



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

ASSOCIATION MEETING AGENDA

April 25, 2024 @ 2:00 PM

Hybrid Meeting

Microsoft Teams meeting

[Click here to join the meeting](#)

Meeting ID: 217 512 149 632

Passcode: dcHGYH

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 720-739-6745](#)

Phone Conference ID: 815 088 698#

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. **NOTICE TO MEMBERSHIP MEETING IS RECORDED.**
3. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.** – Attachment #1 (page 3).
4. **APPROVAL OF AGENDA.**
5. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**
6. **PUBLIC COMMENTS.**
7. **APPROVAL OF PAST MINUTES.** – Attachment #2 (pages 4-6).
For review and consideration are the meeting minutes from March 28, 2024.
8. **FINANCIAL REPORTS:** – Attachment #3 (pages 7-9).
For review and consideration are the financial statements from March 2024.
9. **DECISION ITEM:** Town of Johnstown 208 WUSA Amendment.
The Town of Johnstown proposes modifying its 208 Wastewater Utility Service Area (WUSA) boundaries. The modification is in conjunction with the Town’s Utility Plan, which was approved on July 28, 2022. The utility plan may be viewed on the Association website [here](#). Additional information regarding the proposed Town of Johnstown WUSA Boundary Modification Amendment may be viewed [here](#).
10. **DISCUSSION ITEM:** RESPEC Update of NPS Survey.
RESPEC will present a summary of the NPS Survey.
11. **DISCUSSION ITEM:** Federal Funding Opportunities.
The Colorado Water Assembly is working with several other organizations and agencies to develop a list

of projects that could be eligible for some federal funding through the [Federal Technical Assistance Grant Program](#). The program is intended to provide grants to eligible entities to assist with capacity and resources to pursue federal funding opportunities that directly support the Colorado Water Plan objectives. We have some capacity and are seeking more funding to be able to provide assistance. Funding can be used for preliminary project planning and design, preliminary permitting, development of estimated project costs, navigation of available federal opportunities, grant writing, and federal grant application submission. The ultimate goal of the program, and a required element of every funded project, is the submission of one or more applications seeking federal funding for further project work.

12. DISCUSSION ITEM: Workgroup Update Presentations.

Workgroup Update Presentations can be accessed [here](#).

13. ADJOURN

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Designated Management and Operation Agency Members

	Designation	Primary Contact	Alternate Contact	2024 Dues	
1	Ault, Town of	Management/Operation Agency	Grant Ruff	Dustin Preston	PAID
2	Berthoud, Town of	Management/Operation Agency	Chris Kirk	Wayne Ramey	PAID
3	Boxelder Sanitation District	Management/Operation Agency	Brian Zick	David Lewis	PAID
4	Brighton, Town of	Management/Operation Agency	Emily Meek		PAID
5	Broomfield, City & County	Management/Operation Agency	Ken Rutt	Dennis Rodriguez	PAID
6	Dacono, City of	Management Agency	Bobby Redd	Jennfier Krieger	PAID
7	Eaton, Town of	Management/Operation Agency	Greg Brinck	Wesley LaVanchy	PAID
8	Erie, Town of	Management/Operation Agency	Jon Coyle	Bruce Chameroy	PAID
9	Estes Park Sanitation District	Operation Agency	Tony Drees		PAID
10	Evans, City of	Management/Operation Agency	Robby Porsch	Mark Oberschmidt	PAID
11	Fox Acres Community Services	Private Agency	Richard Hopp	James Cates	PAID
12	Ft. Collins, City of	Management/Operation Agency	Kathryne Marko	Jesse Schlam	PAID
13	Ft. Lupton, City of	Management/Operation Agency	Chris Cross		PAID
14	Galeton Water & Sanitation District	Operation Agency	William Warren		PAID
15	Greeley, City of	Management/Operation Agency	Tyler Eldridge	Adam Prior	PAID
16	Hudson, Town of	Management/Operation Agency	Bruce Lange	Jennifer Woods	PAID
17	Johnstown, Town of	Management/Operation Agency	Ellen Hilbig	Matt LeCerf	PAID
18	Keenesburg, Town of	Management/Operation Agency	Mark Gray		PAID
19	Kersey, Town of	Management/Operation Agency	Christian Morgan		PAID
20	Larimer County	Management Agency	Chris Manley	Keila Flores	PAID
21	LaSalle, Town of	Management/Operation Agency	Barry Schaeffer		PAID
22	Lochbuie, Town of	Management/Operation Agency	Steve Stamey	Wayne Ramey	PAID
23	Longmont, City of	Management/Operation Agency	Mary Paterniti	Annie Noble	PAID
24	Loveland, City of	Management/Operation Agency	Joe Creaghe	Brandon Cayou	PAID
25	Mead, Town of	Management/Operation Agency	Hellen Migchelbrink	Erika Rasmussen	PAID
26	Metro Water Recovery	Operation Agency	Reed Koenig	Katie Koplitz	PAID
27	Milliken, Town of	Management/Operation Agency	Don Stonebrink	Brad Simons	PAID
28	Northglenn, City of	Management/Operation Agency	Manuel Freye	Shelley Stanley	PAID
29	Pierce, Town of	Management/Operation Agency	Pat Larson		PAID
30	Platteville, Town of	Management/Operation Agency	David Brand	Josh Leyba	PAID
Resource Colorado Water & Sanitation					
31	Metro District		Paul Wilson	Paul Goluskin	PAID
32	Severance, Town of	Management/Operation Agency	Nicholas Wharton	Mike Ketterling	PAID
33	South Ft. Collins San. Dist.	Management/Operation Agency	Derik Caudill	Eric Bailey	PAID
34	St. Vrain Sanitation District	Management/Operation Agency	Alex Arnold	Dan Feller	PAID
35	Timnath, Town of	Management/Operation Agency	Don Taranto		PAID
36	Upper Thompson San. Dist.	Management/Operation Agency	Chris Bieker	Matt Allen	PAID
37	Weld County	Management Agency	Elizebeth Relford	Katie Sall	PAID
38	Wellington, Town of	Management/Operation Agency	Bob Gowing	Mike Flores	PAID
39	Windsor, Town of	Management/Operation Agency	Dennis Markham		PAID
Associates and Industries					
40	NCWCD	Associate	Anna Hermes	Ester Vincent	PAID

40 Representative Votes / 10 Representatives required for Quorum (25%)

rev. 3-12-24

Attachment #2



ASSOCIATION MEETING MINUTES

March 28, 2024, 2:00 PM

1. **CALL MEETING TO ORDER.**

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

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

Mr. Thomas notified the membership the meeting was recorded.

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

Attendance:

NFRWQPA – Mr. Thomas, Manager

Executive Committee Officers –

Chair – Brian Zick – Boxelder S.D.

Vice Chair – Tyler Eldridge – Greeley

Chris Bieker – Upper Thompson S.D.

Executive Committee Officers Absent –

Officer – Derik Caudill – S. Fort Collins S.D.

Officer – Mark Oberschmidt – Evans

Treasurer – Vacant

Officer – Vacant

Membership –

Alex Arnold – St. Vrain S.D.

Dan Feller – St. Vrain S.D.

Dustin Preston – Ault

Ellen Hilbig – Johnstown

Elizabeth Relford – Weld County

Emily Meek – Brighton

John Gage – Longmont

Katie Koplitz – Metro Water Recovery

Katie Sall – Weld County

Keila Flores – Larimer County

Kim Ogle – Weld County

Lyndsay Holbrook – Weld County

Mary Paterniti – Longmont

Matt Allen – Upper Thompson S.D.

Reed Koenig – Metro Water Recovery

Sandy Mourning – Upper Thompson S.D.

Shelley Stanley – Northglenn

Susan Strong – Fort Collins

Public –

Fernando Romo - JBS

– Mr. Thomas announced a quorum.

4. **APPROVAL OF AGENDA.**

Mr. Bieker motioned to approve the agenda, seconded by Mr. Zick. The motion carried unanimously.

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

No conflicts of interest were disclosed.

6. **PUBLIC COMMENTS.**

No public comments were stated.

7. **APPROVAL OF PAST MINUTES.**

Mr. Bieker motioned to approve the February 22, 2024, meeting minutes, seconded by Mr. Zick. The motion carried unanimously.

8. **FINANCIAL REPORTS.**

Mr. Eldridge moved to approve the February 2024 financial statements, seconded by Mrs. Stanely. The motion carried unanimously.

9. **DECISION ITEM:** Executive Committee Vacancies.
Mr. Zick moved to nominate Mrs. Elizabeth Relford (Weld County) and Jesse Schlam (City of Fort Collins) for the vacant Executive Committee seats, both nominees accepting the nomination; Mr. Bieker seconded the motion. The motion carried unanimously.
10. **DECISION ITEM:** Utility Plan Review Committee Chair Vacancy.
Mrs. Shelly Stanely volunteered to participate in the Utility Plan Review Committee. The Utility Plan Review Committee Chair was not filled.
11. **DISCUSSION ITEM:** Workgroup Update Presentations.
Workgroup Update Presentations can be accessed [here](#).
12. **ADJOURN**

Attachment #3

NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION

Balance Sheet

As of March 31, 2024

	Mar 31, 24	Feb 29, 24	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Checking NFRWQPA	114,338.81	95,312.24	19,026.57
1250 · Colorado Trust NFRWQPA	567,073.91	564,461.70	2,612.21
Total Checking/Savings	681,412.72	659,773.94	21,638.78
Other Current Assets			
1500 · Security Deposit	1,353.00	1,353.00	0.00
Total Other Current Assets	1,353.00	1,353.00	0.00
Total Current Assets	682,765.72	661,126.94	21,638.78
TOTAL ASSETS	682,765.72	661,126.94	21,638.78
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
2050 · Mark's CC x7640	1,685.60	2,783.54	-1,097.94
Total Credit Cards	1,685.60	2,783.54	-1,097.94
Other Current Liabilities			
2300 · Pension Payable	1,930.77	1,083.23	847.54
24000 · Payroll Liabilities			
2406 · Accrued Vacation Payable	1,592.31	1,592.31	0.00
2407 · PERA	5,326.95	2,775.69	2,551.26
Total 24000 · Payroll Liabilities	6,919.26	4,368.00	2,551.26
Total Other Current Liabilities	8,850.03	5,451.23	3,398.80
Total Current Liabilities	10,535.63	8,234.77	2,300.86
Total Liabilities	10,535.63	8,234.77	2,300.86
Equity			
2810 · Assets Beginning of Year	572,240.82	572,240.82	0.00
32000 · Retained Earnings	19,826.52	19,826.52	0.00
Net Income	80,162.75	60,824.83	19,337.92
Total Equity	672,230.09	652,892.17	19,337.92
TOTAL LIABILITIES & EQUITY	682,765.72	661,126.94	21,638.78

No assurance is provided on these financial statements.
The financial statements do not include a statement of cash flows.
Substantially all disclosures require by GAAP omitted.

North Front Range Water Quality Planning Association
Statements of Revenue and Expenses - Budget vs. Actual - Cash Basis
For the One-Month Period Ended March 31, 2024

	TOTAL			
	Mar 24	Jan - Mar 24	Budget	% of Budget
Income				
9010 · Membership Dues	37,449.00	173,801.25	175,305.00	99.14%
9015 · Nonmember Review Fees	0.00	0.00	0.00	0.0%
9020 · Interest Income	2,612.21	7,743.70	8,000.00	96.8%
9030 · CDPH & E	0.00	25,250.00	23,700.00	106.54%
9040 · 319 Grants NPS Watershed Plan	0.00	0.00	25,000.00	0.0%
9990 · Miscellaneous	0.00	0.00	95,000.00	0.0%
Total Income	40,061.21	206,794.95	327,005.00	63.24%
Expense				
3100 · Salary	11,034.40	30,936.74	119,414.00	25.91%
3101 · Health Insurance Allow.	800.00	2,400.00	9,600.00	25.0%
3102 · Dental Allowance	0.00	0.00	550.00	0.0%
3103 · Vision Stipend	0.00	0.00	200.00	0.0%
3200 · Health Insurance	0.00	0.00	12,000.00	0.0%
3220 · Life Insurance	0.00	0.00	100.00	0.0%
3300 · Retirement Contributions	322.54	977.37	4,000.00	24.43%
3400 · FICA/PERA Manager	4,515.22	8,087.96	25,000.00	32.35%
3600 · Workman's Compensation	0.00	0.00	500.00	0.0%
5010 · Rent & Utilities	1,535.00	4,605.00	20,000.00	23.03%
5100 · Telephone Cellular	75.00	1,365.60	2,000.00	68.28%
5120 · Interest	0.00	0.00	10.00	0.0%
5130 · Internet Service	188.18	564.54	3,000.00	18.82%
5140 · IT Support	0.00	3,483.72	5,000.00	69.67%
5150 · Advertising	0.00	0.00	250.00	0.0%
5160 · Insurance	7.99	7.99	750.00	1.07%
5300 · Office Supplies	0.00	935.02	2,000.00	46.75%
5350 · Postage	0.00	40.26	150.00	26.84%
5400 · Dues & Subscriptions	550.13	6,774.15	10,000.00	67.74%
5425 · Intergovernmental Assist	0.00	0.00	10,000.00	0.0%
5450 · Training	0.00	0.00	500.00	0.0%
5500 · Mileage Reimbursement	0.00	0.00	1,000.00	0.0%
5510 · Meals & Lodging	13.08	114.20	2,500.00	4.57%
5520 · Transportation	0.00	0.00	1,000.00	0.0%
5550 · Conferences	145.00	145.00	3,000.00	4.83%
5600 · Accounting	285.00	725.00	4,500.00	16.11%
5650 · Auditing	0.00	0.00	7,500.00	0.0%
5700 · Legal	0.00	0.00	15,000.00	0.0%
5750 · Bank Charges	0.00	0.00	50.00	0.0%
5800 · Capital Recovery	0.00	0.00	750.00	0.0%
5850 · Capital Expenditures	0.00	0.00	5,000.00	0.0%
5900 · Contingency Website	648.00	648.00	1,500.00	43.2%
6010 · Contract Services/GIS	603.75	64,831.75	150,000.00	43.22%
6011 · Contract Services Office	0.00	0.00	2,500.00	0.0%
6025 · Operations Contingency w/Board	0.00	0.00	20,000.00	0.0%
Total Expense	20,723.29	126,642.30	439,324.00	28.83%
Net Ordinary Income	19,337.92	80,152.65	-112,319.00	-71.36%
Net Income	19,337.92	80,152.65	-112,319.00	-71.36%

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