Date/Time: Thursday, May 12, 2016, 9:00 AM  
Hosted by: City of Loveland  
Location: 2525 W. 1st Street, Loveland

GENERAL MEMBERSHIP MEETING MINUTES:

I. Call to Order – Shea Thomas
   A. Introductions – Sign in sheet attached
   B. Shea Thomas – UDFCD – CASFM Chair
   C. Brian Murphy – CDM Smith – CASFM Vice Chair
   D. Danny Elsner – CH2M – CASFM Secretary
   E. Brad Betttag – CH2M – CASFM Treasurer
   F. Brian Varrella – CDOT – CASFM Northeast Region Representative
   G. Drew Beck – Matrix – CASFM Metro Denver Representative
   H. Robert Krehbiel – Matrix – CASFM Annual Conference Chair
   I. Stuart Gardner – CDOT – CASFM Webmaster (on the phone)
   J. Sarah Houghland – Michael Baker – CASFM Conference Program Coordinator
   K. Craig Jacobson – ICON – CASFM Outreach & Training Committee Co-Chair (on the phone)
   L. Alan Turner – CH2M – CASFM Outreach & Training Committee Co-Chair (on the phone)
   M. Julia Traylor – Wright Water Engineers – CASFM Conference Field Trip Coordinator
   N. Holly Piza – UDFCD – CASFM Stormwater Quality Chair (on the phone)
   O. Kevin Houck - CWCB
   P. Stephanie DiBetitto – CWCB
   Q. Eric Lessard – City of Loveland
   R. Chris Carlson – City of Loveland
   S. Shane Depinto - ESRI
   T. Jeremy Deischer (on the phone)
   U. Tiffany McEachen (on the phone)
   V. Tina Kurtz (on the phone)
   W. Ben Liu (on the phone)
   X. Betsy Suerth (on the phone)
   Y. Carrie Gudorf (on the phone)

II. Secretary Report – Danny Elsner
   A. Handed out General Meeting Minutes from March 10, 2016 meeting
   B. Moved to approve and passed unanimously

III. Treasurer Report – Brad Betttag
   A. Reviewed Balance Sheet (See attached)
   B. Reviewed Profit and Loss (See attached)
   C. Minor items discussed regarding expenses since last meeting
   D. Moved to approve and passed unanimously

IV. Research Funds Request – Shea Thomas
   A. Holly Piza presented the Stream Academy led by the Colorado Riparian Association
   B. Eight one-day classes about 1 to 2 months apart
   C. Going through the design of open channels for education
   D. Most of the instructors are donating their time
E. Start in July 2016 to May 2017
F. Participants have been invited to mix government agencies and consultants
G. Money will go towards handouts and lunches as well as seed money to continue for next year
H. Would have them present at CASFM Conference and would also ask for an executive summary
I. Opportunities for future involvement by CASFM were discussed.
J. Asking for $2000 from training budget
K. Motion for $2000 from training budget was presented and passed unanimously pending submission of executive summary for all classes and a presentation at the 2016 CASFM Conference. Possible further involvement with the Stream Academy by CASFM will be discussed at a later date.

V. Stormwater Quality Committee Update – Holly Piza
A. Meet quarterly
B. July 19th field trip
   1. Working on the agenda for the field trip - will go from Denver to Fort Collins and back
   2. Added a member of the Stormwater Quality Committee to the Annual Conference Committee to assist with reviewing abstracts related to stormwater quality
C. Rocky Mountain Water Environment Association – regional organization under WEF – have contacted the committee as they might want to start their own stormwater quality committee
D. Discussed having more water quality within the tracts at the CASFM Conference

VI. Conference Planning – Robert Krehbiel
A. Technical Paper Abstracts
   1. Deadline was April 29th.
   2. Received over 50 Technical Paper abstracts. No Workshop abstracts received.
   3. Need workshops for Tuesday and Friday. Looking at a mix of presentations in lieu of workshops, or SRH modeling by Scott Hogan, or HEC-RAS 5.0
   4. Sarah Houghland has started grouping the presentations which may take into next week to finish the tracts.
   5. Possible CRS forum for presentations on Friday morning
   6. Call for Registration will go out mid-July
B. Invited speaker update
   1. Chad Pegracke is our Wednesday keynote speaker
   2. Dave Skuodas is possibly featured speaker for Thursday speaker on how to be a good client. Possible TED talks style (with 5 minutes per speaker) with Questions and Answers for professional development tract or centered around subject of multi-disciplinary team building.
C. Theme
   1. “Making a Difference”
D. Field Trip Options discussed by Julia Traylor
   1. Hike/Chair Lift to visit a cloud seeder and a weather station
   2. Trip to Peanut Lake (10 min) for discussion on the restoration
   3. Possible combination with horseback riding
   4. Mountain bike trip
E. Entertainment
   1. Suggestion for a Blue Grass band to allow for networking during this time
F. Vendor deadline will be early to mid-August – Deb Ohlinger coordinating
VII. Social Media Presentation – *Emily Murphy Siem/Lisa Lauver (presented by Brian Varrella)*
A. Discussed the latest survey on social media emailed to all CASFM members
B. Social media guidelines adopted by the Board are still relevant
C. Discussed measurable goals going forward with growth in membership and posts/tweets
D. Recommendations
   1. Maintain current Twitter feed as outreach to non-CASFM groups and individuals
   2. Offer more education & material on LinkedIn
   3. More emphasis on the cover page of our website
   4. Any future expansion should focus on Facebook

VIII. CASFM Summer Picnic – *Drew Beck*
A. Bike along South Platte, visits sites with discussion, and then picnic. (Possibly food trucks)
B. Family oriented – assume attendees can bring their own bike (no b-cycle delivery)
C. Around 4 mile round trip
D. Drew is considering late June/early July for the picnic
E. Possible Saturday event or weeknight event. Straw poll was split between weekend versus weeknight date.

IX. ASFPM Update – *Brian Varrella*
A. Budget is balanced
B. Feels fiscally responsible
C. June 2016 Conference is in Grand Rapids, MI
D. 2017 Conference will be hosted in Kansas City, MO.

X. Other Business – *Shea Thomas*
A. Brochure update
   1. PDF of draft brochure is on the website (click on About CASFM page)
   2. Still working on content; considering adding Mission Statement to include previous policy statements that are no longer on the About CASFM page
B. Floodplain Management Committee Chair
   1. Vacant
   2. Jamie Prochno is no longer with CWCB and moving out of state
   3. Stephanie DiBetitto has volunteered to help with proctoring and teaching the CFM test in 2016
   4. Continue to look for a new chair (Shea will send out an email to those on the Floodplain Management Committee list of 86 members first to request a volunteer)
C. Awards Coordinator
   1. Vacant after this year
   2. Need to discuss within the Annual Conference Committee
D. Mission statement – tabled
   1. Shea wants to create a Mission Statement and Vision Statement and add to the CASFM Brochure
   2. Brian V. reminded Shea the CASFM business cards have an abbreviated mission statement that can be used as a starting point.
   3. Brian M. will put together a draft mission statement and vision statement for review during the next meeting.
E. Budget for committees – tabled

XI. Upcoming Events – *Shea Thomas*
A. May 19/20 – Street Hydraulics, Inlet Sizing and Sewer Design
B. May 24-26 – WMS Training at FHWA (Denver); emailed out this morning to General Membership
C. June 13-15 – HEC-RAS 2D Course (Grand Junction)
D. June 19-24 – ASFPM Annual National Conference (Grand Rapids, MI)
E. June 23-24 – Introduction for EPA SWMM 5.1

XII. Next Meeting – July 15 at The Village at Breckenridge (tour afterwards) – 11am, with lunch

XIII. Adjourn
**Date/Time:** Thursday, May 12, 2016, 9:00 AM  
**Hosted by:** City of Loveland  
**Location:** 2525 W. 1st Street, Loveland

### GENERAL MEMBERSHIP SIGN IN SHEET:

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<tr>
<th>Name</th>
<th>Company</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Danny Elsner</td>
<td>CD2M</td>
<td><a href="mailto:danny.elsner@cd2m.com">danny.elsner@cd2m.com</a></td>
</tr>
<tr>
<td>Stephanie DiBello</td>
<td>CWCB</td>
<td><a href="mailto:ststeph@tvt.com">ststeph@tvt.com</a></td>
</tr>
<tr>
<td>Brad Bettag</td>
<td>CD2M</td>
<td><a href="mailto:bbbettag@cd2m.com">bbbettag@cd2m.com</a></td>
</tr>
<tr>
<td>Shea Thomas</td>
<td>UDRCM</td>
<td><a href="mailto:s.thomas@udrcm.org">s.thomas@udrcm.org</a></td>
</tr>
<tr>
<td>Jim Hessard</td>
<td>City of Loveland</td>
<td><a href="mailto:j.hessard@cityoflov.org">j.hessard@cityoflov.org</a></td>
</tr>
<tr>
<td>Shane DePinto</td>
<td>ESRI</td>
<td><a href="mailto:sdepinto@esri.com">sdepinto@esri.com</a></td>
</tr>
<tr>
<td>Julia Traylor</td>
<td>Wright Water Engineers</td>
<td><a href="mailto:jtraylor@wrightwater.com">jtraylor@wrightwater.com</a></td>
</tr>
<tr>
<td>Brian Murphy</td>
<td>CD Smith</td>
<td><a href="mailto:murphybm@cdsmith.com">murphybm@cdsmith.com</a></td>
</tr>
<tr>
<td>Sarah Haygland</td>
<td>Baker</td>
<td><a href="mailto:slhaygland@bakerintl.com">slhaygland@bakerintl.com</a></td>
</tr>
<tr>
<td>Chris Carlson</td>
<td>City of Loveland</td>
<td><a href="mailto:chris.carson@cityoflov.org">chris.carson@cityoflov.org</a></td>
</tr>
<tr>
<td>Brian Varrella</td>
<td>CDOT</td>
<td><a href="mailto:brian.varrella@state.co.us">brian.varrella@state.co.us</a></td>
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COLORADO ASSOCIATION OF STORMWATER AND FLOODPLAIN MANAGERS
2480 W. 26th Ave., Suite 156-B
Denver, CO 80211
www.casfm.org

Date/Time: Thursday, May 12, 2016, 9:00 AM
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<tr>
<td>Dan Evans</td>
<td>Cat Fort Collis</td>
<td><a href="mailto:daevans@fgov.com">daevans@fgov.com</a></td>
</tr>
<tr>
<td>Shane Depinto</td>
<td>ESRI</td>
<td><a href="mailto:sdepinto@esri.com">sdepinto@esri.com</a></td>
</tr>
<tr>
<td>Drew Beck</td>
<td>Matrix</td>
<td><a href="mailto:drew.beck@matrixdesign.com">drew.beck@matrixdesign.com</a></td>
</tr>
<tr>
<td>Robert Kehoe</td>
<td>Matrix</td>
<td><a href="mailto:Robert.Kehoe@matrixdesign.com">Robert.Kehoe@matrixdesign.com</a></td>
</tr>
<tr>
<td>Kevin Hack</td>
<td>AWCB</td>
<td><a href="mailto:kevin.hack@state.co.us">kevin.hack@state.co.us</a></td>
</tr>
</tbody>
</table>

OFFICERS

Chair
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sinomaas@judfd.org

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Committee and Regional Representatives Reports
May 12, 2016

CRS – Marsha Hilmes-Robinson
At the last CRS committee meeting, we had a presentation by Diana Herrera, Insurance Specialist for FEMA Region VIII, concerning Flood Insurance and the CRS. A response to the CASFM CRS Comment letter is expected from the CRS Task Force in July. We have heard the letter was very well received.
Next CRS Committee Meeting:
  June 9, 2016
  10 AM-Noon (lunch following)
  UDFCD Board Room

Scholarship – Jacob James
Nothing new to report.

Floodplain Management – vacant
No report.

Flood TAP – Brian Varrella
Agencies are meeting every 2 months to update one another on regular operations and new initiatives and programs. The Disaster Response Toolkit has lost some momentum lately and is being reevaluated in early June. The most recent meeting was May 9 and the next meeting will be July 18.

Outreach & Training – Alan Turner, Craig Jacobson
1. Our social media outreach group successfully completed a survey for the social media and outreach. Attached are the survey results from our social media survey. Some highlights:
   a. The vast majority of respondents currently interface with CASFM via the website and LinkedIn.
   b. 77% of respondents use Facebook more than once per week.
   c. 77% of respondents use LinkedIn once per week.
   d. 25% of respondents use Twitter more than once per week.
   e. 25% of respondents use Instagram more than once per week.
   f. In terms of content, it appears that people are pretty varied with regard to what they want to hear about on social media. For twitter, the most popular categories (all over 20%) are CASFM updates, Colorado updates, Regional updates, social engagement opportunities, and continuing education opportunities. For LinkedIn, the most popular categories (all over 30%) include CASFM updates, CASFM member firm updates, Colorado updates, Regional updates, national updates, white papers/presentations, social engagement opportunities, and continuing education opportunities (p. 5-8).
   g. Additional comments section shows excitement about social media and general interest in Facebook.
   h. There are a few people who are concerned about overuse and a few who just use email, but general feedback is excited and positive.
2. Our training committee has continued to have success with the HEC-RAS 5.0 class on the western slope
Below is a summary on the 3-day HEC-RAS 2D training event to be held in Grand Junction on June 13-15.

a. We currently have 20 of the 25 spots filled.
b. 19 registered prior to April 15 at our discounted rate of $550. 1 registered at full price since then at $600.
c. Our gross revenue is $11,050.
d. Our expenses total $10,621.90 ($9,010 for WEST Consultants and $1,611.88 to Two Rivers Convention Center).
e. Therefore, our estimated net at this time is +$428.12.
f. Our refund policy allowed full refunds (less $25) through May 10 and 50% refunds through May 31. So there is still potential for this to change as more register or if refunds are requested.

3. Our Committee discussed Supporting the Urban Stream Academy and The Community Outreach group would like to support this at $2,000.

4. We discussed the content on the website which includes:
   i. A history and timeline of previous officers
   ii. A history and timeline of all CASFM Conference Material
a. Suggest simplifying the Program, Pictures and Presentation
b. Need a way to search through presentations on website
   • A history and timeline of all CASFM Back Calendars
   • A library
c. The Library would be good if it were searchable (future upgrade?)
   • Has a history of All CASFM Awards and some award presentations
d. The CASFM Awards would be good if they were searchable (future upgrade?)
   • A history and timeline of all Bylaws and History of Bylaws
   • A history and timeline of all Committee information
   • A history and timeline of all Lunch and Learns
e. Our group has come to the conclusion that updating the website by volunteers is likely going to be too much or take a substantial amount of time.
   f. We have reached out to Josh McCowen from Lofty Goals – The Company that completed the UDFCD Website, to understand cost. He mentioned that at a minimum it would be $8,000 but looking at our website and understanding the content. The expect cost would be between $10,000 - $20,000. This is just spit balling but gets us understanding where we stand.
g. Currently our website is not mobile compatible so with more people accessing it by mobile device it is important from a communication standpoint to update in this direction.
h. This is something we could own and maintain after it is upgraded but may need to look at carrying a budget item forward to help supplement the time of a person to keep the website up to date.
   i. Even if we started the transformation of the website today it likely would not be done by the conference which was a goal of our group.
j. We would like to discuss with the board the direction we should head with this. Specifically the cost and how we should approach hiring a company to update the website.

5. We had a community Outreach and Training Committee Meeting at Icon on April 15, 2016 at the Icon Offices where all the above information was discussed.

6. We are currently looking for additional Support for the Lunch and Learn Sessions.
Membership & Website – Stuart Gardner  
Membership: 847  
Registration Software: I used Formstack to set up the April Lunch and Learn. Like all systems, it has its issues and shortcomings, but it’s far superior for our needs than Regpacks. As soon as the HEC RAS 2D course is finished, I will drop Regpacks and move forward with Formstack for our registration needs. I’ve already got the Annual Conference registration mostly set up, and the conference vendor registration is set up and ready to go. Other upcoming events include the Stormwater Quality Field Trip and the July Lunch and Learn.  
Website: The About link now opens up the pdf brochure.

Metro Region – Drew Beck  
The Metro region is in the process of planning another joint event with CRA for a summer bike ride/picnic along the South Platte River (late June or early July). The short ride (4.5 miles roundtrip) will tour several restoration and parks projects along the river (Johnson Habitat, Pasquinel’s Landing, Grant Frontier Park, etc.). The ride will start at Johnson Habitat Park and will end back at the park with a summer picnic. The ride will be relatively short so families are encouraged to join. We are in the process of negotiating with B-cycle to deliver bicycles for those who do not wish to transport their own bikes to the event. We are seeking feedback from members to solidify details so please contact me at drew_beck@matrixdesigngroup.com.

NE Region – Brian Varrella  
The Metro & NE region hosted a combined social event with APA Colorado and the Colorado Riparian Association on March 3. The event showcased the $70 million Emergency Watershed Protection (EWP) program effort initiated in the 2013 Flood zones in northeastern Colorado. The EWP team discussed their vision, goals, and funding available from the Natural Resources Conservation Service (NRCS) and their narrow timeline to complete all associated projects. Attendance from APA, CRA, and CASFM members was fantastic - we packed the house at C.B. & Potts in Westminster! The EWP program management team will be coming back in a year or two to give us an update on progress and share lessons learned. The next NE Region social might be hosted this summer. Any ideas for the next social are welcome!

NW Region – Betsy Suerth  
The NW region is hosting a HEC-RAS 2D course at the Two Rivers Convention Center in Grand Junction June 13-15. I have attached the course ad. Rick Dorris has arranged for a block of CASFM rooms at the Fairfield Inn and Suites for $124.95 per night located right next to the venue. The offer was supposed to expire on May 10, but I’ll check on the status of those rooms and ask for an extension based on availability.  
I am also working on coordinating additional classes/training in the Roaring Fork Valley this summer, so stay tuned for announcements.

SE Region – Keith Curtis  
Had CAV 4/14 great fun, 9-5 no break for lunch?? Matt Buddie is Very thorough no feedback yet keeping our fingers crossed.  
Working on CRS with Monica Bortolini, she is doing a great job helping me assemble 7 CRS submittals.
planning a social as soon as the days get a little longer maybe end of May first of June DFIRMS announced in the CFR, so we are into appeals period, one step closer

SW Region – Sam Samuelson
No report.

HEC-RAS 2D Training
June 13, 14 and 15, 2016
Two Rivers Convention Center
Adobe/Escalante Rooms
Grand Junction, Colorado

CASFM is pleased to offer an intensive 3-day workshop that prepares water resource professionals to use the HEC-RAS (Hydrologic Engineering Center River Analysis System) for modeling two-dimensional (2D) unsteady flow applications. Dr. Ray Walton from WEST Consultants will lead this interactive small group training. Participants will learn how to approach and construct a 2D model for unsteady flow conditions, and to effectively view and analyze results.

WHO SHOULD ATTEND? Consulting engineers; water resource planners; engineers employed by local, state, or federal government agencies. Participants should have some experience in floodplain hydrology and hydraulics and HEC-RAS steady flow modeling. Familiarity with unsteady flow modeling will be helpful.

COURSE BENEFITS AND OUTCOMES: Participants will:
• Learn to use HEC-RAS to model 2D unsteady flow hydraulics.
• Get an overview of 2D flow theory and the differences between it and 1D modeling.
• Gain hands-on HEC-RAS experience by participating in practical computer workshops.
• Understand how to develop a stable and calibrated 2D flow model.
• Gain valuable insight in methods for minimizing computation errors and instabilities for 2D unsteady hydraulic models.
• Learn from real-world projects and applications.

COST: $550 for early registration by April 15, 2016. $500 after April 15, 2016.
Refund Policy: A full refund less $50 is available through May 10, 2016. After that, a 50% refund is available through May 31, 2016. No refunds will be made after that time. Cancellations must be made by contacting Stuart Gardner at stuart.gardner@westernconsult.com.

DATES: June 13–15
TIME: 8 a.m. to 5 p.m.
LOCATION: Two Rivers Convention Center, Adobe/Escalante Rooms, 159 Main St, Grand Junction, CO 81501

REMEMBER you must bring your own laptop. Refreshments and snacks will be provided during training. Lunch and dinner on your own.

REGISTRATION: Only 25 spots are available. Reserve your seat at www.Registrar.com/casfm
Attendees receive 1.2 CFM CEUs. Contact Betsy Sueth at betsy_sueth@yahoo.com for information.
### Colorado Assn of Stormwater and Floodplain Managers, Inc.
#### Balance Sheet
As of April 30, 2016

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<td>Total 64000 - Annual Conference</td>
<td>104.95</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td>7,718.78</td>
</tr>
<tr>
<td><strong>Net Ordinary Income</strong></td>
<td>25,151.25</td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>25,151.25</td>
</tr>
</tbody>
</table>
CASFM Social Media Survey

Results and Recommendations
Q1: What Is Your Age?

- 18-35: 32%
- 36-45: 36%
- 46-60: 20%
- 61 and above: 12%
Q2: How Do You Engage w/CASFM Online?

- **Website**: 92%
- **LinkedIn**: 30%
- **Twitter**: 11%
- **I do not engage with...**: 7%
Q3: What Forms of Social Media Do You Use and How Often?

- **Twitter**
  - Never: 68%
  - Once per month: 6%
  - Once per week: 7%
  - More than once per week: 19%

- **LinkedIn**
  - Never: 35%
  - Once per month: 12%
  - Once per week: 18%
  - More than once per week: 35%

- **Facebook**
  - Never: 55%
  - Once per month: 9%
  - Once per week: 11%
  - More than once per week: 25%

- **Instagram**
  - Never: 65%
  - Once per month: 6%
  - Once per week: 8%
  - More than once per week: 21%

- **Snapchat**
  - Never: 81%
  - Once per month: 2%
  - Once per week: 2%
  - More than once per week: 15%
Q4: Generally, What Forms of Social Media Do You Use and How Often?

- **Facebook** is the most used platform
  - 66% use it at least **once a week**
- **LinkedIn** is the second most used platform
  - 47% using it at least **once a week**
- **Twitter** is less used by CASFM membership, but target Twitter audience is outside of membership
Q4: Preferred Content - TWITTER

- CASFM updates
- CASFM member firm updates
- CASFM member individual updates
- Colorado updates
- Regional updates
- National updates
- International updates
- White papers/presentations
- Social engagement opportunities
- Continuing education opportunities
- Updates from other organizations
- Related industry updates
- Images
- I don't use Twitter
- Other (please specify)

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

[Graph showing preferences for Twitter content categories]
Q5: Preferred Content - LINKEDIN
Q6: Comment Summary

- 35 Responses: 29 Comments; 6 N/A
- 5 general categories:
  1. What to put on social media and/or how to use social media (13 comments)
  2. CASFM should use Facebook (4 comments)
  3. I don’t like social media (5 comments)
  4. I love social media (5 comments)
  5. Other platforms (email, web, etc.) (4 comments)
Social Media Priorities

• Reflect status as a respected voice in floodplain management
• Adhere to 14 CASFM policy statements
• Communicate and promote CASFM
  • Show who we are
  • Promote stormwater/floodplain awareness
  • Reach out rather than reach in
  • Expand and engage outside CASFM
• Monitor and maintain social media outlets and platforms
Measurable Goals for 2016

- Contribute to 1% growth of membership
- Grow CASFM Twitter by 180 people
- Increase tweets to 28 per month
- Increase impressions to 4000 per month
- Maintain greater than 1% engagement
- Grow LinkedIn membership by 50
- Post to CASFM LinkedIn once per week
- Perform member survey
- Consider recommendations based on survey
Recommendations

• Maintain current Twitter approach
• Offer more education on LinkedIn
  • Recommendations on where to find?
• Website
  • Events: more emphasis on cover page
• If we want to expand, Facebook is the place to do it
  • 55% of respondents use FB more than once per week, almost as much as all the other platforms combined
  • 66% of respondents use FB at least once per week