



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

April 3, 2025, @ 8:00 AM

Hybrid Meeting

Remote Access: Microsoft Teams meeting

Meeting Location: NFRWQPA Office

[Join the meeting now](#)

Or call in

[+1 720-739-6745](tel:+17207396745) United States, Denver

Phone Conference ID: 683 074 470#

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 meeting minutes from February 6, 2025.
8. **ACCOUNTS RECEIVABLES AND PAYABLES REVIEW.** - Attachment #2 (pages 6-8).
The accounts receivables and payables for January and February 2025 are for review and consideration. Note that the Association is still waiting on payment for the WSRF Grant in the amount of \$67,505.25.
9. **DISCUSSION ITEM.** General Permit Issues Update.
Discuss current actions and further recommendations the Association should take regarding General Permits.

10. DISCUSSION ITEM: Membership Permit Review Subcommittee.

Discuss the possibility of forming a subcommittee to help membership agencies with their permit renewal processes. The subcommittee would then be able to offer assistance for various issues during the permit renewal process.

11. DISCUSSION ITEM. EPA Financial Capability Assessment (FCA).

Discuss further recommendations and actions the Association should take regarding Feasibility and Implementation concerning the EPA Financial Capability Assessment (FCA). The EPA webpage with the Financial Capability Assessment spreadsheet can be viewed [here](#).

12. DISCUSSION ITEM. [208 Areawide Water Quality Management Plan \(208 AWQMP\)](#).

Discuss the recommendations, actions, or goals for the 2025-208 AWQMP update from the surveys below as presented to membership. Please ensure you have completed the survey.

1. March - [208 AWQMP General DMOA Recommendations and Actions](#)
2. April - [208 AWQMP Specific DMOA Recommendations and Actions](#)
3. May - [208 AWQMP Association Recommendations and Actions](#)
4. June - [208 AWQMP Association Priorities and Measurable Outcomes Survey](#)

13. 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

February 6, 2025, @ 8:00 AM

Hybrid Meeting

1. **CALL MEETING TO ORDER.**

Mr. Thomas called the meeting to order at 8:02 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.

Vice-Chair – Tyler Eldridge – City of Greeley

Treasurer – Jesse Schlam – City of Ft. Collins

Officer – Matt Allen – Upper Thompson S.D.

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

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

Officer – Savana Dumler – Town of Berthoud

Executive Committee Officers Absent –

Membership –

N/A

Public –

N/A

- a quorum was announced

4. **APPROVAL OF AGENDA.**

Mr. Schlam moved to approve the agenda seconded by Mr. Allen. – 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.**

Mr. Schlam moved to approve the December 5, 2024, minutes seconded by Mr. Eldridge. – motion carried unanimously.

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

The accounts receivable and payable for November and December 2024 were presented and reviewed. Mr. Schlam moved to approve the reviewed financials for November and December 2024, seconded by Mr. Allen. – the motion carried unanimously.

9. **DISCUSSION ITEM.** Executive Committee Meeting.

The Committee agreed on the current schedule and time for the Executive Committee meeting.

10. **DISCUSSION ITEM.** Grant Funding Update.
Mr. Thomas discussed the open invoices for reimbursement for the Regional EPA 9-Element Watershed-Based Plans, the WSRF grant (\$75,000), and the Colorado Healthy Rivers Fund grant (\$20,000).
11. **DISCUSSION ITEM.** Regional GIS Map Update.
Mr. Thomas presented the Regional GIS Map illustrating numerous agencies' current sewer infrastructure and boundaries. However, the map shows minimal future sewer infrastructure, as agencies didn't have the data. Through the remaining grant funds, the Association will convert static maps (current and/or future) within Utility Plans into the Regional GIS map.
12. **DISCUSSION ITEM.** EPA PFAS in Biosolids Risk Assessment vs. Dr. Pepper Study.
The Committee discussed creating an Association PFAS webpage for membership that conveys a consistent, factual, and science-based public education and outreach message. Membership agencies could then use this webpage in their public education and outreach with a consistent narrative within the region.
13. **DISCUSSION ITEM.** Feasibility and Implementation.
Mr. Thomas and the Committee discussed the implications of Feasibility and Implementation and its effects on agency permitting and CIP planning, including the association's role in Feasibility and Implementation.
14. **DISCUSSION ITEM.** [208 Areawide Water Quality Management Plan \(208 AWQMP\)](#).
Mr. Thomas discussed the 2025 - 208 AWQMP update concerning the recommendations, actions, or goals for the update. Revising these recommendations, actions, or goals for the 2025 update considering what is achievable by membership and the Association. Conducting multiple surveys over time to engage members in the decision-making process so that it is manageable or does not seem overwhelming. Mr. Thomas and the Committee will revisit this topic in future meetings.
15. **ADJOURN.**

Attachment #2

January 2025

NUMBER	DATE	DESCRIPTION OF TRANSACTION	PAYMENT/DEBIT	DEPOSIT/CREDIT	BALANCE
NFRWQPA - 6456			(-)	(+)	\$ 18,789.64
Deposits					
	14-Jan	CDPHE 319 Funds		\$ 12,500.00	\$ 31,289.64
		9040-319 Grants NPS Watershed Plan			
	13-Jan	Town of Timnath - EFT		\$ 1,050.00	\$ 32,339.64
		9010-Membership Dues			
	17-Jan	Town of Longmont - EFT		\$ 15,225.00	\$ 47,564.64
		9010-Membership Dues			
	21-Jan	Metro, Weld County, Larimer County, Boxelder, UTSD, Wellington, SFSD, Pierce, Hudson, Ault, Severance, LaSalle, Kersey, Platteville		\$ 51,555.00	\$ 99,119.64
		9010-Membership Dues			
	21-Jan	Ft. Lupton - EFT		\$ 3,307.50	\$ 102,427.14
		9010-Membership Dues			
	24-Jan	Milliken, Fox Acres		\$ 2,100.00	\$ 104,527.14
		9010-Membership Dues			
	27-Jan	SVSD, Brighton, Keenesburg, Lochbuie		\$ 10,972.50	\$ 115,499.64
		9010-Membership Dues			
	27-Jan	Fort Collins - EFT		\$ 15,225.00	\$ 130,724.64
		9010-Membership Dues			
	31-Jan	Loveland - EFT		\$ 15,225.00	\$ 145,949.64
		9010-Membership Dues			
		Total		\$ 127,160.00	
Electronic Transactions					
Draft	8-Jan	PERA-Mark-401K	\$ 847.54		\$ 145,102.10
		3100-Salary			
Draft	17-Jan	PERA/FICA/IRS	\$ 2,556.64		\$ 142,545.46
		3400-FICA/PERA Manager			
Draft	11-Jan	Tus Nau, LLC-Rent	\$ 1,566.00		\$ 140,979.46
		5010-Rent & Utilities			
Draft	31-Jan	Payroll-Mark Thomas	\$ 7,130.22		\$ 133,849.24
		3100-Salary			
Draft	31-Jan	FICA-Co Withholding	\$ 1,795.37		\$ 132,053.87
		3100-Salary			
Draft	4-Jan	First National Bank Credit Card	\$ 1,562.60		\$ 130,491.27
		5300-Office Supplies	\$ 122.71		
		5510-Meals & Lodging	\$ 10.10		
		5140-IT Support	\$ 1,400.00		
		N/A			
AutoPay	2-Jan	AdminPro ToGo	\$ 260.00		\$ 130,231.27
		5130-Internet Service & Phone			
AutoPay	26-Jan	TDS - Internet and Phone Service	\$ 188.21		\$ 130,043.06
		5130-Internet Service & Phone			
DRAFT	5-Jan	CEBT (0.02 paid in November as TEST)	\$ 2,589.98		\$ 127,453.08
		3200-Health,Dental,Vision Insurance			
DRAFT	21-Jan	Digeteks (Annual IT Contract)	\$ 1,800.00		\$ 125,653.08
		5140-IT Support			
DRAFT	4-Jan	Invision GIS	\$ 148.75		\$ 125,504.33
		6010-Contract Services - State/GIS			
AutoPay	3-Jan	Mark Thomas Expense Check (Dec-2024)	\$ 75.00		\$ 125,429.33
		5100-Telephone Cellular			
Check #		PAPER Transactions			
3806	21-Jan	Colorado Wastewater Utility Council	\$ 966.00		\$ 124,463.33
		5400-NFR Dues & Subscriptions			\$ 124,463.33
		5600-Accounting			
		TOTALS	\$ 21,486.31	\$ 127,160.00	\$ 124,463.33
					Difference
		Bank Statement# Ending Balance:		\$ 125,429.33	-966.00
		Uncashed checks Total:	\$ 966.00	Balanced Amount	\$ 0.00

February 2025

NUMBER	DATE	DESCRIPTION OF TRANSACTION	PAYMENT/DEBIT		DEPOSIT/CREDIT	BALANCE
		NFRWQPA - 6456	(-)		(+)	\$ 124,463.33
		Electronic Deposits				
EFT	4-Feb	Transfer to ColoTrust	\$ 100,000.00			\$ 24,463.33
		N/A				
EFT	7-Feb	NWCWD (COLORADO I 8661 PayPort ONL Fro)			\$ 1,338.75	\$ 25,802.08
		9010-Membership Dues				
		Paper Deposits				
Dep	4-Feb	Windsor, Mead			\$ 4,357.50	\$ 30,159.58
		9010-Membership Dues				
Dep	10-Feb	Broomfield, Eaton, Berthoud			\$ 19,582.50	\$ 49,742.08
		9010-Membership Dues				
Dep	14-Feb	Colorado Health Rivers Fund Grant			\$ 20,000.00	\$ 69,742.08
		9990-Miscellaneous				
Dep	20-Feb	Resource Colorado SD			\$ 1,050.00	\$ 70,792.08
		9010-Membership Dues				
DEP	2-Jan	Evans & Northglenn			\$ 6,615.00	\$ 77,407.08
		9010-Membership Dues				
DEP						\$ 70,792.08
		9010-Membership Dues				
WD						\$ 70,792.08
		9010-Membership Dues				
						\$ 70,792.08
				Total	\$ 52,943.75	
		Electronic Transactions				
Draft	3-Feb	PERA-Mark-Citistreet 401K	\$ 844.43			\$ 69,947.65
		3100-Salary				
Draft	3-Feb	PERA/FICA/IRS	\$ 2,535.24			\$ 67,412.41
		3400-FICA/PERA Manager				
Draft	15-Feb	Tus Nau, LLC-Rent	\$ 1,566.00			\$ 65,846.41
		5010-Rent & Utilities				
Draft	2/29/2025	Payroll-Mark Thomas	\$ 7,130.22			\$ 58,716.19
		3100-Salary				
Draft	2/29/2025	FICA-Co Withholding	\$ 1,795.37			\$ 56,920.82
		3100-Salary				
AutoPay	4-Feb	First Nation Bank Credit Card	\$ 228.27			\$ 56,692.55
		5300-Office Supplies	\$ 155.27			
		5350-Postage	\$ 73.00			
AutoPay	26-Feb	TDS - Internet and Phone Service	\$ 188.21			\$ 56,504.34
		5130-Internet Service & Phone				
AutoPay	1-Feb	AdminPro ToGo	\$ 260.00			\$ 56,244.34
		5600-Accounting				
AutoPay	7-Jan	CEBT	\$ 2,590.00			\$ 53,914.34
		3200-Health,Dental,Vision Insurance				
AutoPay						\$ 53,914.34
		6010-Contract Services - State/GIS				
AutoPay	4-Feb	DigiTEKS (Microsoft 360 annual Fee)	\$ 264.00			\$ 53,650.34
		5140-IT Support				
AutoPay	28-Feb	Mark Thomas Expense Check (January)	\$ 75.00			\$ 53,839.34
		5100-Telephone Cellular	\$ 75.00			
Check #		PAPER Transactions				
						\$ 53,839.34
		6010-Contract Services - State/GIS				
						\$ 53,839.34
		N/A				
						\$ 53,839.34
		N/A				
		TOTALS	\$ 117,476.74		\$ 52,943.75	\$ 59,930.34
						Difference
		Bank Statement# Ending Balance:			\$ 59,930.34	0.00
		Uncashed checks Total:			Balanced Amount	\$ -