

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. <u>APPROVAL OF PAST MINUTES.</u> Attachment #1 (pages 3-5). For review and consideration are May 5, 2022, Executive Committee meeting minutes.
- **8.** <u>ACCOUNTS RECEIVABLES AND PAYABLES REVIEW.</u> 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. <u>DISCUSSION ITEM.</u> 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. <u>DISCUSSION ITEM.</u> 208 AWQMP WUSA Boundary Modifications – <u>Attachment #3</u> (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



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 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. <u>DETERMINATION OF A QUORUM</u>.

Attendance:

NFRWQPA – Mr. Thomas, Manager Executive Committee Officers Absent –

Executive Committee Officers – N/A

Chair – Jason Graham – Ft. Collins

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

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

Membership –
N/A

Officer – Chris Bieker – Weld County

Officer – Todd Hepworth – Evans
Officer – Jeremy Woolf – Greeley
N/A

Officer - Tom Parko - Weld County

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 fulling the Vice-Chair during the July 7, 2022,

⁻ a quorum was announced.

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

10. <u>DISCUSSION ITEM.</u> 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. <u>DISCUSSION ITEM.</u> 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.

Current Language:

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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

April 2022

NUMBER	DATE	DESCRIPTION OF TRANSACTION	PAYM	ENT/DEBIT			DEPO	OSIT/CREDIT	BAI	LANCE
		NFRWQPA - 6456		(-)				(+)	\$	121,229.87
		Electronic Deposits								
									\$	121,229.87
									\$	121,229.87
									Ė	•
		Paper Deposits								
	4-∆nr	City of Greeley					\$	14,500.00	\$	135,729.87
	+ Дрі	9010-Membership Dues					٧	14,300.00	٧	133,723.07
	⁄l-Λnr	Pinnacol Assurance					\$	43.00	\$	135,772.87
	4-Api	9990-Miscellaneous					ې	43.00	ې	133,772.07
	20 4 7 7	Pinnacol Assurance-Refund					\$	2.00	\$	125 774 97
	ZU-Apr						Ş	2.00	Ş	135,774.87
		9990-Miscellaneous							ć	425 774 07
									\$	135,774.87
									_	
									\$	135,774.87
									\$	135,774.87
									\$	135,774.87
				Total Dep	osits		\$	14,545.00		
		Electronic Transactions								
Draft	11-Apr	PERA-Mark-Citistreet 401K	\$	-					\$	135,774.87
		3100-Salary								
Draft	11-Apr	PERA/FICA/IRS	\$	-					\$	135,774.87
		3400-FICA/PERA Manager								
Draft	15-Apr	Tus Nau, LLC-Rent	\$	1,353.00					\$	134,421.87
	·	5010-Rent & Utilities								
Draft	28-Apr	Payroll-Mark Thomas	\$	6,311.08					\$	128,110.79
	- r	3100-Salary		-,-						-,
Draft	28-Apr	FICA-Co Withholding	\$	1,426.13					\$	126,684.66
		3100-Salary	T						Ť	
AutoPay	5-∆nr	First Nation al Bank CC	\$	114.24					\$	126,570.42
Autoruy	3 Арг	5140-IT Support		83.40					7	120,370.42
		5300-Office Supplies		30.84						
		5500 Office Supplies	7	30.04						
AutoDay	4 Apr	Shaw & Associates-March 2021 Services	ċ	157.50					\$	126 412 02
AutoPay	4-Apr		\$	137.30					Ş	126,412.92
Auto Dou	4 4 9 11	5600-Accounting		240.00					Ċ	126 172 02
AutoPay	4-Apr	Digeteks 5440 IT Comment	\$	240.00					\$	126,172.92
		5140-IT Support								100,000,10
AutoPay	5-Apr	Century Link	\$	142.46					\$	126,030.46
		5130-Internet Service & Phone							_	425.055.55
AutoPay		Mark Thomas Expense Check (March)	\$	75.00					\$	125,955.46
		5100-Telephone Cellular		75.00						
		5500-Mileage Reimbursement								
Check #		PAPER Transactions								
3755	8-Apr	Barr Lake Milton Res. Watershed Ass.	\$	100.00					\$	125,855.46
		5400-NFR Dues & Subscriptions								
EFT	14-Apr	ColoTrust Transfer-TEST	\$	1.00					\$	125,854.46
EFT	18-Apr	ColoTrust Transfer	\$	100,000.00					\$	25,854.46
									\$	25,854.46
		TOTALS	\$	109,920.41			\$	14,545.00	\$	25,854.46
										Difference
		F	Bank Sta	itement# En	ding R	alance:	\$	25,854.46		0.00
		Uncashed checks Total:		-	.,, ,			nced Amount	\$	-

May 2022

NUMBER	DATE	DESCRIPTION OF TRANSACTION	PAYMENT/DEBIT		DEPOSIT/CREDIT	ВА	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								
		5400-NFR Dues & Subscriptions								
		5510-Meals & Lodging	\$ 20.18							
A ta Da	2 14	Invision CIC	ć 71.C 2E			ć	11 200 01			
AutoPay	z-iviay	Invision GIS 6010-Contract Services - State/GIS	\$ 716.25			\$	11,396.81			
AutoPay	24-143-4	Shaw & Associates	\$ 450.00			\$	10,946.81			
Autordy	24-IVIdy	5600-Accounting	450.00			þ	10,940.81			
AutoPay	5-1434	Century Link	\$ 142.18			\$	10,804.63			
, lutor dy	J-Ividy	5130-Internet Service & Phone	7 142.10			٦	10,004.03			
AutoPay	3-May	Mark Thomas Expense Check (April)	\$ 75.00			\$	10,729.63			
, later dy	Jividy	5100-Telephone Cellular				۲	10,723.03			
		5200 Telephone centular	, 75.50							
Check #		PAPER Transactions								
3com #						\$	10,729.63			
						Ţ				
						\$	10,729.63			
							, , , , ,			
						\$	10,729.63			
						\$	10,729.63			
		TOTALS	\$ 15,124.83		\$ -	\$	10,729.63			
							Difference			
			ank Statement# End	\$ 10,729.63		0.00				
	Uncashed checks Total: \$ - Balanced Amount \$ -									

NUMBER DATE		DESCRIPTION OF TRANSACTION	PAYMENT/DEBIT		DEPOSIT/CREDIT	ВА	LANCE
		NFRWQPA - 6456	(-)		(+)	\$	10,729.63
		Electronic Deposits	()			Ť	
	6-lun	From ColoTrust-Transfer			\$ 5,000.00	\$	15,729.63
	0 00	The second secon			φ 3,000.00	<u>_</u>	10), 10.00
	9-Jun	From ColoTrust-Transfer			\$ 5,000.00	\$	20,729.63
					7 0,000.00		
		Paper Deposits					
		· upo: = oposito				\$	20,729.63
						Ÿ	20,723.03
						\$	20,729.63
						Ÿ	20,723.03
						\$	20,729.63
						Ÿ	20,723.03
						\$	20,729.63
						7	20,723.03
						\$	20,729.63
						7	20,723.03
						\$	20,729.63
						ڔ	20,723.03
						\$	20,729.63
						7	20,723.03
		Electronic Transactions					
Draft	6 lun	PERA-Mark-Citistreet 401K	\$ 498.47			\$	20 221 16
DIAIL	o-Jun	3100-Salary	450.47			Ş	20,231.16
Draft	6 lun	PERA/FICA/IRS	\$ 1,971.53			\$	18,259.63
Diait	0-Juli	3400-FICA/PERA Manager	Ş 1,9/1.55			۶	16,239.03
Draft	21 Jun	Tus Nau, LLC-Rent	\$ 1,353.00			\$	16,906.63
Diait	ZI-Juli	5010-Rent & Utilities	\$ 1,353.00			Ş	10,900.03
Droft	20 Jun		\$ 6,311.08			<u> </u>	10 505 55
Draft	30-Jun	Payroll-Mark Thomas	\$ 6,311.08			\$	10,595.55
Dueft	20 1	3100-Salary	\$ 1,426.13				0.160.43
Draft	30-Jun	FICA-Co Withholding	\$ 1,426.13			\$	9,169.42
Dueft	0 1	3100-Salary	\$ 498.47				0.670.05
Draft	9-Jun	PERA-Mark-Citistreet 401K	\$ 498.47			\$	8,670.95
A t - D	4 1	3100-Salary	ć 444.05				0.024.57
AutoPay	4-Jun	First Nation al Bank CC	\$ 144.85			\$	9,024.57
		5850-Capital Expenditures				_	
		5300-Office Supplies				_	
		5510-Meals & Lodging					
4	47.1	5140-IT Support	Å 247.50				0.777.07
AutoPay	17-Jun	Shaw & Associates (May services)	\$ 247.50			\$	8,777.07
A t - D		5600-Accounting					0.777.07
AutoPay						\$	8,777.07
A t - D		Continue Unit	6 442.13				0.624.02
AutoPay	4-Jun	Century Link	\$ 142.18			\$	8,634.89
A t - D	2.1	5130-Internet Service & Phone	ć 75.00				0.550.00
AutoPay	2-Jun	Mark Thomas Expense Check (May)	\$ 75.00			\$	8,559.89
		5100-Telephone Cellular	\$ 75.00				
a		5500-Mileage Reimbursement	\$ -				
Check #		PAPER Transactions					
14-Apr	23-Jun	The University of Arizona Foundation	\$ 3,000.00			\$	5,559.89
		5425-Intergovernmental Assistance				بب	
						\$	5,559.89
						بب	
						\$	5,559.89
						\$	5,559.89
		TOTALS	\$ 15,668.21		\$ 10,000.00	\$	5,061.42
							Difference
			Sank Statement# End	ding Balance:	\$ 5,061.42		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