

## 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, March 11, 9:00 AM

**Location:** Brought to you by Zoom

**Remote:** Join Zoom Meeting

<https://zoom.us/j/95816518038?pwd=cWNzL3F5YlVZVEdDUzRHcGI3RzVsUT09>

Meeting ID: 958 1651 8038

Passcode: 921026

One tap mobile

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### GENERAL MEMBERSHIP MEETING AGENDA:

#### I. Call to Order – *Morgan Lynch*

#### II. Secretary Report – *Saman Mehdi*

- A. Final Meeting Minutes - <https://www.casfm.org/wp-content/uploads/2021/05/2021-01-14-General-Membership-Mtg-Minutes-FINAL.pdf>

Approved as distributed.

#### III. Treasurer Report – *Jennifer Winters*

##### A. Treasurer's Report

1. Income for the year is \$8,200 – mostly from membership dues.
2. Expenses
  - a. Credit Card fees – Stuart was able to find another processor that did not have ongoing *monthly* fees. However, fees associated with actual transactions (conference fees, membership, etc) will still be incurred.
  - i. Jen to include this in the budget for next year but will show as an overrun for 2021.
  - ii. The fees are estimated to be ~\$1,000 for 2021.
  - b. Recipient for 2020 Family Scholarship cashed their check in 2021 – thus the Family Scholarship expense will show as double the budgeted expense for 2021.
3. Jen has given all necessary documentation to CASFM's accountant to prepare 2020 tax return.

#### IV. Vice Chair Report – *Drew Beck*

##### A. Winter Summary Newsletter

1. Newsletter was released
2. Drew requests feedback on layout, content, etc for the next newsletter. Next newsletter should be released prior to the 2021 conference.

#### V. Committee/Regional Representative Summary

- A. Scholarship Committee – 2020 recipients featured in the Winter Summary Newsletter
- B. CRS Committee – Meeting and Webinar held on February 22. Next meeting schedule for May/June as it relates to Drainage System Maintenance.
- C. Interested in being a Committee Chair. Reach out to [mlynch@mhfd.org](mailto:mlynch@mhfd.org).

### OFFICERS

Chair	Vice Chair	Secretary	Treasurer
<b>Morgan Lynch, PE, CFM</b>	<b>Drew Beck, PE, CFM, PMP</b>	<b>Saman Mehdi, PE, CFM</b>	<b>Jennifer Winters, PE, CFM</b>
Mile High Flood District	Matrix Design Group, Inc.	Atkins	RESPEC
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<a href="mailto:mlynch@udfcd.org">mlynch@udfcd.org</a>	<a href="mailto:Drew.Beck@matrixdesigngroup.com">Drew.Beck@matrixdesigngroup.com</a>	<a href="mailto:saman.mehdi@atkinsglobal.com">saman.mehdi@atkinsglobal.com</a>	<a href="mailto:jennifer.winters@respec.com">jennifer.winters@respec.com</a>

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1. No term limits for committee chairs. If current committee chairs are looking for an opportunity to step down and hand over the reigns, please reach out to Morgan.
  2. If there is interest from other members to join a committee, please reach out to Morgan or that specific Committee Chair. These are not elected positions.
  - D. Southeast Region – Kate Klavon
    1. Joint Lunch n Learn with ASCE in Mid-May. Finalizing time and date now and will add to the CASFM calendar/email blast to the membership.
- VI. Outreach and Training – Emily Villines/ Tyler Rosburg**
- A. Upcoming Project Partner Presentation
    1. Lunch n Learn on March 29 11-12pm – MHFD.
  - B. Grant Update
    1. Disaster Grant
      - a. All applications have been received. Notifying all applicants of the results this week or next week.
      - b. Looking forward to making this a regular grant.
    2. 2 Research Grant
      - a. All applications have been received. Notifying all applicants April 1<sup>st</sup>, 2021.
  - C. Update on Zoom Account
    1. Updated some of our capabilities with Zoom to allow for a more seamless interaction during our lunch and learns.
    2. No additional cost – just needed to tweak some settings.
  - D. Website Committee
    1. Please allow 3-5 business days to fulfill requests. Sometimes we do not receive all the emails – please send a reminder after 3-5 days if you see your request has not been fulfilled.
- VII. YMGM – Alan Pagan**
1. Virtual Cooking class – will send out an email to the YMGM to begin sign ups and see what the interest is prior to the event. Currently need minimum of 10 people, but there is an opportunity to add more participants.
- VIII. Conference Recap and Planning – Jason Messamer & Sarah Houghland**
- A. Snowmass Canceled – Virtual Event it is!
    1. Potential activities include FP 101 class and CFM Exam, Golf, Mountain Bike, Field Trip
    2. Stormwater Quality Tour – The stormwater quality committee will send a poll to the membership to gauge interest and to assist with the planning effort if the committee decides to move forward with the tour.
    3. OTHER –
      - a. Opportunity for each region rep to plan something for the week of the conference for an in-person activity (happy hour, golf, etc)
    4. We will look at format from last year and try to liven it up.
      - a. We still have our Keynote speaker – we intend to have a keynote speaker session, along with all the presentations.
      - b. Trying to find a new venue did not seem to be a viable option due to all the uncertainty around COVID restrictions.

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- c. Do we want to use the same virtual vendor for the conference? Jason and Sarah are looking into local vendors. Falcon Events is based out of Texas, and we would like to find a local vendor if possible.
    - i. We did not send out a survey out last year because we did not anticipate having another virtual conference. However, if anyone has comments or feedback, please reach out to Jason or Sarah.
    - ii. Complaints around the early 8am start time have been heard.
  5. Working on call for awards and abstracts, and ready for distribution by end of March.
    - a. Due date for both May 28 and notifications by mid-June.
  6. Project award is for NON-construction project this year.

### IX. Water Quality Committee – Candice Owen

#### A. Water Quality Field Trip

1. Committee would want to support opportunity to network outside of the conference.
2. Field trip options and happy hour afterward
  - a. Propose to send out a survey to get feedback
3. Field trip could work on the Monday or Friday of the conference, or a week adjacent to the conference.
4. Potential to put the request to join the field trip along with the conference registration.
5. Are people comfortable with traveling in a bus? Morgan submitted a poll. Of the 41 participants, 87% were comfortable to be on a bus in September 2021.

### X. ASFPM Update –Morgan Lynch

#### A. Paper to Digital Exam- Rollout 2022

B. New Region Lead **Lori Ann Laster** has been very communicative with CASFM.

### XI. Membership – Stuart Gardner

- A. Is there an opportunity to provide free memberships to professors, similar to how students are free?
  1. Student category asks their school org and expected graduation date. Stuart goes through periodically and does research to understand if students are still students.
  2. Similar research for professors – we can look at LinkedIn to “confirm” status.
  3. Morgan is supportive of this effort.

### XII. Next Meeting – 9 am on May 20, 2021 via Zoom

### XIII. Adjourn

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7:00 AM

## Colorado Assn of Stormwater and Floodplain Managers, Inc. CASFM Profit & Loss Budget vs. Actual - 2021

Accrual Basis

January through February 2021

	Jan - Feb 2021		Budget		\$ Over Budget		% of Budget	
Ordinary Income/Expense								
Income								
43400 - Direct Public Support								
43415 - Scholarships Contributions	0.00		4,000.00		4,000.00		0.0%	
Total 43400 - Direct Public Support		0.00		4,000.00		4,000.00		0.0%
45000 - Investments								
45030 - Interest-Savings, Short-term CD	0.00		50.00		50.00		0.0%	
Total 45000 - Investments		0.00		50.00		50.00		0.0%
47200 - Program Income								
47230 - Membership Dues	8,170.00		23,000.00		14,830.00		35.5%	
47240 - Annual Conference Fees	0.00		130,000.00		130,000.00		0.0%	
47245 - Annual Conference Sponsorships	0.00		26,000.00		26,000.00		0.0%	
47250 - Workshop Fees								
47251 - Lunch & Learns, Courses, Trainings	0.00		15,000.00		15,000.00		0.0%	
47260 - Water Quality Fieldtrip Fees	0.00		2,100.00		2,100.00		0.0%	
Total 47250 - Workshops Fees	0.00		17,100.00		17,100.00		0.0%	
Total 47200 - Program Income		8,170.00		196,100.00		187,930.00		4.2%
Total Income		8,170.00		200,150.00		191,980.00		4.1%
Expense								
62100 - Contract Services								
62110 - Accounting Fees	0.00		1,600.00		1,600.00		0.0%	
62140 - Legal Fees	0.00		500.00		500.00		0.0%	
Total 62100 - Contract Services		0.00		2,100.00		2,100.00		0.0%
62200 - Dues and Subscriptions								
62210 - ASFPM Dues	0.00		700.00		700.00		0.0%	
Total 62200 Dues and Subscriptions		0.00		700.00		700.00		0.0%
64000 - Annual Conference								
64100 - Annual Conference Hotel Reservation	0.00		0.00		0.00		0.0%	
64200 - Annual Conference Costs	0.00		132,000.00		132,000.00		0.0%	
64300 - Annual Conference General	0.00		25,000.00		25,000.00		0.0%	
Total 64000 - Annual Conference		0.00		157,000.00		157,000.00		0.0%
65000 - Operations								
63400 - Membership & Database Coordination	0.00		1,800.00		1,800.00		0.0%	
63500 - News Letters	0.00		1,750.00		1,750.00		0.0%	
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	0.00		2,500.00		2,500.00		0.0%	
65150 - Credit Card Fees								
65151 - Credit Card Fees - Monthly	524.58		0.00		-524.58		0.0%	
Total 65151 - Credit Card Fees	524.58		0.00		-524.58		0.0%	
65200 - Website	0.00		2,300.00		2,300.00		0.0%	
65205 - Website Maintenance and Warranty	0.00		1,000.00		1,000.00		0.0%	
65210 - Conference Management Software	0.00		6,610.00		6,610.00		0.0%	
65300 - Bank Fees	10.00		120.00		110.00		8.3%	
65400 - Database Registrations	0.00		0.00		0.00		0.0%	
65450 - Cloud Services	0.00		0.00		0.00		0.0%	
68305 - Membership Meetings	0.00		600.00		600.00		0.0%	
70000 - Miscellaneous	0.00		1,000.00		1,000.00		0.0%	
Total 65000 - Operations		534.58		18,130.00		17,595.42		2.9%
65500 - ASFPM National Conf		0.00		2,200.00		2,200.00		0.0%
66000 - Workshops								
66100 - Workshops - Lunch & Learn	0.00		1,500.00		1,500.00		0.0%	
66150 - Water Quality Fieldtrip	0.00		2,300.00		2,300.00		0.0%	
66200 - Workshops - Outreach & Training	0.00		17,000.00		17,000.00		0.0%	
66400 - Workshops - Stream Academy	0.00		0.00		0.00		0.0%	
Total 66000 - Workshops		0.00		20,800.00		20,800.00		0.0%
68000 - Socials								
68100 - Metro Socials	0.00		2,500.00		2,500.00		0.0%	
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	0.00		2,500.00		2,500.00		0.0%	

Total 68000 - Socials		0.00		7,900.00		7,900.00		0.0%
68800 - Donations								
68920 ASFPM Foundation	0.00		500.00		500.00		0.0%	
68930 - Research	0.00		5,000.00		5,000.00		0.0%	
68940 - Greenway Foundation	2,500.00		2,500.00		0.00		100.0%	
68950 - Disaster Relief	0.00		5,000.00		5,000.00		0.00	
Total 68800 - Donations		2,500.00		13,000.00		10,500.00		19.2%
69000 - Scholarships								
69200 - Ben Urbonas Scholarship	0.00		2,500.00		2,500.00		0.0%	
69300 - CASFM Family Scholarship	4,000.00		4,000.00		0.00		100.0%	
69400 - Undergrad Scholarship	0.00		2,500.00		2,500.00		0.0%	
Total 69000 - Scholarships		4,000.00		9,000.00		5,000.00		44.4%
Total Expense		7,034.58		230,830.00		223,795.42		3.0%
Net Ordinary Income		8,170.00		200,150.00		191,980.00		4.1%
Net Income		1,135.42		-30,680.00		-31,815.42		

		12/31/2020	2/31/2021
Checking	\$	83,421.00	\$ 88,557.00
Money Market (Family Scholarship)	\$	23,449.00	\$ 19,449.00
Combined	\$	106,870.00	\$ 108,006.00