



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

November 17, 2022 @ 2:00 PM

Hybrid 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: 998 959 026#

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 October 27, 2022, meeting minutes.
8. **FINANCIAL REPORTS:** – Attachment #3 (pages 7-9).
For review and consideration is the October 2022 financial statement.
9. **DECISION ITEM:** Town of Erie Highway 52 Sewer Interceptor Site Application; Not Eligible for Certification.
The proposed 30-inch Highway 52 Sewer Interceptor connects to Erie’s North Water Reclamation Facility (NWRf). The interceptor runs approximately 2 miles and conveys flows from the Weld County Road 7, Weld County Road 5, and Highway 52 Basins as development occurs. The project is included in Erie’s currently approved Utility Plan. The interceptor is not eligible for certification because the NWRf currently does not have adequate treatment capacity to treat the projected interceptor flows. However, the NWRf is undergoing an upgrade to increase capacity, which will be completed in 2023. The Association approved the Site Application for the NWRf expansion on September 1, 2020. The NWRf expansion will give the NWRf adequate capacity to treat the flows from the interceptor. The Site Application may be viewed [here](#).
10. **PRESENTATION ITEM:** GEI M&E Study.

GEI Consultants will update the findings thus far regarding the Monitoring and Evaluation (M&E) study. The M&E research will provide data to support delisting M&E stream segments within Regulation 93 or support a TMDL listing.

11. OTHER BUSINESS:

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

12. ADJOURN

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Designated Management and Operation Agency Members

	Designation	Primary Contact	Alternate Contact	2022 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	Kim Schoen		PAID
5	Broomfield, City & County	Management/Operation Agency	Ken Rutt	Dennis Rodriguez	PAID
6	Eaton, Town of	Management/Operation Agency	Greg Brinck	Wesley LaVanchy	PAID
7	Erie, Town of	Management/Operation Agency	Jon Coyle	Bruce Chameroy	PAID
8	Estes Park, Town of	Management Agency	Chris Eshelman	Reuben Bergsten	PAID
9	Estes Park Sanitation District	Operation Agency	James Duell		PAID
10	Evans, City of	Management/Operation Agency	Randy Ready	Todd Hepworth	PAID
11	Fox Acres Community Services	Private Agency	Richard Hopp	Ted Carter	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	Jeremy Woolf	Adam Prior	PAID
16	Hudson, Town of	Management/Operation Agency	Jennifer Woods	Interim Manager/Planning Director	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	Brian McBroom		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	Scott Pearson	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	Rob Fleck	Dave Cross	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	Tom Parko / Skip Holland	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	Curtis Hartenstine	Ester Vincent	PAID
41	Carestream	Industry	John Dinges		PAID

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

rev.9-30-2022

Attachment #2



ASSOCIATION MEETING MINUTES

October 27, 2022; 2:00 PM

1. **CALL MEETING TO ORDER.**

Mr. Thomas called the meeting to order at 2:05 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 – Jeremy Woolf – Greeley

Officer – Todd Hepworth – Evans

Officer – Tom Parko – Weld County

Officer – Chris Bieker – Upper Thompson S.D.

Executive Committee Officers Absent –

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

Officer – Kathyne Marko – Fort Collins

John Thornhill – Windsor

Jon Coyle – Erie

Katie Koplitz – Metro Water Recovery

Jesse Schlam – Fort Collins

Josh Leyba – Platteville

Mary Paterniti – Longmont

Robby Porsch – Evans

Tyler Eldridge – Greeley

Membership –

Anna Hermes – NWCD

Brandon Cayou – Loveland

Dennis Markham – Windsor

Doug Roth – Windsor

Dustin Preston – Ault

Ellen Hilbig – Johnstown

John Dinges – Carestream

Public –

Fernando Molina – JBS

Derek Patterson – TST

James Prelog – Galloway

Pat Mcmeekin – Hartford Homes

David Primozech – The Fresh Water Trust

Rob Whitson – The Fresh Water Trust

Olivia Duren – The Fresh Water Trust

Chris Thomas – The Fresh Water Trust

– Mr. Thomas announced a quorum.

4. **APPROVAL OF AGENDA.**

Mr. Bieker motioned to approve the agenda, seconded by Mr. Woolf - 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. Zick moved to approve the meeting minutes from September 22, 2022, seconded by Mr. Bieker. – Motion carried unanimously.

8. **FINANCIAL REPORTS.**

Mr. Woolf moved to approve the September 2022 financial statement, seconded by Mr. Bieker. – Motion

carried unanimously.

9. **DISCUSSION ITEM:** Town of Windsor North Sewer Line Extension Site Application.
James Prelog with Galloway presented the Town of Windsor North Sewer Line Extension Site Application. The proposed North Sewer Line Extension will be gravity driven with a 30" PVC main constructed from the existing connection to the manhole at the connection of the future main that is anticipated to parallel the Greely water mains to County Road 15 and County Road 72 intersection. The length of the extension is approximately 5,750 feet. The remainder of phase 1 will be a 15" pipe. The project is included in the Town's approved Utility Plan. Per Association policy, the manager may certify the proposed interceptor, followed by membership notification at the next association meeting. The Town of Windsor North Sewer Line Extension Site Application and associated materials can be accessed [here](#).
10. **DISCUSSION ITEM:** Town of Windsor Southwest Trautman 27" Interceptor Realignment Site Application.
Derek Patterson with TST presented the Town of Windsor Southwest Trautman 27" Interceptor Realignment Site Application. The proposed Southwest Trautman 27" Interceptor realignment will be a 27" gravity line. The line is located on the southeast corner of County Road 17 and Crossroads Blvd. The project is included in the Town's approved Utility Plan. Per Association policy, the manager may certify the proposed interceptor, followed by membership notification at the next association meeting. The Town of Windsor Southwest Trautman 27" Interceptor realignment Site Application and associated materials can be accessed [here](#).
11. **OTHER BUSINESS:**
 - a) Workgroup Update Presentations can be accessed [here](#).
 - b) The Fresh Water Trust Presentation on Water Quality Trading. The presentation may be viewed [here](#).
12. **ADJOURN**

Attachment #3

North Front Range Water Quality Planning Association
Financial Balance Sheet Statement - Budget vs. Actual - Cash Basis
As of October 31, 2022 and September 30, 2022

	<u>Oct 31, 22</u>	<u>Sept 30, 22</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1100 · Checking NFRWQPA	11,705.15	3,265.83	8,439.32
1250 · Colorado Trust NFRWQPA	577,957.99	601,369.29	-23,411.30
Total Checking/Savings	<u>589,663.14</u>	<u>604,635.12</u>	<u>-14,971.98</u>
Other Current Assets			
1500 · Security Deposit	1,353.00	1,353.00	0.00
Total Other Current Assets	<u>1,353.00</u>	<u>1,353.00</u>	<u>0.00</u>
Total Current Assets	<u>591,016.14</u>	<u>605,988.12</u>	<u>-14,971.98</u>
TOTAL ASSETS	<u>591,016.14</u>	<u>605,988.12</u>	<u>-14,971.98</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
2050 · Mark's CC x7640	2,478.00	867.76	1,610.24
Total Credit Cards	<u>2,478.00</u>	<u>867.76</u>	<u>1,610.24</u>
Other Current Liabilities			
2300 · Pension Payable	498.47	498.47	0.00
24000 · Payroll Liabilities			
2406 · Accrued Vacation Payable	1,592.31	1,592.31	0.00
2407 · PERA	2,058.27	2,058.27	0.00
Total 24000 · Payroll Liabilities	<u>3,650.58</u>	<u>3,650.58</u>	<u>0.00</u>
Total Other Current Liabilities	<u>4,149.05</u>	<u>4,149.05</u>	<u>0.00</u>
Total Current Liabilities	<u>6,627.05</u>	<u>5,016.81</u>	<u>1,610.24</u>
Total Liabilities	6,627.05	5,016.81	1,610.24
Equity			
2810 · Assets Beginning of Year	572,240.82	572,240.82	0.00
32000 · Retained Earnings	-13,380.51	-13,380.51	0.00
Net Income	<u>25,528.78</u>	<u>42,111.00</u>	<u>-16,582.22</u>
Total Equity	<u>584,389.09</u>	<u>600,971.31</u>	<u>-16,582.22</u>
TOTAL LIABILITIES & EQUITY	<u>591,016.14</u>	<u>605,988.12</u>	<u>-14,971.98</u>

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

North Front Range Water Quality Planning Association
Income Statement of Revenue and Expenses - Budget vs. Actual - Cash Basis
For the One-Month and Ten-Month Periods Ended October 31, 2022

	<u>Oct 22</u>	<u>Jan-Oct 22</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
9010 · Membership Dues		164,900.00	159,375.00	103.47
9015 · Nonmember Review Fees		-		
9020 · Interest Income	1,588.70	6,431.17	250.00	2,572.47
9030 · CDPH & E	-	12,800.00	10,500.00	121.90
9990 · Miscellaneous	-	46.00	-	100.00
Total Revenues	<u>1,588.70</u>	<u>184,177.17</u>	<u>170,125.00</u>	<u>108.26</u>
Expenses				
3100 · Salary	8,005.77	80,057.70	100,000.00	80.06
3101 · Health Insurance Allow.	667.93	6,679.30	8,400.00	79.52
3102 · Dental Allowance	-	-	550.00	-
3103 · Vision Stipend	-	-	200.00	-
3200 · Health Insurance	-	-	12,000.00	-
3220 · Life Insurance	-	-	100.00	-
3300 · Retirement Contributions	173.47	1,734.70	2,000.00	86.74
3400 · FICA/PERA Manager	1,403.41	13,773.96	20,000.00	68.87
3600 · Workman's Compensation	-	-	425.00	-
5010 · Rent & Utilities	1,353.00	13,449.00	16,250.00	82.76
5100 · Telephone Cellular	75.00	750.00	900.00	83.33
5120 · Interest	-	-	10.00	-
5130 · Internet Service	143.91	1,433.23	2,000.00	71.66
5140 · IT Support	-	2,953.28	3,000.00	98.44
5150 · Advertising	-	315.00	500.00	63.00
5160 · Insurance	-	500.00	450.00	111.11
5200 · Printing	-	-	-	-
5250 · Legal Notices	-	-	-	-
5300 · Office Supplies	26.95	1,076.96	2,000.00	53.85
5350 · Postage	-	58.00	150.00	38.67
5400 · Dues & Subscriptions	-	6,317.39	7,500.00	84.23
5425 · Intergovernmental Assist	-	4,000.00	10,000.00	40.00
5450 · Training	-	-	500.00	-
5500 · Mileage Reimbursement	-	-	2,000.00	-
5510 · Meals & Lodging	28.90	217.00	2,500.00	8.68
5520 · Transportation	-	-	500.00	-
5550 · Conferences	2,112.58	2,112.58	2,000.00	105.63
5600 · Accounting	180.00	2,377.50	4,500.00	52.83
5650 · Auditing	4,000.00	4,000.00	6,500.00	61.54
5700 · Legal	-	-	10,000.00	-
5750 · Bank Charges	-	-	50.00	-
5800 · Capital Recovery	-	-	750.00	-
5850 · Capital Expenditures	-	-	4,500.00	-
5900 · Contingency Website	-	-	-	-
6010 · Contract Services/GIS	-	16,842.79	25,000.00	67.37
6011 · Contract Services Office	-	-	-	-
6020 · Contract Supplies State	-	-	-	-
6025 · Operations Contingency w/	-	-	20,000.00	-
7000 · Miscellaneous Expense	-	-	100.00	-
Total Expenses	<u>18,170.92</u>	<u>158,648.39</u>	<u>265,335.00</u>	<u>59.79</u>
Net Revenues and Expenses	<u>(16,582.22)</u>	<u>25,528.78</u>	<u>(95,210.00)</u>	<u>(26.81)</u>

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