed to draft the letter and send it to Vic Lucero.

## **6. Next Meeting**

Next Stakeholder meeting will be February 28<sup>th</sup>, 2006 in Brighton, 9:00am – 12:00am

Next Board meeting will be March 28<sup>th</sup>, 2006 at Metro, 9:00am – 12:00am

## Barr Lake/Milton Reservoir Watershed Association

BMW Board Meeting  
 March 28, 2006 - 9:00am – 12:00pm  
 Metro Wastewater Reclamation District, Technical Service Building

### FINAL MINUTES

#### Board Attendance:

Kipp Scott – ECCV  
 Vic Lucero – City of Thornton  
 Steve Lundt – Metro Wastewater  
 Jill Piatt Kemper – City of Aurora  
 Dennis Stowe – Little/Englewood WWTP

Blair Corning – SACWSD  
 Steve Janssen – At-large  
 Sharon Davis - SPCURE  
 Alice Wood – Watershed Coordinator  
 Randy Ristau - CDPHE

#### Public Attendance:

Robin Reilley - DRCOG

#### **Meeting Objectives**

- Introductions with Alice Wood
- Action Items and Committee Updates
- Develop Stakeholder meeting agenda

#### **1. Opening**

Everyone signed in. Hours and types of activities were logged in on the sign in sheet. The 1/24/06 and 2/23/06 board meeting minutes were approved. Steve Lundt then summarized the agenda for the meeting. Randy Ristau suggested archiving the agendas and minutes on the web when BMW gets a website up and running.

#### **2. Updates/Action Items**

There was no treasurer report but the most recent account report was handed out.

The topic of Horse Creek Reservoir being listed on the 303(d) list for pH and DO was discussed. It was agreed that Horse Creek Reservoir will not be ignored and stay in close contact with Henrylyn. Steve Lundt stated that Barr Lake, Horse Creek Reservoir, and Prospect Reservoir are all closely connected and should be looked at together as an entire system. Randy Ristau stated that forming a Horse Creek watershed group would help with credibility and funding in the future. The question of expanding the boundary of the BMW to include Horse Creek was asked. Dennis Stowe suggested to proceed as normal and that future watershed plans may and should include Horse Creek Reservoir. The board unanimously agreed.

Board attendance was discussed. After a brief discussion and summarizing the proxy rules in the by-laws, it was agreed that the current rules and attendance are adequate. Since members pay to join the board for one year, their attendance can be flexible. It was agreed that Alice Wood would contact the board members and especially make contact with missing board members.

FRICO data will be available to Hydrosphere for the reservoir assessments by 03-28-06. Vic handed out an e-mail about this topic from FRICO. Steve Lundt will help deliver the data set to Jean Marie Boyer.

Operating budget was handed out that Laurie Rink put together. It was noted that the \$10,000 carry over from the phase 1 state grant is no longer available and needs to be corrected. Alice Wood said that Integral Consulting will be using a new budget/finance software system and will use it for the BMW contract. It was agreed to add a line item expenses for reimbursement for Integral Consulting specifically in order to track the G/A for the watershed coordinator

The O/D insurance is going to cost \$1,875 and the full policy agreement will come soon.

### **3. Watershed Coordinator Introductions**

Vic Lucero did a brief introduction. The scope of work and contract was discussed, led by Steve Janssen who helped finalize the contract. The final contract was then approved by the board unanimously and signed by Vic Lucero and Alice Wood. Copies were made for all board members.

Jill Piatt Kemper did have a question about how the hours for each task were developed. Alice Wood said that the hour numbers are best guesses and they are flexible. The hours are not restricted and are adjustable. Alice Wood did express some concern about lofty goals and the amount of hours budgeted for each task. Everyone agreed that efficiency will be key to getting everything done within the budgeted contract.

Kipp Scott suggested having quarterly reports to keep track of coordinator's activities and to have a monthly review of the hours for each task.

It was agreed that Steve Lundt (secretary) will continue to do the minutes and agendas for the board meetings and that Alice Wood would take care of the minutes and agendas for the stakeholder meetings.

The board unanimously agreed to have the Chair be the main person to manage the watershed coordinator.

### **4. Board Retreat Idea**

The point of a retreat would be to build intra-board relations and to focus on one major topic at hand. It was agreed that a board retreat is a good idea but no obvious topic for a retreat was finalized. A couple of ideas for a retreat were suggested: watershed plan or to plan the annual stakeholder meeting. Vic Lucero and Kipp Scott suggested that there is no need for one now and to table it until we come up with a good topic. Board agreed.

### **5. Committee Updates**

I/E Committee – Jill Piatt Kemper gave a brief update of the committee activities.

Watershed Plan Committee – Steve Lundt said that Alice Wood will help facilitate the committee and that a meeting at Metro is scheduled to bring all volunteers together to decide what section will be written by which committee members.

#### **6. Finalize Stakeholder Agenda**

Integral will give a brief summary of the company and Alice Wood will give a short talk about her previous watershed plan project with Left hand Creek watershed association. Steve Janssen will give a quick update about the Horse Creek Reservoir situation with being listed on the 303(d) list. The special speaker will be Phil Hegeman with CDPHE to talk about in general terms the 303(d) and TMDL process. Back up talk will be the Little/Englewood nitrate treatment plant upgrades. Steve Lundt will also give an update on the reservoir assessment project. Also, the stakeholders will be asked about what they would like to do this year for the annual watershed tour.

#### **7. New Business**

SPCURE has requested to use the list of candidates from the BMW watershed coordinator hiring process so that they can also hire their own coordinator. Board agreed.

#### **8. Next Meeting**

Next Stakeholder meeting will be April 25<sup>th</sup>, 2006 in Brighton, 9:00am – 12:00am

Next Board meeting will be May 23<sup>rd</sup>, 2006 at Metro, 9:00am – 12:00am

## Barr Lake/Milton Reservoir Watershed Association

BMW Special Board Meeting  
 April 25, 2006 - 12:00pm – 12:30pm  
 Brighton Recreation Center, 555 North 11<sup>th</sup> Avenue, Brighton, CO

### FINAL MINUTES

#### Board Attendance:

Kipp Scott – ECCV	Blair Corning - SACWSD
Steve Lundt – Metro Wastewater	Sharon Davis – SPCURE
Jill Piatt Kemper – City of Aurora	Alice Wood - Integral Consulting
Laurie Rink - FRICO	Marley Shoaf – Integral Consulting
Christine Hethcock – At Large	Randy Ristau - CDPHE
Chris Piper – Denver Water	

#### Public Attendance:

John Akolt – FRICO                      Cindy Lair – State Agricultural Department

#### **Meeting Objectives**

- Management of Coordinator
- Board Retreat

#### **1. Management of Alice Wood**

It was discussed how best to manage Alice Wood and the contract with Integral Consulting. The board unanimously agreed to have Laurie Rink, the chair, be the manager of the watershed coordinator and Steve Lundt, the Secretary, be backup when needed. Laurie Rink will handle and sign invoices and the smaller day-to-day items. For the larger items, Laurie Rink will communicate with the board via e-mail.

#### **2. Colorado Watershed Assembly (CWA) Conference and NPS Seminar**

It was agreed by the board to officially join the Colorado Watershed Assembly because of the potential benefits from joining and to help support a statewide watershed organization.

It was agreed to send Alice Wood to both the NPS Forum on September 6<sup>th</sup>, 2006 and to the CWA annual conference on October 4-6, 2006. Other board members might also be attending these conferences funded by their own organization.

#### **5. Retreat Discussion**

Two retreat topics were discussed: 1. Watershed Plan and Mission statement for organization, and 2. Water quality goals and coordination framework with the State on nutrient standards. Full day vs. half day was also discussed. No decisions were made.

#### **6. Next Meeting**

Next Stakeholder meeting will be June 27<sup>th</sup>, 2006 in Brighton, 9:00am – 12:00am  
 Next Board meeting will be May 23<sup>rd</sup>, 2006 at Metro, 9:00am – 12:00am

## Barr Lake/Milton Reservoir Watershed Association

BMW Retreat  
May 23, 2006 - 12:00pm – 3:30pm  
Rocky Mountain Bird Observatory  
Barr Lake State Park

### MINUTES

#### **Board Attendance:**

Kipp Scott – ECCV  
Steve Lundt – Metro Wastewater  
Jill Piatt Kemper – City of Aurora  
Laurie Rink - FRICO  
Christine Hethcock – At Large

Blair Corning – SACWSD  
Sharon Davis – SPCURE  
Randy Ristau – CDPHE WQCD  
Vic Lucero – City of Thornton  
Dennis Stowe – L/E WWTP

#### **Other Attendance:**

Alice Wood – Integral Consulting

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#### **Meeting Objectives**

- Develop draft mission, vision, values, and goals statements
- Strategize best way to work with larger stakeholder group to develop distinct water quality goals

#### **General Notes**

This meeting was held as an informal “retreat” to encourage open discussion and the free flow of ideas. Traditional Board meeting formalities were not followed, and meeting notes were taken in the form of specific comments and notes developed as a group and recorded on flip chart paper. The following is a summary of the draft versions of mission, vision, and values statements, as well as water quality goals, developed during the retreat. Time restraints prevented a group discussion of organizational goals; the organizational goals listed here were compiled by Coordinator Alice Wood from past meeting minutes, the 319 grant Project Implementation Plan, and comments from stakeholders.

Further refinement of the BMW Association’s mission, vision, and values statements will occur at future Board meetings as well as over an online discussion forum. When a finalized draft of these statements has received consensus approval by the Board, the draft will be presented to the full stakeholder group for review. A group discussion of the mission, vision, and values statements may be held at a future stakeholder meeting. Also, the Board intends to add a discussion of water quality goal finalization to the agenda of a future stakeholder meeting.

Copies of all printed materials utilized during the meeting are attached.

#### **1. Mission**

Participants individually filled out a mission statement format worksheet to help them consider the key components of a group mission statement. Following this, the group together reviewed sample mission statements prepared by Steve Lundt from examples from various other groups.

Components of each sample mission statement that members of the group liked and disliked were noted:

Sample Mission Statement #	Likes	Dislikes	Uncertainties
1 (“The mission is to...”)		<ul style="list-style-type: none"> <li>Needs to be more specific</li> <li>“preserve”</li> </ul>	<ul style="list-style-type: none"> <li>“beneficial uses”</li> </ul>
2 (“BMW is a 501(c)6 organization...”)	<ul style="list-style-type: none"> <li>Foster steward-ship</li> <li>Use “aspires” instead of “advocates”</li> </ul>	<ul style="list-style-type: none"> <li>Need to avoid “hodgepodge” statements</li> <li>“all other water”</li> <li>“advocates”</li> </ul>	
3 (“To support collaborative...”)			<ul style="list-style-type: none"> <li>“collaborative efforts”</li> </ul>
4 (“The Barr/Milton Watershed...”)	<ul style="list-style-type: none"> <li>“integrated management approach”</li> <li>“appropriate water quality conditions”</li> <li>“basin” (vs. stating just Barr and Milton)</li> </ul>		<ul style="list-style-type: none"> <li>Consider the terms: “pristine” vs. “water quality standards” vs. “water quality goals”</li> </ul>
5 (“Implement a watershed...”)	<ul style="list-style-type: none"> <li>“watershed”</li> <li>“coordinated effort to understand, evaluate”</li> </ul>	<ul style="list-style-type: none"> <li>“through development of a watershed plan”</li> </ul>	<ul style="list-style-type: none"> <li>“solve”</li> </ul>

It was noted that a strong voice (such as “aspires”), rather than passive verbs (such as “is”, “to be”, “-ing”) create a more powerful statement.

The following potential draft mission statements were developed from this discussion

- 1. The BMW Association aspires for the water quality protection, restoration, and enjoyment of Barr Lake and Milton Reservoir through the fostering of stewardship, communication, leadership, and action in the watershed.***
- 2. The mission of the Barr Milton Reservoir Watershed Association is to foster outreach and stewardship with all interested parties in a collaborative effort to protect water quality, achieve environmental standards, and maintain all beneficial uses of Barr and Milton Reservoirs.***

**2. Vision**

To begin the development of a group vision, the participants reviewed the list of key words describing the desired future for Barr Lake and Milton Reservoir developed at the March 25, 2005 stakeholder meeting.

Then, participants took turns around the table and each described their vision of the future following successful completion of the BMW’s objectives. Participants were asked to think of this as what the watershed and organization would look like to make them feel like “their job here was done”. Participants were very candid and listened intently to each individual’s “negative” scenarios (e.g. “I would feel like my job here was done if Barr Lake were filled in with dirt.”) and “positive” scenarios (e.g. “I would feel like my job here was done if my family and I were able to fish, swim, and camp at the reservoirs without concerns about risks to our health.”)

It was noted that the vision statement should “pluck at heartstrings” and should avoid strong regulatory language.

Portions of particular visions were repeated by multiple participants. These common themes are summarized below:

*“I would feel like my job here was done if...”*

- *The watershed was fully utilized*
  - *as water supply (municipal)*
  - *as habitat*
  - *as irrigation water supply*
- *There was thoughtful watershed planning and management*
  - *including a functional ecosystem, not just individually managed lakes*
- *Water quality was restored*
  - *Pristine?*
  - *“clean as they can be”*
- *Education programs were implemented*
- *All activities and management practices were balanced within economic realities.*

Based on the sample vision statement (see Sample Mission Statements sheet) and roundtable themes developed above, the following draft vision statement is submitted:

1. ***When the BMW Association has fulfilled its mission with excellence, educated stakeholders will fully utilize a restored Barr Lake/Milton Reservoir system and will conduct this utilization through thoughtful and economically sustainable watershed planning and management.***

## **5. Values**

A list of values fundamental to the organization was brainstormed:

- *Consensus*
- *Broad and active stakeholder participation*
- *Action/measurable results*
- *Outreach and education*
- *Objectivity/sound science*
- *Respect for public resources*
  - *“we’re all downstream”*

## **6. Water Quality Goals**

The lists of stakeholder questions developed during past stakeholder meetings, and presented in tables 3 and 4 of the March 31, 2005 Hydrosphere report *Evaluation of Approaches and Tools*, was used as the basis of discussion for development of specific water quality goals for the BMW Association.

Participants brainstormed a list of water quality goals informed by the questions in these tables. The Board will work with Coordinator Alice Wood to develop a plan for taking the larger stakeholder group through a similar goal development process.

It was noted that “goals need numbers”; in particular, the final BMW Association water quality goals should set numerical targets for pH and nutrients.

The following suggested water quality goals were developed by the group:

1. *Define site-specific water quality targets (numeric? “fishable, swimmable”? other?);*
2. *Develop working water quality model(s) which will:*
  - a. *Identify the biometrics driving excessive algal growth and high pH (what);*
  - b. *Identify the sources of water quality parameters driving excessive algal growth and high pH (who/where/when);*
  - c. *Identify the quantities of water quality parameters driving excessive algal growth and high pH attributable to each source (how much);*
3. *Develop and implement a water quality monitoring plan;*
4. *Develop and implement a water quantity management plan;*
5. *Develop and implement cost-effective best management practices (BMPs) plans;*
6. *Attain water quality criteria compliance;*
7. *Maintain water quality (pH, nutrients also?) within the site-specific water quality targets/criteria; and,*
8. *Ensure that water quality and habitat do not degrade beyond current conditions.*

## **7. BMW Association Programmatic Goals**

Time restraints prevented a group discussion of organizational goals; the draft organizational goals listed here were compiled by Coordinator Alice Wood from past meeting minutes, the 319 grant Project Implementation Plan, and comments from stakeholders. Suggested programmatic goals include:

1. *Form a stakeholder-driven, consensus-based watershed organization;*
2. *Procure funding sources to sustain the watershed organization and its activities;*
3. *Develop and update a watershed management plan;*
4. *Develop and implement an information/education program;*
5. *Continually expand the active membership of the organization;*
6. *Coordinate watershed work with the efforts of other watershed groups, regulatory agencies, and related organizations; and,*
7. *Fulfill the requirements of 319 and other grants received.*

## **8. Next steps**

Alice will work on setting up an online forum as a vehicle for organized electronic discussions and edits of the mission, vision, values, and programmatic goals listed above. Once the online forum is organized, Alice will send out an email with instructions. At the next Board meeting (Tuesday, July 25), these draft statements will be discussed. Development of an approach for water quality goal finalization by the larger stakeholder group will also be discussed.

## Barr Lake/Milton Reservoir Watershed Association

BMW Board Meeting  
 July 25, 2006 - 9:00am – 11:00am  
 Rocky Mountain Bird Observatory, Stone House at Barr Lake

### MINUTES

#### Board Attendance:

Kipp Scott – ECCV	Marley Shoaf - Integral Consulting
Steve Lundt – Metro Wastewater	Randy Ristau - CDPHE
Laurie Rink - FRICO	Vic Lucero – City of Thornton
Christine Hethcock – At Large	Kelly DiNatale – United Water and San.
Dennis Stowe – Littleton/Englewood	Chris Piper – Denver Water
Sharon Davis – SPCURE	

#### Public Attendance:

Todd Harris – Metro  
 Jean Marie Boyer – Hydrosphere

#### **Meeting Objectives**

- Committee Updates
- Finalize Annual Meeting
- Reservoir Assessment Presentation
- Finalize draft Mission, Vision, Values, and goals

#### **1. Updates and Action Items**

Minutes from both May 23<sup>rd</sup> board meetings were approved and finalized.

Steve Janssen gave his proxy to vote on any matter to Steve Lundt via e-mail. All Sustaining Board members have paid for their 2006-2007 dues except for Thornton and Denver Water. Both are in the mail. The four existing at-large directors have requested to run for at-large positions again.

Treasure report was that Steve Lundt deposited \$46,100.00 on 7/17/06.

Watershed Coordinator update: BMW received and approved two invoices from Integral (May and June). Laurie Rink stated that 2/3 of the work has been completed for the year and we are under budget.

Alice Wood has signed up for the CWA conference in Breckenridge and will be putting up a BMW display that the I/E committee will make.

#### Mission/Vision/Values/Goals:

There was a lengthy discussion about these statements. Steve Lundt provided copies of all the comments that have been posted on the website forum. The board went over each statement. The goal was to develop a draft version of these statements that can be shared at the August

annual membership meeting. Because of the lengthy discussion, Steve Lundt and Vic Lucero agreed to summarize all comments and to provide a draft version of the statements by e-mail so the board can agree on before the annual meeting.

Mission: group agreed that simpler the better and that the statement needs to be general. So far, there is a Randy version and Vic version from the Board retreat and a Steve version that is a hybrid of the first two. Then Kelly DiNatale wrote up his version of a mission statement during the board meeting.

*Randy: The BMW Association aspires for the water quality protection, restoration, and enjoyment of Barr Lake and Milton Reservoir through the fostering of stewardship, communication, leadership, and action in the watershed.*

*Vic: The mission of the Barr Milton Reservoir Watershed Association is to foster outreach and stewardship with all interested parties in a collaborative effort to protect water quality, achieve environmental standards, and maintain all beneficial uses of Barr and Milton Reservoirs.*

*Steve: BMW Association Mission: To foster outreach and stewardship with all interested parties in a collaborative effort to protect the water quality and enjoyment of Barr Lake and Milton Reservoir.*

*Kelly: The mission of the BMW Association is to work collaboratively on the improvement and protection of water quality of Barr Lake and Milton Reservoir.*

Vision: Same as the mission statement. The vision statement needs to be simple, rememberable, and general. There are two versions of the statement from the board retreat and Steve Lundt has a shorter version. Kelly DiNatale also wrote up his version of a vision statement during the meeting. One major concern voiced by Dennis Stowe and agreed by others is that these statements need to reflect that the BMW group can't perform any actual work relating to these statements other than managing it so that each stakeholder group can do their part. For example, BMW will not build a BMP, but the actual landowner or facility owner might build one. These statements need to focus on cooperation among the groups. It was also stated that certain "buzz" words are good to have in the statements to satisfy EPA's needs. People also did not like the terms "technically competent" or "cost effective" in Steve's version. It was suggested to replace with "efficiently using resources" or "proper solutions...".

*Version 1. When the BMW Association has fulfilled its mission with excellence, educated stakeholders will fully utilize a restored Barr Lake/Milton Reservoir system and will conduct this utilization through thoughtful and economically sustainable watershed planning and management.*

*Version 2. To successfully maintain appropriately established water quality/environment conditions for Barr Lake and Milton Reservoir by using best available technology, using information and education to reach out to the watershed population, using the cost effective solutions, and by using best management techniques. All environmental standards and goals are being met in Barr Lake and Milton Reservoir.*

*Steve: BMW Association Vision Statement: To successfully maintain appropriately established water quality/environment conditions for Barr Lake and Milton Reservoir by using proper (or efficiently using resources) ~~technically competent cost effective~~ solutions and by communicating plans and progress to a variety of audiences.*

*Kelly: BMW Association Vision: To improve and maintain water quality in Barr Lake and Milton Reservoir through the implementation of collaboratively developed water quality management approaches.*

Core Values: a list of six values was made from the board retreat and Steve Lundt added 3 more (inclusive, Proactive, Self-sustaining). Group agreed to all these values quickly and decided “inclusive” was already listed and that “self-sustaining” should be a organization goal instead.

*BMW Association Core Values*

- *Consensus*
- *Broad and active stakeholder participation*
- *Action/measurable results*
- *Outreach and education*
- *Objectivity/sound science*
- *Respect for public resources*
- *Proactive/Prevention*

Water Quality Goals: At the board retreat, the goals were broken into two categories (water quality goals and organizational goals). The list of water quality goals from the retreat was edited by Steve Lundt and Dennis Stowe’s comments from the forum. The board went over each goal statement and made changes. Again the reminder that the BMW group will not actual implement or build anything was discussed. Mostly, BMW will develop, manage, and help coordinate things.

1. *Define site-specific, numeric and narrative water quality targets*
2. *Develop working water quality model(s) which will:*
  - a. *Identify the biometrics driving excessive algal growth and high pH*
  - b. *Identify the sources of water quality parameters driving excessive algal growth and high pH*
  - c. *Identify the quantities of water quality parameters driving excessive algal growth and high pH attributable to each source*
  - d. *Identify appropriate reservoir management to maximize water quality,*
  - e. *Identify proper pollutant load allocations to achieve water quality targets;*
3. *Develop and manage a water quality monitoring plan*
4. *Develop and implement a reservoir management plan to enhance water quality improvements*
5. *Develop cost-effective best management practices (BMPs) plans for pollution load reduction to achieve allocation goals*
6. *Develop an iterative process to evaluate the effectiveness of actions taken and make further recommendations*
7. *Maintain water quality so that Barr Lake and Milton Reservoir are not on the 303(d) list*
8. *Ensure that all plans and actions recommended will maintain or improve water quality and habitat*
9. *Develop and recommend to the State an appropriate wasteload and load allocation plan for a TMDL*

Organizational Goals: These were not discussed as much due to time. From the board retreat, there are 7 goals. An 8<sup>th</sup> goal was added at the meeting about agreements among and between stakeholders.

- *Maintain a stakeholder-driven, consensus-based watershed organization*
- *Procure funding sources to sustain the watershed organization and its activities*

- Develop and update a watershed management plan
- Develop and implement a public information/education program
- Continually expand the active membership of the organization
- Coordinate watershed work with the efforts of other watershed groups, regulatory agencies, and related organizations
- Fulfill the requirements of 319 and other grants received
- Develop and adhere to agreements among stakeholders on all projects

## **2. Reservoir Assessment Presentation**

Jean Marie Boyer (Hydrosphere) gave a 90-minute presentation on the results from the two reservoir assessments.

Items that she covered:

1. What is causing the high pH?
2. In-reservoir comparison of monitoring sites
3. Time line charts of the data
4. Trend analysis
5. Inflow/Outflow charts
6. Comparison of downstream reservoirs (Jackson, Riverside, Prewitt, N. Sterling, and Julesburg)
7. Analyzed groundwater flows in and out of reservoirs
8. Water balance
9. Internal loading estimates done three different ways
10. Nutrient loading
11. Annual summary of how the reservoirs work and respond
12. Recommendations

Conclusion: 1) Milton Reservoir inflow data is very limited and no real conclusions of loadings and budgets can be made until data gaps are filled and 2) water quality flow data seemed to have decreased significantly in 2004 and 2005.

Laurie Rink suggested that the report from Hydrosphere be in draft form until data gaps are filled since most of the information about Milton is questionable. Board decided to get a better feel from FRICO on a timeline to get the missing data in to hydrosphere. Laurie Rink suggested that she will talk with FRICO about getting the data available and into the reservoir assessments (at FRICO's cost). If the timeline is less than a year, then don't finalize until updated. If it is going to be a year or more, than finalize the assessments with a disclaimer that a second volume will be produced.

It was requested to Jean Marie to have a final draft report ready by the end of August so that it can help with the Watershed Plan writing. Whether it will be a draft or finalized report, this will be determined before the annual membership meeting.

BMW will pay Hydrosphere \$1,000 to do a summary presentation at the August 22<sup>nd</sup> meeting. Jean Marie will simplify and shorten the summary presentation for the stakeholders.

**5. Watershed Plan Committee Recommendation**

Steve Lundt gave a quick update on the status of the watershed plan. The committee also proposed a recommendation to have the board approve the idea of spending \$8,086 with Integral to complete the GIS work and technical editing of the watershed plan. The board, by consensus, unanimously agreed to approve the recommendation.

**5. Annual General Membership Meeting**

Because of time constraints, it was agreed by the board to complete the planning of the annual membership meeting by e-mail and phone. If need be, a smaller group can meet later. Alice Wood is also handling much of the logistics for the meeting.

**5. New Business**

Chris Piper suggested putting together a glossary of terms to help board members and others with the technical language and acronyms pertaining to the reservoir assessments and other documents that BMW will produce. He will start this list, and Steve Lundt will add to it. Idea is to keep an updated glossary on the BMW website.

**6. Next Meeting**

Next Stakeholder meeting will be August 22<sup>nd</sup>, 2006 Annual Membership Meeting at the Stone House at Barr Lake State Park 9:00am – 2:00pm

Next Board meeting will be September 26, 2006 at Denver Water, 9:00am – 12:00am

## Barr Lake/Milton Reservoir Watershed Association

BMW Board Meeting  
August 22, 2006 - 12:00pm – 12:20pm  
Rocky Mountain Bird Observatory, Stone House at Barr Lake

### MINUTES

#### Board Attendance:

Steve Lundt – Metro Wastewater  
Laurie Rink - FRICO  
Christine Hethcock – At Large  
Dennis Stowe – Littleton/Englewood  
Sharon Davis – SPCURE

Alice Wood - Integral Consulting  
Vic Lucero – City of Thornton  
Chris Piper – Denver Water  
Terry Baus – City and County of Denver  
Jill Piatt Kemper – City of Aurora

#### Public Attendance:

#### **Meeting Objectives**

- Select Executive Directors
- Integral Invoice
- Reservoir Assessment Report

#### **1. Nominations for Officers**

Laurie Rink (President), Vic Lucero (Vice President), Steve Lundt (Secretary), and Christine Hethcock (Treasurer) all agreed to serve another year as executive officers. The board unanimously agreed on this.

#### **2. Integral Invoice**

Laurie Rink highlighted some of the budgeted hours for the different tasks for Alice Wood. Some of the tasks (watershed plan writing) were getting close to the estimated number of hours, but it was noted that some of these tasks will begin to slow down. It was agreed to just keep track of the progress for the tasks and make sure we do not go over budget with time and money.

#### **3. Hydrosphere's Reservoir Assessment Report**

The topic about having a draft or final report written for the reservoir assessments was discussed. It was decided by the board to get a draft from Hydrosphere. Then review the draft and give back to Hydrosphere any comments. Then get an invoice from Hydrosphere on the cost to finalize the reports based on the comments received.

#### **4. Next Meeting**

Next Board meeting will be September 26, 2006 at Denver Water, 9:00am – 12:00am

## Barr Lake/Milton Reservoir Watershed Association

BMW Board Meeting  
September 26, 2006 - 9:00am – 12:00pm  
Denver Water, Conference Room 310

### Final MINUTES

#### Board Attendance:

Kipp Scott – ECCV  
Steve Lundt – Metro Wastewater  
Laurie Rink - FRICO  
Dennis Stowe – Littleton/Englewood  
Vic Lucero – City of Thornton

Chris Piper – Denver Water  
Jill Piatt Kemper – City of Aurora  
Terry Baus – City and County of Denver  
Alice Wood – Integral Consulting  
Scott Roush – Barr Lake State Park

#### Public Attendance:

Robin Reilley – DRCOG

#### **Meeting Objectives**

- Committee Updates and Action Items
- Plan for October Stakeholder Meeting
- Reservoir Assessment Presentation
- Finalize draft Mission, Vision, Values, and goals

#### **1. Updates and Action Items**

Minutes from both July 25<sup>th</sup> and August 22<sup>nd</sup> were finalized by the board with only two minor changes, add Jill Piatt Kemper to the roster for the Aug. 22 meeting and change the date for the July 25 minutes.

Treasure report: Alice Wood has arranged for our taxes to be done. Federal tax form 990 will be filled out by Accounting Specialist for about \$300. The form will be done in 2 weeks and it is due by November 15<sup>th</sup> for non-profit groups. A short presentation of this tax form will be given at the next board meeting. Laurie Rink gave a budget update. She suggested keep track of our expenses on the yearly budget spreadsheet to see how well we estimated our expenses. This way, the board can do a better job at estimating budget expenses for next year.

Watershed Coordinator update: After 5 months on the job, about 58% of the budget has been used up. Some of the activities are starting to slow down, for example the watershed plan writing activity. Marley Shoaf has quit Integral. Alice Wood passed around the resume for Geneva Mixon who will be a temporary employee for Integral. Geneva will provide backup support for Alice Wood. Alice Wood turned in on time the semi-annual report to the State. The next task with the state is to figure out the process to invoice the state to get reimbursed from the 319 grant. Alice Wood will arrange a time to sit down with Randy Ristau to figure this process.

Recap of the Annual General Membership Meeting: 30 people attended the meeting. The reservoir assessment and the food were both well received. There were no comments from any attendees about the meeting. Steve Lundt stated that it would be good to get new people to

attend this annual meeting. There were some new people from Henrylyn Irrigation District but the idea of using this annual meeting is to draw in new people.

**Project Implementation Plan Update:** Steve Lundt passed out a copy of Table 3 from the PIP (Milestone table). Because of the delay in getting the grant and the delay in getting the data in from FRICO for the reservoir assessment, the BMW Association is about a year behind with the watershed plan and the reservoir assessments. It was asked about updating our milestone table but Alice Wood suggested doing one more semi-annual report to see how much we catch up.

**Finalize Mission/Vision/Goals/Values:** There were no additional comments from the general membership meeting. The only change that the board made was to the #3 organizational goal. Eliminated “expand” and added “encourage”. These statements are working documents and will be updated annually and be apart of the watershed plan.

**Reservoir Assessment Report Update:** Hydrosphere will have the report done by October 2<sup>nd</sup>. Dennis Stowe wanted to make sure there was a disclaimer to include L/E’s efforts to remove nitrate from their effluent. Dennis will send Jean Marie Boyer an e-mail about this. As soon as Steve Lundt gets the reports, he will send them out to the board and stakeholders for review. Board comments are due back by October 20<sup>th</sup> and the stakeholder comments are due back by October 24<sup>th</sup>. Then all comments will be sent to Jean Marie Boyer to give an estimate on final report.

## **2. Committee Updates**

**Information/Education:** Jill Piatt Kemper has not been too active lately due to job commitments. Will most likely go with the Eagle logo and not use the Secchi Disk logo. Poster display and brochure will be ready for the October 4<sup>th</sup> watershed conference. The website is up and running. Shonnie will teach Alice Wood how to be the webmaster for it. Terry Baus, Jill Piatt Kemper, Alice Wood, and Steve Lundt attended the social marketing and sustainable behavior changing workshop by Doug McKenzie-Mohr. The lecture was good and gave many ideas for the I/E committee. Sharon Davis and Dennis Stowe are co-editing the BMW newsletter and the first one will be out in the fall. The watershed plan writing committee asked the I/E committee if they could do the final layout for the executive summary report for the watershed plan.

**Watershed Plan Writing:** Laurie Rink went over the planned schedule to finish writing and publishing the plan. The 6 GIS maps were passed around. Then the committee requested to approve the 15 hours (\$1,155) additional adjustment to the GIS contract to finish the mapping. The board unanimously agreed to spend an additional \$1,155 on the mapping. The plan will be handed over to Integral for editing in early October. Integral will spend 2 weeks finalizing and editing the plan. Board and stakeholders will turn in comments and approve plan in November. The plan and executive summary will be produced in December and January will be a launch party.

**Technical:** Steve Lundt stated that they will be interviewing two candidates later in the afternoon for the modeling task. Hydrosphere (Boulder) and ENSR (Ft. Collins) are the two candidates. The plan is to interview both today and then meeting later to decide which one to go with. The Technical Committee will then give a recommendation to the Board by Nov. 24<sup>th</sup>.

There will be a special stakeholder meeting on December 12 for the selected consultant to present their approach to the stakeholders. It was felt by the board that it is important to make sure all stakeholders have a chance to see the proposed consultant and approach and to get a consensus vote from the stakeholders. It was also stated that there is money in the budget for a 3<sup>rd</sup> party review for the modeling.

### **3. Finalize Stakeholder Meeting Agenda**

Agenda items will be:

1. Review comments on the Reservoir Assessment Reports
2. Discuss plans for approving the modeling contract
3. Layout publication of the watershed plan
4. Have a guest speaker do a Modeling 101 for the group – Steve Lundt said that he would contact Jim Saunders with the State
5. Sub-committee reports
6. Show off the watershed maps

### **4. New Business/Topics**

Scott Roush stated that Ken Salazar and the media will be out at Barr Lake on October 10<sup>th</sup> to talk about this new grant project that will help link Barr Lake with the Arsenal. (Northeast Greenway Project). It was discussed to see how BMW could get involved with this media kick off. Scott Roush would look more into this to see if BMW could get an invitation.

### **5. Next Meeting**

Next Stakeholder meeting will be October 24<sup>th</sup>, 2006 in Brighton 9:00am – 12:00pm

Next Board meeting will be November 28, 2006 at Metro Wastewater, 9:00am – 12:00am

## Barr Lake/Milton Reservoir Watershed Association

BMW Special Board Meeting  
 October 24, 2006 - 8:00am – 8:45am  
 Brighton Recreation Center, 555 North 11<sup>th</sup> Avenue, Brighton, CO

### Final MINUTES

#### Board Attendance:

Kipp Scott – ECCV	Jill Piatt Kemper – City of Aurora
Steve Lundt – Metro Wastewater	Angie Ott – Metro Wastewater
Laurie Rink - FRICO	Darcy Wright - Integral
Dennis Stowe – Littleton/Englewood	Terry Baus – City and County of Denver
Vic Lucero – City of Thornton	Alice Wood – Integral Consulting
Blair Corning – S Adams	Randy Ristau – CDPHE
Chris Piper – Denver Water	Kelly DiNatale – United Water & San. Dist.

#### Public Attendance:

#### **Meeting Objectives**

- Technical committee update on modeling selection
- Board recommendation

#### **1. BMW Modeling Selection**

Steve Lundt gave an update on the Technical Committee's hiring process for a modeler. Committee notes for the 10/03/06 meeting were shared with the board prior to the meeting. Steve Lundt stated the results from the committee and gave the committee recommendation. The recommendation was that the committee was leaning towards ENSR and is comfortable going with them, however, since Hydrosphere is also a great choice and came out just slightly under ENSR that there could be another round of interviews with both consultants for the board.

Kipp Scott asked if we would learn anything more from another round of interviews. It was also stated that the board might select the best modeler based on presentation and not merit. Vic Lucero stated that the 10/03/06 notes were very thorough and felt comfortable with not having another round of interviews. There was also a question from Vic Lucero about the technical expertise out of the ENSR Ft. Collins' office. It was explained that most of the technical expertise would be from out-of-state offices and that the Dave Pillard from Ft. Collins would be the overall manager of the project.

It was then agreed by the board unanimously to go with ENSR and not do another round of interviews. Even though both firms were well qualified, it seemed that ENSR has just a little more technical qualifications than Hydrosphere, and their approach was more flexible and involved the stakeholders more.

The next thing the board discussed was how to present this recommendation to the stakeholders and what should the stakeholders be voting on. The board then decided to ask the stakeholders

to vote on moving forward with ENSR and get permission to negotiate a contract and scope of work. So the statement for the vote that Steve Lundt will ask the group will be: "Like to have a consensus vote on the Technical Committee's recommendation that has been endorsed by the board of directors to approve with moving forward with ENSR and start negotiating a contract and scope of work for the modeling project. ENSR is recommended based on their qualifications and technical merit. If the negotiations do not work out with ENSR, then Hydrosphere will be contacted."

Dennis Stowe really likes the idea of consensus voting to keep people interested and vested. Dennis recommends voting when ever we can and to make sure we open it up for discussion.

Kipp Scott recommended having two consensus votes, one vote to go ahead with ENSR and a second vote to go with the final contract and scope of work.

Chris Piper read the bylaw section 2.2.1 about Board functions and that this modeling decision was definitely apart of "development and recommendation of long range decisions."

It was concluded to keep the vote simple, don't trash Hydrosphere, if stakeholders are fully involved then there should be no conflicts.

## Barr Lake/Milton Reservoir Watershed Association

BMW Board Meeting  
November 28, 2006 - 9:00am – 12:00pm  
Metro Wastewater Reclamation District, Technical Service Building

### MINUTES

#### **Board Attendance:**

Kipp Scott – ECCV  
Steve Lundt – Metro Wastewater  
Laurie Rink - FRICO  
Vic Lucero – City of Thornton  
Jill Piatt Kemper – City of Aurora

Alice Wood – Integral Consulting  
Scott Roush – Barr Lake State Park  
Sarah Reeves – SPCURE  
Sharon Davis - Metro  
Blair Corning – S. Adams

#### Public Attendance:

#### **Meeting Objectives**

- Committee Updates and Action Items
- Plan for December Stakeholder Meeting
- Comments on Final Watershed Plan
- Modeling Scope of Work Update

#### **1. Updates and Action Items**

Minutes from the 09/26/06 board meeting were handed out and read over. Minutes approved pending a couple of small spelling errors. The 10/24/06 draft minutes will be finished today and will be e-mailed to the board to get final approval.

Treasurer's report: Alice Wood said that she needed to meet with Laurie Rink after the meeting to go over and update the operating budget. The taxes are not quite ready but will be sent around to the board when completed. Alice Wood recommended finding another tax person for next year due to the difficulty of communicating with the current tax person. Taxes are not actually due until December 15<sup>th</sup>. Vic Lucero recommended hiring the tax person who does the taxes for the Farmers Highline Canal and SPCURE. The name is Schommer. Sharon Davis agreed that that person was good. Laurie Rink will look over the tax forms, see if anyone has any comments, and then sign them. Steve Lundt did deposit a \$25.00 membership check in November.

Watershed Coordinator Update: The October 31<sup>st</sup> billing was reviewed and approved by Laurie Rink. Everything is on budget, only a few minor adjustments were made. Kipp Scott stated that he was concerned about the timing and turn around for getting money from the State. Alice Wood said that the turn around time is about 4-6 weeks and Sarah Reeves agreed. Darcy Garland-Renn has been working on the website and was trained by Shonnie Cline.

Modeling Scope of Work Update: Steve Lundt updated the board that Ken Wagner has put together a scope of work that includes a schedule and cost estimate. The scope is to be reviewed internally with ENSR and will be sent to Steve Lundt early next week. A contract has been also

sent to Steve Lundt and is being review by Steven Janssen. Questions were raised about the timing of the December 12 meeting and the finalization of the scope and contract. Is the goal of this meeting to help build the scope or to learn about the final scope? It was not clear who would be paying for this meeting. Steve Lundt agreed to contact Ken Wagner to see what they want to get out of the meeting and if BMW will pay for their trip. Laurie Rink stated that it would be good to have a scope worked out before the December 12<sup>th</sup> meeting. Steve Lundt said he would see if Ken Wagner could get the scope to him by this Friday. Alice Wood had the idea to have a scoping meeting with just the board before the meeting but then Kipp Scott stated that much of the same scoping questions will be duplicated during the stakeholders meeting.

Draft Reservoir Assessment Report Update: All comments have been given to Jean Marie Boyer. Jean Marie Boyer also met with FRICO on 11/01/06 to talk about the flow data. It was discovered that the outflow data for Barr was off because of some groundwater seepage from the dam and that Milton had major differences with the groundwater inputs. Next step is for FRICO to work with the flow data to finalize it. Then FRICO will provide all the updated data by the end of December to Jean Marie Boyer. Steve Lundt said that Jean Marie Boyer did leave a message for him to call her probably to talk about the scope of work for finalizing the reports.

## **2. Committee Updates**

Information/Education: Jill Piatt Kemper gave a big thanks to Dennis Stowe and Sharon Davis for make the first newsletter. Alice Wood handed out multiple copies of the Barrimeter newsletter to the board. To get them out, Alice will re-e-mail it to the stakeholders, Scott Roush will put them in the Nature Center at Barr Lake, copies will be given to Christine to give to the Pelican Lake Ranch residents, and Scott Roush will also give several copies to the Rocky Mountain Bird Observatory. Next I/E meeting is on 12/7/06 at 1:30pm in Aurora. Vic Lucero suggested having a newsletter naming contest and Thornton will provide the prize. This will be done at the December 12<sup>th</sup> meeting. Blair Corning will provide a water-related crossword puzzle. Sarah Reeves suggested doing a kid's newsletter one time to help educate parents also.

The website is being updated weekly by Darcy. Alice Wood asked for the board to check out the website and to provide any feedback to her to improve it.

Watershed Plan Writing: Comments on the final draft of the executive summary and the plan are due by 12/06/06. Next committee meeting will be 12/07/06 to talk about the comments and organize them for the December 12 meeting. A few references are still due to Alice Wood. The kickoff party will be at the February stakeholder meeting. An actual wrapped gift package of the plan will be handed out that will include the executive plan, CD, newsletters, brochures, and a generic summary power point. The point is to get all stakeholders to go back to their own group and pass on the plan. People will also be asked to sign a commitment letter saying they will do this. Alice Wood also stated that she would like to get at least one major media coverage of this unveiling.

Technical: Steve Lundt stated that the committee is working on updating the BMW water quality database. The idea is to sole-source it to Hydrosphere and have them update the database and develop a more detailed methodology to updating it so that BMW can do it annually. Alice Wood will contact the 15 initial entities to see what data they do have and if they can send it to

her. Then when we have a feel for how much work there will be for Hydrosphere, we will have Hydrosphere give us a scope. Sarah Reeves also came up with the idea to have it phased. First part will be a cost estimate for Hydrosphere to get the data. There will be a money and time cut off. The second phase will be the actual updating of the database. Vic Lucero mentioned the Data Sharing Network and how that will help BMW with keeping the database updated. March of 2007, there will be training for the S. Platte basin. BMW will encourage stakeholders to do the training at the February stakeholder meeting. Ideally, the 15 entities will send their data regularly to the Data sharing Network and then BMW can just download that data annually.

### **3. Finalize Stakeholder Meeting Agenda**

Agenda items will be:

1. Modeling presentation from ENSR (9:00 – 11:00)
2. Comments about the Watershed Plan (11:00 – 11:50)
3. Newsletter naming contest (11:50 – 12:00pm)

### **4. New Business/Topics**

WQCC presentation for 12/11/06: Randy Ristau will be giving an update on the S. Platte basin activities to the WQCC. Laurie Rink will provide Randy with a list of BMW highlights, the newsletter for each commission, and will ask Randy to request to the WQCC to have the BMW give a presentation to the commission in early 2007.

Eastern Colorado Plains Reservoir Forum Idea: Laurie Rink passed on the idea from Randy Ristau about having BMW host a new forum for the eastern plains reservoirs. Randy talked about finding people for a forum. Steve Lundt suggested having Randy be on the January board agenda to give more information about his idea (such as who would attend, money, and how many days).

Volunteer precipitation monitoring: Sharon Davis was contacted while attending the S. Platte Forum as she was tending the BMW poster by Community Collaborative Rain, Hail, and Snow Network. A CSU climatologist is looking for volunteers in Adams County to measure daily precipitation. Scott Roush and Blair Corning both agreed to set it up where they work.

Meeting with Salazar: Scott Roush talked about the meeting at Barr Lake with the Arsenal folks and the local mayors and Ken Salazar. It was basically about getting a large amount of money from Shell Company to purchase valuable land along the water ways between the Arsenal and Barr Lake. A proclamation was signed, and there was some newspaper coverage.

Segment 15 Model presentation: Sarah Reeves mentioned that a presentation on the new model will be done soon and encouraged any BMW stakeholders to attend the presentation.

Barr Lake Holiday Event Flyer: Alice Wood passed around the December activities list for Barr Lake.

### **5. Next Meeting**

Next Stakeholder meeting will be December 12<sup>th</sup>, 2006 in Brighton 9:00am – 12:00pm

Next Board meeting will be January 23, 2007 at Metro Wastewater, 9:00am – 12:00am

