



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

March 28, 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 February 22, 2024.
8. **FINANCIAL REPORTS:** – Attachment #3 (pages 7-9).
For review and consideration are the financial statements from February 2024.
9. **DECISION ITEM:** Executive Committee Vacancies.
Members may nominate and approve officers to fill the two Executive Committee vacancies.
Current Executive Committee members are:
 1. Chair – Brian Zick – Boxelder S.D.
 2. Vice-Chair – Tyler Eldridge – City of Greeley
 3. Treasurer – Vacant
 4. Officer – Chris Bieker – Upper Thompson S.D.
 5. Officer – Mark Oberschmidt – City of Evans
 6. Officer – Derik Caudill – S. Ft. Collins S.D.
 7. Officer – Vacant

10. **DECISION ITEM:** Utility Plan Review Committee Chair Vacancy.

Members may nominate and approve members for the Utility Plan Review Committee and assign the Committee Chair. Current Utility Plan Review Committee members are:

1. Chair – Vacant
2. Tyler Eldridge – City of Greeley
3. Derik Caudill – S. Ft. Collins S.D.
4. Chris Manely & Keila Flores – Larimer County Health Department
5. Vacant
6. Vacant

11. **DISCUSSION ITEM:** Workgroup Update Presentations.

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

12. **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	James Duell		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	
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 No. 2



ASSOCIATION MEETING MINUTES

February 22, 2024, 2:00 PM

1. **CALL MEETING TO ORDER.**

Mr. Thomas called the meeting to order at 2:04 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.
Officer – Derik Caudill – S. Fort Collins S.D.
Officer – Mark Oberschmidt – Evans

Executive Committee Officers Absent –
Vice Chair – Tyler Eldridge – Greeley
Treasurer – Vacant
Chris Bieker – Upper Thompson S.D.
Officer – Vacant

Membership –
Alex Arnold – St. Vrain S.D.
Brandon Cayou – Loveland
Chris Manley – Larimer County
Dustin Preston – Ault
Ellen Hilbig – Johnstown
Elizabeth Relford – Weld County

Jesse Schlam – Fort Collins
John Gage – Longmont
Josh Leyba – Platteville
Katie Sall – Weld County
Lauren Light – Weld County
Lyndsay Holbrook – Weld County
Mary Paterniti – Longmont
Robby Porsch – Evans
Wayne Ramey -

Public –
Fernando Romo - JBS
Hope Dalton – Colorado Produced Water Consortium
Cat Campbell – Colorado Produced Water Consortium
Dave Smoljan – Xtra Air LLC

– Mr. Thomas announced a quorum.

4. **APPROVAL OF AGENDA.**

Mr. Zick motioned to approve the agenda, seconded by Mr. Schlam. 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. Schlam motioned to approve the January 25, 2024, meeting minutes, seconded by Mr. Oberschmidt. The motion carried unanimously.

8. **FINANCIAL REPORTS.**

Mr. Zick moved to approve the January 2024 financial statements, seconded by Mr. Schlam. The motion carried unanimously.

9. **DISCUSSION ITEM:** The Association has a New Website.

Mr. Thomas discussed the Association's new website complying with the state's new accessibility rules and requirements, explaining that if users have the Association's website bookmarked, please resave the bookmark at this address: www.nfrwqpa.org.

10. **DISCUSSION ITEM:** Presentation on Domestic Septage Treatment.

Mr. Dave Smolijan discussed the significance of domestic septage in wastewater management, reviewing collection, transportation, and treatment methods. Discussing options for disposing of treated water filtrate and relevant regulations and guidance to discharge to wastewater treatment plants, including the benefits and challenges, and summarizing the importance of domestic septage treatment regionally for environmental sustainability and health. Mr. Smolijan expressed that the treated effluent from Septage Treatment could be used in POTWs waste stream for facilities with capacity and be beneficial.

11. **DISCUSSION ITEM:** Presentation for the Colorado Produced Water Consortium.

Mrs. Hope Dalton, Director of the [Colorado Produced Water Consortium](#), shared background on the Consortium, which was established last year by HB23-1242 Water Conservation in Oil and Gas Operations, and more about their primary goal to reduce the use of fresh water and increase the recycling of produced water in oil and gas operations. Asking members for their ideas for identifying and addressing critical scientific, legislative, and regulatory knowledge gaps needed to develop produced water policies that protect Colorado's public health, welfare, safety, the environment, and wildlife resources.

12. **OTHER BUSINESS:**

Mr. Thomas announced current Executive committee vacancies due to Tom Parko accepting another position within Weld County and Robert Fleck resigning from the St. Vrain Sanitation District. The membership agreed to take nominations to fulfill those vacancies during the March 28, 2024, membership meeting.

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

13. **ADJOURN**

Attachment No. 3

NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION

Balance Sheet

As of February 29, 2024

	Feb 29, 24	Jan 31, 24	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Checking NFRWQPA	95,312.24	79,449.53	15,862.71
1250 · Colorado Trust NFRWQPA	564,461.70	562,000.37	2,461.33
Total Checking/Savings	659,773.94	641,449.90	18,324.04
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	661,126.94	642,802.90	18,324.04
TOTAL ASSETS	661,126.94	642,802.90	18,324.04
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
2050 · Mark's CC x7640	2,783.54	1,114.88	1,668.66
Total Credit Cards	2,783.54	1,114.88	1,668.66
Other Current Liabilities			
2300 · Pension Payable	1,083.23	621.60	461.63
24000 · Payroll Liabilities			
2406 · Accrued Vacation Payable	1,592.31	1,592.31	0.00
2407 · PERA	2,775.69	2,337.57	438.12
Total 24000 · Payroll Liabilities	4,368.00	3,929.88	438.12
Total Other Current Liabilities	5,451.23	4,551.48	899.75
Total Current Liabilities	8,234.77	5,666.36	2,568.41
Total Liabilities	8,234.77	5,666.36	2,568.41
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	60,824.83	45,069.20	15,755.63
Total Equity	652,892.17	637,136.54	15,755.63
TOTAL LIABILITIES & EQUITY	661,126.94	642,802.90	18,324.04

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 February 29, 2024

	<u>Feb 24</u>	<u>Jan - Feb 24</u>	<u>Budget</u>	<u>% of Budget</u>
Income				
9010 · Membership Dues	69,344.25	136,352.25	175,305.00	77.78%
9015 · Nonmember Review Fees				
9020 · Interest Income	2,461.33	5,131.49	8,000.00	64.14%
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	<u>71,805.58</u>	<u>166,733.74</u>	<u>327,005.00</u>	<u>50.99%</u>
Expense				
3100 · Salary	10,855.82	19,902.34	119,414.00	16.67%
3101 · Health Insurance Allow.	816.49	1,600.00	9,600.00	16.67%
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	458.23	654.83	4,000.00	16.37%
3400 · FICA/PERA Manager	1,977.33	3,572.74	25,000.00	14.29%
3600 · Workman's Compensation	0.00	0.00	500.00	0.0%
5010 · Rent & Utilities	1,535.00	3,070.00	20,000.00	15.35%
5100 · Telephone Cellular	1,215.60	1,290.60	2,000.00	64.53%
5120 · Interest	0.00	0.00	10.00	0.0%
5130 · Internet Service	188.18	376.36	3,000.00	12.55%
5140 · IT Support	2,188.65	3,483.72	5,000.00	69.67%
5150 · Advertising	0.00	0.00	250.00	0.0%
5160 · Insurance	0.00	0.00	750.00	0.0%
5300 · Office Supplies	47.00	935.02	2,000.00	46.75%
5350 · Postage	0.00	40.26	150.00	26.84%
5400 · Dues & Subscriptions	0.00	6,224.02	10,000.00	62.24%
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	48.40	91.02	2,500.00	3.64%
5520 · Transportation	0.00	0.00	1,000.00	0.0%
5550 · Conferences	0.00	0.00	3,000.00	0.0%
5600 · Accounting	375.00	440.00	4,500.00	9.78%
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	0.00	0.00	1,500.00	0.0%
6010 · Contract Services/GIS	36,344.25	64,228.00	150,000.00	42.82%
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	<u>56,049.95</u>	<u>105,908.91</u>	<u>439,324.00</u>	<u>24.11%</u>
Net Ordinary Income	<u>15,755.63</u>	<u>60,824.83</u>	<u>439,324.00</u>	<u>-54.15%</u>
Net Income	<u><u>15,755.63</u></u>	<u><u>60,824.83</u></u>	<u><u>-112,319.00</u></u>	<u><u>-54.15%</u></u>

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.