

**5-2-1- DRAINAGE AUTHORITY
MINUTES OF THE BOARD**

August 22, 2007

Grand Junction City Hall, Executive Conference Room
Grand Junction, Colorado

Chairman Jim Doody called roll of the Board Members.

Board Members Present:

Dave Walker	Town of Palisade - absent
Dave Karisny	City of Fruita - absent
Richard Bowman	Grand Junction Drainage District
Steve Acquafresca	Mesa County Commissioner
Jim Doody, Chairman	City of Grand Junction

Also Present:

John Ballagh (Grand Junction Drainage District, Manager), **Eileen List** (Grand Junction Environmental Services Manager), **Eric Mende** (Fruita City Engineer), **Julie Constan** (Mesa County Engineering), **Trent Prall** (Grand Junction Assistant City Manager), **Yvonne Charlesworth** (5-2-1 Drainage Authority Recording Secretary), **Vohnnie Pearson** (Citizen of Mesa County)

Chairman Jim Doody opened the meeting at 3:05 p.m. He asked for a motion to adopt the agenda as is. Steve Acquafresca made the motion to adopt the agenda. Richard Bowman seconded the motion. Chairman Doody polled the Board to accept the agenda.

The roll call vote results:	Contracting Party	Vote
	Grand Junction Drainage District	aye
	Mesa County	aye
	Grand Junction	aye

Minutes:

Chairman Jim Doody asked for a motion to approve the Minutes of July 25, 2007. Julie Constan presented a memo requesting revision of the minutes on Page 4 after the 5th paragraph as follows: *“The level of funding for 2008 was discussed at: \$996,000, with contributions allocated as shown below: Mesa County: \$480,000; Grand Junction: \$400,000; GJDD: \$56,000; Fruita: \$40,000; Palisade: \$20,000. It was understood that the Board agreed these would be the numbers utilized as the contracting parties entered their respective budget seasons. This was not a guarantee that this level of funding would be available but that each start with these numbers as they began their budget processes.”*

Steve Acquafresca moved the Minutes for the July 25, 2007, Board Meeting be amended to read as requested. Richard Bowman seconded the motion.

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The roll call vote results:	Contracting Party	Vote
	Grand Junction Drainage District	aye
	Mesa County	aye
	Grand Junction	aye

Financial Report:

John Ballagh reviewed the July 2007 balance sheet, profit & loss statement, and the check register. The Authority is in good shape on financials. There is a balance of about \$5,000 in the checking account. That amount will need to be increased to pay bills for the billboard campaign and the Public Service Announcements that Julie Constan is working on. Julie stated the PSA for KREX will cost about \$2000. Builder Fusion is a ½ price ad in the Home Builders Association Parade of Homes magazine. The public information efforts assist each NPDES Phase II permit holder. John stated the attorney fees are for the Basin Studies.

Jim Doody asked each Board Member if there were any questions on the financials. There were none.

Report:

Julie's Inquiry to CDPHE 2008 – 2013 NPDES Phase II Stormwater Permitting:
Julie handed out a Memo stating that the "CDPHE is willing to consider permit consolidation as long as: 1) We have proper staffing to full fill permit requirements, 2) We have appropriate funds dedicated: a) If we are proposing to fund with general funds IGA's showing commitment for 5 years of funding or until a utility fee is collected will be needed." Julie stated the State wants to know the 5-2-1 DA will be here for 5 years. The question was asked if each entity should prepare their own IGA, or if one IGA should be made for all the entities to sign. Jim Doody suggested the IGA's should be between each entity as Fruita isn't required to have a permit at this time. Julie stated the State isn't worried about the level of detail as long as there is an agreement among the entities under the provisions set forth above. It was agreed that each entity would consult their respective legal counsels about how to proceed, and the DA will consult its attorney. Whatever the decision, the county could make a commitment for 5 years but can't be legally bound for more than 1 year. Julie stated the door should be left open for charging a utility fee. Jim Doody stated there are four elected officials on the Board, and the currently sitting individuals have no right to obligate future Boards or Commissioners to future numbers. Steve Acquafresca stated an agreement is doable as the State is flexible and only needs a good faith effort. Julie Constan stated that each current MS4 must submit an intent to renew permit by September 12th, but the Drainage Authority permit and IGA won't be due until the beginning of March. School District 51, Clifton Water, Grand Valley Water Users, and Orchard Mesa Irrigation and Drainage District are interested in entering into an IGA with the 5-2-1 Drainage Authority.

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Public Service Announcements:

Julie Constan stated the PSA for KREX has a theme of “Keep it Simple, Keep it Safe.” The PSA will be airing in the next couple of weeks for 3 months. She asked the Board to let her know if they like it. There are two other PSA’s obtained from Georgia that will have the 5-2-1 Drainage Authority information added to it. These will be distributed to ABC and NBC. The CD with the announcement will be available for viewing at the next meeting before it goes on the air. The money is allocated on the Public Education budget that was authorized by the Board. John Ballagh has a meeting set with NBC for this Friday to get the word out for free.

Weather Stations / Network:

John Ballagh distributed two memos, one written by him and the other by Julie Constan. John’s memo addresses the weather stations and the lack of any kind of network around the valley. Julie’s memo addresses storm drain mapping and tracing. These two documents are attached hereto and by this reference made a part hereof. John Ballagh presented a map depicting where the weather monitoring stations are situated that are tied in with the Rocky Mountain Association of Vintners and Viticulturists (RMAVV). These are the only stations that are tied together. The others don’t speak to each other. The report prepared by Reed Hodgkin that is referred to in John’s memo is probably sitting on a shelf somewhere. When the semi truck accident occurred on I-70 on August 15, 2007, John sent out a crew to determine where the waste went. It didn’t get into any storm water.

Julie’s memo is on tracing how water goes into the drainage. Julie stated the tracing mechanism is in place, and an intern has been hired to get the information into the database and link it together. This project will be handed to the 5-2-1 Drainage Authority when it is big enough to handle the task. There are some missing links and this intern will need help in the field. She suggested we use this winter to fill in the holes in tracing. John Ballagh stated that eight years ago the Drainage District and the County did a study to track flows from 32 Road to 34 Road in the winter time. Success was limited because during the winter there is no flow in many drains. It was suggested that the intern be invited to come to the next meeting to give a presentation. Trent Prall stated this project will also help with basin studies and infrastructure project through tracing and mapping.

Julie suggested we should use 5-2-1 Drainage Authority money to pay the interns. It was stated that we don’t need a motion to spend the money because we have \$6,000 in the authorized fund for this purpose and it will only cost \$2,000. The rest of the money will go toward paying the existing intern and for filling in the gaps. Julie will identify how to spend the \$6,000. Trent Prall stated that this program was built into the proposed budget. Julie stated that Mesa County just got the project off the ground and it is now up to the Drainage Authority to take over and keep it going.

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Basin Master Plan Contract:
The Plan has been signed and we are going with it.

Action Item:

There were no action items.

Discussion Items:

DA staffing levels:

Trent Prall stated the matrix is for five employees: a manager, an engineer, an office manager, and two inspectors. The pay ranges in the current business plan are based upon City of Grand Junction pay ranges, as that is what Trent had available when creating the business plan. Julie handed out a sample job description from Arapahoe County. The pay rate needs to be matched with the job descriptions. The job descriptions need to be tied in with the NPDES permit. Because the job descriptions may not coincide with contracting party's positions, the 5-2-1 Drainage Authority may need to make its own structure. The education and experience levels were discussed. It was decided to prefer a college degree rather than require it because someone with a lot of experience would then be encouraged to apply. The job descriptions and salary levels will be ready for presentation at the October meeting. The timeline for advertising the positions was set for January.

Draft Budget:

Jim Doody recommended that John Ballagh be appointed to prepare a draft budget. Even though we are Title 37, someone has to be named. Steve Acquafresca made a motion to appoint John Ballagh to prepare a draft budget. Richard Bowman seconded the motion.

The roll call vote results:	Contracting Party	Vote
	Grand Junction Drainage District	aye
	Mesa County	aye
	Grand Junction	aye

Jim Doody suggested we have Larry Beckner at the next meeting to discuss Title 32 versus Title 37 as a refresher on the budget. John Ballagh stated he would contact him. The 5-2-1 Drainage Authority will continue as authorized under Title 37 even as we take on new employees.

John Ballagh stated that the next meeting could take a long time because of the amount of time needed for each presentation. Steve Acquafresca stated we need to make everyone aware that we have a full agenda and to not digress.

Steve Acquafresca questioned accommodations for employees and vehicles in the business plan. Trent Prall stated the expense is in the financial plan along with a building to buy or build, amortized over a 30 year period. Equipment, etc. are on a cycle. The

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Business Plan provided for a vehicle for the manager, a car pool for the engineer and office manager, and another vehicle for the inspectors. It was suggested we enter into an agreement with Mesa County or the City of Grand Junction for vehicle maintenance. Julie Constan stated she would talk to the County fleet department.

The money built in for a building won't preclude renting or leasing. There is a lot of flexibility in the business plan. The plan is for a 3600 sq. ft. building at \$720,000, the annual payment would be \$47,000. If the County or City leased space to the Drainage Authority, it may be a saving opportunity. Commercial industrial property is at a premium right now. Rental of space at the Drainage District or the City or County was discussed to keep costs down and put the excess dollars into the basin studies. All office equipment was provided for on accrual.

Jim Doody asked Trent Prall if the \$400,000 for its share of the Drainage Authority funding is in the budget. Trent answered that it is there.

Trent stated that he is being phased out of the staff support team and Eileen List is being phased in. The reason stated was that Trent was there to work on funding and Eileen will be there for the implementation as that is her expertise.

Read Ahead:

There were no read ahead items.

Meeting Calendar for the Future:

September 26 th	March 26 th 2008
October 24 th	April 23 rd 2008
November 28 th	May 28 th 2008
December 26 th	June 25 th 2008
January 23 rd 2008	July 23 rd 2008
February 27 th 2008	August 27 th 2008

Adjourn:

There being no further business to come before the Board, Chairman Doody adjourned the meeting at 4:45 p.m.

Jim Doody, Chairman