



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

December 4, 2025, @11:00 AM

In Person Only

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, open to the public, on the date and location posted above.

1. **CALL MEETING TO ORDER.**
2. **NOTICE TO COMMITTEE MEETING IS RECORDED.**
3. **DETERMINATION OF A QUORUM.**

Executive Committee Officers-

1. Chair – Brian Zick – Boxelder S.D.
2. Vice-Chair – Tyler Eldridge – City of Greeley
3. Treasurer – Jesse Schlam – City of Ft. Collins
4. Officer – Matt Allen – Upper Thompson S.D.
5. Officer – Chris Kampmann – St. Vrain S.D.
6. Officer – Randy Kenyon – S. Ft. Collins S.D.
7. Officer – Savana Dumler – Town of Berthoud

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 by the Executive Committee are the October 2, 2025, meeting minutes.
8. **ACCOUNTS RECEIVABLES AND PAYABLES REVIEW.** - Attachment #2 (pages 6-8).
The accounts receivable and payable balances for September and October 2025 are for review and consideration.
9. **DECISION ITEM.** Manager's 2025 Performance Evaluation.
Per Association policy, the Executive Committee will review the manager's 2025 performance evaluation and discuss it with the NFRWQPA Manager, Mark Thomas. The Executive Committee Chair will lead this discussion based on the assessment from the Executive Committee members.
Recommendation: As Directed.

10. DECISION ITEM. Approve the 2026 Budget - Attachment #3 (pages 9-10).

The 2026 proposed budget was approved by the membership during the June 26, 2025, association meeting. According to the Articles of Association, the Executive Committee will finalize the 2025 budget.

Recommendation: Approval.

11. DISCUSSION ITEM: Association Presentations and Projects Update.

Provide updates on 1) developing a Nonpoint Source GIS Dashboard, and 2) developing a GIS Storymap of trending regional water quality for the 2026 workplan. Association presentations were recently given at the Regional Managers' Meeting and the State's Planning Alliance (DOLA) meeting, with attendees requesting additional presentations.

12. DISCUSSION ITEM. 2026 Executive Committee.

Discuss whether the current Executive Committee officers are willing to serve in 2026 and carry that nomination to membership during the December membership meeting.

Chair	- Brian Zick (Boxelder S.D.)
Vice-Chair	- Tyler Eldridge (City of Greeley)
Treasure	- Jesse Schlam (City of Ft. Collins)
at large	- Randy Kenyon (South Ft. Collins S.D.)
at large	- Matt Allen (Upper Thompson S.D.)
at large	- Chris Kampmann (St. Vrain S.D.)
at large	- Savana Dumler (Town of Berthoud)

13. DISCUSSION ITEM. 2026 Utility Plan Review Committee.

Discuss the Utility Plan review Committee and the need for a chair and additional volunteers.

2025 Utility Plan Review Committee:
Tyler Eldridge
Shelley Stanley
Derik Caudill

14. ADJOURN.

Attachment #1



NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION
257 Johnstown Center Dr.; Unit 206
Johnstown, CO 80534
970-587-8872

EXECUTIVE COMMITTEE MINUTES

October 2, 2025, 8:00 AM

1. **CALL MEETING TO ORDER.**

Mr. Thomas called the meeting to order at 8:05 AM.

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

Mr. Thomas stated that the meeting was recorded.

3. **DETERMINATION OF A QUORUM.**

Attendance:

NFRWQPA – Mr. Thomas, Manager

Executive Committee Officers –

Chair – Brian Zick – Boxelder S.D.

Treasurer – Jesse Schlam – City of Ft. Collins

Officer – Matt Allen – Upper Thompson S.D.

Officer – Randy Kenyon – S. Ft. Collins S.D.

Officer – Chris Kampmann – St. Vrain S.D.

Officer – Savana Dumler – Town of Berthoud

Executive Committee Officers Absent –

Vice-Chair – Tyler Eldridge – City of Greeley

Membership –

N/A

Public –

N/A

- A quorum was announced

4. **APPROVAL OF AGENDA.**

Mr. Kenyon moved to approve the agenda, seconded by Mr. Schlam. – 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 made.

7. **APPROVAL OF PAST MINUTES.**

Mrs. Dumler moved to approve the June 5, 2025, minutes, seconded by Mr. Kampmann. – motion carried unanimously.

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

The accounts receivable and payable for June, July, and August 2025 were presented and reviewed.

Mr. Kampmann moved to approve the reviewed financials for June, July, and August 2025, seconded by Mr. Schlam. – the motion carried unanimously.

9. **DECISION ITEM.** 2026 Colorado Employee Benefits Trust (CEBT) Renewal.

Mr. Thomas present the Association's CEBT health insurance rate increases for medical (13.5%), Dental (5%), and vision (0%). The Association will experience a monthly increase of \$285.25, and the employee will see a corresponding monthly increase of \$49.75 to cover this amount. The 2026 approved budget anticipated this increase and covers it for Health, Dental, and Vision. Mr. Schlam

moved to approve the CEBT rate increase for 2026 , seconded by Mrs. Dumler. – the motion carried unanimously.

10. DISCUSSION ITEM. Association Flow Chart Processes.

Mr. Thomas presented the Association Flow Chart Processes for feedback, including Site Applications, Utility Plans, and 208 Plan Amendments. The Flow Chart Processes could then be uploaded to the website and supplied within the Association’s policies. Mr. Thomas will incorporate some suggested edits and comments before publishing on the website and within Association policies.

11. DISCUSSION ITEM: 2027 Regionalization Study?

The Executive Committee discussed the possibility of a future regionalization study for the Association’s 208 Planning area, considering specific nuances, including goals, visioning, political support, water rights, and optimization to incorporate into a request for proposal. Understanding, even during the scoping phase of such a study, that there may not be sufficient support for a regionalization study by membership. Overall, the committee's consensus was to continue exploring the scope of a regionalization study for the future. Understanding, other 208 Planning Agencies have pursued studies like this, for example, the Naugatuck Valley Council of Governments’ (NVCOG) study, [Proposed Regional Wastewater Treatment Consolidation Would Save Local Taxpayers \\$66.5 Million, Lower Sewer Rates for Homeowners](#). The study was funded by a \$1.35 million grant from the Office of Policy and Management. Noting that this study only covered the consolidation of *three* wastewater facilities.

Other resources:

1. Webpage: Regional Wastewater Treatment Consolidation Study, <https://nvcogct.gov/project/current-projects/regional-wastewater-treatment-consolidation-study/>
2. Presentation: https://nvcogct.gov/wp-content/uploads/2019/02/NVCOG-Regional-WW-Study-Workshop-2018_12-11.pdf
3. Executive Summary Phase 1: <https://nvcogct.gov/wp-content/uploads/2019/05/Phase-1-NVCOG-Wastewater-Regionalization-Executive-Summary-OPM-Revision.pdf>
4. Final Report: https://nvcogct.gov/wp-content/uploads/2022/12/NVCOG-WW-Regionalization-Final-Report-051121_OPT.pdf

Attachment #2

Attachment #3

	Calendar Year 2026											DRAFT BUDGET					Historical Annual		Projected	
Category	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Actual 2024	Actual 2025	Projected Actuals 2025	2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2031	Increase (Actuals)	Projected Increase	
BEGINNING BALANCE		\$ 572,430	\$ 741,395	\$ 704,364	\$ 680,533	\$ 669,663	\$ 563,049	\$ 563,049	\$ 596,871	\$ 572,241	\$ 572,241	\$ 525,525	\$ 487,937	\$ 501,655	\$ 475,147	\$ 443,365	\$ 394,841		0.00%	
General Operational Fund	\$ 98,255	\$ 667,553	\$ 845,492	\$ 816,405	\$ 744,310	\$ 651,513	\$ 554,967	\$ 692,047	\$ 617,868	\$ 733,033	\$ 733,033	\$ 608,375	\$ 596,440	\$ 577,845	\$ 548,700	\$ 508,547	\$ 456,907		25.84%	
Restricted Reserves	\$ 78,785	\$ 82,685	\$ 92,268	\$ 95,288	\$ 140,874	\$ 106,405	\$ 106,405	\$ 132,668	\$ 219,662	\$ 160,367	\$ 160,367	\$ 155,439	\$ 129,786	\$ 137,698	\$ 140,335	\$ 148,706	\$ 151,822		13.67%	
Total Cash & Deposits.	\$ 177,040	\$ 750,238	\$ 937,760	\$ 911,692	\$ 885,184	\$ 757,918	\$ 661,372	\$ 824,715	\$ 837,530	\$ 893,400	\$ 893,400	\$ 763,814	\$ 726,226	\$ 715,543	\$ 689,035	\$ 657,254	\$ 608,730		21.44%	
Ending Balance Annually (Actuals)	\$ 572,430	\$ 741,395	\$ 704,364	\$ 680,533	\$ 669,663	\$ 563,049	\$ 563,049	\$ 596,871	\$ 572,241	\$ 525,525	\$ 525,525	\$ 487,937	\$ 501,655	\$ 475,147	\$ 443,365	\$ 394,841	\$ 340,085		0.00%	
REVENUES											REVENUES									
Operating Revenue												\$ 181,389	\$ 181,389	\$ 181,389	\$ 181,389	\$ 181,389	\$ 181,389	0.98%	0.00%	
9010 - Membership Dues	\$161,691	\$159,941	\$172,674	\$174,257	\$174,202	\$87,927	\$87,927	\$166,650	\$174,851	\$178,159	\$178,159	\$181,389	\$181,389	\$181,389	\$181,389	\$181,389	\$181,389		0.00%	
9020 - Interest Income	\$3,757	\$6,865	\$16,259	\$16,354	\$4,849	\$288	\$10,356	\$32,081	\$28,707	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500		28.94%	
9030 - CDPH&E	\$11,300	\$10,800	\$7,128	\$16,572	\$25,600	\$0	\$0	\$23,450	\$24,600	\$25,000	\$25,000	\$44,400	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000		10.21%	
9040 - 319 Grants NPS Watershed Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,500	\$12,500	\$99,000	\$99,000	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
9990 - Miscellaneous	\$292	\$202	\$304	\$145	\$0	\$40	\$40	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		-72.34%	
Total Operating Revenue	\$177,040	\$177,808	\$196,366	\$207,329	\$204,651	\$88,255	\$98,323	\$257,681	\$240,659	\$314,659	\$314,659	\$238,289	\$238,289	\$213,889	\$213,889	\$213,889	\$213,889		3.91%	
Non Operating Revenue												\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%
9015 - Nonmember Review Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,985	\$0	\$6,500	\$6,500	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
Total Non-Operating Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,985	\$0	\$6,500	\$6,500	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
Contributions												\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%
Special Assessments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
Total Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
TOTAL REVENUE	\$177,040	\$177,808	\$196,366	\$207,329	\$204,651	\$88,255	\$98,323	\$261,666	\$240,659	\$321,159	\$321,159	\$238,289	\$238,289	\$213,889	\$213,889	\$213,889	\$213,889		3.91%	
TOTAL FUNDS AVAILABLE	\$354,081	\$928,046	\$1,134,126	\$1,119,021	\$1,089,834	\$846,173	\$759,694	\$1,086,381	\$1,078,188	\$1,214,558	\$1,214,558	\$1,002,103	\$964,514	\$929,432	\$902,924	\$871,142	\$822,618		14.93%	
EXPENDITURES											EXPENDITURES									
Operational Expenses												\$134,162	\$140,870.10	\$147,913.61	\$155,309.29	\$163,074.75	\$171,228.49	5.26%	5.00%	
3100 - Salaries	\$80,000	\$82,800	\$86,435	\$87,521	\$90,563	\$92,374	\$92,374	\$108,558	\$120,531	\$127,773	\$127,773	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
3101 - Health Insurance Stipend	\$3,765	\$4,481	\$7,592	\$8,057	\$6,477	\$6,143	\$6,143	\$9,402	\$9,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		12.41%	
3102 - Dental Allowance/Insurance	\$600	\$600	\$50	\$0	\$0	\$0	\$0	\$0	\$550	\$1,344	\$1,344	\$1,600.00	\$1,640.00	\$1,681.00	\$1,723.03	\$1,766.10	\$1,766.10		-1.08%	
3103 - Vision Allowance/Insurance	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$255	\$255	\$300.00	\$307.50	\$315.19	\$323.07	\$331.14	\$331.14		2.50%	
3110 - Part Time Help										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
3200 - Health Insurance	\$3,765	\$4,481	\$7,592	\$8,057	\$6,477	\$6,143	\$6,143	\$9,402	\$9,600	\$24,762	\$24,762	\$30,000.00	\$30,750.00	\$31,518.75	\$32,306.72	\$33,114.39	\$33,114.39		2.50%	
3220 - Life Insurance										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		2.50%	
3300 - Retirement Contributions PERA 4C	\$3,979	\$4,140	\$956	\$0	\$0	\$0	\$0	\$2,359	\$3,870	\$3,833	\$3,833	\$4,025	\$4,226	\$4,437	\$4,659	\$4,892	\$4,892		2.50%	
3400 - FICA/PERA Manager	\$6,454	\$6,723	\$12,870	\$14,477	\$14,944	\$15,438	\$15,438	\$19,121	\$21,120	\$20,939	\$20,939	\$21,693	\$22,474	\$23,283	\$24,121	\$24,989	\$24,989		15.97%	
3410 - FICA/PERA Part Time Help										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
3500 - Long Term Disability										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
3600 - Workers Compensation	\$357	\$341	\$319	\$321	\$257	\$292	\$292	\$550	\$550	\$292	\$292	\$450	\$550	\$564	\$578	\$592	\$607		5.55%	
3700 - Colorado Unemployment																			0.00%	
5010 - Rent & Utilities	\$3,900	\$3,600	\$12,450	\$15,225	\$15,525	\$15,834	\$15,834	\$16,600	\$18,482	\$18,823	\$18,823	\$20,000	\$19,164	\$19,643	\$20,134	\$20,638	\$21,153		21.47%	
5020 - Telephone	\$433	\$400	\$133							\$2,041	\$2,041	\$0							2.50%	
5030 - Telephone Long Distance	\$79	\$48	\$31																	
5040 - Copying	\$813	\$750	\$250																	
5100 - Telephone Cellular Reimbursement	\$900	\$900	\$788	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900		0.00%	
5120 - Interest Charges PAID	\$12	\$0	\$4	(\$4)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5	\$0	\$0	\$0	\$0	\$0		-100.00%	
5130 - Internet Service, Phone, & Long Di	\$1,330	\$1,508	\$1,490	\$1,828	\$1,523	\$1,692	\$1,692	\$1,955	\$2,258	\$2,259	\$2,259	\$2,315	\$2,315	\$2,373	\$2,432	\$2,493	\$2,556		6.84%	
5140 - IT Support	\$1,819	\$914	\$1,383	\$1,559	\$2,950	\$2,637	\$2,637	\$3,964	\$5,438	\$2,638	\$2,638	\$2,703	\$2,771	\$2,840	\$2,911	\$2,984	\$2,984		14.67%	
5150 - Advertising	\$0	\$0	\$946	\$674	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0		#DIV/0!	
5160 - Insurance	\$350	\$350	\$350	\$362	\$401	\$506	\$506	\$500	\$635	\$777	\$777	\$1,000	\$796	\$816	\$837	\$858	\$879		7.73%	
5200 - Printing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		#DIV/0!	
5250 - Legal Notices	\$23	\$10	\$23	\$244	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		-100.00%	
5300 - Office Supplies	\$1,462	\$1,223	\$1,637	\$868	\$1,225	\$1,823	\$1,823	\$1,594	\$1,525	\$1,000	\$1,000	\$1,025	\$1,025	\$1,051	\$1,077	\$1,104	\$1,131		0.53%	
5350 - Postage	\$287	\$232	\$146	\$87	\$33	\$59	\$59	\$13	\$55	\$100	\$100	\$75	\$75	\$75	\$75	\$75	\$75		-18.67%	
5400 - NFR Dues & Subscriptions PAID	\$6,788	\$5,719	\$5,929	\$6,255	\$6,397	\$6,767	\$6,767	\$6,698	\$7,074	\$5,000	\$5,000	\$5,125	\$5,253	\$5,384	\$5,519	\$5,657	\$5,657		0.52%	
5425 - Intergovernmental Assistance		\$7,150	\$4,500	\$2,500	\$4,000	\$0	\$0	\$3,743	\$2,500	\$5,000	\$5,000	\$10,000	\$3,500	\$3,588	\$3,677	\$3,769	\$3,863		-9.33%	
5450 - Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		#DIV/0!	
5500 - Mileage Reimbursement	\$2,217	\$1,581	\$806	\$1,151	\$688	\$0	\$0	\$52	\$0	\$150	\$150	\$154	\$158	\$162	\$166	\$170	\$170		-100.00%	
5510 - Meals & Lodging	\$1,586	\$2,118	\$1,675	\$970	\$101	\$30	\$30	\$811	\$591	\$500	\$500	\$513	\$525	\$538	\$552	\$566	\$566		-11.60%	
5520 - Transportation-Plane, Car Rental, I	\$0	\$0	\$5	\$0	\$0	\$0	\$0	\$0	\$0	\$16	\$16	\$500	\$0	\$0	\$0	\$0	\$0		0.00%	
5550 - Conferences	\$748	\$751	\$0	\$741	\$0	\$0	\$0	\$0	\$1,788	\$2,500	\$2,500	\$2,563	\$2,627	\$2,692	\$2,760	\$2,829	\$2,829		11.50%	
5600 - Accounting	\$2,640	\$2,640	\$4,418	\$2,213	\$2,941	\$2,541	\$2,541	\$2,993	\$3,788	\$3,450	\$3,450	\$3,536	\$3,625	\$3,715	\$3,808	\$3,903	\$3,903		4.61%	
5650 - Auditing	\$2,513	\$0	\$2,800	\$0	\$4,496	\$0	\$0	\$4,000	\$0	\$4,500	\$4,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500		#DIV/0!	
5700 - Legal	\$0	\$0	\$0	\$11,414	\$1,557	\$2,845	\$2,845	\$1,785	\$0	\$15,000	\$15,000	\$25,000	\$2,500	\$2,563	\$2,627	\$2,692	\$2,760		-100.00%	
5750 - Bank Charges	\$25	\$58	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10	\$0	\$0	\$0	\$0	\$0		-100.00%	
5800 - Capital Recovery										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	
5850 - Capital Expenditures	\$1,272	\$0	\$5,602	\$0	\$2,547	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500	\$0	\$0	\$0	\$0	\$0		-100.00%	
5900 - Contingency Website	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$648	\$648	\$648	\$664	\$681	\$698	\$715	\$733	\$733		2.50%	
6010 - Contract Services State / GIS	\$1,515</																			