



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

EXECUTIVE COMMITTEE AGENDA

July 7, 2022 @ 8:00 AM

Remote Meeting

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: 838 481 751#

Notice is given to the North Front Range Water Quality Planning Association (NFRWQPA) members and the general public. The Association will hold its Executive Committee meeting, which is open to the public, at the date posted above at the NFRWQPA office at 257 Johnstown Center Dr., Unit 207 Johnstown, CO 80534.

1. **CALL MEETING TO ORDER.**
2. **NOTICE TO COMMITTEE MEETING IS RECORDED.**
3. **DETERMINATION OF A QUORUM.**
Jason Graham -Chair, Brian Zick -Vice Chair, Rob Fleck-Treasure, Jeremy Woolf, Chris Bieker, Todd Hepworth, and Tom Parko.
4. **APPROVAL OF AGENDA.**
5. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**
6. **PUBLIC COMMENTS.**
7. **APPROVAL OF PAST MINUTES.** - Attachment #1 (pages 3-5).
For review and consideration are May 5, 2022, Executive Committee meeting minutes.
8. **ACCOUNTS RECEIVABLES AND PAYABLES REVIEW.** - Attachment #2 (pages 6-9).
For review and consideration are the accounts receivables and payables for April, May, and June 2022.
9. **DISCUSSION ITEM.** Legal Review for CWA Section 208.
Do we want to conduct a legal review of what to be understood concerning 208 Planning and the CWA Section 208 regarding permitting that “*No permit under section 402 of this Act shall be issued for any point source which is in conflict with a plan approved pursuant to subsection (b) of this section.*” And that language actually does what we think it should and force the water quality control division to honor a water quality trading program within the Association’s 208 Areawide Water Quality Management Plan?

10. DISCUSSION ITEM. Wastewater Utility Service Area (WUSA) Development Standards.

As discussed in December 2, 2021, January 6, 2022, and the March 3, 2022, Executive Committee meetings, the Association should derive ways to promote optimizing 208 Wastewater Utility Service Areas. WUSA development standards are one possible way the Association could direct coordinated wastewater services regionally as the Regional 208 Planning agency. Executive Committee Members may collaboratively review, edit, and comment on the file [here](#) within the Executive Committee Microsoft Teams 2022 May 5 Meeting folder.

11. DISCUSSION ITEM. Utility Plan Guidance Document Consolidation Language.

As discussed in December 2, 2021, January 6, 2022, and the March 3, 2022, Executive Committee meetings,, the Association should derive ways to promote partnerships or consolidation in the Larimer/Weld County region. The Executive Committee may discuss the following Utility Plan Guidance Document Consolidation Language. Executive Committee Members may collaboratively review, edit, and comment on the file [here](#) within the Executive Committee Microsoft Teams 2022 May 5 Meeting folder.

12. DISCUSSION ITEM. 208 AWQMP WUSA Boundary Modifications – [Attachment #3](#) (pages 10-11).

Current Language:

For wastewater utility service area boundary changes by any Management or Operating Agency, a public notice is circulated for the next 60-days by NFRWQPA. Projects included are wastewater utility service area formations greater than or equal to 35 acres or additions to a wastewater utility service area greater than or equal to 10 acres.

Proposed Language:

*For wastewater utility service area boundary changes by any Management or Operating Agency, a public notice is circulated for the next 60-days by NFRWQPA. Projects included are wastewater utility service area formations greater than or equal to 35 acres or **modifications** to a wastewater utility service area **greater than 10 acres or greater than or equal to 1% of the current total WUSA land area (acres).***

The 10-acre rule came from the equivalent of 10 acres equaling a population of 667 people or 50,000 gpd based on 75 gpcd.

13. OTHER BUSINESS.

14. ADJOURN.

Attachment #1



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Johnstown, CO 80534
970-587-8872 – <http://www.nfrwqpa.org>

EXECUTIVE COMMITTEE MINUTES

May 5, 2022, 8:00 AM

Remote Meeting Only

1. **CALL MEETING TO ORDER.**

The meeting was called to order at 8:00 AM by Mr. Thomas.

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

3. **DETERMINATION OF A QUORUM.**

Attendance:

NFRWQPA – Mr. Thomas, Manager

Executive Committee Officers –

Chair – Jason Graham – Ft. Collins

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

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

Officer – Chris Bieker – Weld County

Officer – Todd Hepworth – Evans

Officer – Jeremy Woolf – Greeley

Officer – Tom Parko – Weld County

Executive Committee Officers Absent –

N/A

Membership –

N/A

Public –

N/A

- a quorum was announced.

4. **APPROVAL OF AGENDA.**

Mr. Bieker moved to approve the agenda seconded by Mr. Graham. – motion carried unanimously.

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

No conflicts of interest were disclosed during the meeting.

6. **PUBLIC COMMENTS.**

No public comments were stated.

7. **APPROVAL OF PAST MINUTES.**

Meeting minutes from March 3, 2022, were presented for review and consideration. Mr. Graham moved to approve the minutes seconded by Mr. Parko. – motion carried unanimously.

8. **ACCOUNTS RECEIVABLES AND PAYABLES REVIEW.**

The accounts receivables and payables for February 2022 and March 2022 were presented and reviewed. Mr. Hepworth moved to approve the reviewed accounts receivables and payables for February 2022 and March 2022, seconded by Mr. Zick – motion carried unanimously.

9. **DISCUSSION ITEM.** Executive Committee Update - Jason Graham.

Mr. Graham announced his resignation as the Executive Committee Chair. Mr. Thomas explained that per the Articles of Association, the Vice-Chair is to fulfill the Executive Committee seat in succession. Mr. Zick, as current Vice-Chair, discussed assuming the Chair and agreed to fill that vacancy. Mr. Bieker moved to approve Mr. Zick as the Executive Committee Chair, seconded by Mr. Woolf. Further discussion included Mr. Woolf fulfilling the Vice-Chair during the July 7, 2022,

Executive Committee meeting. Mr. Thomas would also begin reaching out to the membership to fulfill the remaining Executive Committee seat.

10. **DISCUSSION ITEM.** Wastewater Utility Service Area (WUSA) Development Standards.
The Executive Committee had robust discussions regarding Wastewater Utility Service Area (WUSA) Development Standards and Consolidation activities related to Utility Plans and the Association's 208 Areawide Water Quality Management Plan. The Executive Committee will further explore the Wastewater Utility Service Area Development Standards and Consolidation Language in the July 7, 2022, Executive committee meeting.

The following agenda items were not discussed due to time constraints.

11. **DISCUSSION ITEM.** Utility Plan Guidance Document Consolidation Language.
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12. **DECISION ITEM.** 2022 - 208 Areawide Water Quality Management Plan DRAFT.
The 2022-208 Areawide Water Quality Management Plan has been sent to the Water Quality Control Division for review and comment. Executive Committee Members may review the DRAFT [here](#) in Google Docs.
13. **DISCUSSION ITEM.** 208 AWQMP WUSA Boundary Modifications.
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The 10-acre rule came from the equivalent of 10 acres equaling a population of 667 people or 50,000 gpd based on 75 gpcd.
14. **DISCUSSION ITEM.** Legal Fund for Permit reviews and Violations.
How can the Association help smaller agencies within membership with permit reviews and violations fiscally?
15. **OTHER BUSINESS.**
16. **ADJOURN.**

Attachment #2

May 2022

NUMBER	DATE	DESCRIPTION OF TRANSACTION	PAYMENT/DEBIT		DEPOSIT/CREDIT	BALANCE
		NFRWQPA - 6456	(-)		(+)	\$ 25,854.46
		Electronic Deposits				
						\$ 25,854.46
						\$ 25,854.46
		Paper Deposits				
						\$ 25,854.46
						\$ 25,854.46
						\$ 25,854.46
						\$ 25,854.46
						\$ 25,854.46
						\$ 25,854.46
						\$ 25,854.46
		Electronic Transactions				
Draft	3-May	PERA-Mark-Citistreet 401K	\$ 498.47			\$ 25,355.99
		3100-Salary				
Draft	3-May	PERA/FICA/IRS	\$ 3,943.06			\$ 21,412.93
		3400-FICA/PERA Manager				
Draft	17-May	Tus Nau, LLC-Rent	\$ 1,353.00			\$ 20,059.93
		5010-Rent & Utilities				
Draft	27-May	Payroll-Mark Thomas	\$ 6,311.09			\$ 13,748.84
		3100-Salary				
Draft	27-May	FICA-Co Withholding	\$ 1,426.11			\$ 12,322.73
		3100-Salary				
AutoPay	4-May	First Nation al Bank CC	\$ 209.67			\$ 12,113.06
		5140-IT Support	\$ 179.49			
		5400-NFR Dues & Subscriptions	\$ 10.00			
		5510-Meals & Lodging	\$ 20.18			
AutoPay	2-May	Invision GIS	\$ 716.25			\$ 11,396.81
		6010-Contract Services - State/GIS				
AutoPay	24-May	Shaw & Associates	\$ 450.00			\$ 10,946.81
		5600-Accounting				
AutoPay	5-May	Century Link	\$ 142.18			\$ 10,804.63
		5130-Internet Service & Phone				
AutoPay	3-May	Mark Thomas Expense Check (April)	\$ 75.00			\$ 10,729.63
		5100-Telephone Cellular	\$ 75.00			
Check #		PAPER Transactions				
						\$ 10,729.63
						\$ 10,729.63
						\$ 10,729.63
						\$ 10,729.63
						\$ 10,729.63
		TOTALS	\$ 15,124.83		\$ -	\$ 10,729.63
						Difference
					Bank Statement# Ending Balance: \$ 10,729.63	0.00
		Uncashed checks Total:	\$ -		Balanced Amount	\$ -

Attachment #3

	Acres	1%
Pierce	402	4.02
Metro Water Recovery	587	5.87
Kersey	969	9.69
Longmont	1,299	12.99
Estes Park SD	1,781	17.81
Brighton	1,969	19.69
Ault	2,038	20.38
Keenesburg	3,156	31.56
Broomfield	3,521	35.21
Northglenn	3,840	38.40
Crystal Lakes W & S	5,624	56.24
Resource Colorado W&SMD	5,640	56.40
Eaton	5,848	58.48
Mead	7,510	75.10
Lochbuie	8,066	80.66
Platteville	9,023	90.23
Evans	11,736	117.36
Severance	11,974	119.74
Hudson	12,026	120.26
Erie	15,901	159.01
Milliken	18,827	188.27
Windsor	21,089	210.89
Wellington	24,592	245.92
Berthoud	27,745	277.45
Johnstown	27,999	279.99
Upper Thompson SD	28,127	281.27
Ft. Collins	29,021	290.21
South Ft. Collins SD	31,533	315.33
Loveland	33,332	333.32
Fort Lupton	33,943	339.43
Boxelder SD	47,139	471.39
Greeley	53,245	532.45
St. Vrain SD	87,628	876.28