

To: Local Government

From: Dave Skuodas, Design, Construction, & Maintenance Director

Date: March 11, 2024

Subject: 2024 Memorandum of Understanding Regarding Maintenance  
2023 – 2027 5-Year Capital Improvement Plan

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The Mile High Flood District (MHFD) has completed preparation of its Work Plans for 2024. The first portion of this letter will provide information on the Maintenance – Stream Management Work Plan, as referenced above. The second part of this letter contains information on the District's 5-Year Capital Improvement Plan.

#### **Maintenance – Stream Management Work Plan**

The Board of Directors of MHFD has adopted the Maintenance – Stream Management Work Plan for calendar year 2024 and has allocated Special Revenue Fund Maintenance Budget funds to carry out the work for 2024. This letter serves as the Memorandum of Understanding for us to proceed, on your behalf, with those work items on the 2024 Maintenance - Stream Management Work Plan that are under your jurisdiction.

The annual Maintenance - Stream Management Plan is developed largely based on the drainageway maintenance requests you sent us last summer. We have copies of those maintenance requests in our files in case you need to refer to them.

Maintenance - Stream Management Work Plan information for 2024 can be viewed by going to our Confluence website at <https://confluence.mhfd.org/login>. Create a username and password if you haven't done so already. On the left side of the opening page there is a clipboard symbol where you can view our Maintenance Work Plans to see all the proposed stream management and restoration work items to be accomplished within your jurisdiction for the year. On the MHFD main website ([www.mhfd.org](http://www.mhfd.org)) there is additional information available. Click on "Services," click on "Stream Projects," and scroll to "Stream Management Projects". The following stream management information will be available in PDF format:

1. Stream Management Routine Schedule - The approximate schedule our stream management contractor will use for this year's anticipated stream management activities within each community (**available April 15<sup>th</sup>**).
2. Stream Management Routine Maps - The color aerial photographs of the streams on which we provide stream management. These are the same photographs used by the contractors to carry out the work. These are large files and will take a minute or two to open (**available April 15<sup>th</sup>**).

MHFD will contract for and manage all aspects of the Maintenance - Stream Management Work Plan under close coordination with you and your staff. We will work with you directly as the scope of work is developed for each construction activity. We will proceed with performing routine stream management services as shown on the schedule, located on our website, unless we hear from you.

As part of the stream management program, we will inspect, at least one time per year, those public streams that MHFD regularly maintains to gauge debris problems or to visually review the integrity of the channel. These streams are listed on the Work Plan located on our website as described above. You will be notified if MHFD discovers any problems that may affect the operational capability of the streams. That inspection will typically occur under one of the following situations:

1. Stream management activities;
2. After a runoff event that could adversely affect the stream;
3. If a resident or local government calls us regarding a perceived drainageway problem.

The Maintenance – Stream Management Work Plan's purpose is to maintain and preserve floodways and floodplains. Maintenance needs are variable between different streams. They depend on such factors as local storms, administration policies, and adjacent improvements. After consultation with the local governments, some of the work items on the Maintenance - Stream Management Work Plan may be adjusted in scope or funding as a result of changes in specific project needs, or because work items may be identified that will be a higher priority. The value assigned to each project is for budgetary purposes. The actual cost of each project will vary from the numbers shown.

Due to the Maintenance – Stream Management Work Plan funding process, it is understood the stream management services described herein do not obligate MHFD to perform the current level of stream management in upcoming years or to assume ownership, operation, or control of the drainageways.

### **5-Year Capital Improvement Plan**

MHFD's Board of Directors has adopted the 5-Year Capital Improvement Plan (CIP) for 2023-2027 and has allocated Special Revenue Fund Construction Budget funds to participate with local governments in carrying out capital work within the streams. Every project on the CIP will be supported by an individual intergovernmental agreement (IGA) to establish the participatory funding between MHFD and the local government.

The CIP is developed largely based on the project requests you sent us last summer through Confluence. Your project requests still exist in Confluence in case you need to refer to them.

The CIP with budgeted levels of participation and the benefitting local governments can be viewed on the Confluence website by clicking on the clipboard symbol on the left side of the opening screen. CIP budgets can also be viewed by going to the MHFD website at [www.mhfd.org](http://www.mhfd.org). Click on "Services," click on "Stream Projects," scroll to "Capital Improvements Projects" and then click on "5-Year CIP."

If you have a project on the CIP please advise us when the funds will be available and when you would like us to initiate the interagency agreement. It is also important for us to know if you will not schedule a project as shown on the CIP. This allows us to revise the 5-Year CIP to better match your schedule and the schedule of other local governments.

## Conclusion

If you decide you need paper copies of any of these information items, please let us know and we will forward the desired items to you.

We look forward to working with you and your staff in the implementation of the Maintenance - Stream Management Work Plan and the 5-Year CIP. We ask that you circulate this letter to your other staff members who have responsibility for these drainageway activities so they can anticipate taking part in any design, construction, or progress meetings.

Individual projects will be managed by a MHFD Watershed Manager. Please go to our website, [www.mhfd.org](http://www.mhfd.org). Click on "Resources" scroll down to "Mapping" and down to "Service Area Map" to see the Watershed Service Area boundaries and the corresponding Watershed Manager. Senior Construction Managers work by county to streamline communication with maintenance operations. One of the primary goals of the new watershed management approach is to ensure that the management of the finances do not change. Money collected in each county will be spent in each county; therefore, MHFD established County Budget Managers to oversee the finances. The budget managers for each county are as follows:

Adams – Andy Stewart ([astewart@mhfd.org](mailto:astewart@mhfd.org))  
Arapahoe – JimWatt ([jwatt@mhfd.org](mailto:jwatt@mhfd.org))  
Boulder – Kurt Bauer ([kbauer@mhfd.org](mailto:kbauer@mhfd.org))  
Broomfield – Dan Hill ([dhill@mhfd.org](mailto:dhill@mhfd.org))  
Denver – Colin Haggerty ([chaggerty@mhfd.org](mailto:chaggerty@mhfd.org))  
Douglas – Jon Villines ([jvillines@mhfd.org](mailto:jvillines@mhfd.org))  
Jefferson – Kyle Donovan ([kdonovan@mhfd.org](mailto:kdonovan@mhfd.org))

If you have specific questions or concerns about the work planned for 2024, please call us at 303-455-6277.