



AGENDA

July 23, 2020, 2:00 PM

Remote Meeting Only

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Conference ID: 680 228 567#

Select the Join Microsoft Teams Meeting link above, in your calendar, or your meeting invite to be taken to a page where you can choose to either join on the web or download the desktop app, note you don't have to download the app, again you can join via the internet. Then Select join Meeting. If you already have the Teams app, the meeting will open within Teams automatically.

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

REMOTE MEETING TIPS:

- ✓ Stay muted unless you called upon – everyone will have a chance to speak
- ✓ State your name and agency when you speak for those on the phone
- ✓ Do not speak into a speakerphone as they tend to cause feedback
- ✓ Speak clearly and be aware of your background noise
- ✓ If the meeting crashes for some reason – go back to the link in the agenda or email and rejoin
- ✓ Thank you for your patience and for participating

1. **CALL MEETING TO ORDER.**
2. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.** – Attachment #1 (page4).
3. **APPROVAL OF AGENDA.**
4. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**
5. **PUBLIC COMMENTS.**
6. **APPROVAL OF PAST MINUTES.** - Attachment #2 (page 5-8).
For review and consideration are the June 25, 2020, meeting minutes.
7. **FINANCIAL REPORTS:** – Attachment #3 (page 9-11).
For review and consideration are the June 2020 financial summary.
8. **DECISION ITEM:** Site Application Policy.
The 30-Day Public Comment Period has closed, and the amended Site Application Policy is to be considered for approval. Second Draft edits were generated in blue font. Due to the recent update to Regulation No. 22, the Association's Site Application Policy required updates to align with Regulation No. 22, which became effective 6/14/2020. Regulation No. 22 may be viewed here:

<https://www.colorado.gov/pacific/cdphe/water-quality-control-commission-regulations>. This meeting serves as the public notice comment period for the proposed changes and amendments for the Association's Site Application Policy. The redlined version and clean version (1st and 2nd DRAFTS) of the Association's Site Application policy may be viewed online on the Association's Public Notices webpage; <https://nfrwqpa.colorado.gov/home/public-notice>.

9. **DECISION ITEM:** Areawide Water Quality Management Plan (AWQMP) Amendment Policy. The 30-Day Public Comment Period has closed, and the amended Areawide Water Quality Management Plan (AWQMP) Amendment Policy is to be considered for approval. Second Draft edits were generated in blue font. The Utility Plan Guidance Document approved on October 24, 2019, and effective January 1, 2020, in conjunction with Regulation No. 22 updates, as well as updating the Association Site Application Policy, prompted updates and amendments to the Plan Amendment Policy. The redlined version and clean version (1st and 2nd DRAFTS) of the policy may be viewed online on the Association's Public Notices webpage; <https://nfrwqpa.colorado.gov/home/public-notice>.

10. **DECISION ITEM:** Wastewater Utility Service Area (WUSA) Conflicts Policy. The 30-Day Public Comment Period has closed, and the amended Wastewater Utility Service Area (WUSA) Conflicts Policy is to be considered for approval. No Comments were submitted. The current Utility Plan Guidance Document approved October 24, 2019, and effective January 1, 2020, removed the WUSA conflicts section, therefore, requiring a stand-alone policy for WUSA conflicts. The redlined version and clean version of the policy may be viewed online on the Association's Public Notices webpage; <https://nfrwqpa.colorado.gov/home/public-notice>.

11. **DECISION ITEM:** Vacant Executive Officer Position. With the retirement of Dennis Schump from the City of Greeley, the Association has a vacant Executive Officer position. Nominations for the position will be accepted followed by the election of the position.

Current officers are:
Chris Bieker - Committee Chair
Thomas Acampora - Vice Chair
Rob Fleck - Treasurer
Michael Carrano
Jason Graham
David Brand

12. **DISCUSSION ITEM:** Town of Platteville Site Application Amendment. The Town of Platteville has submitted a Site Application Amendment for the construction of a new treatment facility. The proposed improvements will not change the permitted design capacity of the facility. The project will consist of replacing the existing lagoons and constructed wetlands with a new headworks building with screening and grit removal, a sequencing batch reactor (SBR), an effluent equalization tank, and replacing chlorine disinfection with UV disinfection. Extents of construction will take place within the existing Wastewater Treatment Facility Site. Per Regulation 22.8 and the Association's Site Application Policy, an amendment of an existing site application requires notification only of applicable referral agencies.

13. **DISCUSSION ITEM:** PFAS Policy 20-1. The WQCC approved the PFAS Narrative Policy 20-1 on July 14, 2020.

14. **DISCUSSION ITEM:**

Suggested Topics and Speakers for upcoming meetings by membership.

15. OTHER BUSINESS:

- a) Workgroup Updates

16. ADJOURN.

NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION

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

1 Ault	Voting	Grant Ruff	Dustin Preston
2 Berthoud	Voting	Stephanie Brothers	Wayne Ramey
3 Boxelder Sanitation District	Voting	Brian Zick	David Lewis
4 Brighton	Voting	Kim Schoen	
5 Broomfield	Voting	Ken Rutt	Dennis Rodriguez
6 Erie	Voting	Jon Coyle	Todd Fessenden
7 Estes Park Sanitation District	Voting	James Duell	
8 Evans	Voting	Randy Ready	Rick Pickard
9 Fox Acres	Voting	Richard Hopp	Ted Carter
10 Ft. Collins	Voting	Jason Graham	Bonnie Pierce
11 Ft. Lupton	Voting	Jon Mays	Claud Hanes
12 Greeley	Voting	Dennis Schump	Justin Scholz
13 Johnstown	Voting	Matt LeCerf	Marco Carani
14 Larimer County	Voting	Chris Manley	
15 Lochbuie	Voting	Steve Stamey	
16 Longmont	Voting	Kathryne Marko	Dale Rademacher
17 Loveland	Voting	Joe Creaghe	Carlos Medina
18 Metro Wastewater Rec. Dist	Voting	Tom Acampora	Katie Leach
19 Milliken	Voting	Don Stonebrink	Brad Simons
20 NCWCD	Voting	Judy Billica	Ester Vincent
21 Northglenn	Voting	Manual Freye	Brain Malavsky
22 Platteville	Voting	David Brand	
23 Severance	Voting	Nicholas Wharton	Mike Ketterling
24 South Ft. Collins San. Dist.	Voting	Chris Pletcher	Eric Bailey
25 St. Vrain San. District	Voting	Rob Fleck	Dave Cross
26 Upper Thompson San. Dist.	Voting	Chris Bieker	Matt Allen
27 Weld County	Voting	Skip Holland	Katie Sall
28 Wellington	Voting	Bob Gowing	Michael Carrano
29 Windsor	Voting	Dennis Wagner	
30 Eaton	Voting	Gary Carsten	Jeff Schreier
31 Hudson	Voting	Guy Patterson	Hunter Fobare
32 Kersey	Voting	Christian Morgan	
33 Mead	Voting	Hellen Migchelbrink	Erika Rasmussen
34 Pierce	Voting	Pat Larson	
35 Timnath	Voting	Don Taranto	

35 Representative Votes / 8 Representatives required for Quorum (25%)

rev.6-26-2020

Attachment No. 2



ASSOCIATION MEETING MINUTES

June 25, 2020, 2:00 PM

Remote Meeting Only

1. **CALL MEETING TO ORDER.**

Mr. Thomas, NFRWQPA Manager, called the meeting to order at 2:00 PM.

2. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.** – Attachment #1 (page3).

In attendance: Mark Thomas, Chris Bieker, Suzanne Jurgens, Dennis Schump, David Brand, Jason Graham, Michael Carrano, Dustin Preston, Jon Mays, Todd Hepworth, Todd Fessenden, Kathryne Marko, Katie Sall, Jon Coyle, Manual Freye, James Duell, Brian Zick, Stephanie Brothers, Dave Cross, Steve Ravel-Mott Macdonald, Sarah Vander Meulen- Mott Macdonald, Matt Gough-HDR, Inc. - A quorum was Announced.

3. **APPROVAL OF AGENDA.**

Mr. Bieker made a motion to approve the agenda, which was seconded by Mr. Carrano - Motion carried unanimously.

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

Mr. Bieker, with Upper Thompson Sanitation District, recused himself and Upper Thompson Sanitation District from Decision Item 9.

5. **PUBLIC COMMENTS.**

No members of the public were present, and there were no public comments.

6. **APPROVAL OF PAST MINUTES.**

Mr. Bieker moved to approve the minutes from the April 23, 2020 meeting, which was seconded by Mr. Carrano. – Motion carried unanimously.

7. **FINANCIAL REPORTS.**

Mr. Bieker moved to approve the April and May - 2020 financial summaries, which was seconded by Mr. Carrano. – Motion carried unanimously.

8. **PRESENTATION:** Town of Erie PELs Presentation.

Matt Gough from HDR and Todd Fessenden presented Erie's recent experience in receiving PELs from CDPHE for their upcoming plant expansion. The method of estimating flows in Boulder Creek, as well as the period of record (beyond 10 years to include 2002), has resulted in very stringent limits, which Erie is concerned could have significant impacts on the Town's long-term plans. The presentation may be viewed online at <https://nfrwqpa.colorado.gov/meeting-presentations>.

9. **DECISION ITEM:** Upper Thompson Sanitation District Utility Plan.

The Upper Thompson Sanitation District submitted a new Utility Plan for the construction of a new wastewater treatment plan that addresses aging infrastructure and future nutrients, metals, and temperature requirements. Mr. Steve Ravel with HDR, Inc. gave a presentation summarizing the Utility Plan goals that can be viewed at <https://nfrwqpa.colorado.gov/meeting-presentations>. Mr. Mays moved to approve the Upper Thompson Sanitation District Utility Plan, which was seconded by Mr. Graham. – Motion carried unanimously. The approved Utility Plan may be viewed online at <https://nfrwqpa.colorado.gov/approved-utility-plans>.

10. DECISION ITEM: Proposed - Association 2021 Dues and Budget.

Mr. Thomas presented an Association budgetary analysis considering various revenue (Dues) models to forecast the Association's financial position because of COVID-19 impacts on members. The results of multiple models show the Association can absorb a 50% reduction in dues utilizing its reserves to maintain operations in 2021. A 50% reduction in dues benefits all members equitably. The proposed budget allows the Association to continue its involvement in regulatory work and planned environmental projects for 2021.

Mr. Bieker moved to approve the Association 2021 Budget, which was seconded by Mr. Carrano. – Motion carried unanimously. Discussions: Mr. Zick, questioned the past practices of the Association freezing dues and salaries, and whether we need to be increasing dues to be able to do even more environmental work. Mr. Graham, although not opposing the 2021 budget, expressed concerns with future Association dues being equitable, preferring a Tiered Dues Model (Option C). The Association will explore new dues models for 2022 for future consideration by the membership.

11. DECISION ITEM: Voting Rights Amendment.

Mr. Thomas, explained as a result of considering and restructuring Association dues for 2021, the Association is recommending to remove the dues level contribution requirement of \$1,225 for voting rights. The recommendation is all members who pay dues receive voting privileges. Mr. Mays moved to approve amending voting privileges to include all members of the Association, which was seconded by Mr. Freye. – Motion carried unanimously.

12. DISCUSSION ITEM: Site Application Policy – Amendments – 30-Day Public Comment Period.

Mr. Thomas announced the Association's Site Application Policy 30-Day Public Comment Period. Due to the recent update to Regulation No. 22, the Association's Site Application Policy required updates to align with Regulation No. 22, which became effective 6/14/2020. Regulation No. 22 may be viewed here: <https://www.colorado.gov/pacific/cdphe/water-quality-control-commission-regulations>. The redlined version and clean version of the Association's Site Application policy may be viewed online on the Association's Public Notices webpage; <https://nfrwqpa.colorado.gov/home/public-notices>.

13. DISCUSSION ITEM: Areawide Water Quality Management Plan (AWQMP) Amendment Policy - Amendments– 30-Day Public Comment Period.

Mr. Thomas announced the Association's Areawide Water Quality Management Plan (AWQMP) Amendment Policy 30-Day Public Comment Period. The Utility Plan Guidance Document approved on October 24, 2019, and effective January 1, 2020, in conjunction with Regulation No. 22 updates, as well as updating the Association Site Application Policy, prompted updates and amendments to the Plan Amendment Policy. The redlined version and clean version of the policy may be viewed online on the Association's Public Notices webpage; <https://nfrwqpa.colorado.gov/home/public-notices>.

14. DISCUSSION ITEM: Wastewater Utility Service Area (WUSA) Conflicts Policy- New – 30-Day Public Comment Period.

Mr. Thomas announced the Association's Wastewater Utility Service Area (WUSA) Conflicts Policy 30-Day Public Comment Period. The current Utility Plan Guidance Document approved October 24, 2019, and effective January 1, 2020, removed the WUSA conflicts section, therefore, requiring a stand-alone policy for WUSA conflicts. The redlined version and clean version of the policy may be viewed online on the Association's Public Notices webpage; <https://nfrwqpa.colorado.gov/home/public-notices>.

15. DISCUSSION ITEM: PFAS Policy 20-1 Update.

Mr. Thomas informed members that the latest information regarding PFAS could be found online at: https://drive.google.com/drive/folders/1UMf5BJE1_sbgQdCB-2Y5usedelnmWWwX. The WQCC hearing is scheduled for July 13-14, 2020.

16. DISCUSSION ITEM: TENORM Update.

Mr. Thomas informed members that the latest information regarding the TENORM Rule could be found online at: <https://environmentalrecords.colorado.gov/HPRMWebDrawerHM/RecordView/469799>
The TENORM Rulemaking timeline may be viewed here:

<https://environmentalrecords.colorado.gov/HPRMWebDrawerHM/RecordView/469756>

A second stakeholder comment period for the draft proposed will begin July 13, 2020, and end on August 10, 2020.

17. OTHER BUSINESS:

a) Workgroup Updates

Mr. Thomas, NFRWQPA Manager, reviewed workgroup updates with the membership via a Powerpoint presentation which can be viewed at:

<https://nfrwqpa.colorado.gov/meeting-presentations>.

18. ADJOURNED.

Attachment No. 3

NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION

Statements of Financial Position - Cash Basis

As of June 30, 2020 and May 31, 2020

	<u>June 30, 20</u>	<u>May 31, 20</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1100 · Checking NFRWQPA	25,913.75	3,668.68	22,245.07
1120 · Checking Monitoring	10.00	10.00	0.00
1250 · Colorado Trust NFRWQPA	698,578.94	713,292.76	-14,713.82
1300 · Colorado Trust BTWS	<u>123,345.94</u>	<u>123,295.40</u>	<u>50.54</u>
Total Checking/Savings	847,848.63	840,266.84	7,581.79
Other Current Assets			
1500 · Security Deposit	<u>1,353.00</u>	<u>1,353.00</u>	<u>0.00</u>
Total Other Current Assets	<u>1,353.00</u>	<u>1,353.00</u>	<u>0.00</u>
Total Current Assets	<u>849,201.63</u>	<u>841,619.84</u>	<u>7,581.79</u>
TOTAL ASSETS	<u>849,201.63</u>	<u>841,619.84</u>	<u>7,581.79</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
2050 · Mark's CC x7640	<u>179.88</u>	<u>0.00</u>	<u>179.88</u>
Total Credit Cards	179.88	0.00	179.88
Other Current Liabilities			
2300 · Pension Payable	250.00	250.00	0.00
24000 · Payroll Liabilities			
2406 · Accrued Vacation Payable	1,592.31	1,592.31	0.00
2407 · PERA	<u>1,754.80</u>	<u>1,754.80</u>	<u>0.00</u>
Total 24000 · Payroll Liabilities	3,347.11	3,347.11	0.00
2650 · Payable to USGS	<u>119,550.98</u>	<u>119,550.98</u>	<u>0.00</u>
Total Other Current Liabilities	<u>123,148.09</u>	<u>123,148.09</u>	<u>0.00</u>
Total Current Liabilities	<u>123,327.97</u>	<u>123,148.09</u>	<u>179.88</u>
Total Liabilities	123,327.97	123,148.09	179.88
Equity			
2810 · Assets Beginning of Year	572,240.82	572,240.82	0.00
32000 · Retained Earnings	53,282.90	53,282.90	0.00
Net Income	<u>100,349.94</u>	<u>92,948.03</u>	<u>7,401.91</u>
Total Equity	<u>725,873.66</u>	<u>718,471.75</u>	<u>7,401.91</u>
TOTAL LIABILITIES & EQUITY	<u>849,201.63</u>	<u>841,619.84</u>	<u>7,581.79</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 Six-Month Periods Ended June 30, 2020

	<u>June 20</u>	<u>Jan-June 20</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
9010 · Membership Dues	7,933.00	172,977.00	159,941.00	108.15
9020 · Interest Income	286.18	4,067.17	12,000.00	33.89
9030 · CDPH & E	12,800.00	12,800.00	10,800.00	118.52
9040 · Administrative Fee BTWS	50.54	(506.77)	1,500.00	(33.78)
9990 · Miscellaneous	-	-	-	-
Total Revenues	<u>21,069.72</u>	<u>189,337.40</u>	<u>184,241.00</u>	<u>102.77</u>
Expenses				
3100 · Salary	7,546.88	45,281.28	90,563.00	50.00
3101 · Health Insurance Allow.	539.74	3,238.44	8,400.00	38.55
3300 · Retirement Contributions	-	-	-	-
3400 · FICA/PERA Manager	1,225.13	7,350.76	16,000.00	45.94
3600 · Workman's Compensation	-	16.00	425.00	3.76
5010 · Rent & Utilities	1,300.00	7,725.00	15,500.00	49.84
5100 · Telephone Cellular	75.00	450.00	900.00	50.00
5120 · Interest	-	-	10.00	-
5130 · Internet Service	140.52	670.82	2,400.00	27.95
5140 · IT Support	179.88	2,949.94	3,000.00	98.33
5150 · Advertising	-	-	1,200.00	-
5160 · Insurance	400.66	400.66	450.00	89.04
5200 · Printing	-	-	500.00	-
5250 · Legal Notices	-	-	300.00	-
5300 · Office Supplies	-	1,124.73	2,000.00	56.24
5350 · Postage	-	33.00	250.00	13.20
5400 · Dues & Subscriptions	-	5,776.77	7,500.00	77.02
5425 · Intergovernmental Assist	-	4,000.00	10,000.00	40.00
5450 · Training	-	-	600.00	-
5500 · Mileage Reimbursement	-	687.79	2,500.00	27.51
5510 · Meals & Lodging	-	100.70	3,200.00	3.15
5520 · Transportation	-	-	500.00	-
5550 · Conferences	-	-	2,000.00	-
5600 · Accounting	260.00	1,270.00	5,000.00	25.40
5650 · Auditing	2,000.00	2,000.00	2,850.00	70.18
5700 · Legal	-	1,556.98	10,000.00	15.57
5750 · Bank Charges	-	-	50.00	-
5850 · Capital Expenditures	-	2,547.01	5,000.00	50.94
5900 · Contingency Website	-	-	5,000.00	-
6010 · Contract Services/GIS	-	1,560.00	70,000.00	2.23
6011 · Contract Services Office	-	-	5,000.00	-
6020 · Contract Supplies State	-	-	350.00	-
6025 · Operations Contingency w/	-	-	10,000.00	-
6030 · Deperciation	-	99.08	300.00	33.03
7000 · Miscellaneous Expense	-	-	-	-
Total Expenses	<u>13,667.81</u>	<u>88,838.96</u>	<u>281,748.00</u>	<u>31.53</u>
Net Ordinary Revenue	<u>7,401.91</u>	<u>100,498.44</u>	<u>(97,507.00)</u>	<u>(103.07)</u>
Other Revenue/Expenses				
Other Expenses				
Gain/Loss on Asset Disposal	-	148.50	-	100.00
Net Revenues and Expenses	<u>7,401.91</u>	<u>100,349.94</u>	<u>(97,507.00)</u>	<u>(102.92)</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.