

COLORADO ASSOCIATION OF STORMWATER AND FLOODPLAIN MANAGERS

12575 W. Bayaud Ave
Lakewood, CO 80228
www.casfm.org



Date/Time: November 14, 9:00 AM – 11:00 AM

GENERAL MEMBER MEETING MINUTES:

- 1. Call to Order – Danny Elsner, Dewberry**
 - A. Main Focus – 2025 Budget, Membership renewals, Board Transitions
 - B. 2025 Yearly Plan creation - Danny requested each committee continue to fill in events in their 2025 Yearly Plan that will be distributed in December.

- 2. Secretary – Jeremy Deischer, ICON**
 - A. Check for quorum - A quorum of the board was present with Danny Elsner (Chair), Molly Trujillo (Treasurer), Jeremy Deischer (Secretary) present in person and Dan Hill (Vice-Chair), Melanie Walter (Metro Rep), and Russ Anderson (SW Rep) attending remotely.
 - B. Approval of last meeting minutes - The meeting minutes were approved without comment.

- 3. Treasurer’s Report – Molly Trujillo, SEMSWA** (transition to Frans Lambrechtsen, Kimley-Horn)
 - A. 2024 Profit & Loss/Cash Flow Update - Molly reviewed the attached P&L and Cash Flow Update. The 2024 conference has been paid for with ~\$200k left in reserves. The deposit for the 2025 conference has been paid and Sarah Houglund is currently working on RFP's for the 2026 conference.
 - B. 2025 Draft Budget Discussion - Several 2025 budget items were discussed, described below.
 1. Molly Trujillo is investigating different accounting services than what CASFM has used in the past.
 2. Legal Services - Line item was added to help account for future legal services
 3. Conference - This budget item will be further discussed in the Jan meeting when more information on the 2026 conference location and deposit amount should be known. Going forward the estimated attendance for the conference will be set at 500. Drew Beck asked what the relationship between membership growth and conference attendance was to help inform future trends when identifying possible conference locations.
 4. Operations - The transition has been made to WebEx and the Zoom account has been canceled
 5. Training / Workshops - The Outreach and Training Committee have set a goal to net \$10,000 through training in 2025.
 6. Water Quality Committee - The committee has utilized sponsors to offset costs and no adjustment to the 2024 budget is necessary
 7. Western Slope Seminar was previously grouped into the Outreach and Training committee line item but broken out for clarity
 8. Regional Socials - Due to the increased cost of reserving space for socials, the budget for the southeast region was increased to \$1,800 and the Metro region to \$2,500 for 2025.
 9. A miscellaneous donation line item was added for \$2,000 for donations requested throughout the year not included in other donation line items.
 10. No changes are proposed to the research and disaster relief grants

OFFICERS

Chair Danny Elsner, PE, CFM Dewberry 990 South Broadway, Suite 400 Denver, CO 80209 (303) 951.0639 eelsner@dewberry.com	Vice Chair Dan Hill, PE, CFM Mile High Flood District 12575 W. Bayaud Ave. Lakewood, CO 80228 (303) 749.5427 dhill@mhfd.org	Secretary Jeremy Deischer, PE ICON Engineering, Inc. 7000 S. Yosemite St., Suite 120 Centennial, CO 80112 (303) 221.0802 jdeischer@iconeng.com	Treasurer Molly Trujillo, PE, CFM SEMSWA 7437 S. Fairplay St., Centennial, CO 80112 (303) 858.8844 mtrujillo@semswa.org
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11. The scholarship committee proposed increasing the number of scholarships and offsetting the increased cost with additional fundraising. Details of the scholarship will be broken out similarly to the conference committee
 12. Stacey Thompson will provide updated pricing to Molly Trujillo regarding the conference management software.
- 4. Vice Chair –Dan Hill, MHFD (transition to Jen Winters, MHFD)**
- A. Highlight Regional and Committee Reports - Dan highlighted a few recent events that have occurred which included:
 1. Oct 17th both the Metro Region and SE Region had field trips and social events.
 2. Dec 9 Outreach and Training is hosting a rain-on-grid training
 3. Jan 24th Outreach and Training are hosting a crash course on programming and data analytics
 4. SW Region investigating base-level engineering 2D training.
 5. NW Region is looking for a potential screening of the Water in the Desert documentary film.
 6. Monica and Connor from the Floodplain Management Committee are organizing a spring/summer field trip along the St. Vrain.
 - B. The fall newsletter coming by the end of the month
- 5. Regional Representative Reports (see attached reports)**
- A. Northeast Region – Andrew Fisher, Olsson
 - B. Southwest Region - Russell Anderson, Michael Baker
 - C. Northwest Region – Lisa Froshaug, Grand Junction
 - D. Metro Region – Melanie Walter, Arvada
 - E. Southeast Region – Adam Copper, Colorado Springs (transition to Jordan Becker, Matrix)
- 6. Committee Reports (see attached reports)**
- A. Annual Conference – Jason Messamer, CSU
 1. Survey results from the conference were very positive.
 2. The hotel room price that was required to be increased due to Beaver Creek was a concern and the conference committee will keep that in mind going forward.
 3. Around ~2/3 of respondents prefer a non-technical keynote.
 4. People overwhelmingly liked the annual meeting being a part of the opening remarks.
 5. People also requested to hear more about what CASFM does outside of the conference in the opening remarks.
 6. Selena Klosowki provided a recommendation for a possible keynote for next year that she will pass along to the conference committee
 7. Sarah explained they will utilize 2022 invoices as a guide to plan for the 2025 conference costs. Eight locations were solicited for the 2026 conference and Keystone has already been booked by other organizations. Snowmass, Vail, and Breckenridge were among the locations that had originally responded.
 - B. Floodplain Management – Monica Bortolini, Longmont & Connor Johnson, AECOM
 1. Researching a field-deployed flood management course that is usually taught at EMI.
 - C. Colorado Flood TAP – Brian Varrella, CDOT

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- D. Outreach and Training – Andrew Kutsch, RESPEC & Katie Kerstiens, MHFD
 - 1. Previously this year, CASFM, MHFD, and UWRI met to coordinate training throughout the year. The meeting initially identified the focus for CASFM training to be statewide training while UWRI would focus on MHFD software training.
 - E. Stormwater Quality – Candice Owen, MHFD & Sara Johnson, Muller
 - F. Scholarship –Selena Klosowki, Denver; Ben Liu, Matrix, & Madison Stewart, Olsson
 - G. Young Members Group – Pieter van Leeuwen, Loewen & Luke McLean, Kimley-Horn
 - H. Membership - Stuart Gardner, CDOT (transition to Dan Hill, MHFD)
 - 1. Membership renewal emails were sent out. Approximately \$53,000 worth of invoices had been sent out with \$17,000 already being paid. The membership is currently at 1,301 members after adding 30 members over the past month.
 - I. Website – Katie Kerstiens, MHFD
- 7. ASFPM Update – Danny Elsner, Dewberry**
- A. Jeremy Deischer attended our latest Chapter All Call October 15th. Several other state chapters are encountering similar copyright issues to what CASFM experienced. Danny will be presenting at the next All Chapters call to share some of CASFM’s lessons learned.
- 8. Old Business**
- A. Consultant Conference Support/Executive Assistant (Shea Thomas) - Approximately \$20k has been billed to the \$28k contract. Shea is also developing a list of tasks to help inform the future job description.
 - B. New Committee Group being formed by Melanie Walter, Arvada for municipal support in the same form as our Colorado Flood TAP. No update since the last meeting
- 9. New Business**
- A. Professional Development Credits
 - 1. Melanie Walter asked about CASFM training and how time could be applied to professional development credits. Danny explained CASFM provides a certificate of attendance but does not register with other organizations for the credits. Katie mentioned the Outreach and Training Committee provides CEC credit through ASFPM for all training O&T organizes. Candice Owen will investigate how CASFM could help pre-certify to assist all members trying to use the CASFM conference for their CPESC members.
 - B. WebEx
 - 1. CASFM has a WebEx account that can be used by other committees for their meetings
- 10. Next 3 meetings**
- A. Thursday, January 9th, 2025, 9-11 am at Mile High Flood District, 12575 W. Bayaud Ave., Lakewood, CO 80228
 - B. Thursday, March 13th, 2025, 9-11 am at Jacobs, 6312 S. Fiddlers Green Circle, Suite 300N, Greenwood Village, CO 80111
 - C. Thursday, May 8, 2025, 9-11 am at City of Loveland, 2525 W. 1 st Street, Loveland, CO 80537

11. Adjourn

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Colorado Assn of Stormwater and Floodplain Managers, Inc. CASFM Profit & Loss Budget vs. Actual - 2024 January through October 2024 (Bank Statement)

Accrual Basis

Ordinary Income/Expense	Actual	Budget	\$ Over Budget	% of Budget
Income				
43400 - Direct Public Support				
43415 - Direct Scholarship Contributions	4,738.55	4,000.00	-738.55	118.5%
Total 43400 - Direct Public Support	4,738.55	4,000.00	-738.55	118.5%
45000 - Investments				
45030 - Interest-Savings	50.48	65.00	14.52	77.7%
Total 45000 - Investments	50.48	65.00	14.52	77.7%
47200 - Program Income				
47230 - Membership Dues	9,402.30	41,700.00	32,297.70	22.5%
47240 - Annual Conference Fees	319,203.23	250,000.00	-69,203.23	127.7%
47245 - Annual Conference Sponsorships	88,425.00	70,000.00	-18,425.00	126.3%
47250 - Workshop/Training Fees				
47251 - Lunch & Learns, Courses, Trainings	36,345.96	50,000.00	13,654.04	72.7%
47260 - Water Quality Fieldtrip Fees	350.00	500.00	150.00	70.0%
47275 - Socials Sponsorships/Registration Fees	500.00	0.00		
47280 - Seminar/Training Sponsorship	1,410.00			
47285 - Scholarship Sponsorships/Fund Raising Fees	11,732.34	5,000.00		
Total 47250 - Workshops Fees	50,338.30	55,500.00	5,161.70	90.7%
Total 47200 - Program Income	467,368.83	417,200.00	-50,168.83	112.0%
Total Income	472,157.86	421,265.00	-50,892.86	112.1%
Expenses				
62100 - Contract Services				
62110 - Accounting Fees	0.00	2,100.00	2,100.00	0.0%
62140 - Legal Fees	2,500.00	0.00	-2,500.00	0.0%
Total 62100 - Contract Services	2,500.00	2,100.00	-400.00	119.0%
62200 - Dues and Subscriptions				
62210 - ASFPM Dues	700.00	700.00	0.00	100.0%
Total 62200 Dues and Subscriptions	700.00	700.00	0.00	100.0%
64000 - Annual Conference				
64100 - Annual Conference Hotel Reservation	0.00	30,000.00	30,000.00	0.0%
64200 - Annual Conference Costs	307,164.05	240,000.00	-67,164.05	128.0%
64300 - Annual Conference General	4,252.56	30,000.00	25,747.44	14.2%
Total 64000 - Annual Conference	311,416.61	300,000.00	-11,416.61	103.8%
65000 - Operations				
63400 - Membership & Database Coordination	2,592.00	2,600.00	8.00	99.7%
63500 - News Letters	0.00	0.00	0.00	0.0%
65020 - Postage, Mailing Service	26.58	0.00	-26.58	0.0%
65040 - Supplies	0.00	0.00	0.00	0.0%
65120 - Insurance - Liability, D and O	1,348.00	2,200.00	852.00	61.3%
65150 - Credit Card Fees				
65151 - Credit Card Fees - Monthly	632.89	1,000.00	367.11	63.3%
Total 65151 - Credit Card Fees	632.89	1,000.00	367.11	63.3%
65200 - Website Hosting and Domain	35.99	500.00	464.01	7.2%
65205 - Website Maintenance	1,500.00	2,100.00	600.00	71.4%
65210 - Conference Management Software	6,004.80	11,000.00	4,995.20	54.6%
65300 - Bank Fees	80.00	150.00	70.00	53.3%
65305 - Membership Meetings	0.00	0.00	0.00	0.0%
70000 - Zoom Account (Misc.)	392.21	150.00	-242.21	261.5%
Total 65000 - Operations	12,612.47	19,700.00	7,087.53	64.0%
65500 - ASFPM National Conf	735.00	2,500.00	0.00	0.0%
66000 - Workshops				
66100 - Workshops - Lunch & Learn	0.00	0.00	0.00	0.0%
66150 - Water Quality Fieldtrip	586.22	500.00	-86.22	117.2%
66200 - Workshops - Outreach & Training	46,488.77	39,000.00	-7,488.77	119.2%
66300 - Workshops - Seminar	1,410.00	0.00	-1,410.00	0.0%
66400 - Workshops - CASFM Toastmasters	138.58	500.00	361.42	27.7%
Total 66000 - Workshops	48,623.57	42,500.00	-6,123.57	114.4%
68000 - Socials				
68100 - Metro Socials	1,552.73	1,250.00	-302.73	124.2%
68200 - Northeast Socials	558.61	1,000.00	441.39	55.9%
68300 - Southwest Socials	0.00	800.00	800.00	0.0%
68400 - Southeast Socials	825.77	500.00	-325.77	165.2%
68500 - Northwest Socials	0.00	500.00	500.00	0.0%
68600 - Young Members Social	633.50	2,500.00	1,866.50	25.3%
Total 68000 - Socials	3,570.61	6,550.00	2,979.39	54.5%
68800 - Donations				
68920 - ASFPM Foundation	965.73	750.00	-215.73	128.8%
68930 - Research	5,000.00	5,000.00	0.00	100.0%
68940 - Misc.	0.00	0.00	0.00	0.0%
68950 - Disaster Relief	10,000.00	10,000.00	0.00	1.00
Total 68800 - Donations	15,965.73	15,750.00	-215.73	101.4%
69000 - Scholarships				
69200 - Ben Urbonas Scholarship	4,000.00	4,000.00	0.00	100.0%
69300 - CASFM Family Scholarship	4,000.00	4,000.00	0.00	100.0%
69400 - Undergrad Scholarship	0.00	4,000.00	4,000.00	0.0%
69500 - Scholarship Fund Raising Expenses	5,709.89			
Total 69000 - Scholarships	13,709.89	12,000.00	-1,709.89	114.2%
Total Expense	409,833.88	399,300.00	-10,533.88	102.6%
Net Ordinary Income	472,157.86	421,265.00	-50,892.86	112.1%
Net Income	62,323.98	21,965.00	-40,358.98	

	12/31/2023	10/31/2024
Checking	\$ 148,685.95	\$ 204,459.45
Money Market (Family Scholarship)	\$ 24,101.70	\$ 24,152.18
Combined	\$ 172,787.65	\$ 228,611.63

Cash Flow Projection CASFM

Starting date Jan-24
 Cash balance alert minimum \$ 120,000.00

		Beginning	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total	
P&L Code	Annual Budget															
	Cash on hand (beginning of month)	148,686	146,186	130,275	125,016	121,161	124,819	131,212	225,609	323,798	423,016	346,053	208,510	211,620		
INCOME			Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total	
43415 \$	4,000.00	4,000									48	4,690			4,738.55	
47285 \$	5,000.00										7,085	4,647			11,732.34	
45030 \$	65.00		5.65	4.79	4.79	5.29	5.13	4.63	5.46	4.97	4.94	4.83	5.00	5.00	60.48	
47230 \$	41,700.00		6,930	250	40	280	282	320	600	320	80	300	15,000	15,000	39,402.30	
47240 \$	250,000.00							19,246	102,950	110,455	77,446	9,107			319,203.23	
47245 \$	70,000.00							82,675	5,750						88,425.00	
47251 \$	50,000.00		2,875	2,121		7,425	7,425	15,675	825				4,950		41,295.96	
47260 \$	500.00						350								350.00	
47275 \$	-				20	480									500.00	
47280 \$	-			870	150	390									1,410.00	
	TOTAL CASH RECEIPTS	4,000	9,811	3,246	215	8,580	8,062	117,920	110,130	110,780	84,664	18,749	19,955	15,005	507,117.86	
\$	421,265.00	Total cash available	152,686	155,997	133,520	125,231	129,741	132,882	249,132	335,740	434,578	507,680	364,802	228,465	226,625	
EXPENSE			Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total	
62110 \$	2,100.00												510		510.00	
62140 \$	-							2,500							2,500.00	
62210 \$	700.00		700										700		1,400.00	
64100 \$	30,000.00														0.00	
64200 \$	240,000.00			3,750							153,155	144,940	3,920	4,000	309,764.05	
64300 \$	30,000.00							5,320		1,101	3,151	9,000			18,572.56	
63400 \$	2,600.00										2,592				2,592.00	
65151 \$	1,000.00		430	149	8	1	12	10	12	4	4	0	10	342	984.89	
65200 \$	500.00						36								35.99	
65205 \$	2,100.00		900	600											1,500.00	
65210 \$	11,000.00		5,850									155			6,004.80	
65300 \$	150.00		5	5	5	5	5	5	5	5	5	35	5	5	90.00	
65120 \$	2,200.00								1,348						1,348.00	
65020 \$	-				9	18									26.58	
70000 \$	150.00						367					25			392.21	
65500 \$	2,500.00					735									735.00	
66150 \$	500.00		237						349						586.22	
66200 \$	39,000.00		17,600			2,500	66	13,049	2,273	11,000			2,700		49,188.77	
66300 \$	-						1,410								1,410.00	
66400 \$	500.00						139								138.58	
68100 \$	1,250.00					640	40					873			1,552.73	
68200 \$	1,000.00						100	459							558.61	
68300 \$	500.00														0.00	
68400 \$	800.00						273			553					825.77	
68500 \$	500.00														0.00	
68600 \$	2,500.00				48	44			134					1,200	1,833.50	
68920 \$	750.00					200						765.73			965.73	
68930 \$	5,000.00		2,500									5,000		5,000	12,500.00	
68950 \$	10,000.00							10,000							10,000.00	
69000 \$	12,000.00		4,000	4,000	4,000									12,000	24,000.00	
69500 \$	-										4,770	940			5,709.88	
\$	399,300.00	TOTAL CASH PAID OUT	6,500	25,722	8,504	4,070	4,922	1,670	23,523	11,941	11,562	161,627	156,292	16,845	22,547	449,225.88
		Cash on hand (end of month)	146,185.95	130,274.53	125,015.79	121,160.87	124,819.47	131,211.99	225,609.25	323,798.35	423,016.00	346,052.68	208,509.93	211,619.93	204,077.93	

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**REGIONAL REPRESENTATIVE, COMMITTEE, AND MISC. REPORTS,
November 14, 2024**

REGIONAL REPRESENTATIVE REPORTS

Northeast Region: Andrew Fisher, Olsson (afisher@olsson.com)

- No updates for this report.

Southwest Region: Russell Anderson, MBI (Russell.Anderson@mbakerintl.com)

- There has been interest expressed in training specific to 2D BLE and how to work with BLE data, rain on grid, and unsteady 2D models. The feedback indicates that attendance at previous CASFM 2D training wasn't addressing these needs. Recommended that there could be two topic courses: 1) intro level (2-3 day) and 2) rain on grid (1 - 2 day) specialty.

Northwest Region: Lisa Froshaug, Grand Junction (lisafr@gjcity.org)

- No updates for this report.

Metro Region: Melanie Walter, Arvada (mwalter@arvada.org)

- Metro social held after SEMSWA field trip to Dove Creek 10/17/2024
- Municipal Stormwater Partnership to Learning Advisory Committee

Southeast Region: Adam Copper, Colorado Springs (adam.copper@coloradosprings.gov) & Jordan Becker, Matrix Design Group (jordan_becker@matrixdesigngroup.com)

- ASCE/ CASFM golf tournament success - funds distributed to ASCE SoCO
- CASFM Stormwater Quality and SE Region Field Tour: Panorama Park Success
 - o ~ 75 people attended the field tour + ~30 at Happy Hour
- Jordan transitioning in region rep roll - No Happy hours scheduled before end of the year

COMMITTEE REPORTS

Annual Conference: Jason Messamer, CSU (jmessamer@csu.org)

- Refer to main meeting minutes.

Floodplain Management: Monica Bortolini, City of Longmont (Monica.Bortolini@longmontcolorado.gov) & Connor Johnson, AECOM (Connor.Johnson@aecom.com)

- Gauging interest in Managing Floodplain Development Through the NFIP (EO273) ~ Spring 2025.
 - o Coordinating with CWCB and FEMA
 - o Front Range location?

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- o Coordinate with Outreach & Training
- o Budget?
- Next committee meeting is being planned for the mid January - invites will come soon.
- **Tour:** Resilient St. Vrain Project - Spring/Summer 2025?
 - o Coordinate with Outreach & Training
 - o Budget?

Colorado Flood TAP: Brian Varrella, CDOT (Brian.Varrella@state.co.us)

- No updates for this report.

Outreach & Training: Andrew Kustus, RESPEC (andrew.kustus@respec.com) and Katie Kerstiens, MHFD (kkerstiens@mhfd.org)

1. December 9th: Half-Day HEC-RAS 2D Rain-on-Grid modeling course at MHFD. Registration is open! Check Events page for more info.
2. January 24th: Full-day Crash Course in Scientific Programming & Data Analytics for Civil Engineering at MHFD. Registration opening early December. Check Events page for more info.
3. Coordinating with region reps to try and hold trainings outside Metro Region in 2025.
4. We are always looking for ideas for trainings, lunch and learns, and tours. Please reach out if you have a topic that interests you, a cool project you would like to show off, or if you have provided training for another organization!

Stormwater Quality: Candice Owen, MHFD (cowen@mhfd.org) & Sara Johnson, Muller (sjohnson@mullereng.com)

- August 19: Picnic lunch at Ralston Central Park with discussion on SCM retrofits.
- October 17: Colorado Springs Panorama Park field trip and happy hour at Peaks N Pines was a great success.
- Meeting in early December with presentation and discussion on community values and benefits of water quality facilities, summarize the year, and start discussion of 2025 activities.

Scholarship: Drew Roberts, MHFD (droberts@mhfd.org); Ben Liu, Matrix (ben_liu@matrixdesigngroup.com); Selena Klosowski, Denver (selena.klosowski@denvergov.org)

- No updates for this report.

OFFICERS

Chair	Vice Chair	Secretary	Treasurer
Danny Elsner, PE, CFM	Dan Hill, PE, CFM	Jeremy Deischer, PE	Molly Trujillo, PE, CFM
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(303) 951.0639	(303) 749.5427	(303) 221.0802	(303) 858.8844
eelsner@dewberry.com	dhill@mhfd.org	jdesicher@iconeng.com	mtrujillo@semswa.org

COLORADO ASSOCIATION OF STORMWATER AND FLOODPLAIN MANAGERS

12575 W. Bayaud Ave
Lakewood, CO 80228
www.casfm.org



Younger Members Group: Pieter van Leeuwen, Loewen Engineering (pvanleeuwen@loeweneng.com) & Luke McLean, Kimley-Horn (luke.mclean@kimley-horn.com)

- YMG Picnic at the Conference was a success, introducing a lot of new faces to YMG and with a visit from Danny Elsner and Jeremy Deischer.
- YMG Bowling Night at Hanger 101 Bar and Grill today (11/14) at 6-8 PM
 - Join us for food, bowling, pool, and socializing!
 - Please see the CASFM YMG email for details on the location and RSVP link.
- Currently planning a YMG end of the year event for December.

MISC. REPORTS

Membership: Stuart Gardner, CDOT (stuart.gardner@state.co.us)

- Membership rates have been adjusted per the resolution adopted at the Annual Conference. Renewal notices have gone out and renewals are currently underway.
- Transition from Stuart Gardner as membership manager to Dan Hill is also underway.

Website: Katie Kerstiens, MHFD (kkerstiens@mhfd.org)

- No updates!

OFFICERS

Chair Danny Elsner, PE, CFM Dewberry 990 South Broadway, Suite 400 Denver, CO 80209 (303) 951.0639 eelsner@dewberry.com	Vice Chair Dan Hill, PE, CFM Mile High Flood District 12575 W. Bayaud Ave. Lakewood, CO 80228 (303) 749.5427 dhill@mhfd.org	Secretary Jeremy Deischer, PE ICON Engineering, Inc. 7000 S. Yosemite St., Suite 120 Centennial, CO 80112 (303) 221.0802 jdesicher@iconeng.com	Treasurer Molly Trujillo, PE, CFM SEMSWA 7437 S. Fairplay St., Centennial, CO 80112 (303) 858.8844 mtrujillo@semswa.org
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