



ASSOCIATION MEETING AGENDA

September 23, 2021 @ 2:00 PM

Remote Meeting Only

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

A call in option is not available.

Note: this Microsoft Teams meeting changed from the standing meeting scheduled to allow Jason Graham-Chair as the organizer.

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. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.** – Attachment #1 (page3).
3. **APPROVAL OF AGENDA.**
4. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**
5. **PUBLIC COMMENTS.**
6. **APPROVAL OF PAST MINUTES.** - Attachment #2 (page 4-6).
For review and consideration are the August 26, 2021 meeting minutes.
7. **FINANCIAL REPORTS:** – Attachment #3 (page 7-9).
For review and consideration is the August 2021 financial statement.
8. **DECISION ITEM:** Executive Committee Officer Vacancies.
The Association will be accepting nominations to fill the remaining Executive Committee Officer vacancy.
Current Executive Committee Officers:

Chair	– Jason Graham	Officer	– Chris Bieker
Vice-Chair	– Brian Zick	Officer	– Todd Hepworth
Treasurer	– Rob Fleck	Officer	– Vacant
Officer	– Jeremy Woolf		
9. **DECISION ITEM:** Potential for Additional Funds in 604(b) Contract for Nonpoint Source Watershed Planning – Attachment #4 (page 10-12).

During the August 26, 2021 meeting, the Association discussed accepting additional funds in the Association's 604(b) contract to construct a nonpoint watershed plan. Membership directed Mr. Thomas to explore whether the other 208 Planning Agencies in the state are interested in the funds and whether the Division considers this Watershed Plan an extension of state efforts or a self-led project.

These funds intend to produce a watershed plan that addresses nonpoint source impacts for growth areas in the Weld/Larimer County region. If this money becomes available, it can be used to:

- 1) Write an EPA 9 element watershed-based plan for growth areas not covered under ms4/urbanized areas.
- 2) Scope more about the interest in a watershed plan, interested parties, pre-planning, etc.

An excellent example of one of these watershed plans in Colorado is the Boulder/St. Vrain Watershed which can be viewed here: <https://www.keepitcleanpartnership.org/wp-content/uploads/partner-pdfs/319toCDPHE/Boulder%20St%20Vrain%20Watershed%20Plan%203-2016final.pdf>
Appendices here: <https://www.keepitcleanpartnership.org/wp-content/uploads/partner-pdfs/319toCDPHE/St.Vrain-BoulderWatershedPlan3-30-16Appendices.pdf>

10. DECISION ITEM: Potential Comments for 2022 Integrated Water Quality Monitoring & Assessment Report.

The Water Quality Control Commission will hold a public Administrative Action Hearing to approve the 2022 Integrated Water Quality Monitoring & Assessment Report on October 12, 2021; <https://drive.google.com/drive/folders/1GamfZg6lf0q11PNh9D8oEaudYptPcvl7>. Public written comments are due September 29, 2021. The Association proposes submitting the following public comment concerning the report;

“The Association would like to see the Integrated Water Quality Monitoring & Assessment Report track, trend, and present water quality over time, maybe ten-year periods. Illustrating separately whether the categories and classifications’ water quality is being maintained, protected, degraded, or restored by use of Division regulations, policies, and permitting. Otherwise, each Integrated Water Quality Monitoring & Assessment Report only represents a single point in time without referencing whether the Division and permittee actions are making a difference.”

11. DECISION ITEM: Town of Johnstown Utility Plan Amendment & Site Application.

The Town of Johnstown has written a Utility Plan Amendment for consideration and approval by the Association. The Town of Johnstown intends on amending its currently conditionally approved Utility Plan on January 29, 2021. The proposed Utility Plan Amendment is available on the NFRWQPA website [here](#). The proposed amendment includes relocating the current Corbett Glen Lift Station less than a half-mile north along WCR 50, approximately 1750 feet east of Colorado Boulevard. The Corbett Glen Lift Station will then be decommissioned. The amended Utility Plan describes relocating the Corbett Glenn Lift Station, including financials, mapping, and additional sentence edits to the Utility Plan concerning the project. The project to relocate the Corbett Glenn lift station was not included in Utility Plan provided by Aqua Engineering conditionally approved by NFRWQPA on January 29, 2021. Therefore, IMEG has amended the Utility Plan, which describes the proposed WCR 50 Lift Station project. IMEG representing the Town of Johnstown, has discussed the proposed amendment with NFRWQPA before submittal. Consideration is for approval of the Utility Plan Amendment and Site Application.

12. OTHER BUSINESS:

- a) Workgroup Updates; Can be accessed here: https://drive.google.com/drive/u/1/folders/1mAStJ7L24LgM3_Gu64zh4Q6FbxknNjrt

13. ADJOURN

NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION

257 Johnstown Center Dr.; Unit 206
 Johnstown, CO 80534
 970.587.8872 - <http://www.nfrwqpa.org>

Designated Management and Operation Agency Members

1	Ault	Voting	Grant Ruff	Dustin Preston
2	Berthoud	Voting	Chris Kirk	Wayne Ramey
3	Boxelder Sanitation District	Voting	Brian Zick	David Lewis
4	Brighton	Voting	Kim Schoen	
5	Broomfield	Voting	Ken Rutt	Dennis Rodriguez
6	Eaton	Voting	Gary Carsten	Jeff Schreier
7	Erie	Voting	Jon Coyle	Todd Fessenden
8	Estes Park Sanitation District	Voting	James Duell	
9	Evans	Voting	Randy Ready	Todd Hepworth
10	Fox Acres	Voting	Richard Hopp	Ted Carter
11	Ft. Collins	Voting	Jason Graham	Bonnie Pierce
12	Ft. Lupton	Voting	Jon Mays	Chris Cross
13	Galeton Water & Sanitation District	Voting	William Warren	
14	Greeley	Voting	Jeremy Woolf	Adam Prior
15	Hudson	Voting	Guy Patterson	Hunter Fobare
16	Johnstown	Voting	Marco Carani	Matt LeCerf
17	Kersey	Voting	Christian Morgan	
18	Larimer County	Voting	Chris Manley	Keila Flores
19	LaSalle	Voting	Barry Schaeffer	
20	Lochbuie	Voting	Steve Stamey	
21	Longmont	Voting	Kathryne Marko	Dale Rademacher
22	Loveland	Voting	Joe Creaghe	Brandon Cayou
23	Mead	Voting	Hellen Migchelbrink	Erika Rasmussen
24	Metro Water Recovery	Voting	Kim Cowan	Katie Koplitz
25	Milliken	Voting	Don Stonebrink	Brad Simons
26	Northglenn	Voting	Manuel Freye	Brain Malavsky
27	Pierce	Voting	Pat Larson	
28	Platteville	Voting	David Brand	
29	Severance	Voting	Nicholas Wharton	Mike Ketterling
30	South Ft. Collins San. Dist.	Voting	Chris Pletcher	Eric Bailey
31	St. Vrain San. District	Voting	Rob Fleck	Dave Cross
32	Timnath	Voting	Don Taranto	
33	Upper Thompson San. Dist.	Voting	Chris Bieker	Matt Allen
34	Weld County	Voting	Skip Holland	Katie Sall
35	Wellington	Voting	Bob Gowing	Mike Flores
36	Windsor	Voting	Dennis Markham	

Associates and Industries

37	NCWCD	Voting	Curtis Hartenstine	Ester Vincent
38	Carestream	Voting	John Dinges	

38 Representative Votes / 9 Representatives required for Quorum (25%)

rev.7-14-2021

Attachment #2



ASSOCIATION MEETING MINUTES

August 26, 2021; 2:00 PM

Hybrid Meeting Option

1. **CALL MEETING TO ORDER.**

Mr. Thomas, NFRWQPA Manager, called the meeting to order at 2:05 PM.

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

The following members and public were in attendance:

NFRWQPA – Manager – Mark Thomas

Executive Committee Officers –

Chair – Jason Graham – Ft. Collins

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

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

Officer – Jermy Woolf – Greeley

Officer – Todd Hepworth – Evans

Executive Committee Officers Absent –

Officer – Chris Bieker – Upper Thomspon S.D.

Officer – Vacant

Membership –

Dustin Preston – Ault

Jon Coyle – Erie

Katie Sall – WCDPHE

Skip Holland – WCDPHE

Mary Paterniti – Longmont

John Dinges – Carestream

Manuel Freyre – Northglenn

Jon Mays – Fort Lupton

Public –

N/A

– Mr. Thomas announced a quorum.

3. **APPROVAL OF AGENDA.**

Mr. Woolf made a motion to approve the agenda, seconded by Mr. Hepworth - Motion carried unanimously.

4. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**

Membership did not disclose any potential conflicts of interest.

5. **PUBLIC COMMENTS.**

No members of the public stated any public comments.

6. **APPROVAL OF PAST MINUTES.**

Mr. Woolf moved to approve the minutes from July 22, 2021, seconded by Mr. Zick. – Motion carried unanimously.

7. **FINANCIAL REPORTS.**

Mr. Graham moved to approve the July 2021 financial statement, seconded by Mr. Woolf. – Motion carried unanimously.

8. **DECISION ITEM:** Executive Committee Officer Vacancies.

Membership open discussion to accept nominations to fulfill the remaining Executive Committee Officer vacancy. Mr. Skip Holland, an appointed representative by the Board of Commissioners of Weld County by resolution, stated that he would be willing to serve on the Association Executive Committee. Mr. Thomas informed the membership that the Association would need to verify that Mr. Holland could serve in that capacity as an appointed member representative, referencing either the Association's Articles of Association or the Weld County resolution. Mr. Graham stated he would be willing to reach out to the

Larimer County Commissioners to gauge their interest. No official nominations were received to fulfill the remaining Executive Committee Officer seat.

Current Executive Committee Officers:

Chair	– Jason Graham	Officer	– Chris Bieker
Vice-Chair	– Brian Zick	Officer	– Todd Hepworth
Treasurer	– Rob Fleck	Officer	– Vacant
Officer	– Jeremy Woolf		

9. **DECISION ITEM:** Potential for Additional Funds in 604(b) Contract for Watershed Planning
The Division has reached out to the Association to offer funds (\$25k - \$40k) to write a nonpoint watershed plan for the growth areas outside of the current urbanized area/ms4 coverage for the Weld/Larimer County Section 208 region. These funds intend to produce a watershed plan that addresses nonpoint source impacts for growth areas in the Weld/Larimer County region. Membership directed Mr. Thomas to explore whether the other 208 Planning Agencies in the state are interested in the funds and whether the Division considers this Watershed Plan an extension of state efforts or a self-led project.

10. **OTHER BUSINESS:**

- a) Workgroup Updates; Can be accessed here:
<https://drive.google.com/drive/u/1/folders/1ZuqjIQadwnsZKi5G21ovoCSMzNJ-rOcq>

11. **ADJOURN.**

Attachment #3

North Front Range Water Quality Planning Association
Statements of Revenue and Expenses - Budget vs. Actual - Cash Basis
As of August 31, 2021 and July 31, 2021

	<u>August 31, 21</u>	<u>July 31, 21</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1100 · Checking NFRWQPA	15,656.48	17,100.33	-1,443.85
1250 · Colorado Trust NFRWQPA	595,473.75	605,460.35	-9,986.60
Total Checking/Savings	<u>611,130.23</u>	<u>622,560.68</u>	<u>-11,430.45</u>
Other Current Assets			
1500 · Security Deposit	1,353.00	1,353.00	0.00
Total Other Current Assets	<u>1,353.00</u>	<u>1,353.00</u>	<u>0.00</u>
Total Current Assets	<u>612,483.23</u>	<u>623,913.68</u>	<u>-11,430.45</u>
TOTAL ASSETS	<u>612,483.23</u>	<u>623,913.68</u>	<u>-11,430.45</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
2050 · Mark's CC x7640	3,081.27	3,340.44	-259.17
Total Credit Cards	<u>3,081.27</u>	<u>3,340.44</u>	<u>-259.17</u>
Other Current Liabilities			
2300 · Pension Payable	325.00	325.00	0.00
24000 · Payroll Liabilities			
2406 · Accrued Vacation Payable	1,592.31	1,592.31	0.00
2407 · PERA	1,865.22	1,865.23	-0.01
Total 24000 · Payroll Liabilities	<u>3,457.53</u>	<u>3,457.54</u>	<u>-0.01</u>
Total Other Current Liabilities	<u>3,782.53</u>	<u>3,782.54</u>	<u>-0.01</u>
Total Current Liabilities	<u>6,863.80</u>	<u>7,122.98</u>	<u>-259.18</u>
Total Liabilities	<u>6,863.80</u>	<u>7,122.98</u>	<u>-259.18</u>
Equity			
2810 · Assets Beginning of Year	572,240.82	572,240.82	0.00
32000 · Retained Earnings	51,739.87	51,739.87	0.00
Net Income	-18,361.26	-7,189.99	-11,171.27
Total Equity	<u>605,619.43</u>	<u>616,790.70</u>	<u>-11,171.27</u>
TOTAL LIABILITIES & EQUITY	<u>612,483.23</u>	<u>623,913.68</u>	<u>-11,430.45</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 and Eight Month Periods Ended August 31, 2021

	<u>August 21</u>	<u>Jan-August 21</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
9010 · Membership Dues	73.50	87,926.62	90,484.00	97.17
9020 · Interest Income	13.40	235.84	6,000.00	3.93
9030 · CDPH & E	-	-	10,800.00	-
9990 · Miscellaneous	-	40.00	-	100.00
Total Revenues	<u>86.90</u>	<u>88,202.46</u>	<u>107,284.00</u>	<u>82.21</u>
Expenses				
3100 · Salary	7,697.86	61,582.88	92,374.26	66.67
3103 · Vision Stipend	-	100.00	100.00	100.00
3200 · Health Insurance	338.72	2,709.76	4,500.00	60.22
3210 · Dental & Vision Insurance	107.40	859.20	1,000.00	85.92
3220 · Life Insurance	65.83	526.64	1,000.00	52.66
3400 · FICA/PERA Manager	1,286.48	10,291.81	17,000.00	60.54
3600 · Workman's Compensation	-	13.00	425.00	3.06
5010 · Rent & Utilities	1,326.00	10,530.00	16,000.00	65.81
5100 · Telephone Cellular	75.00	600.00	900.00	66.67
5120 · Interest	-	-	10.00	-
5130 · Internet Service	66.00	1,097.59	2,000.00	54.88
5140 · IT Support	-	2,536.88	3,000.00	84.56
5150 · Advertising	-	-	500.00	-
5160 · Insurance	-	506.00	450.00	112.44
5200 · Printing	-	-	-	-
5250 · Legal Notices	-	-	-	-
5300 · Office Supplies	-	1,737.23	2,000.00	86.86
5350 · Postage	-	58.55	150.00	39.03
5400 · Dues & Subscriptions	119.88	5,917.39	7,500.00	78.90
5425 · Intergovernmental Assist	-	-	10,000.00	-
5450 · Training	-	-	500.00	-
5500 · Mileage Reimbursement	-	-	2,000.00	-
5510 · Meals & Lodging	-	29.97	2,500.00	1.20
5520 · Transportation	-	-	500.00	-
5550 · Conferences	-	-	2,000.00	-
5600 · Accounting	175.00	1,671.25	4,500.00	37.14
5650 · Auditing	-	-	6,500.00	-
5700 · Legal	-	2,844.92	10,000.00	28.45
5750 · Bank Charges	-	-	50.00	-
5800 · Capital Recovery	-	-	750.00	-
5850 · Capital Expenditures	-	-	4,500.00	-
5900 · Contingency Website	-	-	-	-
6010 · Contract Services/GIS	-	-	5,000.00	-
6011 · Contract Services Office	-	-	-	-
6020 · Contract Supplies State	-	-	-	-
6025 · Operations Contingency w/	-	2,950.65	15,000.00	19.67
7000 · Miscellaneous Expense	-	-	100.00	-
Total Expenses	<u>11,258.17</u>	<u>106,563.72</u>	<u>212,809.26</u>	<u>50.07</u>
Net Revenues and Expenses	<u>(11,171.27)</u>	<u>(18,361.26)</u>	<u>(105,525.26)</u>	<u>17.40</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

Additional Information for Consideration Regarding 604(b) Funds for Constructing a Nonpoint Source Watershed Plan

1. Would this effort be an extension or tool of state efforts, for example, Reg 85?
 1. 319 Funding - Colorado Department Resource & Power Authority Funds
 2. Yes, the report and findings could support Reg 85 and maybe other division efforts.
2. Would the Association be spearheading or leading the effort solely?
 1. Yes.
3. What Division support or assistance would be offered beyond funding?
 1. The Division is looking to cover future MS4s since once they become MS4s, there would be no other funds available.
 2. Kanan Dieker with the Division could give us some examples and field trips to demonstrate the need and benefits.
 3. The Division could organize a joint tour with partnerships and stakeholders, with Ag and cattleman's associations and county commissioners.
4. How does the Division see that this fits into the responsibilities of a 208 Planning Agency?
 1. Per Section 208 to control Nonpoint sources and mitigate regional water quality issues.
5. Do you know if the other 208s are going to accept the funds since the more that receive the funds, the less there is available?
 1. Pikes Peak Area Council of Governments - Maybe
 2. Pueblo Area of Council of Governments- Yes
 3. Northwest Colorado Council of Governments - Yes
 4. North Front Range Water Quality Planning Association - TBD
6. Also, are these funds then available each year after that to keep efforts going?
 1. Full \$80-100 over three years, is possible.
7. Water Quality Trading may be explored under this plan but not yet approved or allowed by the Division.
8. This is the starting point that others can use for reference for obtaining MS4 compliance.
9. Maybe build the partnerships first, then construct the plan the year after. No harm, no foul if scoping doesn't work out, and funding is not accepted by the Association the year after that.
10. The Division is just trying to help and work together; we are all in the water quality business.

To reduce costs and focus on the intentions of the grant, the Association could:

11. Focus on cities and municipalities that are currently not MS4 areas and avoid unincorporated land areas like Ag or private landowners' actions because once a town, city, or municipality becomes an MS4, there is no more financial assistance once the MS4 is regulated. Meaning focus only on the designated management and operating agencies 208 Wastewater Utility Service Areas (WUSA) and not rural areas, only urbanized areas.
12. According to self-reported population projections, six agencies in the current 20-year horizon (2020-2040) may become MS4s;

1. Johnstown, Town of
 2. Windsor, Town of
 3. Evans, City of
 4. Erie, City of
 5. Northglenn, City of - (Part)
 6. Brighton, City of - (Part)
- Of the six above, only four agencies are entirely within the Weld/Larimer region. Brighton and Northglenn only have *small portions* of their municipality within the Weld/Larimer region. Boxelder S.D., St. Vrain S.D., and South Ft. Collins S.D. may also exceed the population threshold of 50,000 within the 20-year horizon; however, they are comprised of multiple municipalities that individually would not reach the 50,000 population threshold.