



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

February 22, 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 (page3).
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 January 25, 2024.
8. **FINANCIAL REPORTS:** – Attachment #3 (pages 7-9).  
For review and consideration are the financial statements from January 2024.
9. **DISCUSSION ITEM:** The Association has a New Website.  
The Association has a new website complying with the state's new ADA rules and requirements. The State of Colorado passed [HB21-1110 \(accessibility\)](#), which will come into full effect on July 1, 2024. The accessibility requirements are significant as they extend beyond essential website compliance, including PDF documents, closed captioning, and regular scanning policies. If you have the Association's website bookmarked, please resave the bookmark at this address: [www.nfrwqpa.org](http://www.nfrwqpa.org).
10. **DISCUSSION ITEM:** Presentation on Domestic Septage Treatment.  
Dave Smolijan will discuss the significance of domestic septage in wastewater management, reviewing collection, transportation, and treatment methods, including anaerobic digestion, aerobic, and mechanical dewatering. 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.

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

Hope Dalton, Director of the [Colorado Produced Water Consortium](#), will share 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. She will ask members 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:**

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

**13. ADJOURN**

<b>NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION</b>
---

257 Johnstown Center Dr.; Unit 206  
Johnstown, CO 80534  
970.587.8872 - <http://www.nfrwqpa.org>

<b>Designated Management and Operation Agency Members</b>
---

	Designation	Primary Contact	Alternate Contact	2024 Dues	
1	Ault, Town of	Management/Operation Agency	Grant Ruff	Dustin Preston	
2	Berthoud, Town of	Management/Operation Agency	Chris Kirk	Wayne Ramey	
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	Jennifer 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, Town of	Management Agency	Chris Eshelman	Reuben Bergsten	
10	Estes Park Sanitation District	Operation Agency	James Duell		
11	Evans, City of	Management/Operation Agency	Robby Porsch	Mark Oberschmidt	PAID
12	Fox Acres Community Services	Private Agency	Richard Hopp	James Cates	PAID
13	Ft. Collins, City of	Management/Operation Agency	Kathryne Marko	Jesse Schlam	
14	Ft. Lupton, City of	Management/Operation Agency	Chris Cross		PAID
15	Galeton Water & Sanitation District	Operation Agency	William Warren		PAID
16	Greeley, City of	Management/Operation Agency	Tyler Eldridge	Adam Prior	
17	Hudson, Town of	Management/Operation Agency	Bruce Lange	Jennifer Woods	PAID
18	Johnstown, Town of	Management/Operation Agency	Ellen Hilbig	Matt LeCerf	PAID
19	Keenesburg, Town of	Management/Operation Agency	Mark Gray		PAID
20	Kersey, Town of	Management/Operation Agency	Christian Morgan		PAID
21	Larimer County	Management Agency	Chris Manley	Keila Flores	
22	LaSalle, Town of	Management/Operation Agency	Barry Schaeffer		PAID
23	Lochbuie, Town of	Management/Operation Agency	Steve Stamey	Wayne Ramey	PAID
24	Longmont, City of	Management/Operation Agency	Mary Paterniti	Annie Noble	PAID
25	Loveland, City of	Management/Operation Agency	Joe Creaghe	Brandon Cayou	
26	Mead, Town of	Management/Operation Agency	Hellen Migchelbrink	Erika Rasmussen	PAID
27	Metro Water Recovery	Operation Agency	Reed Koenig	Katie Koplitz	PAID
28	Milliken, Town of	Management/Operation Agency	Don Stonebrink	Brad Simons	
29	Northglenn, City of	Management/Operation Agency	Manuel Freye	Shelley Stanley	
30	Pierce, Town of	Management/Operation Agency	Pat Larson		PAID
31	Platteville, Town of	Management/Operation Agency	David Brand	Josh Leyba	PAID
<b>Resource Colorado Water &amp; Sanitation</b>					
32	Metro District		Paul Wilson	Paul Goluskin	
33	Severance, Town of	Management/Operation Agency	Nicholas Wharton	Mike Ketterling	PAID
34	South Ft. Collins San. Dist.	Management/Operation Agency	Derik Caudill	Eric Bailey	PAID
35	St. Vrain Sanitation District	Management/Operation Agency	Rob Fleck		PAID
36	Timnath, Town of	Management/Operation Agency	Don Taranto		PAID
37	Upper Thompson San. Dist.	Management/Operation Agency	Chris Bieker	Matt Allen	PAID
38	Weld County	Management Agency	Elizebeth Relford	Katie Sall	PAID
39	Wellington, Town of	Management/Operation Agency	Bob Gowing	Mike Flores	PAID
40	Windsor, Town of	Management/Operation Agency	Dennis Markham		PAID

<b>Associates and Industries</b>
----------------------------------

41	NCWCD	Associate	Anna Hermes	Ester Vincent	
42	Carestream	Industry	John Dinges		

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

rev.2-15-24

Attachment #2



## ASSOCIATION MEETING MINUTES

January 25, 2024, 2:00 PM

1. **CALL MEETING TO ORDER.**

Mr. Thomas called the meeting to order at 2:02 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** –

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

Officer – Chris Bieker – Upper Thompson S.D.

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

**Executive Committee Officers Absent** –

Chair – Brian Zick – Boxelder S.D.

Vice Chair – Tyler Eldridge – Greeley

Officer – Mark Oberschmidt – Evans

Officer – Tom Parko – Weld County

**Membership** –

AJ Euckert – Lochbuie

Anna Hermes – NCWCD

Annie Noble – Longmont

Bobby Read – Dacono

Dustin Preston – Ault

Emily Meek – Brighton

Jon Coyle – Erie

Josh Leyba – Platteville

Kelia Flores – Larimer County

Lauren Light – Weld County

Manual Freyre – Northglenn

Mary Paterniti – Longmont

Reed Koenig – Metro Water Recovery

Robby Porsch – Evans

Shelley Stanley – Northglenn

Susan Strong – Fort Collins

Tyler Dell – Longmont

**Public** –

Cavender Anders – Glacier View Meadows

Steve Ravel – Merrick

Randy Kenyon – Merrick

Matthew Miks – Merrick

Cindie Kirby – RESPEC

Natalie Acosta – RESPEC

Cathy McCague – RESPEC/CIG

Fernando Molina – JBS

– Mr. Thomas announced a quorum.

4. **APPROVAL OF AGENDA.**

Mr. Bieker motioned to approve the agenda, adjusting the agenda and switching the order of agenda items nine and ten, seconded by Mrs. Stanley. 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 December 21, 2023, meeting minutes, seconded by Mr. Porsch. The motion carried unanimously.

**8. FINANCIAL REPORTS.**

Mr. Caudill moved to approve the December 2023 financial statements, seconded by Mr. Bieker. The motion carried unanimously.

**9. DISCUSSION ITEM: RESPEC Nonpoint Source Watershed Basin Plan update and Q&A.**

Mrs. Kirby with RESPEC gave a presentation/update regarding the Nonpoint Source Watershed Basin Plan. Mrs. McCague presented a review of a Nonpoint Source survey that membership and stakeholders of the Regional Nonpoint Source Watershed Plan should be receiving soon. Mr. Thomas reiterated that it is important for membership and stakeholders to ensure that the Association has the correct stormwater or nonpoint source contacts for agencies to respond to the survey.

**10. DECISION ITEM: South Fort Collins Sanitation District Ptarmigan Lift Station.**

Merrick representatives presented the Ptarmigan Lift Station Site Application, which proposes to increase the lift station capacity from 1,835 gallons per minute (GPM) to 2,700 GPM. Including, the replacement of the 10-inch diameter portion of the force main (5,200 feet) with a 16-inch diameter pipe to match the remaining force main (8,540 feet). Mr. Fleck moved to approve the South Fort Collins Sanitation District Ptarmigan Lift Station Site Application, seconded by Mr. Porsch. The motion carried unanimously.

**11. OTHER BUSINESS:**

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

**12. ADJOURN**

Attachment #3

**North Front Range Water Quality Planning Association**  
**Financial Balance Sheet Statement - Budget vs. Actual - Cash Basis**  
As of January 31, 2024 and December 31, 2023

	<u>Jan 31, 24</u>	<u>Dec 31, 23</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1100 · Checking NFRWQPA	79,449.53	6,187.78	73,261.75
1250 · Colorado Trust NFRWQPA	562,000.37	589,330.21	-27,329.84
<b>Total Checking/Savings</b>	<u>641,449.90</u>	<u>595,517.99</u>	<u>45,931.91</u>
<b>Other Current Assets</b>			
1500 · Security Deposit	1,353.00	1,353.00	0.00
<b>Total Other Current Assets</b>	<u>1,353.00</u>	<u>1,353.00</u>	<u>0.00</u>
<b>Total Current Assets</b>	<u>642,802.90</u>	<u>596,870.99</u>	<u>45,931.91</u>
<b>TOTAL ASSETS</b>	<u><b>642,802.90</b></u>	<u><b>596,870.99</b></u>	<u><b>45,931.91</b></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Credit Cards</b>			
2050 · Mark's CC x7640	1,114.88	254.13	860.75
<b>Total Credit Cards</b>	<u>1,114.88</u>	<u>254.13</u>	<u>860.75</u>
<b>Other Current Liabilities</b>			
2300 · Pension Payable	621.60	621.60	0.00
24000 · Payroll Liabilities			
2406 · Accrued Vacation Payable	1,592.31	1,592.31	0.00
2407 · PERA	2,337.57	2,335.61	1.96
<b>Total 24000 · Payroll Liabilities</b>	<u>3,929.88</u>	<u>3,927.92</u>	<u>1.96</u>
<b>Total Other Current Liabilities</b>	<u>4,551.48</u>	<u>4,549.52</u>	<u>1.96</u>
<b>Total Current Liabilities</b>	<u>5,666.36</u>	<u>4,803.65</u>	<u>862.71</u>
<b>Total Liabilities</b>	5,666.36	4,803.65	862.71
<b>Equity</b>			
2810 · Assets Beginning of Year	572,240.82	572,240.82	0.00
32000 · Retained Earnings	19,826.52	-20,229.24	40,055.76
Net Income	45,069.20	40,055.76	5,013.44
<b>Total Equity</b>	<u>637,136.54</u>	<u>592,067.34</u>	<u>45,069.20</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>642,802.90</b></u>	<u><b>596,870.99</b></u>	<u><b>45,931.91</b></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**  
**Statements of Revenue and Expenses - Budget vs. Actual - Cash Basis**  
For the One-Month Period Ended January 31, 2024

	<u>January 24</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Revenues</b>			
9010 · Membership Dues	67,008.00	175,305.00	38.22
9020 · Interest Income	2,670.16	8,000.00	33.38
9030 · CDPH & E	25,250.00	23,700.00	106.54
9040 · 319 Grants NPS Watershed Plan	-	25,000.00	-
9990 · Miscellaneous	-	95,000.00	-
<b>Total Revenues</b>	<u>94,928.16</u>	<u>327,005.00</u>	<u>29.03</u>
<b>Expenses</b>			
3100 · Salary	9,046.52	119,414.00	7.58
3101 · Health Insurance Allow.	783.51	9,600.00	8.16
3102 · Dental Allowance	-	550.00	-
3103 · Vision Stipend	-	200.00	-
3200 · Health Insurance	-	12,000.00	-
3220 · Life Insurance	-	100.00	-
3300 · Retirement Contributions	196.60	4,000.00	4.92
3400 · FICA/PERA Manager	1,595.41	25,000.00	6.38
3600 · Workman's Compensation	-	500.00	-
5010 · Rent & Utilities	1,535.00	20,000.00	7.68
5100 · Telephone Cellular	75.00	2,000.00	3.75
5120 · Interest	-	10.00	-
5130 · Internet Service	188.18	3,000.00	6.27
5140 · IT Support	1,295.07	5,000.00	25.90
5150 · Advertising	-	250.00	-
5160 · Insurance	-	750.00	-
5300 · Office Supplies	888.02	2,000.00	44.40
5350 · Postage	40.26	150.00	26.84
5400 · Dues & Subscriptions	6,224.02	10,000.00	62.24
5425 · Intergovernmental Assist	-	10,000.00	-
5450 · Training	-	500.00	-
5500 · Mileage Reimbursement	-	1,000.00	-
5510 · Meals & Lodging	42.62	2,500.00	1.70
5520 · Transportation	-	1,000.00	-
5550 · Conferences	-	3,000.00	-
5600 · Accounting	65.00	4,500.00	1.44
5650 · Auditing	-	7,500.00	-
5700 · Legal	-	15,000.00	-
5750 · Bank Charges	-	50.00	-
5800 · Capital Recovery	-	750.00	-
5850 · Capital Expenditures	-	5,000.00	-
5900 · Contingency Website	-	1,500.00	-
6010 · Contract Services/GIS	27,883.75	150,000.00	18.59
6011 · Contract Services Office	-	2,500.00	-
6025 · Operations Contingency w/	-	20,000.00	-
<b>Total Expenses</b>	<u>49,858.96</u>	<u>439,324.00</u>	<u>11.35</u>
<b>Net Revenues and Expenses</b>	<u><b>45,069.20</b></u>	<u><b>(112,319.00)</b></u>	<u><b>(40.13)</b></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.