



NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION  
257 Johnstown Center Dr.; Unit 206  
Johnstown, CO 80534  
970-587-8872 – <http://www.nfrwqpa.org>

## ASSOCIATION MEETING AGENDA

February 24, 2022 @ 2:00 PM

Remote Meeting Only

### Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 720-739-6745 United States, Denver

Phone Conference ID: 998 959 026#

*Notice is given to the North Front Range Water Quality Planning Association (NFRWQPA) members and the general public that the Association will hold its regular association meeting, which is open to the public.*

1. **CALL MEETING TO ORDER.**
2. **NOTICE TO MEMBERSHIP MEETING IS RECORDED.**
3. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.** – Attachment #1 (page3).
4. **APPROVAL OF AGENDA.**
5. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**
6. **PUBLIC COMMENTS.**
7. **APPROVAL OF PAST MINUTES.** – Attachment #2 (page 4-6).  
For review and consideration is the January 27, 2022 meeting minutes.
8. **FINANCIAL REPORTS:** – Attachment #3 (page 7-9).  
For review and consideration is the January 2022 financial statement.
9. **DECISION ITEM:** Executive Committee Nomination.  
Nominations for the vacant Executive Committee seat will be accepted.  
The current Executive Committee officers are listed below for 2022:
  1. Chair - Jason Graham – City of Fort Collins
  2. Vice-Chair - Brian Zick – Boxelder Sanitation District
  3. Treasure - Robert Fleck – St. Vrain Sanitation District
  4. at large - Jeremy Woolf – City of Greeley
  5. at large – Todd Hepworth – City of Evans
  6. at large - Chris Bieker – Upper Thompson Sanitation District
  7. at large – Vacant

10. **DECISION ITEM**: Pine Lake Village Mobile Home Park – Derating to OWTS.  
The Pine Lake Village Mobile Home Park has submitted a Regulation No. 22.7 Site Application to derate its treatment system. The current treatment facility consists of a 16,000-gallon three-chamber septic tank and four 100' X 105' leach fields. The existing OWTS design and permitted capacity is 7,090 gpd. The observed average daily wastewater flow is 2,369 gpd. It is proposed to split the collection system reducing the flow to less than 2,000 gpd creating two systems rated at 2,000 gpd and 1,000 gpd, and derate the entire system from the state. The Weld County Department of Public Health and Environment has approved the site application. The Site Application for derating the Pine Lake Village Mobile Home Park system is available online here: <https://drive.google.com/drive/u/1/folders/1F3cn0OUJUpXgTen8cvjeyTKtHkz5FSc9>.
11. **DECISION ITEM**: Boxelder Sanitation District Drake Interceptor Site Application.  
Boxelder Sanitation District has submitted a Site Application for the extension of the Drake sewer interceptor. Boxelder Sanitation District completed Utility Plan updates in 2014 and 2018, which documents the Drake Sewer interceptor planned extension for the service area basin. The Site Application can be viewed online here: <https://drive.google.com/drive/u/1/folders/1ipOtTPv1H4VuLnWXN0OH-VAWTFrSPkxp>.
12. **DECISION ITEM**: Town of Mead Utility Plan and 208 Areawide Water Quality Management Plan Amendment.  
The Town of Mead has submitted a Utility Plan and 208 Areawide Water Quality Management Plan Amendment concerning a wastewater utility service area boundary modification. The FINAL DRAFT of the Town of Mead Utility Plan can be viewed online here: [https://drive.google.com/file/d/1qy3Zai7jD2g5oIEj1jXB\\_2ILwrLjLhs7/view?usp=sharing](https://drive.google.com/file/d/1qy3Zai7jD2g5oIEj1jXB_2ILwrLjLhs7/view?usp=sharing). The file is very large; please download it to view it.
13. **DISCUSSION ITEM**: 2022 - 208 Areawide Water Quality Management Plan Data Call – Attachment #4 (page 10-11).  
The Association has begun updating its 208 Areawide Water Quality Management Plan and has requested designated management and operation agencies to update their [Agency Point Source Data Inventory](#) sheets. The Agency Point Source Data Inventory sheets provide general information about the agency, the most recent population and loading projections, and near-term wastewater collection and treatment construction needs. Please provide this information by March 31, 2022.
14. **DECISION ITEM**: Nonpoint Watershed Plan – Define the study area – Attachment #5 (page 12-13).  
The Nonpoint Watershed Plan can't evaluate the whole Larimer/Weld County region, or the message or purpose of the plan will get lost in 6,651+ acres and five water basins. The proposal focuses on the urban areas for the project for each river basin, as illustrated by the attachment.
15. **OTHER BUSINESS**:
- a) Workgroup Updates; Can be accessed here:  
[https://drive.google.com/drive/u/1/folders/1mAStJ7L24LgM3\\_Gu64zh4Q6FbxknNjrt](https://drive.google.com/drive/u/1/folders/1mAStJ7L24LgM3_Gu64zh4Q6FbxknNjrt)
16. **ADJOURN**

<b>NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION</b>
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<b>Designated Management and Operation Agency Members</b>
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	<b>Designation</b>	<b>Primary Contact</b>	<b>Alternate Contact</b>	<b>Dues</b>
1 <b>Ault, Town of</b>	Management/Operation Agency	Grant Ruff	Dustin Preston	PAID
2 <b>Berthoud, Town of</b>	Management/Operation Agency	Chris Kirk	Wayne Ramey	
3 <b>Boxelder Sanitation District</b>	Management/Operation Agency	Brian Zick	David Lewis	PAID
4 <b>Brighton, Town of</b>	Management/Operation Agency	Kim Schoen		
5 <b>Broomfield, City &amp; County</b>	Management/Operation Agency	Ken Rutt	Dennis Rodriguez	PAID
6 <b>Eaton, Town of</b>	Management/Operation Agency	Greg Brinck	Wesley LaVanchy	
7 <b>Erie, Town of</b>	Management/Operation Agency	Jon Coyle	Bruce Chameroy	PAID
8 <b>Estes Park, Town of</b>	Management Agency	Chris Eshelman	Reuben Bergsten	PAID
9 <b>Estes Park Sanitation District</b>	Operation Agency	James Duell		
10 <b>Evans, City of</b>	Management/Operation Agency	Randy Ready	Todd Hepworth	PAID
11 <b>Fox Acres</b>	Private Agency	Richard Hopp	Ted Carter	PAID
12 <b>Ft. Collins, City of</b>	Management/Operation Agency	Jason Graham	Bonnie Pierce	
13 <b>Ft. Lupton, City of</b>	Management/Operation Agency	Jon Mays	Chris Cross	PAID
14 <b>Galeton Water &amp; Sanitation District</b>	Operation Agency	William Warren		
15 <b>Greeley, City of</b>	Management/Operation Agency	Jeremy Woolf	Adam Prior	
16 <b>Hudson, Town of</b>	Management/Operation Agency	Guy Patterson	Hunter Fobare	PAID
17 <b>Johnstown, Town of</b>	Management/Operation Agency	Ellen Hilbig	Matt LeCerf	PAID
18 <b>Keenesburg, Town of</b>	Management/Operation Agency	Mark Gray		
19 <b>Kersey, Town of</b>	Management/Operation Agency	Christian Morgan		PAID
20 <b>Larimer County</b>	Management Agency	Chris Manley	Keila Flores	PAID
21 <b>LaSalle, Town of</b>	Management/Operation Agency	Barry Schaeffer		PAID
22 <b>Lochbuie, Town of</b>	Management/Operation Agency	Steve Stamey		PAID
23 <b>Longmont, City of</b>	Management/Operation Agency	Kathryne Marko	Dale Rademacher	
24 <b>Loveland, City of</b>	Management/Operation Agency	Joe Creaghe	Brandon Cayou	
25 <b>Mead, Town of</b>	Management/Operation Agency	Hellen Migchelbrink	Erika Rasmussen	PAID
26 <b>Metro Water Recovery</b>	Operation Agency	Kim Cowan	Katie Koplitz	PAID
27 <b>Milliken, Town of</b>	Management/Operation Agency	Don Stonebrink	Brad Simons	PAID
28 <b>Northglenn, City of</b>	Management/Operation Agency	Manuel Freye	Shelley Stanley	PAID
29 <b>Pierce, Town of</b>	Management/Operation Agency	Pat Larson		PAID
30 <b>Platteville, Town of</b>	Management/Operation Agency	David Brand		PAID
31 <b>Severance, Town of</b>	Management/Operation Agency	Nicholas Wharton	Mike Ketterling	PAID
32 <b>South Ft. Collins San. Dist.</b>	Management/Operation Agency	Chris Pletcher	Eric Bailey	
33 <b>St. Vrain Sanitation District</b>	Management/Operation Agency	Rob Fleck	Dave Cross	PAID
34 <b>Timnath, Town of</b>	Management/Operation Agency	Don Taranto		PAID
35 <b>Upper Thompson San. Dist.</b>	Management/Operation Agency	Chris Bieker	Matt Allen	PAID
36 <b>Weld County</b>	Management Agency	Skip Holland	Katie Sall	PAID
37 <b>Wellington, Town of</b>	Management/Operation Agency	Bob Gowing	Mike Flores	PAID
38 <b>Windsor, Town of</b>	Management/Operation Agency	Dennis Markham		PAID

<b>Associates and Industries</b>
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39 <b>NCWCD</b>	Associate	Curtis Hartenstine	Ester Vincent
40 <b>Carestream</b>	Industry	John Dinges	
40 Representative Votes / 10 Representatives required for Quorum (25%)			

rev.1-4-2022

Attachment #2



## ASSOCIATION MEETING MINUTES

January 27, 2022; 2:00 PM

Remote Meeting

1. **CALL MEETING TO ORDER.**

Mr. Thomas called the meeting to order at 2:03 PM.

2. **NOTICE TO MEMBERSHIP MEETING IS RECORDED.**

Mr. Thomas notified the membership the meeting was recorded.

3. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.**

Attendance:

NFRWQPA – Mr. Thomas, Manager

**Executive Committee Officers –**

Treasurer – Robert Fleck – St. Vrain S.D.

Officer – Chris Bieker – Upper Thompson S.D.

Officer – Jeremy Woolf – Greeley

Officer – Todd Hepworth – Evans

**Executive Committee Officers Absent –**

Chair – Jason Graham – Ft. Collins

Vice-Chair – Brian Zick – Boxelder S.D.

Officer – Vacant

**Membership –**

Brian McBroom - Lochbuie

Dustin Preston – Ault

Ellen Hilbig - Johnstown

Joe Creaghe - Loveland

John Dinges - Carestream

Katie Koplitz - Metro Water Recovery

Keila Flores – Larimer County

Ken Mathews - Berthoud

Kimberly Cowan – Metro Water Recovery

Lauren Light - WCDPHE

Manuel Freyre - Northglenn

Mary Paterniti – Longmont

Perry Buck – Weld County

Robby Porsch – Evans

Skip Holland – Weld County

Shelley Stanley - Northglenn

**Public –**

Tyler Wible – Colorado State University

Dr. Sybil Sharvelle – Colorado State University

– Mr. Thomas announced a quorum.

4. **APPROVAL OF AGENDA.**

Mr. Bieker motioned to approve the agenda, seconded by Mr. Woolf - Motion carried unanimously.

5. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**

Membership did not disclose any potential conflicts of interest.

6. **PUBLIC COMMENTS.**

No public comments were

7. **APPROVAL OF PAST MINUTES.**

Mr. Bieker moved to approve the meeting minutes from December 9, 2021, seconded by Mr. Woolf. – Motion carried unanimously.

8. **FINANCIAL REPORTS.**

Mr. Woolf moved to approve the November and December 2021 financial statements, seconded by Mr.

Bieker. – Motion carried unanimously.

9. **DISCUSSION ITEM:** 208 Areawide Water Quality Management Plan Amendment Applications.  
Mr. Thomas notified the membership that the Association implemented various 208 Areawide Water Quality Management Plan amendment applications. The 208 Areawide Water Quality Management Plan amendment applications are on the Association website [here](#).
10. **DISCUSSION ITEM:** 2022 - 208 Areawide Water Quality Management Plan Data Call.  
Mr. Thomas notified the membership that the Association has begun updating its 208 Areawide Water Quality Management Plan and has requested designated management and operation agencies to update their [Agency Point Source Data Inventory](#) sheets. The Agency Point Source Data Inventory sheets provide general information about the agency, the most recent population and loading projections, and near-term wastewater collection and treatment construction needs. Please provide this information by March 31, 2022.
11. **PRESENTATION:** Community-enabled Lifecycle Analysis of Stormwater Infrastructure Costs.  
Mr. Thomas introduced Dr. Sybil Shavelle with Colorado State University to present the Community-enabled Lifecycle Analysis of Stormwater Infrastructure Costs (CLASIC) tool. CLASIC is a screening tool utilizing a lifecycle cost framework to support stormwater infrastructure decisions on the extent and combinations of green, hybrid green-gray, and gray infrastructure practices. Users can create scenarios of stormwater control measures, including climate and land use projections to assess lifecycle costs, performance, and co-benefits associated with those scenarios. More information is available here: <https://erams.com/catena/tools/urban-planning/clasic/>
12. **OTHER BUSINESS:**
  - a) Workgroup Updates; Can be accessed here: [https://drive.google.com/drive/u/1/folders/1mAStJ7L24LgM3\\_Gu64zh4O6FbxknNjrt](https://drive.google.com/drive/u/1/folders/1mAStJ7L24LgM3_Gu64zh4O6FbxknNjrt)
13. **ADJOURN**

Attachment #3

**North Front Range Water Quality Planning Association**  
**Statements of Revenue and Expenses - Budget vs. Actual - Cash Basis**  
As of January 31, 2022 and December 31, 2021

	<u>Jan 31, 22</u>	<u>Dec 31, 21</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1100 · Checking NFRWQPA	36,024.82	6,169.73	29,855.09
1250 · Colorado Trust NFRWQPA	545,560.06	555,525.82	-9,965.76
<b>Total Checking/Savings</b>	<u>581,584.88</u>	<u>561,695.55</u>	<u>19,889.33</u>
<b>Other Current Assets</b>			
1500 · Security Deposit	1,353.00	1,353.00	0.00
<b>Total Other Current Assets</b>	<u>1,353.00</u>	<u>1,353.00</u>	<u>0.00</u>
<b>Total Current Assets</b>	<u>582,937.88</u>	<u>563,048.55</u>	<u>19,889.33</u>
<b>TOTAL ASSETS</b>	<u><u>582,937.88</u></u>	<u><u>563,048.55</u></u>	<u><u>19,889.33</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	0.00	442.50	-442.50
<b>Total Accounts Payable</b>	<u>0.00</u>	<u>442.50</u>	<u>-442.50</u>
<b>Credit Cards</b>			
2050 · Mark's CC x7640	865.44	-36.75	902.19
<b>Total Credit Cards</b>	<u>865.44</u>	<u>-36.75</u>	<u>902.19</u>
<b>Other Current Liabilities</b>			
2300 · Pension Payable	498.47	325.00	173.47
24000 · Payroll Liabilities			
2406 · Accrued Vacation Payable	1,592.31	1,592.31	0.00
2407 · PERA	1,971.44	1,865.18	106.26
<b>Total 24000 · Payroll Liabilities</b>	<u>3,563.75</u>	<u>3,457.49</u>	<u>106.26</u>
<b>Total Other Current Liabilities</b>	<u>4,062.22</u>	<u>3,782.49</u>	<u>279.73</u>
<b>Total Current Liabilities</b>	<u>4,927.66</u>	<u>4,188.24</u>	<u>739.42</u>
<b>Total Liabilities</b>	<u>4,927.66</u>	<u>4,188.24</u>	<u>739.42</u>
<b>Equity</b>			
2810 · Assets Beginning of Year	572,240.82	572,240.82	0.00
32000 · Retained Earnings	-13,380.51	51,739.87	-65,120.38
Net Income	19,149.91	-65,120.38	84,270.29
<b>Total Equity</b>	<u>578,010.22</u>	<u>558,860.31</u>	<u>19,149.91</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>582,937.88</u></u>	<u><u>563,048.55</u></u>	<u><u>19,889.33</u></u>

No assurance is provided on these financial statements.  
The financial statements do not include a statement of cash flows.  
Substantially all disclosures required by GAAP omitted.



**North Front Range Water Quality Planning Association**  
**Statements of Revenue and Expenses - Budget vs. Actual - Cash Basis**  
For the One-Month Period Ended January 31, 2022

	<u>January 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Revenues</b>			
9010 · Membership Dues	37,550.00	159,375.00	23.56
9015 · Nonmember Review Fees			
9020 · Interest Income	34.24	250.00	13.70
9030 · CDPH & E	-	10,500.00	-
9990 · Miscellaneous	-	-	-
<b>Total Revenues</b>	<u>37,584.24</u>	<u>170,125.00</u>	<u>22.09</u>
<b>Expenses</b>			
3100 · Salary	8,005.77	100,000.00	8.01
3101 · Health Insurance Allow.	667.93	8,400.00	7.95
3102 · Dental Allowance	-	550.00	-
3103 · Vision Stipend	-	200.00	-
3200 · Health Insurance	-	12,000.00	-
3220 · Life Insurance	-	100.00	-
3300 · Retirement Contributions	173.47	2,000.00	8.67
3400 · FICA/PERA Manager	1,360.04	20,000.00	6.80
3600 · Workman's Compensation	-	425.00	-
5010 · Rent & Utilities	1,326.00	16,250.00	8.16
5100 · Telephone Cellular	75.00	900.00	8.33
5120 · Interest	-	10.00	-
5130 · Internet Service	148.41	2,000.00	7.42
5140 · IT Support	500.00	3,000.00	16.67
5150 · Advertising	-	500.00	-
5160 · Insurance	-	450.00	-
5200 · Printing	-	-	-
5250 · Legal Notices	-	-	-
5300 · Office Supplies	344.19	2,000.00	17.21
5350 · Postage	58.00	150.00	38.67
5400 · Dues & Subscriptions	5,558.02	7,500.00	74.11
5425 · Intergovernmental Assist	-	10,000.00	-
5450 · Training	-	500.00	-
5500 · Mileage Reimbursement	-	2,000.00	-
5510 · Meals & Lodging	-	2,500.00	-
5520 · Transportation	-	500.00	-
5550 · Conferences	-	2,000.00	-
5600 · Accounting	217.50	4,500.00	4.83
5650 · Auditing	-	6,500.00	-
5700 · Legal	-	10,000.00	-
5750 · Bank Charges	-	50.00	-
5800 · Capital Recovery	-	750.00	-
5850 · Capital Expenditures	-	4,500.00	-
5900 · Contingency Website	-	-	-
6010 · Contract Services/GIS	-	25,000.00	-
6011 · Contract Services Office	-	-	-
6020 · Contract Supplies State	-	-	-
6025 · Operations Contingency w/	-	20,000.00	-
7000 · Miscellaneous Expense	-	100.00	-
<b>Total Expenses</b>	<u>18,434.33</u>	<u>243,535.00</u>	<u>7.57</u>
<b>Net Revenues and Expenses</b>	<u><b>19,149.91</b></u>	<u><b>(73,410.00)</b></u>	<u><b>(26.09)</b></u>

No assurance is provided on these financial statements.  
The financial statements do not include a statement of cash flows.  
Substantially all disclosures required by GAAP omitted.

Attachment #4

2022 [Agency Point Source Data Inventory](#) Sheets  
Updated for the 2022-208 Areawide Water Quality Management Plan

Received:

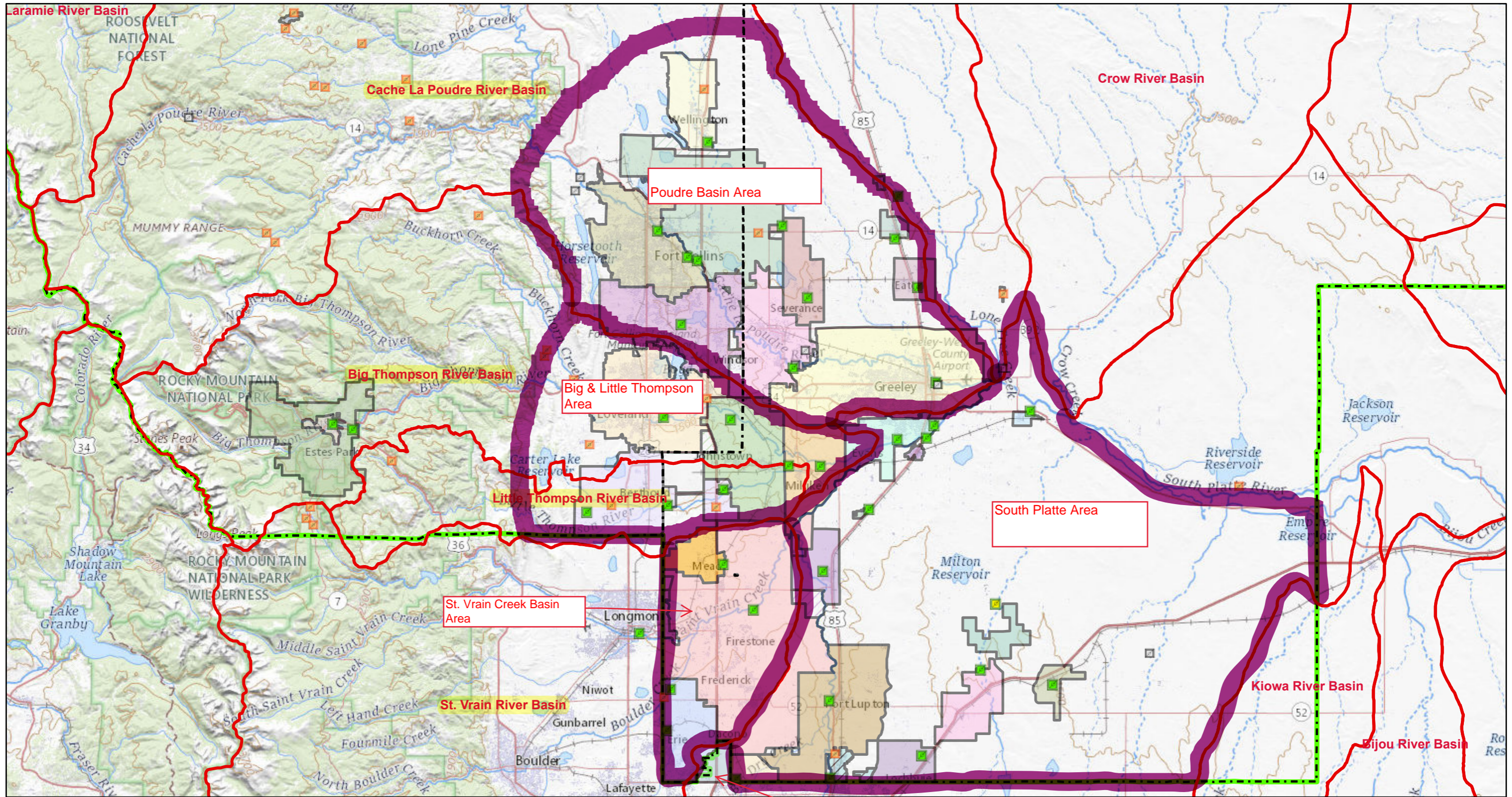
1. Ben Delatour Boy Scout Ranch
2. CPW – Hatcheries
3. Erie, Town of
4. Front Range Energy
5. High Country Estates HOA
6. Loveland, City of
7. Pine Lake Village Mobile Home Park
8. Sunrise Ranch – Emissaries of Devine Light

Not Received:

9. Abbey St. Walburga
10. Achieve More Reclamation Facility
11. Annunciation Heights
12. Ault, Town of
13. B & B Mobile Home Park
14. Berthoud, Town of
15. Best Western Coach House Resort-Need Contact
16. Boxelder Sanitation District
17. Brighton, City of
18. Broomfield, City and County of
19. Buckhorn Methodist Camp
20. Carestream
21. Crystal Lakes
22. CSU Mountain Campus
23. Dao house
24. Davies Mobile Home Park
25. Eaton, Town of
26. Eden Valley Institute
27. Estes Park Sanitation District
28. Evans, City of
29. Fort Collins, City of
30. Fox Acres
31. Ft. Lupton, City of
32. Galeton Water & Sanitation District
33. Gilcrest, Town of
34. Glacier View Meadows Water & Sewer Association
35. Glenn Echo Resort
36. Greeley, City of
37. Grover, Town of
38. Harvest Farm, Denver Rescue Mission
39. Hemmingway Lodge at Eagles Nest
40. Hidden View Estates
41. High Peak Camp, Salvation Army
42. Hudson, Town of
43. In Bev Anheuser Busch
44. JBS – Lone Tree Facility
45. Johnstown, Town of
46. Keenesburg, Town of
47. Kersey, Town of
48. Laramie River Guest Ranch
49. LaSalle, Town of
50. Leprino Foods
51. Lochbuie, Town of
52. Longmont, City of
53. Magic Sky Ranch Girl Scout Camp
54. Mead, Town of
55. Metro Water Recovery
56. Milliken, Town of
57. New Vision Mobile Home Community
58. Northglenn, City of
59. Nunn, Town of
60. Opal Foods
61. Pierce, Town of
62. Platteville, Town of
63. Prairie School District RE-11J
64. Resource Colorado Water & Sanitation Metro District
65. Severance, Town of
66. Shambhala
67. Sky Ranch Lutheran Camp
68. South Ft. Collins Sanitation District
69. St. Vrain Sanitation District
70. Timnath, Town of
71. Upper Thompson Sanitation District
72. Wellington, Town of
73. Windsor, Town of
74. Yogi Bear's Jellystone Park

Attachment #5

# 208 Boundary Map

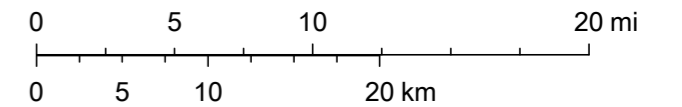


1/19/2022, 3:44:42 PM

Treatment Plants	BOXELDER S.D.	FORT LUPTON	LOCHBUIE	PLATTEVILLE- ST. VRAIN S.D. COORDINATION AREA
Major	BOXELDER-SERVERANCE COOP AREA	FOX ACRES	LONGMONT	RESOURCE COLORADO METRO D.
Minor	BOXELDER-WELLINGTON OVERLAP	GALETON	LOVELAND	SEVERANCE
Industrial	BRIGHTON	GILCREST	LOVELAND-JOHNSTOWN OVERLAP	SOUTH FORT COLLINS S.D.
Proposed	BROOMFIELD	GREELEY	METRO WW REC. DIST.	ST. VRAIN S.D.
Drainage Basin Boundaries	EATON	HUDSON	UPPER THOMPSON S.D.	WELLINGTON
Counties	ERIE	JOHNSTOWN	WINDSOR	NFRWQPA_Boundary
Boundaries 208	ESTES PARK	KEENESBURG		
AULT	EVANS	KERSEY		
BERTHOUD	FORT COLLINS	LASALLE		
		PIERCE		
		PLATTEVILLE		

Big Dry Creek

1:577,791



USGS The National Map: National Boundaries Dataset, 3DEP Elevation Program, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset; USGS