

Keep it Clean Partnership

January 9, 2018

Steering Committee Meeting Minutes

4049 75th Street

Boulder, CO

2:00 – 4:00 p.m.

Attendees:

Alex Ariniello, Town of Superior/Public Works

Scott Coulson, Boulder County Public Health/Water Quality

Todd Fessenden, Town of Erie/Public Works

Mick Forrester, City of Lafayette/Public Works

Candice Owen, City of Boulder/Water Quality

Kevin Peterson, KICP Coordinator

Rebecca Wertz, City of Louisville/Public Works

Cal Youngberg, City of Longmont/Natural Resources

I. Introductions & Announcements (2:00 pm)

All

- Brief introduction of present Steering Committee members and welcome of Kevin Peterson as new KICP Coordinator
- Colorado Stormwater Council (CSC) Annual Reporting Class on January 11th, Rebecca Wertz to send out details and GOTO meeting information

II. Discussion of 2018 KICP Work Plan (2:15 pm)

All

Scott Coulson led discussion of training and work plan for new KICP Coordinator

- Training Plan
 - Contracting training and tasks are an immediate priority
 - Kevin Peterson will meet with Julie McKay to discuss flood restoration and related funding
 - Cal Youngberg will introduce Kevin Peterson to St. Vrain Creek Coalition and upper watershed work
 - Kevin Peterson and Scott Coulson will meet with Jane Clary from Wright Water Engineers (WWE) to familiarize with KICP monitoring plan
 - 2018 to serve as transition year with goal of Coordinator taking over some tasks currently carried out in contract with WWE
 - Set up meeting in April for Steering Committee to discuss KICP monitoring plan transition with Jane Clary
 - Kevin Peterson will attend stormwater meeting in Lafayette on February 15 at 10-12
 - Familiarize with *E. coli* study in Coal Creek and Rock Creek
 - Kevin Peterson will begin with a regular 5-day schedule, will adjust as necessary for meetings and other tasks
 - Performance evaluations will serve as opportunity for Coordinator to gain feedback from supervisor (Scott Coulson) and rest of Steering Committee
- Goals
 - Stated need for Coordinator's MS4 permit work to focus on tasks that benefit the larger group
 - Emphasis on education and outreach and broader monitoring efforts
 - Specific tasks will be fleshed out as Kevin Peterson refines work plan

Discussion of Intergovernmental Agreement (IGA)

- Agreement is set to renew automatically in March, Cal Youngberg will send out revisions
 - General consensus that funding arrangement should be flexible, controlled by Partners
 - Addition of watershed component to IGA
- By-laws were developed in 2012, but have not been referenced recently
 - Define voting procedures, general agenda and management
 - Need to be revisited before they are referenced in updated IGA

III. Discussion of 2018 Budget (2:47 pm)

All

Scott Coulson led discussion of budget review

- General scaling back of budget in 2018
 - Due to cease in involvement of Partners for a Clean Environment (PACE) in communication work for KICP
 - Salary changes based on introduction of new Coordinator
- Large reserve of funds (\$149K)
 - Janice Lopitz found \$100K of old funding and it has continued to grow over time
 - Increased due to lack of KICP Coordinator for most of 2017
 - General consensus to keep reserve funding for potential future projects, will re-evaluate in 6 months
- 2018 MCM 1&2 scope and budget led by MaryAnn Nason
- Funds apportioned for training (\$7K) will be used primarily for new Coordinator
 - Kevin Peterson will assist in determining which trainings may be beneficial to other staff
 - Colorado State University (CSU) and Colorado Stormwater Council (CSC) will be hosting new workshops and trainings
- 2018 budget of \$180K approved by Steering Committee

III. Discussion of Training Proposal with Carrie Powers (3:05 pm)

All

Scott Coulson led discussion of proposed contract to train new Coordinator on MS4 permit

- Proposal is for 2 days of training, including field visits, for \$2,669.90 contract with Carrie Powers
 - Training scheduled for March 15-16
 - Will reach out to Carrie about other new staff joining the training, Candice can reserve a meeting room at City of Boulder
- Kevin Peterson will review MS4 permit modification 3 before training
- Kevin Peterson and Scott Coulson will move forward with arranging speaker's agreement with Carrie Powers
- Training proposal with Carrie Powers approved by Steering Committee