

## COLORADO ASSOCIATION OF STORMWATER AND FLOODPLAIN MANAGERS

2480 W. 26<sup>th</sup> Ave., Suite 156-B

Denver, CO 80211

[www.casfm.org](http://www.casfm.org)



**Date/Time:** Thursday, September 21, 2017 11:30am-1:00pm

**Hosted by:** 2017 CASFM Conference

**Location:** Beaver Run Resort, Breckenridge, CO

### GENERAL MEMBERSHIP MEETING ATTENDEES:

#### CASFM Officers:

Chair – Deb Ohlinger, Olsson Associates

Vice Chair – Morgan Lynch, UDFCD

Secretary – Stacey Thompson, SEMSWA

Treasurer – Myles Gardner, CH2M

NE Region Rep – Andrew T. Fisher, City of Greeley

NW Region Rep – Jonathan Kelly, Wright Water Engineers

SE Region Rep – Kevin Binkley, MWH/Stantec

SW Region Rep – Steve Westbay, City of Gunnison

Metro Denver Region Rep – Debbie Fisher, Water Engineering Solutions

#### CASFM Committee Chairs:

Annual Conference –

Sarah Houghland, Enginuity Engineering Solutions (Chair);

Stuart Gardner, CDOT (Facilities);

Julia Traylor, Wright Water Engineers (Field Trips)

Community Rating System (CRS) – Heidi Hansen, City of Fort Collins (proxy for Marsha Hilmes-Robinson)

Floodplain Management – Christopher Hodyl, J3 Engineering (Chair)

Flood Technical Assistance Partnership (FTAP) – Heidi Hansen, City of Fort Collins (proxy for Brian Varrella)

Outreach & Training – Emily Murphy, Calibre Engineering (Co-Chair)

Scholarship – Susan Brown, Valerian (proxy for Jacob James)

Stormwater Quality – Candice Owen, City of Boulder (Chair)

Young Members Group (new committee) – Jeremy Deischer, ICON Engineering (Chair)

#### CASFM Members:

2017 CASFM conference attendees

### GENERAL MEMBERSHIP MEETING AGENDA:

#### I. Call to Order – Deb Ohlinger

A. Meeting called to order

B. Welcome!

#### II. Treasurer Report – Myles Gardner

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|--|--|--|--|
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- A. September updates to the Financial Statements were distributed for review.
- B. \$230k in accounts; conference payments have not been made yet
- C. 92% of income received for the year; scholarship income pending

### III. Vice Chair Report – *Morgan Lynch*

- A. Stream Academy update
  - 1. CASFM is a sponsor of the Stream Academy. The next session begins in October, and will run through May 2018 with 9 classes. The current class of 27 provided good representation across the industry, including 16 local government representatives, 10 consulting engineers, and 1 landscape architect.
  - 2. Drew Beck participates on the Technical Advisory Committee (TAC) on behalf of CASFM and will help to bring the content back to the general membership through technical sessions and training.

### IV. Regional Representative Reports

- A. Northwest Region – *Jonathan Kelly*
  - 1. The NW Region held a successful 1-day seminar – Current Water Issues on the Western Slope – in February in Glenwood Springs. Participants and speakers included the Colorado Department of Public Health and Environment, Colorado Water Conservation Board, Division of Water Resources, and local officials with approximately 55-60 in attendance.
- B. Northeast Region – *Andrew Fisher*
  - 1. Introduction!
- C. Southwest Region – *Steve Westbay*
  - 1. The SW Region hosted the Ice Jam Workshop in Gunnison in May.
  - 2. The SW Region will work cooperatively with the NW Region on the annual seminar.
- D. Southeast Region -- *Kevin Binkley*
  - 1. The SE Region has been active, and has been hosting a Speaker Event Series in Colorado Springs. The March event was a 2016 review of the reestablished City of Colorado Springs Stormwater/Water Resources Engineering Division, presented by Richard Mulledy. The July event included a presentation of the Colorado Springs Envision Shooks Run Master Planning Project. An event is planned in October to present on the Colorado Springs Utilities Creek Crossing Program. A fourth event is being planned for December.
- E. Metro Region – *Debbie Fisher*
  - 1. The Metro Region has held 3 socials. Seeking suggestions for topics and locations. Would like to encourage non-Metro member participation.

### V. Committee Reports

- A. Outreach & Training – *Emily Murphy*
  - 1. Emily announced that Craig Jacobson (ICON) is stepping down as Co-Chair.
  - 2. The new website is operational and is a great improvement. Special thanks to Stuart Gardner for all his efforts.

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3. CASFM is active on social media through LinkedIn and Twitter.
4. The CASFM Research Grant was awarded to Planning for Natural Hazards to support website development.
5. Seeking volunteers for training and ideas for content.
- B. Floodplain Management – *Christopher Hodyl*
  1. The Floodplain Management Committee is responsible for monitoring and influencing state and federal policy developments in floodplain management that impact Colorado communities. The FPM also manages the ASFPM CFM Program for CASFM.
    - a. At the conference this year, 50 took the CFM exam and 64 took the Floodplain 101 review course.
    - b. The CFM exam will be offered in the spring 2018 in the Metro area.
  2. The next FPM committee meeting will include a presentation by Brian Varrella on the repeal of the Executive Order 13690.
- C. Scholarship – *Susan Brown (proxy for Jacob James)*
  1. CASFM currently offers 3 scholarships – Ben Urbonas Scholarship, Family Scholarship, and Undergraduate Scholarship.
  2. Susan credited Jacob for initiating the silent auction, which partially funds the Family Scholarship, and encouraged everyone to participate.
  3. Susan reminded everyone that in 2016 no one applied for the Family Scholarship. She strongly urged membership promotion of this scholarship to encourage applications.
  4. Susan introduced the 2016-2017 scholarship recipients.
    - a. Brik Zivkovich is the recipient of the Ben Urbonas Scholarship. He is a Doctoral Student of Civil Engineering at University of Colorado Denver. Brik thanked CASFM for the scholarship. He described his studies – a focus on stormwater and low-impact development, developing software tools to demonstrate impacts of vegetation. He also shared his involvement and research on acid mine drainage and bulkheads.
    - b. Brittany Bender is the recipient of the Family Scholarship. She is a senior at the Colorado School of Mines studying Civil Engineering and will graduate in May. Brittany thanked CASFM for the scholarship. She shared that she is excited to stay in Colorado and is seeking employment opportunities. She hopes to use her skills and education to help improve our local communities.
    - c. Emma Gardner is also the recipient of the Family Scholarship. She is attending the Colorado Mesa University in Grand Junction studying Civil Engineering. In 2020, she will be among the first graduates from the CMU cooperative program with CU. Emma thanked CASFM for the scholarship. She shared her life-long exposure to engineering which helped form her career choice. She also hopes to use her experiences, skills and education to help improve our Colorado communities.

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- D. Community Rating System – *Heidi Hansen (proxy for Marsha Hilmes-Robinson)*
    - 1. The next CRS Committee Meeting is scheduled on October 12 at UDFCD from 10am-noon. The Colorado Dam Safety Branch will present on dam operations and unmapped risk.
  - E. Stormwater Quality – *Candice Owen*
    - 1. Holly Piza is stepping down as Chair. Special thanks to Holly for her time and commitment to the Stormwater Quality Committee.
    - 2. A survey was distributed to committee members soliciting feedback for improvements and educational opportunities.
    - 3. Annual BMP Field Trip is a successful event, and the intent is to continue making it an annual event.
    - 4. Seeking help and ideas for educational opportunities, and promoting the quarterly meetings.
  - F. Membership – *Stuart Gardner*
    - 1. CASFM currently has 946 members
    - 2. Wild Apricot has been a good software tool to manage the membership
    - 3. Raffle tickets will be sold at the Awards dinner to raise monies for the Family Scholarship.
  - G. Annual Conference – *Sarah Houghland*
    - 1. The conference feedback survey will be sent to the conference attendees. Sarah encouraged everyone to complete the survey and provide comments to help the conference team make improvements.
    - 2. Sarah said the committee appreciates the live feedback received throughout the conference.
  - H. Young Members Group – *Jeremy Deischer*
    - 1. Introduction of the Young Members Group – *Deb Ohlinger*
      - a. The Board approved the new committee for the Young Members Group at the Board meeting yesterday.
      - b. Jeremy Deischer is the Chair.
    - 2. The YMG currently has 100 members and is very active with many events scheduled over the year.
  - I. Field Trips – *Julia Traylor*
    - 1. Julia provided brief updates on the Swan River and Dillon Reservoir Field Trips. A visitor waiver was required for the Dillon Reservoir prior to the tour, so there is not availability for additional attendees.
- VI. Secretary Report – Stacey Thompson**
- A. Minutes from the July 14, 2017 General Membership Meeting were approved at the Board meeting yesterday.
  - B. Meeting minutes are posted to the website.

## VII. ASFPM Update – Heidi Hansen (proxy for Brian Varrella)

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- A. Brian was elected Vice Chair of ASFPM.
- B. The budget is stable.
- C. The NFIP authorization was extended 3-months to early December.
- D. Colorado received an award in Environmental Planning from the American Planning Association, recognizing the Colorado Resiliency Framework and Resiliency Roadmap as a leader in recovery and resiliency.

### VIII. **Next Meeting** – *November 16 at Michael Baker office in Lakewood*

### IX. **Adjourn**

- A. Motion to adjourn the meeting; motion passed unanimously.

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08/03/17

Accrual Basis

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

## CASFM Profit &amp; Loss Budget vs. Actual - 2017

January through September 2017

|   | Jan - Sep 17      | Budget            | \$ Over Budget     | % of Budget     |
|---|-------------------|-------------------|--------------------|-----------------|
| <b>Ordinary Income/Expense</b>              |                   |                   |                    |                 |
| <b>Income</b>                               |                   |                   |                    |                 |
| 43400 - Direct Public Support               |                   |                   |                    |                 |
| 43415 - Scholarships Contributions          | 0.00              | 4,000.00          | -4,000.00          | 0.0%            |
| 43460 - Undergrad Scholarship Donations     | 0.00              | 2,500.00          | -2,500.00          | 0.0%            |
| <b>Total 43400 - Direct Public Support</b>  | <b>0.00</b>       | <b>6,500.00</b>   | <b>-6,500.00</b>   | <b>0.0%</b>     |
| 45000 - Investments                         |                   |                   |                    |                 |
| 45030 - Interest-Savings, Short-term CD     | 5.34              | 50.00             | -44.66             | 10.7%           |
| <b>Total 45000 - Investments</b>            | <b>5.34</b>       | <b>50.00</b>      | <b>-44.66</b>      | <b>10.7%</b>    |
| 47200 - Program Income                      |                   |                   |                    |                 |
| 47230 - Membership Dues                     | 18,715.00         | 17,500.00         | 1,215.00           | 106.9%          |
| 47240 - Annual Conference Fees              | 113,153.53        | 100,000.00        | 13,153.53          | 113.15%         |
| 47245 - Annual Conference Sponsorships      | 27,150.00         | 24,000.00         | 3,150.00           | 113.12%         |
| 47250 - Workshops Fees                      |                   |                   |                    |                 |
| 47251 - Lunch & Learn Training              | 40.00             | 1,500.00          | -1,460.00          | 2.7%            |
| 47252 - Water Quality Fieldtrip Fees        | 0.00              | 2,100.00          | -2,100.00          | 0.0%            |
| 47280 - Seminars/Training                   | 860.00            | 21,000.00         | -20,140.00         | 4.1%            |
| <b>Total 47250 - Workshops Fees</b>         | <b>900.00</b>     | <b>24,600.00</b>  | <b>-23,700.00</b>  | <b>3.7%</b>     |
| <b>Total 47200 - Program Income</b>         | <b>159,918.43</b> | <b>166,100.00</b> | <b>-6,181.57</b>   | <b>96.27%</b>   |
| <b>Total Income</b>                         | <b>159,923.77</b> | <b>172,650.00</b> | <b>-12,726.23</b>  | <b>92.62%</b>   |
| <b>Expense</b>                              |                   |                   |                    |                 |
| 62100 - Contract Services                   |                   |                   |                    |                 |
| 62110 - Accounting Fees                     | 800.00            | 2,200.00          | -1,400.00          | 36.4%           |
| 62140 - Legal Fees                          | 0.00              | 500.00            | -500.00            | 0.0%            |
| <b>Total 62100 - Contract Services</b>      | <b>800.00</b>     | <b>2,700.00</b>   | <b>-1,900.00</b>   | <b>29.6%</b>    |
| 62200 - Dues and Subscriptions              |                   |                   |                    |                 |
| 62210 - ASFFPM Dues                         | 500.00            | 500.00            | 0.00               | 100.0%          |
| <b>Total 62200 - Dues and Subscriptions</b> | <b>500.00</b>     | <b>500.00</b>     | <b>0.00</b>        | <b>100.0%</b>   |
| 64000 - Annual Conference                   |                   |                   |                    |                 |
| 64200 - Annual Conference Costs             | 3,500.00          | 100,000.00        | -96,500.00         | 3.5%            |
| 64300 - Annual Conference General           | 2,000.00          | 24,000.00         | -22,000.00         | 8.3%            |
| <b>Total 64000 - Annual Conference</b>      | <b>5,500.00</b>   | <b>124,000.00</b> | <b>-118,500.00</b> | <b>4.4%</b>     |
| 65000 - Operations                          |                   |                   |                    |                 |
| 63400 - Membership & Database Coordinat     | 0.00              | 1,200.00          | -1,200.00          | 0.0%            |
| 63500 - Newsletters                         | 1,192.50          | 1,750.00          | -557.50            | 68.1%           |
| 65020 - Postage, Mailing Service            | 0.00              | 50.00             | -50.00             | 0.0%            |
| 65040 - Supplies                            | 0.00              | 400.00            | -400.00            | 0.0%            |
| 65120 - Insurance - Liability, D and O      | 1,308.00          | 2,000.00          | -692.00            | 65.4%           |
| 65150 - Credit Card Fees                    |                   |                   |                    |                 |
| 65151 - Credit Card Fees - monthly          | 548.52            |                   |                    |                 |
| 65152 - Credit Card Fees - (per trans)      | 1,204.24          | 7,000.00          | -5,795.76          | 17.2%           |
| <b>Total 65150 - Credit Card Fees</b>       | <b>1,752.76</b>   | <b>7,000.00</b>   | <b>-5,247.24</b>   | <b>25.0%</b>    |
| 65200 - Website                             | 114.95            | 2,000.00          | -1,885.05          | 5.7%            |
| 65210 - Website Updated                     | 0.00              | 16,500.00         | -16,500.00         | 0.0%            |
| 65300 - Bank Fees                           | 8.00              |                   |                    |                 |
| 65400 - Database Registrations              | 594.00            | 2,000.00          | -1,406.00          | 29.7%           |
| 65450 - Cloud Services                      | 0.00              | 180.00            | -180.00            | 0.0%            |
| 68305 - Membership Meetings                 | 370.16            | 600.00            | -229.84            | 61.7%           |
| 70000 - Miscellaneous                       | 0.00              | 200.00            | -200.00            | 0.0%            |
| <b>Total 65000 - Operations</b>             | <b>5,340.37</b>   | <b>33,880.00</b>  | <b>-28,539.63</b>  | <b>15.8%</b>    |
| 65500 - ASFFPM National Conf                | 1,811.03          | 2,200.00          | -388.97            | 82.3%           |
| 66000 - Workshops                           |                   |                   |                    |                 |
| 66100 - Workshops - Lunch & Learn           | 340.22            | 1,500.00          | -1,159.78          | 22.7%           |
| 66150 - Water Quality Fieldtrip             | 1,050.00          | 1,500.00          | -450.00            | 70.0%           |
| 66200 - Workshops - Seminars/Training       | 1,120.89          | 25,000.00         | -23,879.11         | 4.5%            |
| 66400 - Workshops - Stream Academy          | 0.00              | 2,000.00          | -2,000.00          | 0.0%            |
| <b>Total 66000 - Workshops</b>              | <b>2,511.11</b>   | <b>30,000.00</b>  | <b>-27,488.89</b>  | <b>8.4%</b>     |
| 68000 - Socials                             |                   |                   |                    |                 |
| 68100 - Metro Socials (4 w/35 people)       | 974.69            | 2,000.00          | -1,025.31          | 48.7%           |
| 68200 - Northeast Socials                   | 0.00              | 1,000.00          | -1,000.00          | 0.0%            |
| 68400 - Southeast Socials                   | 0.00              | 1,400.00          | -1,400.00          | 0.0%            |
| 68500 - Northwest Socials                   | 0.00              | 500.00            | -500.00            | 0.0%            |
| 68600 - Young Members Social                | 220.10            | 1,350.00          | -1,129.90          | 16.3%           |
| <b>Total 68000 - Socials</b>                | <b>1,194.79</b>   | <b>6,250.00</b>   | <b>-5,055.21</b>   | <b>19.1%</b>    |
| 68800 - Donations                           |                   |                   |                    |                 |
| 68920 - ASFFPM Foundation                   | 0.00              | 500.00            | -500.00            | 0.0%            |
| 68930 - Reserch                             | 2,400.00          | 2,500.00          | -100.00            | 96.0%           |
| <b>Total 68800 - Donations</b>              | <b>2,400.00</b>   | <b>3,000.00</b>   | <b>-600.00</b>     | <b>80.0%</b>    |
| 69000 - Scholarships                        |                   |                   |                    |                 |
| 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%            |
| 69400 - Undergrad Scholarship               | 0.00              | 2,500.00          | -2,500.00          | 0.0%            |
| <b>Total 69000 - Scholarships</b>           | <b>0.00</b>       | <b>9,000.00</b>   | <b>-9,000.00</b>   | <b>0.0%</b>     |
| <b>Total Expense</b>                        | <b>20,057.30</b>  | <b>211,530.00</b> | <b>-191,472.70</b> | <b>9.5%</b>     |
| <b>Net Ordinary Income</b>                  | <b>157,866.47</b> | <b>-38,880.00</b> | <b>118,986.47</b>  | <b>-306.03%</b> |
| <b>Net Income</b>                           | <b>157,866.47</b> | <b>-38,880.00</b> | <b>118,986.47</b>  | <b>-306.03%</b> |

These Financial Statements are for Internal Management Purposes Only.

8:57 PM

08/03/17

Accrual Basis

Colorado Assn of Stormwater and Floodplain Managers, Inc.

**Balance Sheet**

As of September 3, 2017

|                                       | <u>Sep 03, 17</u>        |
|---------------------------------------|--------------------------|
| <b>ASSETS</b>                         |                          |
| <b>Current Assets</b>                 |                          |
| <b>Checking/Savings</b>               |                          |
| 10300 · 1st Bank Checking             | 210,374.05               |
| 10400 · 1st Bank CASFM Family Schshp  | <u>21,402.74</u>         |
| <b>Total Checking/Savings</b>         | <u>231,776.79</u>        |
| <b>Total Current Assets</b>           | <u>231,776.79</u>        |
| <b>TOTAL ASSETS</b>                   | <u><b>231,776.79</b></u> |
| <b>LIABILITIES &amp; EQUITY</b>       |                          |
| <b>Equity</b>                         |                          |
| 30000 · Opening Balance Equity        | 25,150.58                |
| 31500 · Temp. Restricted Net Assets   | 21,402.74                |
| 32000 · Unrestricted Net Assets       | 27,357.00                |
| Net Income                            | <u>157,866.47</u>        |
| <b>Total Equity</b>                   | <u>231,776.79</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <u><b>231,776.79</b></u> |