

RECORD OF PROCEEDINGS

UPPER YAMPA WATER CONSERVANCY DISTRICT
BOARD GOVERNANCE/STRATEGIC PLAN COMMITTEE MEETING
TUESDAY, AUGUST 17, 2021 (11:00 AM)
MOUNTAIN VALLEY BANK COMMUNITY ROOM
2220 CURVE PLAZA, STEAMBOAT SPRINGS, CO
ONLINE MEETING:

[HTTPS://US06WEB.ZOOM.US/J/87991270461?PWD=MXdLTUVXVGlxQW1MNTLV
M1AVAU9XDZ09](https://us06web.zoom.us/j/87991270461?pwd=MXdLTUVXVGlxQW1MNTLVMTAvaU9xdz09)

MINUTES

Chairman Ken Brenner called the meeting to order and declared a quorum present. In addition to Chairman Brenner, the Committee Members present were Jim Haskins, Webster Jones and Nicole Seltzer. Board Members present were Lyn Halliday. General Manager Andy Rossi, Public Information and External Affairs Manager Holly Kirkpatrick and Business Manager Deb Bastian were also present. Members of the public present included Bob Woodmansee.

This meeting was held in person and by videoconference utilizing Zoom. The meeting agenda included instructions to the public describing the process to participate in the meeting and comment on agenda items.

The following agenda was proposed:

AGENDA

- (1) **11:00 AM** Establishment of Quorum and Call to Order
- (2) **11:00 AM** Approval of Agenda for Meeting **Action item**
- (3) **11:05 AM** Public Input and Comment
The Board will make no decision nor take action, except to direct the General Manager. Those addressing the Board are requested to identify themselves by name, organization, if any, and address. Comments shall not exceed three (3) minutes
- (4) **11:10 AM** Board Governance Manual
- (5) **11:30 AM** Strategic Plan Review
- (6) **1:00 PM** Adjournment.

Chairman Brenner established a quorum and called the meeting to order at 11:10 AM.

Meeting Agenda. Director Haskins moved to approve the agenda. Director Jones seconded the motion which was unanimously approved.

Public Input and Comment. Chairman Brenner invited members of the public to comment on items not otherwise scheduled on the agenda. There was no comment.

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Board Governance Manual. The Committee reviewed the manual with the proposed changes/updates from the June 3, 2021, meeting and provided additional input for further revisions to the document that will be presented to the full UYWCD Board for adoption at the September 15, 2021, regular meeting. The Committee noted the following areas for revision:

- **District Background** – The Committee requested staff to review the District Background for possible updates and/or necessary revisions.
- **Role of Board** – Add Strategic Plan update and the role of the Governance Committee in updating and recommending to the Board.
- **Board’s Relationship with the General Manager** – Chairman Brenner stated that he requested General Counsel Weiss to development more prescriptive language for Item #4 regarding the General Manager’s evaluation process. The language will be provided to staff for inclusion in the manual for presentation to the full Board at the September 15, 2021, meeting. For Item #3, the Committee requested that the review and update of the Board Governance Manual along with other District policies be performed on a regular, rotating basis by the full Board at the annual Board Retreat. Staff was requested to develop a policy review calendar/schedule.

Director Seltzer stated that she would like to assist staff develop an annual process to conduct a Board Performance Review as this would allow fellow Board Members and staff to provide feedback. Chairman Brenner will work with General Manager Rossi to develop a survey for use at the Board Retreat.

Chairman Brenner stated he requested General Counsel Weiss to provide language summarizing the different categories of the Delegation of Authority so that it is more clearly stated.

- **Board Meeting Structure** – Add “Strategic Plan Update” to the regular Board meeting agenda items. Additionally, Chairman Brenner requested that the draft agenda be distributed to the Board at least 2 weeks prior to the meeting and provide comments by stated date.
- **Board Interactions with the Public – Engaging the Public in General** – The Committee discussed developing a mechanism to collect public input on a regular basis. The Committee requested staff to recommend a statement on this process and to prepare some ideas on how to implement.

Strategic Plan Review. The Committee discussed the purpose of the Strategic Plan (Plan) and stated that they believe the Plan does not need to be reviewed annually. The Plan should be allowed to move forward with the tasks noted and they would recommend a 3-to-5-year review schedule, but items can be added as needed based on current events/needs.

Public member Bob Woodmansee presented a conceptual proposal on water quality in the Upper Yampa River Watershed and Stagecoach Reservoir regarding algal blooms and asked the Committee to consider adding this to the District’s Strategic Plan. The Committee agreed to bring this topic to the full Board for consideration to further investigate and for a presentation at the Board Retreat in October. Additionally, the Committee stated that they will ask the Board to consider forming a more organized effort around out-of-district transfers of water and provide a debrief on the drought for 2020 and 2021 at the Retreat.

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Director Haskins moved to adjourn the meeting at 1:18 PM. Director Jones seconded the motion which was unanimously approved.

I certify that the foregoing constitutes a true and correct summary of the proceeds at the above referenced meeting.



Andy Rossi, District Secretary/Manager

Date: _____

9/16/21