

BOXELDER BASIN REGIONAL STORMWATER AUTHORITY

P.O. Box 1091
Wellington, CO 80549

Manager's Activity Report

Board of Directors Meeting – June 23, 2011

1. Public Relations Activities

LGS continues to produce a monthly newsletter going out to individuals who have subscribed through the Authority website. The newsletter is sent by a subcontractor on the first day of each month. We have also begun sending agendas for all Board meetings and work sessions to the subscriber list. The monthly packet of materials relating to Board of Director's meetings is being placed on the website.

2. Authority Fee Structure Development

LGS is continuing with development of a database for a revised Authority fee structure. The database contains impervious area determinations for about 553 properties randomly sampled from all over the revised Service Area. We convened a work session with the Board of Directors on 16 June to discuss changes in the sampling database made since the work session of May 19. The changes mainly had to do with addition of driveways and outbuildings to rural properties.

3. Authority Billing Preparation

LGS has begun development of a database for billing properties in the unincorporated parts of the Service Area. Activities so far have included downloading a list of all properties in the unincorporated area of the revised Service Area. Recently, we have obtained the list in a form which allows segregation of the information by jurisdiction, so that when a revised Authority Fee structure becomes available, the database can be used to compute the amounts owing from each of the three jurisdictions. LGS has obtained a version of Quickbooks computer software to use in the billing process. This software will be combined with

3. East Side Floodwater Storage Project Development

LGS continues to work with Ayres Associates to further investigate the feasibility of the Colorado State University Agricultural Research and Education Center (ARDEC) site. This negotiation has required the development of additional materials to evaluate alternatives, both at the proposed ARDEC site, and other nearby sites. This process is necessary to build a "case" before the CSU Board of Governors that the ARDEC site is the only feasible site, and that the proposed configuration of a facility at the ARDEC site is one which best fits the needs of the Authority and University.

4. Website Materials

LGS has developed an in house capability to place and alter materials on the website. We continue to monitor and modify content on the Authority web site.

5. Financial Management

LGS has produced cash flow analyses to determine whether sufficient funding is available for project support. We have also produced financial information at the request of the Town of Timnath to give information about the relative contribution of the three entities to the Authority.

6. Negotiations with Timnath

LGS, in cooperation with Ayres Engineers, has continued to meet with the Town of Timnath's contract engineer. Most recently, LGS has been involved in discussion with various entities regarding the final configuration of master planned facilities on Boxelder Creek between Highway 14 and the Town of Timnath. This has required compilation of materials regarding planned improvements in the vicinity of Prospect Street.