



**Board Meeting Minutes**  
**Big Dry Creek Watershed Association**

**Date/Time:** Tuesday May 6, 2008, 1:00 p.m. to 2:45 p.m.

**Location:** Broomfield Water Treatment Plant, 4395 W. 144th Avenue

1. The undersigned, being members of the Board of Directors (Board) of Big Dry Creek Watershed Association (BDCWA), a nonprofit corporation, hereby take, ratify and consent to the action taken by these minutes of action (pursuant to the provisions of the Colorado Revised Nonprofit Corporation Act). The Board received notice of the meeting on April 10, 2008 via e-mail. Shelley Stanley called the meeting to order at 1:00 p.m., May 5, 2008.
2. **Attendance:** The meeting attendance included Shelley Stanley, City of Northglenn; David Carter and Mary Fabisiak, City of Westminster; Lesa Julian and Laura Hubbard, City of Broomfield; and David Bauer, Weld County. Board member Kelly Hargadin, Adams County, was absent.
3. **E. coli Dry Weather Sampling Overview:** Jane Clary provided a Powerpoint of photographs taken during the dry weather sampling conducted on Big Dry Creek between 128<sup>th</sup> and I-25 during April 2008. An interim update summary with key findings, data and a draft map were provided as a handout. In summary, no illicit discharges were identified based on the three sampling events. Significant wildlife presence and wildlife habitat were noted, particularly coyotes near the Westminster WWTP. Some pet waste was also observed (droppings in three locations on the trail), as were several dogs on leash.
4. **Approval of Meeting Minutes:** The December 2007 Board meeting minutes were provided to the Board prior to the meeting via e-mail. Shelley Stanley motioned to accept the meeting minutes, David Carter seconded the motion, and the motion passed unanimously.

5. **Treasurer's Report:** David Carter provided the Treasurer's Report, including a handout containing the QuickBooks balances. The balance is large (\$95,965) at this time of the year due to some work not yet invoiced for the 2006 biological report from Aquatics Associates, the 2008 budget for the biological monitoring, the USGS gage and WWE's remaining budget for the year. Approximately \$10,000-15,000 may be unallocated; a portion of which may be available for special studies as they arise, if needed. Discussion occurred regarding whether Northglenn had contributed funding during 2008 for special studies; a determination was made that they had not; Shelley requested that Northglenn be invoiced for a special studies component.<sup>1</sup> (Note: Broomfield and Westminster have typically contributed special studies funding on a project-by-project basis, rather than a lump sum.) Additional discussion included whether to upgrade Quick Books; a decision was made to wait to upgrade the program, since it is not currently necessary for BDCWA's current uses. Shelley Stanley motioned to approve the Treasurer's Report, with a caveat to confirm whether the Special Studies Wright Water bill of \$1,791 dated January 3, 2008 was correctly invoiced to BDCWA<sup>2</sup>. Lesa Julian seconded the motion and the motion passed unanimously.
6. **2009 Budget Planning and Priorities:** Jane Clary presented two different budget scenarios for the 2009-2010 planning cycle for review and discussion with the Board. The Board chose the \$50,675 budget option, which maintains annual funding at levels comparable to 2008. This will enable watershed coordination and biological monitoring to continue at approximately the same level as during 2008. Some budget in the contingency category was reallocated to the watershed coordination category to enable an inflation increase (no increase taken for the past two years). A decision was made to remove the selenium fish tissue sampling in 2008, which will allow budget for a presentation by Aquatics Associates to BDCWA and allow an inflation increase/contingency budget for Aquatics Associates. The total budget was proposed as \$50,675, with the following breakdown based on the standard annual dues allocation procedure:

WCRA:	\$21,900
Westminster	\$ 8,465
Broomfield	\$ 7,010
Northglenn	\$ 4,755
Weld County	\$ 4,275
Adams County	\$ 3,470
Bank Interest	\$ 800

<sup>1</sup> In email correspondence following the meeting, Shelley requested that the special studies contribution from Northglenn be invoiced by BDCWA on a project-basis, instead of making an upfront lump sum contribution.

<sup>2</sup> Following the meeting, Jane Clary confirmed that the billing to BDCWA was correct. The invoice was prepared in November 2007 and reflected cumulative work completed over several months under Northglenn's special studies contribution during 2007. Payment was not made until 2008, which is what prompted the question about this bill at the meeting.

All entities present at the meeting indicate that the requested dues appeared to be feasible. (Note: An Adams County representative was not present.)

The Board requested that Jane follow-up with Chris Anderson at Westminster regarding the actual cost of the USGS gage, which was budgeted at \$14,500 for 2008.

On contributions to other organizations, Shelley recommended that the \$50 contribution to the Colorado Watershed Assembly be maintained, but that the contribution to the Barr-Milton group be dropped for 2008.

Shelley Stanley motioned that the proposed full program budget of \$50,675 be accepted for planning-level purposes, with additional follow-up on certain sub-tasks such as the USGS gage cost and a slight reduction in project interest income. Lesa Julian seconded the motion and the motion passed unanimously.

7. **Status of E. coli Work and Next Steps on This Issue:** Additional discussion occurred regarding next steps for E. coli investigations on Big Dry Creek. The group noted that no formal information has been collected in the vicinity of bdc6.0. Documentation of land use, crop types and practices and septic system information in this area is likely needed. David Bauer will collect some initial land use information regarding parcels along the creek from Weld County.

In the context of bdc6.0, Mary noted that the Lupton Bottoms Ditch discharges South Platte River water into Big Dry Creek above bdc6.0. Thus, it is possible that some of the elevated E. coli at bdc6.0 may potentially be contributed from the South Platte River, rather than originate in Big Dry Creek. The group suggested that Jane follow-up with SPCURE to obtain E. coli data from the South Platte in this area and/or determine more information about when the ditch is running. The ditch is believed to be ungedged. More information is needed on this topic.

Jane also requested that the staff collecting monthly instream samples begin taking regular photographs during sample collection to identify factors such as wildlife, dogs/dog waste, cattle, etc., to enhance the understanding of factors contributing to E. coli loading to the creek.

Shelley reported that measurements of the bike trail to the creek averaged approximately 250 feet, with a median distance of 154 feet. Jane noted that these are reasonable buffer widths for protection of water quality.

## 8. General Discussion and Update Items

- a. Woman Creek Reservoir Authority (WCRA) presentation/funding status: Jane Clary and Shelley Stanley reported that they gave an update to the WCRA Board regarding 2007 activities and accomplishments.
- b. Submittal of fish data to Water Quality Control Division (WQCD) status: Tami Schneck will be submitting the data in the next few weeks. Shelly Stanley (Northglenn) will be paying the cost of roughly a day of Tami's time to prepare the submittal. This will be funded through Northglenn's special studies funding. BDCWA will need to invoice Shelley for these costs.
- c. September Board meeting/officer election: No changes were requested regarding officers. Jane will prepare a slate prior to the meeting for purposes of office elections. Elections will be conducted at the beginning of the meeting, with the remainder of the meeting being held as a public meeting. Focus of the meeting is tentatively planned to include results of the E. coli screening project.
- d. E. coli Work Group: Jane reported that the E. coli work group meeting would be held on May 8 from 1:00 to 3:00 pm at the WVE offices. Becky Anthony and Nathan Moore (WQCD) were scheduled to present a draft framework for E. coli TMDL development and obtain feedback from work group participants.
- e. Annual newsletter in July: Several topics for the annual water quality newsletter were identified, including: annual water quality results, a public education article on picking up pet waste, Westminster Open Space acquisition, invasive species, nutrient criteria update, ambient selenium standard and Westminster WWTP plant upgrade.
- f. Selenium: Once the July selenium data are available (so that 5 years of seasonally balanced data are in place), BDCWA should submit a letter to Dan Beley at CDPHE regarding removal of Big Dry Creek from the 303(d) list (assuming that the ambient based standard is attained).

These minutes of action constitute the record of the meeting of the Board of Directors of the Corporation and any officer of the Corporation is hereby authorized to certify any action taken by these minutes of action as having been duly taken or ratified by the Board of Directors of the Corporation on May 6, 2008, notwithstanding the date of actual signing. Meeting minutes were prepared for the Secretary by Watershed Coordinator, Jane Clary.

By: \_\_\_\_\_  
BDCWA Secretary

Z:\Project Files\72-99\971-179\971-179.091\Engineering\091jkc\2008\Meetmin 05 06 08 BDCWA Board.doc