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