

COLORADO ASSOCIATION OF STORMWATER AND FLOODPLAIN MANAGERS

2480 W. 26th Ave., Suite 156-B

Denver, CO 80211

www.casfm.org



Date/Time: Friday, July 15, 2016, 11:00AM – 2:00PM

Hosted By: The Village Hotel

Location: 535 S. Park Ave., Breckenridge, CO

GENERAL MEMBERSHIP MEETING NOTES:

I. Call to Order – *Shea Thomas*

- A. Shea Thomas, UDFCD – CASFM Chair
- B. Brian Murphy, CDM Smith – CASFM Vice Chair (*phone*)
- C. Brian Varrella, CDOT – proxy CASFM Secretary for Danny Elsner
- D. Brad Bettag, CH2M – CASFM Treasurer
- E. Stuart Gardner, CDOT – CASFM Webmaster and Membership Administrator (*phone*)
- F. Robert Krehbiel, Matrix – CASFM Annual Conference Committee Chair
- G. Sarah Houghland, Enginuity (*phone*)
- H. Jacob James, Parker – CASFM Scholarship Committee Chair
- I. Craig Jacobson, ICON – CASFM Outreach & Training Committee Co-Chair
- J. Kevin Houck, CWCB
- K. Jeremy Deischer, ICON (*phone*)
- L. Emily Murphy Siem, Calibre (*phone*)
- M. Anna Sparks, Adams County (*phone*)
- N. Hannah Crail, CDOT
- O. Colin Wagoner, Calibre
- P. Doug Trieste, FLOW Technologies
- Q. Betsy Suerth, SGM Inc.

II. Committee & Regional Rep. Reports – *distributed by electronic attachment*

III. Secretary Report – *Brian V. proxy for Danny E.*

- A. Change the header “Agenda” to read “Minutes”
- B. No other comments
- C. Motion to approve & 2nd, Robert & Stuart, approved unanimously

IV. Treasurer Report – *Brad B.*

- A. Reviewed Balance Sheet (*see attached*)
- B. Reviewed Profit and Loss Statement (*see attached*)
- C. Budget is tracking well, though seminars & training appears to be slightly over budget, partly due to Stream Academy contribution and partly due to the NE & Metro combined social
- D. Membership still lagging behind, but that usually catches back up before the Annual Conference.
 1. Also tends to lag when next-year’s budget is paid in advance during the previous year.
 2. Treasurer will continue to parse membership dues into the year they are intended
- E. Motion & 2nd, Stuart & Brian, approved unanimously

V. Conference Planning – *Robert Krehbiel*

- A. More abstracts for presentations were submitted than could be scheduled
- B. Keynote is Chad Pregracke
- C. SRH-2D training workshop on Tuesday PM
 1. 4-hr course hosted by Scott Hogan (FHWA).
 2. Will have up to 50 people max, fee for course is \$20

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- D. 2 field trips for Friday; Mountain Bike trip to Peanut Lake, and also a project tour of a SNOTEL site
- E. Floodplain 101 will be offered Tuesday prior – same class as previously offered, only changed the name to comply with ASFPM requirements
- F. Bluegrass band for entertainment after the dinner; WMD from Colorado Springs
- G. Flash talks this year; 4 speakers/topics, 8-10 minutes each
 - 1. Shea will moderate
 - 2. Opportunity to fit in more presentations to the conference
- H. CRS Workshop; grouped all CRS presentations into 1 for Friday AM
 - 1. Showcases CRS Committee work, which is one of the most active committees at CASFM
 - 2. Hoping to have federal, state and local representation
 - 3. Probably a 2-hr event; 20 minutes per presentation then Q&A afterwards
- I. Icebreaker social on Tuesday night at 8:00 PM
- J. 6 technical sessions on 3 tracks, similar to the past; moderators are volunteering through Robert
- K. John Pflaum, Awards Coordinator, will be stepping down after this year
 - 1. New coordinator needed for 2017
 - 2. Conference Committee can take a more active role to cover these functions from this point on
 - 3. Shea asked for volunteers; John will train the new person at the 2016 Conference
 - 4. Colin Wagoner volunteered to be John P.'s replacement after the 2016 Conference
- L. Yoga; Susan Pearson of Pitkin County is certified to lead yoga, and will offer to lead a group at 7:00 AM every morning
- M. Emily & Danielle at Calibre prepared the call for presentations and are working on the program for the Conference – thank you!!!
- N. Thanks to Sarah and Robert and all the Committee members for their hard work in preparing CASFM for another successful Conference!

VI. Upcoming Board Election – Shea T.

- A. Email to the General Membership from Shea sent out; everyone is up for election every year
 - 1. Every Board member is elected annually and limited to 2 terms
 - 2. Former Board positions are recorded at www.casfm.org under the History tab
 - 3. Chair, Vice Chair, Secretary and NE Region Rep are incumbent.
 - 4. All other Board positions are open for nominations
- B. Bylaws
 - 1. The Secretary position is off by one year right now, though it is supposed to be on the same offset track as Treasurer. This permits the Chair and Vice Chair to be on one 2-year track, and Treasurer and Secretary on another with a 1-year offset.
 - 2. Shea discussed the opportunity to get the tracks on a single cycle, or an offset cycle, just to get alignment with the past.
 - 3. In the past, it was found to be beneficial to have 2 Officers elected in 1 cycle and 2 on another to allow for some Officer knowledge transfer year-over-year, and to avoid potential problems with all Officers being brand new to the Board at the same time.
 - 4. Goal is generally to continue to promote new ideas and perspectives on the Board by allowing diverse volunteers to enter into the process

VII. Website – Craig J. and Stuart G.

- A. The room recognized that Stuart has acted as webmaster, email manager & communication specialist for more than a decade with fantastic results.

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1. This is a lot of work for one person
- B. Outreach & Training Committee noted the website is an area of focus for modernization
- C. Currently used as a repository for information, but some limited accessibility for different media and mobile devices
- D. Discussing what might make sense for the next version of the website
- E. A subcommittee will form to discuss vision, opportunity and budget
- F. Recently discussing this topic with the same person who redeveloped the UDFCD website
- G. Website revision will start at \$8,000 and may go as high as \$20,000 depending on what we expect from our website
- H. Goals and objectives still need to be outlined
- I. Stuart has been utilizing Frames since 2001 (15 years) for header, side links, and main viewport
 1. Difficult to send someone a direct link to the different pages
 2. After a few years, it is cumbersome to move to a more efficient platform, and that is where we are at right now
 3. Majority of access to our website is through desktop access, but mobile access is becoming more frequent
 4. The next platform will have to be flexible enough to evolve into something else in the future and prevent the same problem we have with Frames today
- J. Still in the process of brainstorming, but likely looking at a very high cost for updating; scope & definition needed before any movement or consideration of options
- K. Also a challenge of how maintained afterwards; hoping to make that a volunteer function within the organization
- L. Does the Board want multiple proposals, or sole-source through our current contact?
 1. Treasurer Brad noted we are tending to be profitable lately, and there may be room in the budget for this effort but we will have to squeeze other items within the budget
 2. Scholarships will total \$9,000 at the 2016 year end (\$2,500 for undergrad, \$2,500 for B. Urbonas graduate scholarship, and \$4,000 for the Family scholarship)
 3. We have room right now to invest if we think this is important
 4. Website is clearly the primary digital platform people utilize to engage with CASFM online; based on data collected by Emily & Lisa through the social media survey it is >90% of polled members who use the website to learn about CASFM, when the next platform was about 30% with LinkedIn
- M. Brad; considering looking into a new budget item in a year or two to ensure our current excess profit is not just a short-term trend before we commit financial resources to this effort
- N. Shea noted this is a big move and a big expense
 1. Moving forward will require deliberate action and reasonable budget expectation.
 2. Move forward with multiple bids and interviews / discovery processes
 3. Take a look at other chapters as well and get their experience feedback
- O. USACE Silver Jackets is running meetings now via Jamie Prochno
 1. Flood partnership between the Federal government and the state, intending to assist local communities
 2. Offers projects within USACE Regions; a website is being developed for Colorado
 3. CASFM offered to link to that website, but they prefer we host it if possible
- P. This might be an opportunistic time to drive a website change

VIII. Mission & Vision Statement – *Brian M.*

- A. Objectives list on our website seemed to need to be pared down to core values

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1. 17 points have been boiled down to 5 objective statements, and the back-of-card statement is also being refined
- B. Mission & vision should be succinct and should reflect organizational values
 1. Many other state floodplain management organizations don't have a mission-vision-values statement
- C. Brian M. and Shea are crafting these now, and hope to share at a General Membership meeting
 1. May be better to present the mission, vision, and values at a mid-year Board meeting, likely after the January meeting

IX. ASFPM Update – Brian V.

- A. Lots of good news from ASFPM and Region 8 this year
- B. The budget at ASFPM is balanced again this year
 1. The trend of deficit spending ended 2 years ago and ASFPM is building reserves again
 2. Reserves currently stand at \$411,000 and growing
- C. Brian V. served on the Ad-Hoc Goals & Objectives Committee, which successfully reduced the organizational G&O list from 8 pages down to 3 for 2016.
 1. Goals now include mapping and making the case for the entire nation, not just the high population areas
 2. It also requires recruitment of leaders from Western states and underrepresented populations in rural and Tribal communities.
- D. The Certification Board of Regents requested an ad-hoc team review the CFM program for accredited states, and Brian V. volunteered to participate.
- E. Annual Chapter fees will be reviewed again in 2016/17
- F. The Region 8 Director's Report is available at ASFPM's website here; <http://goo.gl/4Jovbo>

X. Floodplain Management Committee Chair – Shea T.

- A. Opened first to people who were participating on the Committee; no responses from 47 people
- B. Steve Griffin is interested, has received the summary of duties from Shea, and is willing to proctor and teach FP 101
- C. Shea will send out a notice to the entire membership to make sure we give everyone a chance to express interest

XI. CASFM Summer Picnic – Robert K. proxy for Drew Beck

- A. August 13 (Saturday); bike trip on the S. Platte River
- B. Family members are invited
- C. A save-the-date email was sent out recently
- D. Collaborating with the CO Riparian Network and APA-Colorado

XII. CASFM Shirts for Sale? – Shea T. proxy for Drew Beck

- A. Drew B. recommended CASFM front the cost of a select number of shirts to make them available at the 2016 Conference for sale
- B. Give-aways might also be available; shirts, goodies, etc.

XIII. Other Business – Shea T.

- A. Membership; 871 members – new record for the organization!!
- B. About 30 people have already signed up for the 2016 Conference
- C. 2015 Conference was 341 people in Vail, up from the 2014 Conference with 309 people in Vail

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- D. Breckenridge site was chosen today to give us a walkthrough for consideration for hosting the Conference in 2018
- E. 2017 Conference is at Beaver Run Resort, Breckenridge

XIV. Upcoming Events

- A. July 19 – Stormwater Quality Field Trip
- B. August 25/26 – UWRI Class: Water Rights Engineering
- C. September 12-15 – *join us for the 26th Annual CASFM Conference in Crested Butte, Colorado*

XV. Next Meeting – September 14, 2016 in Crested Butte

XVI. Adjourn

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Date/Time: Friday, July 15, 2016, 11:00 AM
Hosted by: The Village Hotel
Location: 535 South Park Avenue, Breckenridge

GENERAL MEMBERSHIP MEETING AGENDA:

- I. Call to Order – Shea Thomas**
- II. Secretary Report – Brian Varrella (proxy for Danny Elsner)**
- III. Treasurer Report – Brad Bettag**
- IV. Conference Planning – Robert Krehbiel**
 - A. Field Trips
 - B. Entertainment
 - C. Awards Coordinator
 - D. Yoga
- V. Upcoming Elections – Shea Thomas**
- VI. Website – Craig Jacobson**
 - A. Overhaul
 - B. Silver Jackets
- VII. Mission/Vision Statement – Brian Murphy**
- VIII. ASFPM Update – Brian Varrella**
 - A. Lunch & Learns
 - B. Student Poster Competition
 - C. Bylaws
 - D. Community Stormwater Days
 - E. 3D Model
- IX. Other Business – Shea Thomas**
 - A. Floodplain Management Committee Chair
 - B. CASFM Summer Picnic
 - C. CASFM Shirts for Sale
- X. Upcoming Events – Shea Thomas**
 - A. July 19 – Stormwater Quality Field Trip
 - B. August 25/26 – UWRI Class: Water Rights Engineering
 - C. September 13-16 – CASFM Annual Conference
- XI. Next Meeting – September 14 at the Annual Conference in Crested Butte**
- XII. Adjourn**

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3:18 PM

07/09/16

Accrual Basis

Colorado Assn of Stormwater and Floodplain Managers, Inc.
Profit & Loss Budget vs. Actual
 January through June 2016

	Jan - Jun 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
43400 • Direct Public Support				
43410 • Corporate Contributions	0.00	2,000.00	-2,000.00	0.0%
43415 • Scholarships Contributions	4,000.00	4,000.00	0.00	100.0%
43460 • Undergrad Scholarship Donations	2,000.00	2,500.00	-500.00	80.0%
Total 43400 • Direct Public Support	6,000.00	8,500.00	-2,500.00	70.6%
45000 • Investments				
45030 • Interest-Savings, Short-term CD	6.81	50.00	-43.19	13.6%
Total 45000 • Investments	6.81	50.00	-43.19	13.6%
47200 • Program Income				
47230 • Membership Dues	16,210.00	17,500.00	-1,290.00	92.6%
47240 • Annual Conference Fees	0.00	105,000.00	-105,000.00	0.0%
47245 • Annual Conference Sponsorships	5,400.00	20,000.00	-14,600.00	27.0%
47250 • Workshops Fees				
47251 • Lunch & Learn Training	879.16	1,000.00	-120.84	87.9%
47260 • WQ Field Trip	2,025.00	2,200.00	-175.00	92.0%
47270 • UDFCD Conf Fees	0.00	20,000.00	-20,000.00	0.0%
47280 • Seminars/Training	19,155.00	17,500.00	1,655.00	109.5%
Total 47250 • Workshops Fees	22,059.16	40,700.00	-18,640.84	54.2%
Total 47200 • Program Income	43,669.16	183,200.00	-139,530.84	23.8%
Total Income	49,675.97	191,750.00	-142,074.03	25.9%
Expense				
62100 • Contract Services				
62110 • Accounting Fees	840.00	2,000.00	-1,160.00	42.0%
62140 • Legal Fees	0.00	500.00	-500.00	0.0%
Total 62100 • Contract Services	840.00	2,500.00	-1,660.00	33.6%
62200 • Dues and Subscriptions				
62210 • ASFPD Dues	500.00	500.00	0.00	100.0%
Total 62200 • Dues and Subscriptions	500.00	500.00	0.00	100.0%
64000 • Annual Conference				
64100 • Annual Conference Hotel Resrv.	0.00	0.00	0.00	0.0%
64200 • Annual Conference Costs	0.00	100,000.00	-100,000.00	0.0%
64300 • Annual Conference General	164.75	24,000.00	-23,835.25	0.7%
Total 64000 • Annual Conference	164.75	124,000.00	-123,835.25	0.1%
65000 • Operations				
63400 • Membership & Database Coordinat	0.00	1,200.00	-1,200.00	0.0%
63500 • Newsletters	962.50	1,750.00	-787.50	55.0%
65020 • Postage, Mailing Service	0.00	60.00	-60.00	0.0%
65040 • Supplies	0.00	400.00	-400.00	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	466.88	7,000.00	-6,533.12	6.7%
65152 • Credit Card Fees - (per trans)	1,537.73	0.00	1,537.73	100.0%
65153 • Credit Card Fees - UDFCD conf.	0.00	0.00	0.00	0.0%
Total 65150 • Credit Card Fees	2,004.61	7,000.00	-4,995.39	28.6%
65200 • Website	0.00	2,000.00	-2,000.00	0.0%
65400 • Database Registrations	1,040.00	2,000.00	-960.00	52.0%
68305 • Membership Meetings	0.00	500.00	-500.00	0.0%
70000 • Miscellaneous	904.30	200.00	704.30	452.2%
Total 65000 • Operations	4,911.41	17,110.00	-12,198.59	28.7%
65500 • ASFPD National Conf	2,117.08	2,000.00	117.08	105.9%
65900 • UDFCD Seminar	0.00	20,000.00	-20,000.00	0.0%
66000 • Workshops				
66100 • Workshops - Lunch & Learn	257.86	1,500.00	-1,242.14	17.2%
66150 • Water Quality Fieldtrip	232.29	1,500.00	-1,267.71	15.5%
66200 • Workshops - Seminars/Training	22,399.49	17,500.00	4,899.49	128.0%
Total 66000 • Workshops	22,889.64	20,500.00	2,389.64	111.7%
68000 • Socials				
68100 • Metro Socials (4 w/35 people)	919.18	2,000.00	-1,080.82	46.0%
68200 • Northeast Socials	500.00	1,000.00	-500.00	50.0%
68400 • Southeast Socials	0.00	700.00	-700.00	0.0%
68500 • Northwest Socials	0.00	500.00	-500.00	0.0%
68600 • Young Members Social	124.46	500.00	-375.54	24.9%
Total 68000 • Socials	1,543.64	4,700.00	-3,156.36	32.8%
68800 • Donations				
68920 • ASFPD Foundation	500.00	500.00	0.00	100.0%
68930 • Reserch	0.00	2,500.00	-2,500.00	0.0%
Total 68800 • Donations	500.00	3,000.00	-2,500.00	16.7%
69000 • Scholarships				
69100 • UWRI Scholarship	0.00	2,500.00	-2,500.00	0.0%
69200 • Ben Urbonas Scholarship	0.00	2,500.00	-2,500.00	0.0%
69300 • CASFM Family Scholarship	0.00	4,000.00	-4,000.00	0.0%
Total 69000 • Scholarships	0.00	9,000.00	-9,000.00	0.0%
Total Expense	33,466.52	203,310.00	-169,843.48	16.5%
Net Ordinary Income	16,209.45	-11,560.00	27,769.45	-140.2%
Net Income	16,209.45	-11,560.00	27,769.45	-140.2%

Colorado Assn of Stormwater and Floodplain Managers, Inc.
Balance Sheet
As of June 30, 2016

	<u>Jun 30, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
10300 · 1st Bank Checking	59,645.97
10400 · 1st Bank CASFM Family Schshp	21,389.33
Total Checking/Savings	<u>81,035.30</u>
Total Current Assets	<u>81,035.30</u>
TOTAL ASSETS	<u>81,035.30</u>
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	45,815.00
31500 · Temp. Restricted Net Assets	20,000.00
32000 · Unrestricted Net Assets	-989.15
Net Income	<u>16,209.45</u>
Total Equity	<u>81,035.30</u>
TOTAL LIABILITIES & EQUITY	<u>81,035.30</u>



Committee and Regional Representatives Reports

July 15, 2016

CRS – Marsha Hilmes-Robinson

The next CRS Committee Meeting is:

Aug. 25, 2016

10 AM-Noon (lunch following) Please RSVP for lunch to Teresa Patterson tpatterson@udfcd.org
UDFCD Board Room

The featured topic will be on BCEGS (Building Code Effectiveness Grade) and will include a presentation by Dale Thomure with ISO. Please invite your building officials to this meeting to help them become more familiar with the BCEGS and its importance for CRS. We will be sure to leave time for Q&A. Please make sure when RSVPing for lunch to tell Teresa if you are bringing a guest.

Scholarship – Jacob James

Nothing to report.

Floodplain Management – vacant

Flood TAP – Brian Varrella

Outreach & Training – Alan Turner, Craig Jacobson

1. Social Media Sub-committee

- Social media has continued to be active. Emily and Lisa post to Twitter weekly and LinkedIn weekly. Tracking new followers, shares, likes.
- Completed a CASFM survey earlier in the spring with the following 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)
 - 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.
- Thoughts from social media revolves around the **(1) development of a Facebook site, and (2) trendy Twitter hashtag for the upcoming CASFM conference.**

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2. Training Sub-committee

- HEC-RAS 5.0 class on the Western Slope – June 13-15
- Summary (6/13)
- We currently have 22 of the 25 spots filled.
- 18 registered prior to April 15 at our discounted rate of \$550. 4 registered at full price since then at \$600.
- Our gross revenue is \$12,300.
- Our expenses total \$10,621.90 (\$9,010 for WEST Consultants and \$1,611.88 to Two Rivers Convention Center).
- ***Therefore, our estimated net at this time is +\$1,678.10.***
- Exploring additional opportunities for training

3. CASFM Website Sub-committee

- Working on inventorying past information & Coordinating with a Web Design Firm
- 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.
- ***Need to define interested individuals beyond Outreach to be part of this and an approved budget.***
- Budget Range (\$8,000 - \$20,000) depending on what we are looking for; Josh McCowen at Lofty Goals
- Current goals:
 - a. Update and modernize and current platform
 - b. Compatibility with mobile devices
 - c. Data repository

4. Young Members Group Sub-committee:

- Last Wednesday several members of the CASFM YMG met at Baker Street Pub & Grill in Englewood for the Geeks Who Drink Trivia Event. The team had an impressive showing, finishing 3rd out of 20 teams. (Post about the event on the YMG website)
- ***YMG is still in communication with the Greenway Foundation for a CASFM YMG group for the Fall RiverSweep (end of September).***
- YMG planning a larger fall event and discussing the recruitment of students from CU Denver and Mines to the event.

Membership & Website – Stuart Gardner

Metro Region – Drew Beck

Check your email! The signup for the CASFM Metro summer picnic has been sent out. It will be held on Saturday, August 13 at Johnson Habitat Park from 10am to 2pm. The first half will include a leisurely bike ride along the South Platte River to see and hear about several recently completed restoration projects. After the bike ride we will have a picnic at Johnson Habitat Park. CASFM will provide food and non-alcoholic beverages and families are welcome. Please RSVP by August 8th.

NE Region – Brian Varrella

Nothing to report.

COLORADO ASSOCIATION OF STORMWATER AND FLOODPLAIN MANAGERS

2480 W. 26th Ave., Suite 156-B

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www.casfm.org



NW Region – Betsy Suerth

The NW Region hosted a 3-day HEC RAS 2D course at Two Rivers Convention Center in Grand Junction June 13-15. The class was well attended, with 24 students, with over a third of them from the West Slope. The course received good reviews, both for the instructor (Ray Walton from West Consultants) and the venue. I went to Grand Junction to welcome Ray and the attendees on Monday morning, along with Rick Dorris. Rick also assisted the next two days, checking in on the instructor and the Convention center staff. Thanks to those who attended to make the class a success.

SE Region – Keith Curtis

SW Region – Sam Samuelson

All rivers in region going down-a little cooler and snow pretty well melted. Rafter's sad-fishing folks happy!



Date/Time: Friday, July 15, 2016, 11:00 AM
Hosted by: The Village at Breckenridge
Location: 535 South Park Avenue, Breckenridge, CO 80424

GENERAL MEMBERSHIP SIGN IN SHEET:

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