

MEETING AGENDA



Event: Big Thompson Watershed Coalition Jan 2019 Board Meeting
Date: Wednesday, January 16, 2019 from **4:00 – 6:00 p.m.**;
Location: Northern Water, 220 Water Ave, Berthoud 80513
Call-in information: Dial In: 641-715-0700; Access code: 462301#; Host code: 1781#

I. Welcome and Introductions

In attendance:

David Jessup (BTWC Board)

Jane Lopez (BTWC Board)

Dan Waggoner (BTWC Board)

Hal Braden (BTWC Board)

Richard Alper (BTWC Board)

Keith Stagg (Northern Water)

Jerry Gibbens (BTWC Board, Northern Water)

Larry Rogstad (BTWC Board)

Andy Fayram (Big Thompson Watershed Forum, BTWC Advisory Board)

Shayle Sabo (Larimer County, BTWC Board)

Dave Piske (BTWC Board)

Courtney Gutman (BTWC Staff)

Shayna Jones (BTWC Staff)

Tony Helzer (Big Thompson Property Owner)

Annela Helzer (Big Thompson Property Owner)

II. Standing Items & Updates (10 min)

- a. Approval of minutes from November meeting
 - i. Change proposed to correct attendance list to include Rich Alper.
 - ii. Moved to approve, seconded, unanimously approve
- b. Approval of 2018Q4 financials
 - i. Moved to approve, seconded, unanimously approve

III. Project Updates and Announcements (25 min)

- a. Rossum to Wilson/ Rist Goss Ditch project
 - i. Work is underway on our 2 mile river and ditch improvement projects between Rossum Drive and Wilson ave. Newspaper article in Herald put out this week that discussed goals of project including bank stabilization, improved habitat, overflow channels for floodplain capacity during larger flow events, and reducing future maintenance on ditch; replacement will include more naturally appearing in-stream features for habitat while diverting water for water users.

- ii. Project started over holidays, so word did not get out to community as we would have liked, and BTWC staff contacted Herald to do a story. Bridge work will start at end of month. All public who have inquired about the project have been asked if they want to join our email list/newsletter.
- b. Forestry Demo at Round Mountain
 - i. Forestry work is underway; objectives include demonstrating forest health and resilience, tying in community resilience. Demo site consist of 20-25 acres of forest treatment, chosen for easy accessibility and high visibility; grant requirement that it be located in close proximity to flood recovery projects. Trail is closed through Feb 15th for this project and through June 30 for City project. Thinning started last Thursday is moving at approx. 1.5 acres/day. BTWC is conducting monitoring pre and post thinning across the site, including aerial surveying.
 - ii. Community event Tues, Jan 22nd to engage people in information, discussion, resources, and activities on forest management and wildfire fuel reduction.
- c. Fishing Pier Construction
 - i. As discussed at previous meeting, original design secured pier to bedrock and bedrock not found in this location. Design was adjusted and construction is underway. This project is made possible by a long list of designers, contractors, local fishing groups who have made contributions.
 - ii. BTWC planning an opening day event with a committee that includes other orgs and community members. Larry Rogstad volunteered as BTWC Baord member for community. Article in paper on the pier should be out in the next week. Media coverage is very important to develop our presence and identity in the community and share our work.
- d. Discuss potential upcoming forestry project grant
 - i. Northern helped BTWC staff scope a potential wildfire mitigation project that could be funded by CSFS CAFA (Community assistance adjacent to federal areas). Project area is in the Canyon Lake District and includes cross boundary work with public and private property owners in the Cedar Park area on Sylvan Dale Ranch lands.
 - ii. Keith talked through project maps which show federal lands inside blue perimeter show NEPA approved areas to do for work on private lands adjacent to USFS boundaries. These are areas that are at high risk for wildfire and have environmental clearance to do work. Putting together cross boundary projects between state, NGO, private landowners, and federal is a central part of the grant reqs. Backside of Sylvan Dale Ranch, ponderosa forests are the most likely to experience an intense widespread wildfire. High risk areas with runoff of ash and soil causing water quality and water use issues for recreationalists and downstream users. Treatment will focus on reducing fuels between large meadows and dense forests. Cow camp is another historic area on the property that contains an old homestead that is a unique and interesting facility that we would like to carry out defensible space throughout. Grant calls for treatment of 50 acres at main project site on private lands, equal or greater amount on USFS land plus 7-10 acres, at an est cost of \$250,000; Expected costs per acre ranges

depend on treatment, but \$1500-\$3,500 Fire risk modeling through CFRI and Peaks to People.

IV. BTWC Organizational Items (60 min)

- a. Discussion and approval of BTWC 2019 Work Plan
 - i. BTWC staff time primarily focused on project planning and implementation; this is due to high project work load and a need for funding and cash flow for staff to bill their time to these project grants;
 - ii. Adaptive Management project will bring more opps this year for volunteer planting and work days;
 - iii. Outreach and Education – this include updates to website, newsletters, events; opps for more board activity;
 - iv. Org & Staff Development – board meetings, committee meetings, strategic planning etc
 - v. Fundraising – limited funds and time for staff to spend on fundraising; another area for board involvement
 1. Some question whether fundraising is really profitable
 - vi. Financial Management – will need to hire a bookeeper to replace EVLT in 2020
 - vii. Discussed that a priority for the year is to have a governance committee and other committees recruiting more people to be involved in a variety of ways, including on the BTWC board.
 - viii. Work plan adopted – Larry made a motion, seconded by Jane, approved with no further discussion, no opposition, no abstentions.
- b. Discussion and approval of BTWC 2019 Budget
 - i. Staff worked with EVLT to draft budget with Jane input; Broke out by first half and second half to ensure that there were not big differences in cash flows in each portion of the year based on grants ending. For example, the DOLA capacity grant which in the past has funded a large portion of staff time, has a firm end date of June 2019. Analysis and budget draft did not show a big difference in cash flows in first half vs second half due to other grants filling this void.
 - ii. Vast majority of budget dictated by grants.
 - iii. We do use some of our unrestricted funds in 2019 to fill gaps in salaries and operational expenses, such as paying for our audit expenses. BTWC Board has a fundraising goal of \$17,500 through board driven efforts in 2019. We have done a good job of developing unrestricted funds, but we will continue to drain those if we proceed the way we are. Northern water and City of Loveland has provided funding in the past which helped quite a bit.
 - iv. Outreach and engagement includes funds for website update, a short and hopefully discounted promotional video (\$3000); David noted that South Platte Basin Roundtable may be interested in partnering on a video. No annual report expected/budgeted, but budget is provided for one major printing.
 - v. \$2500 budgeted towards a larger fundraising event. Board needs to decide if they want to lead and execute a larger event this year.

- vi. Clarification on adaptive management project – this allows u to treat noxious weeds, monitor projects longer, adaptively manage if needed. Permitting agencies do not have a lot of ongoing requirements, but we have an interest in continuing to steward areas that we restored in 2017 and 2018.
 - vii. Moving forward, grants like the CAFA grant could be a big help for 2020 as they provide project funds in addition to funds toward BTWC staff project management and indirect costs.
 - viii. Jane made a motion to approve 2019 budget, Dan seconded, approved unanimously, with none opposed or abstaining.
- c. Discussion and approval of modified 2019 EVLT Fiscal Sponsor Agreement
- i. DOLA changed the invoicing process mid grants, which has doubled time required for invoicing and as a result EVLT has increased its fee by \$8000. Revised agreement reflect increase. DOLA grant funds are available in budget and will pay for the increase.
 - ii. With a \$6.5 million annual budget in 2019, and accounting fees to EVLT are a very small portion of this total budget; it is beneficial to have expertise of EVLT and Curt Gleaves, esp with the full audits needed this year and next.
 - iii. 2020 budget will look very different as no DOLA federal funds expected; BTWC has previously conducted pricing on accounting services, and can revisit to select a new bookkeeper in 2020.
 - iv. Dan made motion to approved revised 2019 EVLT Fiscal Sponsor Agreement, Hal seconded. Discussion – Rich asked whether our understanding (Jane and Shayna) was that the DOLA processes take more time from accountant and therefore led to an increased contract rate? Jane and Shayna confirmed this understanding and Jane added that EVLT/Curt does an amazing job and is diligent and precise and noted that she would keep him on board through the end of the year. Board approved the motion unanimously, with opposers or abstentions.
- d. Discussion and formation of 2019 BTWC Board Committees
- i. 2018 committees included: Combined Fundraising and Outreach, Governance and a Task Force that focused on interviewing stakeholders and prepping for the Stream Management Plan Grant.

V. Current Committee Updates (15 min)

- a. Fundraising/Outreach
 - i. CO Gives Day Results – We raised close to \$16,000!
 - ii. 2019 events planned – Duck Race, etc
 - 1. May 18th – Big Thompson Brewery Rainbarrel Event
 - 2. June - BT Canyon Association Pancake Breakfast
 - 3. Late May – Pier opening event; not a fundraising event necessarily but can sell t-shirts
 - 4. Would like to come up with an idea and plan for one larger event
 - 5. Discussed that a tour of restoration sites would be good, similar to 2017; this time around we would need to charge to cover costs at a min

- 6. Discussed that there is an existing outreach plan that the outreach committee developed prior to combining committees; this will need to be revisited as a group to plan, edit and develop a strategic path forward.
 - iii. Recruitment – group discussed that we need recruit new people to support the organization as well as build relationships for those who can make a difference for our organization. The publicity we have been doing is huge for the image of BTWC. Loveland rotary may ask Shayna to speak- part of that should be recruitment of Rotary so they adopt BTWC as one of its projects.
 - iv. Discussed that we have criteria in place for Board Members, do we have guiding documents for the Advisory Board? Good for committees to work on that. Board members are needed with experience in outreach, fundraising, CPA, etc. Three committees if they continue to exist will have some overlap and need to continue to communicate related to recruitment.
- b. Stakeholder Outreach Task Force
- i. Update on Stream Management Plan Grant Application Status and Next Steps – Last year, the task force canvassed potential stakeholders and collaborators to develop long term relationships with us, all leading the stream management planning grant which was done. Has the taskforce completed its work and is dissipating or should it continue to recruit advisors of the Advisory group to work on stream management grant? Overlaps in many ways with fundraising and outreach.
 - ii. As we move forward from DOLA funding we need to look to individuals and organizations to sustain this organization into the future. Development/fundraising/relationship building process. Goals of expanding the board to include people that we need to include and sustain the organization to keep staff supported in their work in the watershed.
 - iii. Shayna and Larry presented on the SMP grant to South Platte Basin Roundtable. They asked for clarifying questions ahead of time and Shayna will distribute BTWC responses. The Roundtable voted to move forward and recommend the BTWC for funding.

VI. Upcoming Events & Meetings (10 min)

- a. Round Mountain Forestry Demo Project Public Outreach Meeting – Tues, Jan 22nd, 2019
- b. No Board Meeting in Feb – please plan to meet with your Committees; Jane Lopez organized a committee meeting for Wed, Feb 13th 10-12 and will send out details.
- c. Next board meeting: March 20th