



## Colorado Association of Stormwater & Floodplain Managers

### GENERAL MEETING MINUTES

Held at CH2M Hill, Englewood, CO  
March 19, 2015

#### **Meeting Attendees**

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##### **Officers:**

Chair – Brian Varrella, Olsson  
Vice Chair – Shea Thomas, UDFCD  
Metro Rep. – Drew Beck, Matrix  
NW Region Rep. – Betsy Suerth, Garfield County (*phone*)  
SE Region Rep. – Keith Curtis, Pikes Peak RBD (*phone*)  
NE Region Rep. – Beck Anderson, Fort Collins Utilities (*phone*)

##### **Committee Chairs:**

Website – Stuart Gardner, CDOT (*phone*)  
Water Quality - Holly Piza, UDFCD (*phone*)  
Conference – Robert Krehbiel, Matrix  
Floodplain – Jamie Prochno, CWCB  
Conference – Robert Krehbiel

##### **Members:**

Aaron Cook, CH2M Hill  
Jon Villines, City of Aurora  
Jenelle Forbes, Independent  
Danny Elsner, CH2M Hill  
John Laser, Rydan & Associates  
Sarah Houghland, Baker  
Craig Jacobson, ICON  
Bill DeGroot, Independent  
Peter Kauss, CH2M Hill  
Alan Turner, CH2M Hill  
Molly Trujillo, SEMSWA (*phone*)  
Jake Panter, Applegate (*phone*)  
Dan Evans, TetraTech (*phone*)

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The following is a summary of the interactions, comments, and items discussed. While this summary is not intended to represent a complete or comprehensive account of the meeting, it is intended to reflect the salient points raised and issues presented for further consideration. Should the attendees believe that anything might be misrepresented or misleading, please bring this to the attention of Jason Messamer, CASFM Secretary.

#### **I. Call to Order**

Brian Varrella called the meeting to order. A quorum of officers and regional representatives was present.



**II. Secretary Report – *Brian Varrella proxy for Jason Messamer***

- A. Review & approval of January 14, 2015 general membership meeting minutes.
- B. Motion to approve with correction to Bill DG's name spelling. Unanimously approved.

**III. Treasurer Report – *Brad Bettag***

- A. Membership Fees Update
  - 1. 2013 Revenue per member = \$18,000 from 732 members, or approximately \$24/member.
  - 2. 2014 Revenue per member = \$16,000 from 825 members, or approximately \$19/member.
  - 3. 2015 Revenue per member = \$16,000 from 743 members, or approximately \$22/member.
  - 4. Lower per-member revenue is coming in under new fee structure.
  - 5. Currently collected 90% of our total membership revenue per 2015 budget.
  - 6. Revenue discussion did not yield a desire to change – rather we will continue to monitor expenses, especially credit cards, into 2016 and use that information to make updated decisions in 2016 or 2017 as determined by the budget and members' opinions and needs.
- B. Switching Credit Unions on the CASFM account.
  - 1. Business Account Kickoff at Credit Union of Colorado (CUC) – May 5<sup>th</sup>
    - a. Not a member of co-op network; check drop-off requires in-person delivery.
    - b. Details of new Business Accounts are not published.
    - c. Requests for info unreturned.
  - 2. Public Service Credit Union (PSCU)
    - a. Comparable interest rates 0.15%.
    - b. Member of co-op network (can use almost any Credit Union ATM in the US for deposits).
    - c. Business check cards (may be a fee to set up for the 4 board members).
    - d. Smart Phone check image direct deposit – no more bank runs to deposit checks – Receipt sent by email for archive purposes.
  - 3. Consequences for shifting account to PSCU
    - a. Recently ordered new checks which would become useless (\$65 on checks and \$35 on binder, binder could likely be reused with new PSCU checks).
    - b. Minor headache of creating new account and transferring funds.
    - c. Minor headache of adjusting Paypal and other sites to reference the new account.
  - 4. Recommendations and Discussion
    - a. Brad recommends moving to PSCU and overlapping the current account with the new account to monitor financial transfers for the remainder of 2015. This will allow for seamless transitions and will reduce Treasurer's time tracking and depositing funds.
    - b. Motion and 2<sup>nd</sup> to pursue moving CASFM funds to a new PSCU account, and close CUC accounts in 2016 at the latest.
    - c. Motion passed unanimously.
- C. Brief discussion about creating an executive CASFM manager for future growth and management of the organization
  - 1. Discussion evolved from conversation with APA; they are at the same crossroads in their local/regional chapter.
  - 2. Considerations include benefits, salary, organization strategy, autonomy.
  - 3. Volunteers are doing an excellent job right now.
  - 4. Some concern that the organization may grow to the point it must be managed with more resources.
  - 5. Recommending leveraging volunteer resources in the near-term. No changes recommended, no motion offered.

**IV. Vice Chair Report – *Shea Thomas & Stuart Gardner***

- A. Wild Apricot update
  - 1. Working well so far; 670 members last year at this time, and 740 this year.
  - 2. Some region info is not being filled out when members sign in or sign up, so e-mails may not be delivered to those individuals.



3. Stuart and Shea are doing a fantastic job of keeping the software program moving and efficient.
- B. Stormwater legislation update
  1. Recently UDFCD met with CO Water Congress, hoping for 2/3 vote of support.
  2. Probably won't get the vote, but not likely to have a 2/3 vote against.
  3. Most opposition coming from Jr. Water Users on South Platte R. Watershed, and Arkansas R. has an organized vocal opposition group.
  4. Recent negative feedback; determination of no injury (giving up right to lawsuit).
  5. Bill officially introduced on March 12 as Senate Bill 212, and assigned to Ag Committee.
  6. First hearing in a couple weeks.
    - a. Need support from Sen. Garcia (Pueblo) & Sen. Roberts (Durango).
    - b. Weekly updates via webinar on Tuesday mornings at 8:00 AM.
    - c. Link to webinar: <https://attendee.gotowebinar.com/rt/6625454023388812033>
    - d. All CASFM members have a State Legislative Representative in the House and Senate – members can individually support a position as citizens in their own districts.
      - i. Health, safety, and environmental health components associated with supporting regional detention facilities (small onsite are exempt, reservoirs are exempt; i.e. Tri Lakes) are of primary concern to CASFM.
      - ii. The proposed change applies to mid-level detention on a regional scale.
- C. Rain barrel bill also in the State Legislature
  1. Danny Elsner will pursue more information for the membership prior to the May meeting.

#### V. Regional Representative Reports

- A. Northwest Region – *Betsy Suerth*
  1. Nothing specific to report.
- B. Northeast Region – *Beck Anderson*
  1. In process of setting up another social for April/May – e-mail will be sent out soon.
  2. Probably at Collindale Golf Course CB Potts, Fort Collins; topics t.b.d.
- C. Southeast Region – *Keith Curtis*
  1. Outreach meeting last night for flood awareness; good turnout
  2. Waiting on DFIRM update, many LOMCs moving forward (Manitou Springs & El Paso Co., and Cheyenne Creek). Will result in 800 homes being removed from SHFA.
  3. Will probably host a social in the Spring.
- D. Southwest Region – *Sam*
  1. No report.
- E. Metro Region – *Drew*
  1. Held winter social in Greenwood Village, heard from Don Jacobs on the Incline project.
  2. Looking for ideas for spring social, April/May, likely north side of Metro area.
  3. Tentative July social presentation from Tom Browning on Chatfield Re-allocation, downtown.

#### VI. Committee Chair Reports

- A. Annual Conference – *Robert & Sarah*
  1. Conference is Sept. 22-25, Vail Cascade.
  2. Field Trip ideas needed; none offered yet.
  3. **Need a new Field Trip coordinator.**
  4. Thursday night entertainment needed.
  5. Call for Papers was issued February 16, 2015.
    - a. April 30 = papers due; already have abstracts coming in.
      - i. Submitting abstracts through Wild Apricot.
    - b. June 30 = project awards due
    - c. 3 workshop volunteers already
  6. Keynote Speaker options 2015:
    - a. Andy Reese (5 votes) - Stormwater Paradigms. Focus on things finally going full circle where we are back to trying to make everything look like before mankind darkened the deck with development. Return to making way for rivers and their floodplains and to green infrastructure and to flow duration curves for collector streams – all back to zero again.



- Andy was our **keynote in 2002** on a similar talk about Stormwater Paradigms which was one of our best keynote presentations. Travel & hotel needed, but no fee requested.
- b. Sue Hanson (reserve for Crested Butte) – Leadership, motivation strategies, and relating to different personality types. One idea was to have an **interactive personality test** with word associations. Montrose based, \$4,500 fee, might be able to negotiate down, and might be able to reduce fee if we host in Crested Butte in the near future. Was part of APWA recommendation.
  - c. Chris Warner (12 votes) – Leadership and motivation. Chris is a world class mountain guide and teaches leadership at the Wharton School of Business. In the keynote, he uses his mountaineering stories to illustrate the need for all of us to build better teams. Chris is based in Denver so he is willing to greatly reduce his fee to \$5,000 or possibly less.
  - d. Chad Pregracke (5 votes) – Chad is the founder of Living Lands & Waters which is a foundation that promotes stream restoration and cleanup. No fee known at the moment, still exploring. Was a commercial shell diver on Mississippi R. and started a group to clean up trash from the watershed.
  - e. Past CASFM keynote and featured speaker have always been accommodated (food and lodging), and fee has been paid out as much as \$3,000 (total = fees, travel, room, board, etc.).
  - f. CASFM will tentatively aim for a goal of a \$3,000 maximum compensation package for speakers, but more can be requested and considered by the general membership.
7. 2016 Annual Conference (*Stuart*)
- a. Handout provided by Stuart and Robert.
  - b. Crested Butte received favorable comments from the attendees; Stuart will negotiate for 1 year at Crested Butte after a majority vote of members in attendance.
- B. Scholarship – *Morgan*
- 1. Nothing to report.
- C. Website – *Stuart*
- 1. All is well; new information for Flood TAP is up as a link with content.
  - 2. Wild Apricot allows seamless transition for membership.
  - 3. Saving 1-3 month lag time on membership updates.
  - 4. UDFCD Conference nearly full.
- D. Stormwater Quality – *Holly*
- 1. The stormwater quality committee will be planning this year's field trip in the coming month. Ideas for good example BMP sites to visit are still welcome.
    - a. The date for the field trip is June 25.
    - b. Please ask your colleagues to share their work!
  - 2. 18 signed up for Principles of Stormwater Chemistry – need 2 more registrations to break even on costs, and that is very likely to happen before the event.
- E. Floodplain/CFM – *Jamie Prochno*
- 1. Met last Friday to discuss questions submitted by TMAC; especially FP mapping policy and map rollouts
  - 2. Compiled responses to return to TMAC; will ask Stuart to post to the website.
  - 3. Working on FFRMS comments from State of CO; the draft should be done by Friday, March 20.
    - a. Will adapt to make comments from CASFM.
    - b. Will post comments to website, entertain feedback, and forward to FEMA.
    - c. Due April 6.
  - 4. Requests being received for CFM exam – probably be able to get the 10 minimum.
- F. Membership – *Stuart & Shea*
- 1. Signup4 statistics; 2011 to present.
    - a. 3,500 orders processed.
    - b. \$460,000 collected through registrations.
    - c. 90% of all registrations were credit card transactions.
    - d. Includes 4 conferences, 4 UDFCD seminars, 12 lunch-n-learns, 3 WQ field trips, etc.
- G. CRS – *Marsha*
- 1. Next meeting is April 21, UDFCD, 10 AM – 12 PM.



2. Please RSVP to Marsha before the event if you plan to attend.
- H. Outreach & Training – *Alan & Craig*
  1. Focusing on original goals this year.
  2. Outreach to student chapters is a priority.
    - a. Dr. Guo helping with UCD.
    - b. Dr. Grigg & Dr. Waskom available at CSU.
    - c. Desire to get more students aware of and engaged in CASFM.
    - d. **Must be cross-coordination with the Scholarship Committee.**
      - i. Alan & Craig will coordinate with Morgan, and Danny will assist as well.
      - ii. Had 27 applications for scholarships this year.
  3. Updating website and pages, and social media.
  4. Volunteer opportunities; difficult to get people in and manage them.
  5. Meeting at SEMSWA tomorrow at 10 AM (6 people or so).
  6. Committee may be formed into subcommittees.
    - a. A political liaison would be beneficial.
    - b. APA – a collaborative effort is underway where CASFM and APA have overlapping Land Use and Hazard Mitigation Planning interests and involvement.
      - i. Will add APA contributions to the Flood TAP disaster response toolkit.
      - ii. This strategic collaboration helps CASFM reach out beyond its conventional borders.
      - iii. The APA Colorado Conference is in October, shortly after CASFM's.
      - iv. Resiliency at Colorado level will be incorporated into APA & CASFM efforts.
  7. Work to coordinate contact with schools to maximize efforts.
- I. Flood TAP – *Julie*
  1. At their January and March meetings, the Flood TAP helped State agencies complete their annual review and update of flood mitigation projects identified in the state hazard mitigation plan.
  2. The partnership is writing a letter to the CWCB to support and recommend an update to the Colorado Floodplain and Stormwater Criteria Manual.
  3. The Flood TAP is collecting information to develop a Flood Response & Recovery Toolkit for Local Governments and is also collecting articles, reports, and links on lessons learned during the September 2013 flood response and recovery.

## VII. Other Business

- A. Could CASFM create a funding line item to assist students in participating at the Annual Conference?
  1. Perhaps wait until student chapters are up and running, then wait for them to offer suggestions.
  2. Other states have used a Scholarship program to help fund.
- B. Update from ASFPM Board Retreat (Feb. 2015)
  1. Finances – completely unknown at this time; more information will be requested, especially on EO operational activities and expenditures.
  2. Region VIII priorities are...
    - a. Creating Western-states issues track at the Annual Conference.
    - b. Providing map update funding for rural areas.
    - c. Allowing Local FPMs or the entire membership to be eligible to serve as Officers on the Board.
    - d. Change Regional Directors' reports to identify needs & offer solutions, and have a follow-up or check in mechanism for change.
- C. Presidential Executive Order 13690 issued January 30, 2015.
  1. Includes new Federal Flood Risk Management Standards (FFRMS)
  2. Comments are due to FEMA by April 6, 2015.
  3. ASFPM is requesting members formally weigh in on the guidelines
    - a. Available as a PDF from [this website](#) for review
    - b. Comments can be offered on the [Federal Register](#); search for FEMA-2015-0006
  4. CASFM will offer formal comments through Jamie's Floodplain Committee.

## VIII. 2015 Meeting Locations & Schedule

- A. May 14, 2015 – Loveland



- B. July 10, 2015 – Vail
- C. September 24, 2015 – Vail (*Annual Conference*)
- D. November 12, 2015 – Baker Corp

**IX. Discussion & Closing Thoughts & Adjourn**

11:04 AM

03/16/15

Accrual Basis

## Colorado Assn of Stormwater and Floodplain Managers, Inc.

## CASFM 2015 Profit &amp; Loss Budget vs. Actual

January through February 2015

	Jan - Feb 15	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
43400 · Direct Public Support				
43415 · Scholarships Contributions	4,000.00	0.00	4,000.00	100.0%
<b>Total 43400 · Direct Public Support</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>100.0%</b>
45000 · Investments				
45030 · Interest-Savings, Short-term CD	0.00	50.00	-50.00	0.0%
<b>Total 45000 · Investments</b>	<b>0.00</b>	<b>50.00</b>	<b>-50.00</b>	<b>0.0%</b>
47200 · Program Income				
47230 · Membership Dues	15,881.00	17,500.00	-1,619.00	90.7%
47240 · Annual Conference Fees	0.00	95,000.00	-95,000.00	0.0%
47245 · Annual Conference Sponsorships	0.00	15,000.00	-15,000.00	0.0%
47250 · Workshops Fees				
47251 · Lunch & Learn Training	140.00	1,000.00	-860.00	14.0%
47252 · Water Quality Fieldtrip Fees	0.00	2,200.00	-2,200.00	0.0%
47270 · UDFCD Conf Fees	0.00	20,000.00	-20,000.00	0.0%
47280 · Seminars/Training	14,476.00	22,500.00	-8,024.00	64.3%
<b>Total 47250 · Workshops Fees</b>	<b>14,616.00</b>	<b>45,700.00</b>	<b>-31,084.00</b>	<b>32.0%</b>
<b>Total 47200 · Program Income</b>	<b>30,497.00</b>	<b>173,200.00</b>	<b>-142,703.00</b>	<b>17.6%</b>
<b>Total Income</b>	<b>34,497.00</b>	<b>173,250.00</b>	<b>-138,753.00</b>	<b>19.9%</b>
<b>Expense</b>				
62100 · Contract Services				
62110 · Accounting Fees	0.00	2,000.00	-2,000.00	0.0%
62140 · Legal Fees	0.00	500.00	-500.00	0.0%
<b>Total 62100 · Contract Services</b>	<b>0.00</b>	<b>2,500.00</b>	<b>-2,500.00</b>	<b>0.0%</b>
62200 · Dues and Subscriptions				
62210 · ASFPM Dues	400.00	400.00	0.00	100.0%
<b>Total 62200 · Dues and Subscriptions</b>	<b>400.00</b>	<b>400.00</b>	<b>0.00</b>	<b>100.0%</b>
64000 · Annual Conference				
64100 · Annual Conference Hotel Resrv.	0.00	2,000.00	-2,000.00	0.0%
64200 · Annual Conference Costs	0.00	90,000.00	-90,000.00	0.0%
<b>Total 64000 · Annual Conference</b>	<b>0.00</b>	<b>92,000.00</b>	<b>-92,000.00</b>	<b>0.0%</b>
65000 · Operations				
63400 · Membership & Database Coordinat	0.00	1,800.00	-1,800.00	0.0%
63500 · Newsletters	885.00	1,750.00	-865.00	50.6%
65020 · Postage, Mailing Service	0.00	60.00	-60.00	0.0%
65040 · Supplies	0.00	400.00	-400.00	0.0%
65045 · Research	0.00	2,500.00	-2,500.00	0.0%
65120 · Insurance - Liability, D and O	0.00	2,000.00	-2,000.00	0.0%
65150 · Credit Card Fees				
65151 · Credit Card Fees - monthly	220.13	7,000.00	-6,779.87	3.1%
65152 · Credit Card Fees - (per trans)	693.36	0.00	693.36	100.0%
<b>Total 65150 · Credit Card Fees</b>	<b>913.49</b>	<b>7,000.00</b>	<b>-6,086.51</b>	<b>13.0%</b>
65200 · Website	0.00	4,500.00	-4,500.00	0.0%
70000 · Miscellaneous	0.00	200.00	-200.00	0.0%
<b>Total 65000 · Operations</b>	<b>1,798.49</b>	<b>20,210.00</b>	<b>-18,411.51</b>	<b>8.9%</b>
65500 · ASFPM National Conf	0.00	2,000.00	-2,000.00	0.0%
65900 · UDFCD Seminar	0.00	19,000.00	-19,000.00	0.0%
66000 · Workshops				
66100 · Workshops - Lunch & Learn	410.98	1,500.00	-1,089.02	27.4%
66150 · Water Quality Fieldtrip	0.00	1,500.00	-1,500.00	0.0%
66200 · Workshops - Seminars/Training	0.00	17,500.00	-17,500.00	0.0%
<b>Total 66000 · Workshops</b>	<b>410.98</b>	<b>20,500.00</b>	<b>-20,089.02</b>	<b>2.0%</b>
68000 · Socials				
68100 · Metro Socials (4 w/35 people)	329.67	2,000.00	-1,670.33	16.5%
68200 · Northeast Socials	0.00	1,000.00	-1,000.00	0.0%
68400 · Southeast Socials	0.00	400.00	-400.00	0.0%
68500 · Northwest Socials	339.40	500.00	-160.60	67.9%
<b>Total 68000 · Socials</b>	<b>669.07</b>	<b>3,900.00</b>	<b>-3,230.93</b>	<b>17.2%</b>
68300 · Travel and Meetings				
68305 · Membership Meetings	131.26	300.00	-168.74	43.8%
<b>Total 68300 · Travel and Meetings</b>	<b>131.26</b>	<b>300.00</b>	<b>-168.74</b>	<b>43.8%</b>
68900 · Disaster Relief	0.00	2,500.00	-2,500.00	0.0%
68920 · ASFPM Foundation	500.00	1,500.00	-1,000.00	33.3%

11:04 AM

03/16/15

Accrual Basis

Colorado Assn of Stormwater and Floodplain Managers, Inc.

**CASFM 2015 Profit & Loss Budget vs. Actual**

January through February 2015

	Jan - Feb 15	Budget	\$ Over Budget	% of Budget
<b>69000 - Scholarships</b>				
<b>69200 - Ben Urbonas Scholarship</b>	0.00	2,500.00	-2,500.00	0.0%
<b>69300 - CASFM Family Scholarship</b>	0.00	4,000.00	-4,000.00	0.0%
<b>Total 69000 - Scholarships</b>	0.00	6,500.00	-6,500.00	0.0%
<b>Total Expense</b>	3,909.80	171,310.00	-167,400.20	2.3%
<b>Net Ordinary Income</b>	30,587.20	1,940.00	28,647.20	1,576.7%
<b>Net Income</b>	<b>30,587.20</b>	<b>1,940.00</b>	<b>28,647.20</b>	<b>1,576.7%</b>



**Colorado Assn of Stormwater and Floodplain Managers, Inc.**  
**Balance Sheet - 2015 summary**  
**As of February 28, 2015**

	<u>Feb 28, 15</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10000 · Standard Checking	35,687.46
10100 · General Savings Account	24,458.87
10200 · CASFM Family Scholarship	16,293.24
Total Checking/Savings	<u>76,439.57</u>
Other Current Assets	
12000 · Prepaid Expenses	2,000.00
Total Other Current Assets	<u>2,000.00</u>
Total Current Assets	<u>78,439.57</u>
<b>TOTAL ASSETS</b>	<b><u>78,439.57</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Balance Equity	49,815.00
31500 · Temp. Restricted Net Assets	16,000.00
32000 · Unrestricted Net Assets	-17,962.63
Net Income	30,587.20
Total Equity	<u>78,439.57</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>78,439.57</u></b>