

# LARIMER COUNTY | ENGINEERING DEPARTMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, 970.498.5700, Larimer.gov

*The role of the Advisory Board is to advise the Board of County Commissioners and appropriate departments on environmental and science-related issues that affect Larimer County.*

## Environmental and Science Advisory Board.

### MINUTES

**Date:** February 11<sup>th</sup>, 2025.

**Time:** 6:00 – 9:00 p.m.

**Location:** Rm 150 Carter Lake, 200 West Oak St., Fort Collins, Colorado and Virtual by Zoom.

**Contact:** Shelley Bayard de Volo, [sbayard@larimer.org](mailto:sbayard@larimer.org) or 970.498.5738.

| MEMBERS                  | - | STAFF                    | - | GUESTS                                  |
|--------------------------|---|--------------------------|---|-----------------------------------------|
| Rodger Ames – Vice-Chair | X | John Kefalas *           | X | <b>Big Thompson Watershed Coalition</b> |
| Tasha Carr               | X | Shelley Bayard de Volo ‡ | X | Brenan Bloyd                            |
| Anna Cloud - Chair       | X | Heidi Pruess§            | X | Laura Quattrini                         |
| Jim Gerek                | X | -                        | X | Beth Low                                |
| Leo Grassens             | X | -                        | X | -                                       |
| Matthew Haag             | X | -                        | - | -                                       |
| Michael Lee Jones        | X | -                        | - | -                                       |
| Zachary Maffeo           | X | -                        | - | -                                       |
| Jared McGlothlin         | X | -                        | - | -                                       |
| Barry Noon               | X | -                        | - | -                                       |
| Nicole Poncelet-Johnson  | X | -                        | - | -                                       |
| Timothy Skolds           | X | -                        | - | -                                       |
| Natalie Walsh            | - | -                        | - | -                                       |
| Chris Wood               | X | -                        | - | -                                       |

X = present; \* = Commissioner Liaison; † = Engineering; ‡ = ESAB Liaison; § = Climate and Sustainability Program; α = Larimer County Health and Environment; £ = Engineering.

Call to Order: 6:00 p.m.

1. **Amendments or additions to the agenda** – For the roundtable Jim and Anna both have updates.





2. **Introduction of members, staff and guests** – Guest speakers and ESAB members introduced themselves.
3. **Public Comment** – None.
4. **Commissioner's Update** – The commissioner touched base with a few members on their attendance. One member decided to resign because of work time commitments with a new job. Spring recruitment will start in March and the Environmental Stewardship Awards is currently accepting nominations until March 23<sup>rd</sup>. Workplans are to be presented to the BOCC in work session by the Service Area Director and then get approved. Heidi presented to the BOCC in a work session on the CSFR topic of Natural Environment, (land stewardship, regional agriculture, and soil health and local food markets). The legislature is in session now. The BOCC is focusing on bills that affect Larimer County.

#### **Discussion Items**

- Big Thompson Watershed Coalition Update – Laura and Brenan presented on the Coalition's work over the past few years, which has focused on programs involving forestry, fire recovery, fostering partnership, and increasing staff capacity. The presentation slides are included with these minutes.
  - 2025 Workplan – Anna led the discussion. She and members discussed topics and updated the plan. The members voted to approve this plan as a draft to be submitted. Chris motioned to approve, and Rodger seconded. All were in favor and the motion passed. Shelley will provide it to Lesli Ellis, CIPR Service Area director.
  - Change of meeting day/time discussion – Anna led a discussion on changing the regular meeting time for the ESAB. Members discussed whether they liked or disliked the idea. For some members, meeting during work/school hours would not work for them. The matter was tabled for now.
  - Bylaws - Shelley showed the members the bylaws and the language that needs to be updated. The Bylaws reference the 100.1J policy when the current version is 100.1k. So that the bylaws do not need to be amended every time Policy is updated, the board changed the language to read: "the most current Larimer County Administrative Policy and Procedure 100.1". Jim motioned to amend the bylaws with the change discussed, and Leo seconded. All were in favor and the motion passed. Shelley will submit the amended bylaws to the Assistant County Manager who will seek approval from the BOCC.
5. **Approval of Minutes** – Shelley showed the January minutes on the screen. Timothy noted that he was not included in the Attendance record. Shelley will add him to the table. Leo motioned to approve the January minutes, as amended by Shelley, and Jim seconded. All were in favor and the January minutes were approved.
  6. **Updates and Round Table**
    - Jim announced the Community Smog Art exhibit. It's happening now through 3/1. The artist will be in town 2/27 and there will be a family day 3/1. Jim will send out specific information and a web link.





- Leo will be attending the Planning Commission's meeting on the Platte River Power Authority's project. He will be attending as a private citizen and plans to provide comments.
  - Environmental Stewardship Awards – Shelley reminded members that the nomination period is now open. She asked members to get the word out in their networks.
7. **Issue Index** – will be updated with tonight's discussion items.
  2. **Agenda Topics for Future Meetings** –In March an update on air quality monitoring from CSU professors Jeffery Collett and Emily Fischer, and LC Environmental Health Planner Lea Schneider, LC Environmental Health.
  8. **Adjourn** – The meeting adjourned at 8:50 PM.



# The Big Thompson Watershed Coalition: From River Recovery to River Resilience

*2/18/2024 Larimer County ESAB*

# Agenda

- +Introduction to Big Thompson Watershed Coalition
- +Forestry Program
- +Fire Recovery
- +Partnerships
- +BTWC Capacity
  - + Staff
  - + Funding & ROI
- +Q&A



# Big Thompson Watershed Coalition

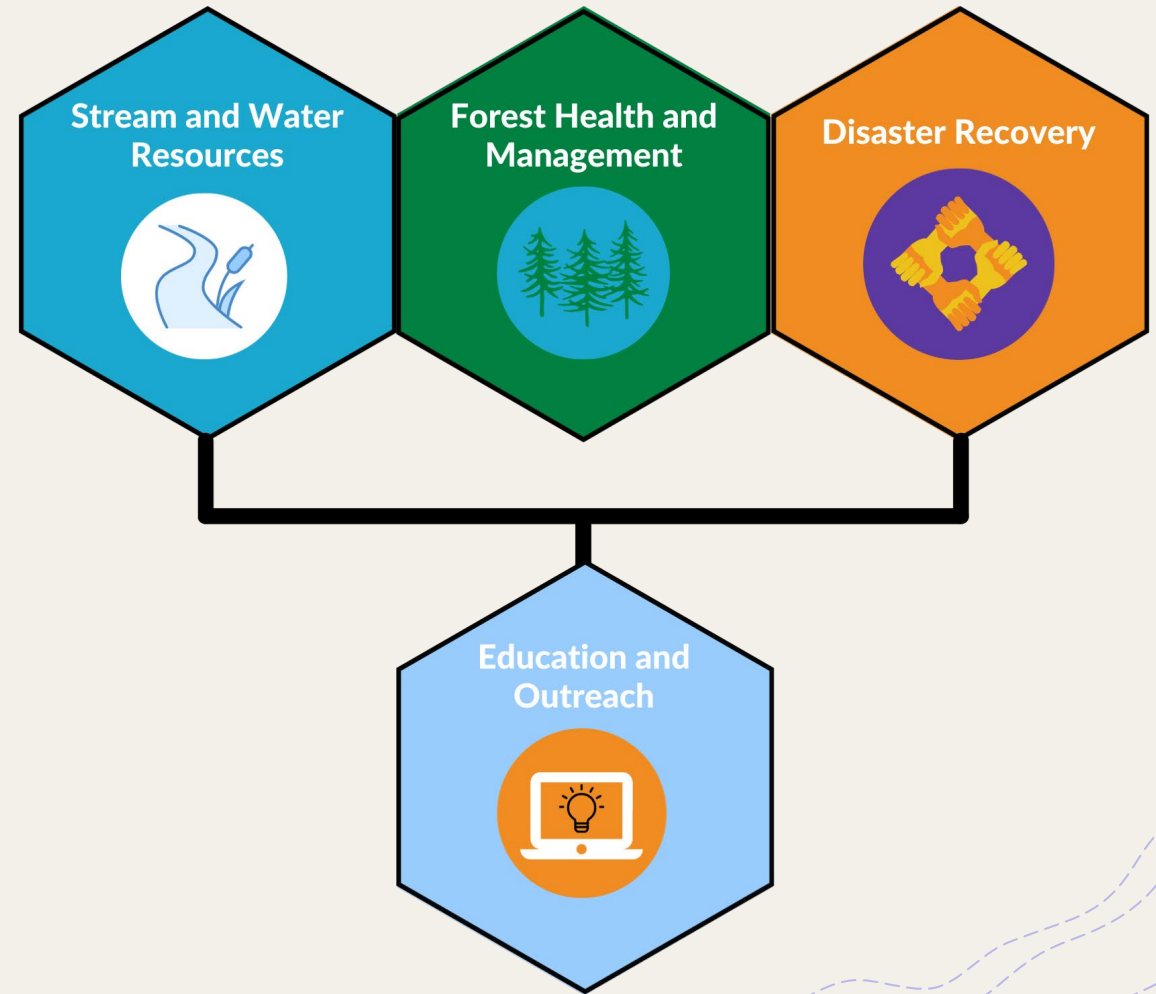
- + Formed after the 2013 flood
- + Brought nearly \$15 million to the watershed for flood recovery
- + 10 river restoration projects, 2 infrastructure projects, 3 major planning projects



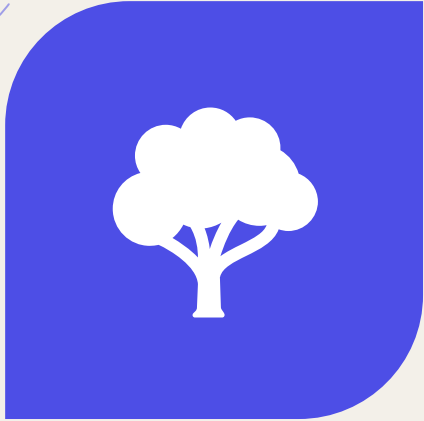
# Beyond Flood Recovery

+ **Vision for the Watershed:** A healthy and resilient Big Thompson watershed benefitting fish, wildlife, and the people it serves through collaborative efforts for current and future generations.

+ **Mission for the Watershed:** Working with others to take action that protects and restores the health and vitality of the Big Thompson watershed for the use and enjoyment of our community.



# Overarching Goals



**RIVER AND FOREST  
RESILIENCE**



**SOURCE WATER  
PROTECTION**



**COLLABORATIVE  
STEWARDSHIP**





# Forest Health & Management

## Why?

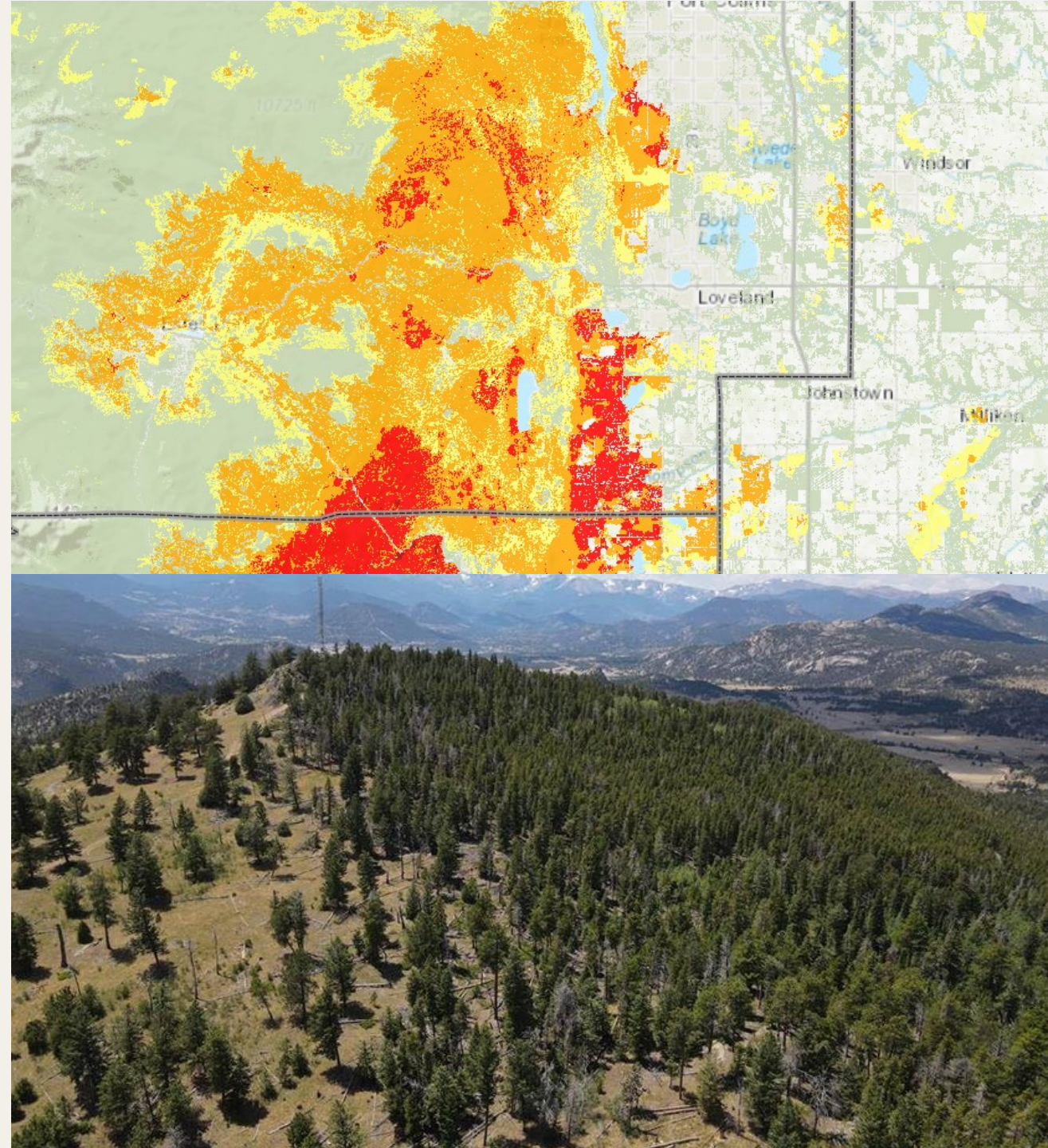
- + Fuel loads have increased
- + Expanding Wildland Urban Interface

## What we do

- + Work with private landowners to restore forests (via thinning, creating forest openings, prescribed burning)
- + Defensible space around structures

## Goals

- + Improved tree age-class and size class diversity
- + Decreased stand density
- + Ground vegetation flourishes
- + Improved wildlife habitat





# Forest Health & Management

## How we do it

- + Education and outreach
- + Develop relationships with landowners
- + Inventories and prescriptions
- + Apply to grants to fund the projects
- + Tree marking
- + Hire & supervise contractors
- + Host volunteer events!
  
- + Coordinate with partners

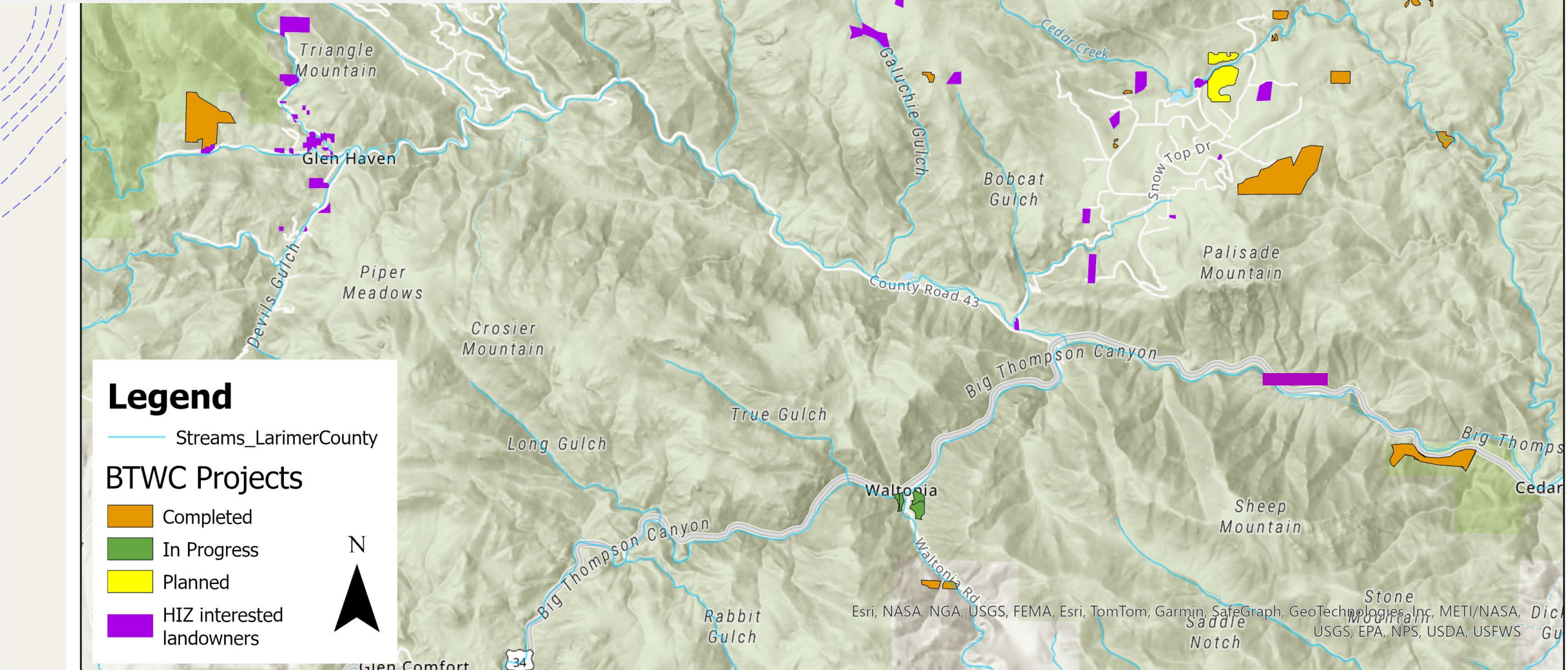
[Learn more!](#)





## 2019 - 2025+ Projects:

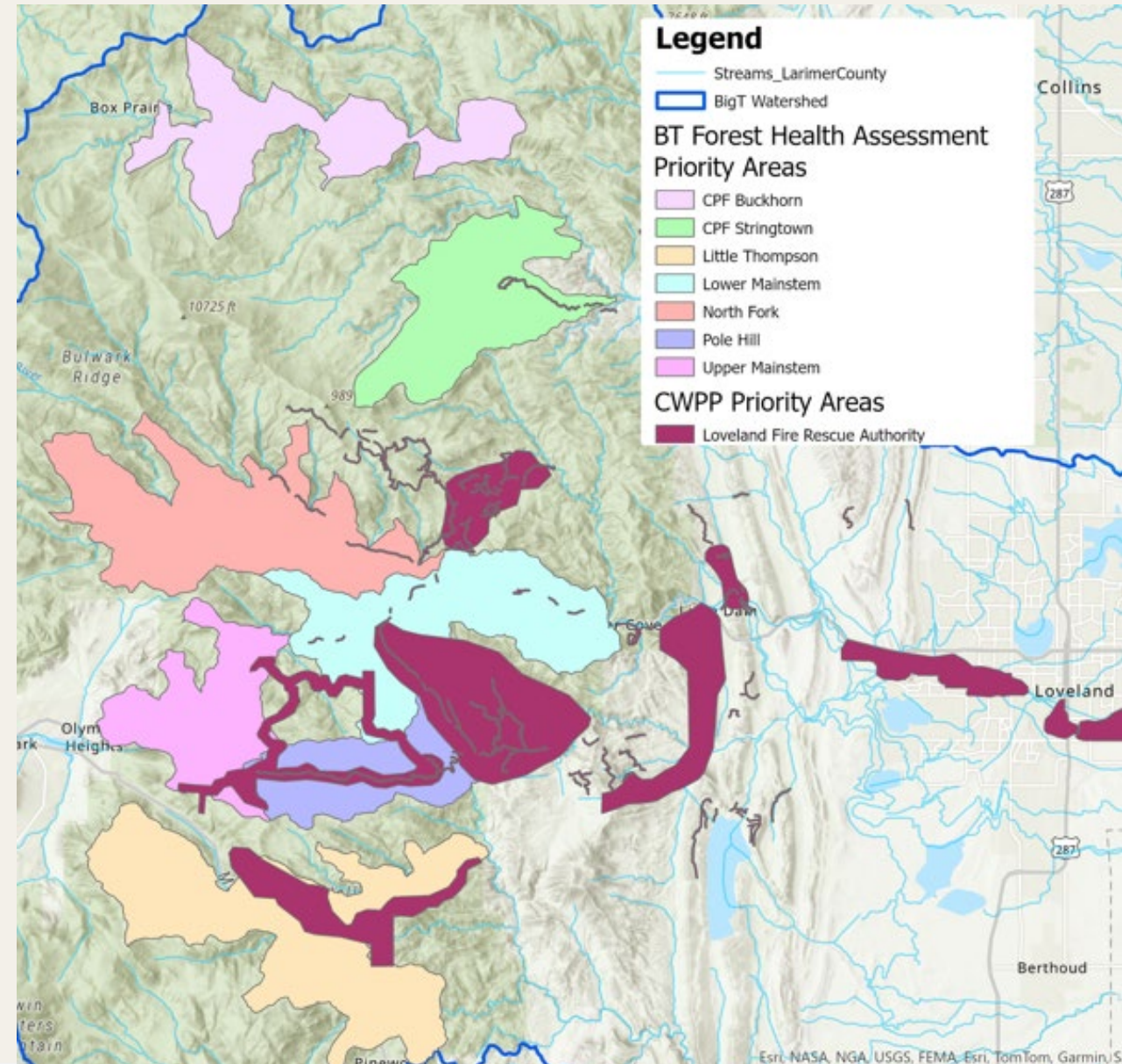
- Completed 217.4ac fuel reduction
- In Progress 55.8+ac forest restoration
- Planning 90ac
- **Lots of interest in HIZ treatments!!**





# Healthy Forests – Planning & Opportunities

- + BTWC Forest Health Assessment & CWPPs in place
- + Northern CO Fireshed Collaborative & Big Thompson Watershed Health Partnership
  - + WRAP (CWCB)
  - + PODs Dashboard (CFRI)
- + Partnership with LFRA & GHVFD –
  - + HIZ treatments in Storm Mountain and Pinewood Reservoir communities
  - + Air Curtain Burner
  - + Pile burning
- + Workforce development & Woody Biomass Reduction Strategy







# PODs Treatment Planning Dashboard

Select County Name  
None

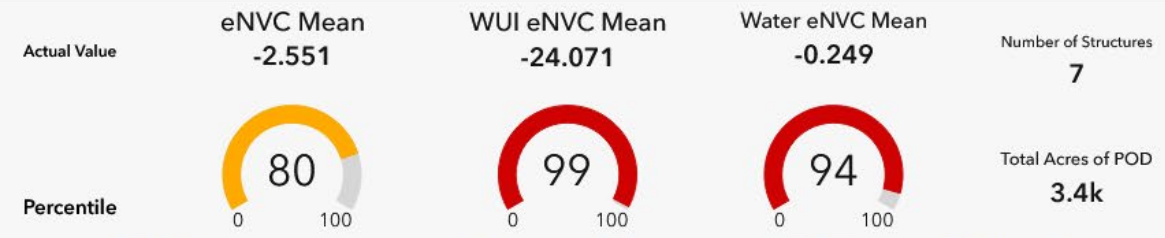
Select Watershed Name  
None

## Feasible Acres on Private Land



| Treatment Category | Acres  | Percent Acre | Cost        |
|--------------------|--------|--------------|-------------|
| POD Boundary       | 325.01 | 9.61%        | \$1,300,043 |
| HIZ                | 34.02  | 1.01%        | \$340,186   |
| Interior Roads     | 16.12  | 0.48%        | \$64,481    |
| Landscape          | 340.54 | 10.07%       | \$1,362,162 |

## POD 110 Information

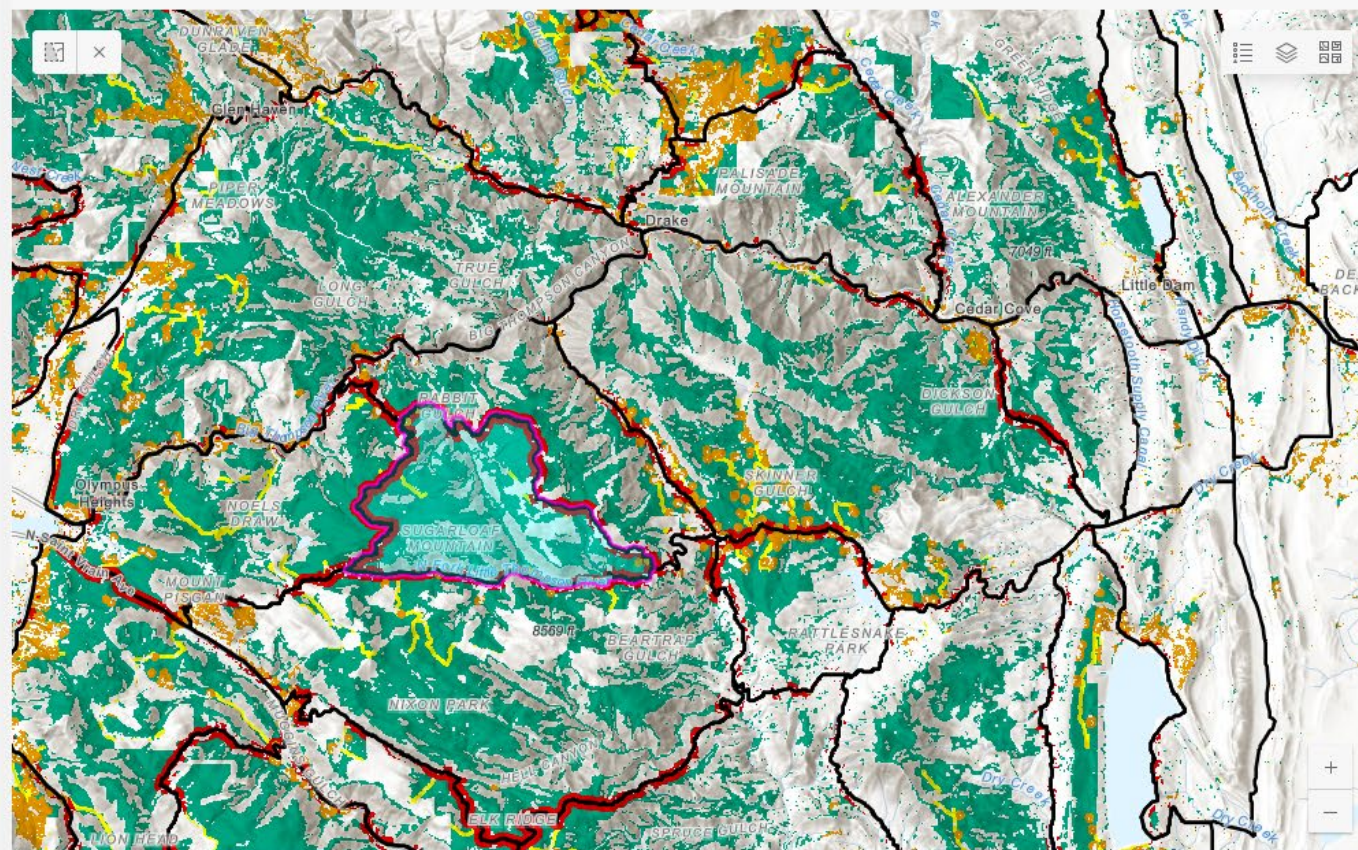


\*for more details on these risk metrics, please refer to the "Tools Details" tab and navigate to the "Risk Metrics" heading under the "Methods" section

## Filtering by County or Watershed

To filter, use category selectors to choose desired county or watershed HUC8 name  
Use the tabs below to view ranked risk of PODs from highest to lowest

Filtering | County | Watershed

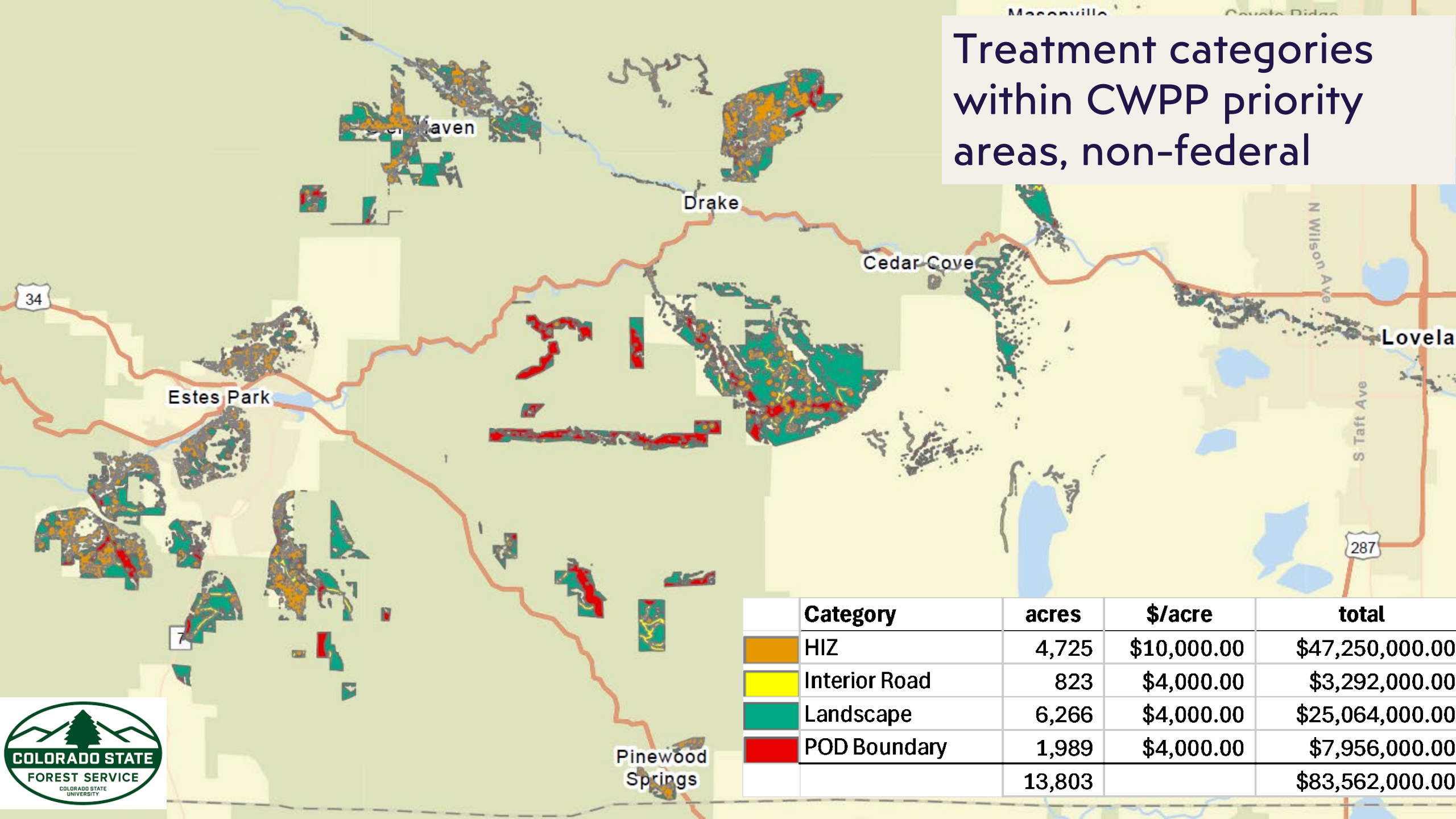


Esri, NASA, NGA, USGS | Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA, USFWS | USFS Washington Office Fire an... Powered by Esri





# Treatment categories within CWPP priority areas, non-federal





# Return on Investment

| Year                                                    |                 |                 |                  |                  |                  |                  |                  |                  |
|---------------------------------------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Forestry Health & Management                            | 2018            | 2019            | 2020             | 2021             | 2022             | 2023             | 2024             | 2025             |
| DOLA - Round Mountain Forestry Project                  | \$14,000        |                 |                  |                  |                  |                  |                  |                  |
| BoR - WaterSmart to grow Program                        |                 |                 | \$61,262         |                  |                  |                  |                  |                  |
| CAFA - Sylvan Dale Forestry Project                     |                 | \$95,126        |                  |                  |                  |                  |                  |                  |
| COCO AIM - Storm Mountain Forestry Project              |                 |                 | \$49,972         |                  |                  |                  |                  |                  |
| Peaks to People Water Fund - Storm Mtn forestry project |                 |                 |                  |                  | \$5,000          |                  |                  |                  |
| Landowners                                              |                 |                 |                  |                  | \$28,750         |                  |                  |                  |
| CWCB - WaterPlan to grow Program                        |                 |                 | \$30,164         |                  |                  |                  |                  |                  |
| CSU - CLTL students                                     |                 |                 | <i>in-kind</i>   | <i>in-kind</i>   | <i>in-kind</i>   |                  | <i>in-kind</i>   |                  |
| USFS - Communications grant                             |                 |                 | \$9,065          |                  |                  |                  |                  |                  |
| CSFS FRWRM - Air Curtain Burner purchase                |                 |                 | \$70,923         |                  |                  |                  |                  |                  |
| CSFS SFA-WUI - Glen Haven Forestry Project              |                 |                 |                  | \$139,000        |                  |                  |                  |                  |
| City of Fort Collins                                    |                 |                 |                  | \$20,000         |                  | \$20,000         |                  |                  |
| COSWAP LRI - Waltonia Forestry Project                  |                 |                 |                  |                  | \$125,000        |                  |                  |                  |
| CSFS FRWRM - Waltonia Forestry Project                  |                 |                 |                  |                  |                  | \$110,577        |                  |                  |
| COSWAP - Workforce Development                          |                 |                 |                  |                  |                  | \$198,000        |                  |                  |
| USFS - NFF Capacity to grow Forestry Program            |                 |                 |                  |                  | \$250,000        |                  | \$58,000         |                  |
| CSFS FRWRM - Storm Mountain Forestry Project            |                 |                 |                  |                  |                  | \$202,424        |                  |                  |
| COCO AIM - ACB Program development                      |                 |                 |                  |                  |                  |                  | \$68,000         |                  |
| COSWAP - Storm Mountain Forestry Project                |                 |                 |                  |                  |                  |                  | \$100,000        |                  |
| Northern Water                                          |                 |                 | \$80,000         | \$80,000         | \$80,000         | \$50,000         | \$80,000         |                  |
| <i>CSFS FRWRM - Capacity (pending)</i>                  |                 |                 |                  |                  |                  |                  |                  | \$203,241        |
| <i>CSFS FRWRM - Glen Haven (pending)</i>                |                 |                 |                  |                  |                  |                  |                  | \$198,352        |
|                                                         |                 |                 |                  |                  |                  |                  |                  |                  |
| <b>TOTAL</b>                                            | <b>\$14,000</b> | <b>\$95,126</b> | <b>\$301,386</b> | <b>\$239,000</b> | <b>\$488,750</b> | <b>\$581,001</b> | <b>\$306,000</b> | <b>\$401,593</b> |



# Cameron Peak Fire

+ 8/13 - 10/25, 2020

+ 208,000+ acres

+ 1,050 stream miles

+ Three watersheds

+ 16 mountain communities

+ 492 structures destroyed

+ 68,000 acres in the Big Thompson watershed within 2 weeks

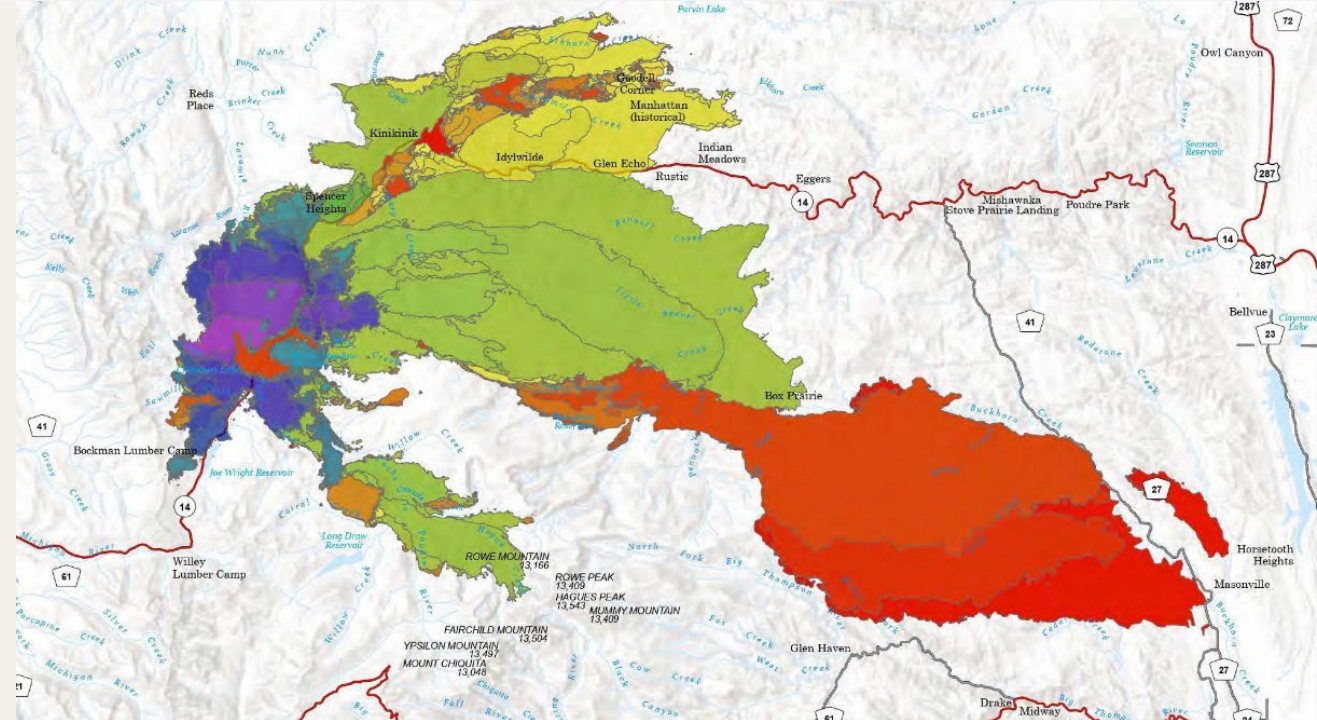
+ Cost

+ \$132 million to fight

+ Market property loss ~\$6.3 mil

+ Total Structure loss ~\$100 mil

+ To date, BTWC has been granted \$9.17 mil for recovery efforts



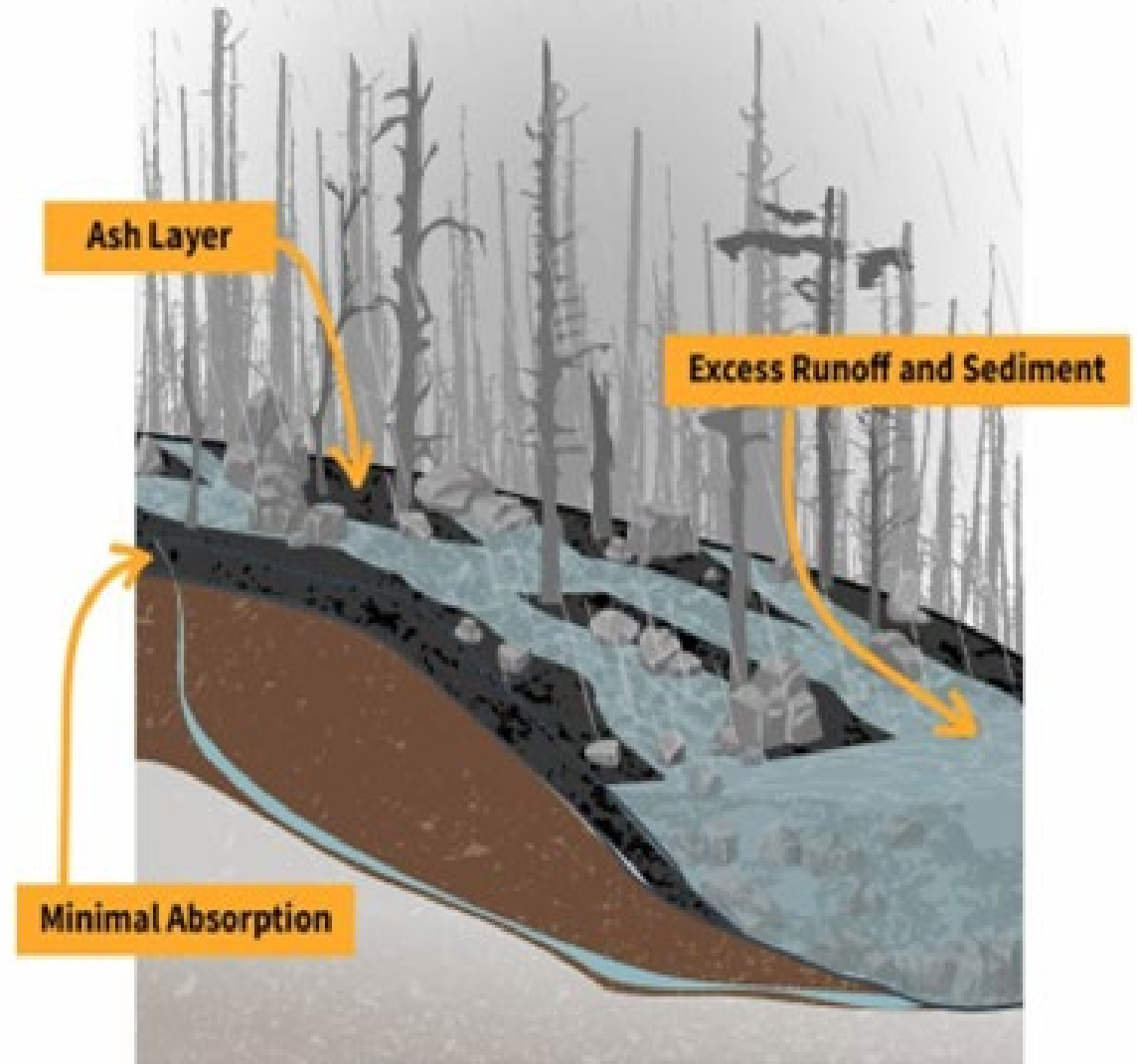
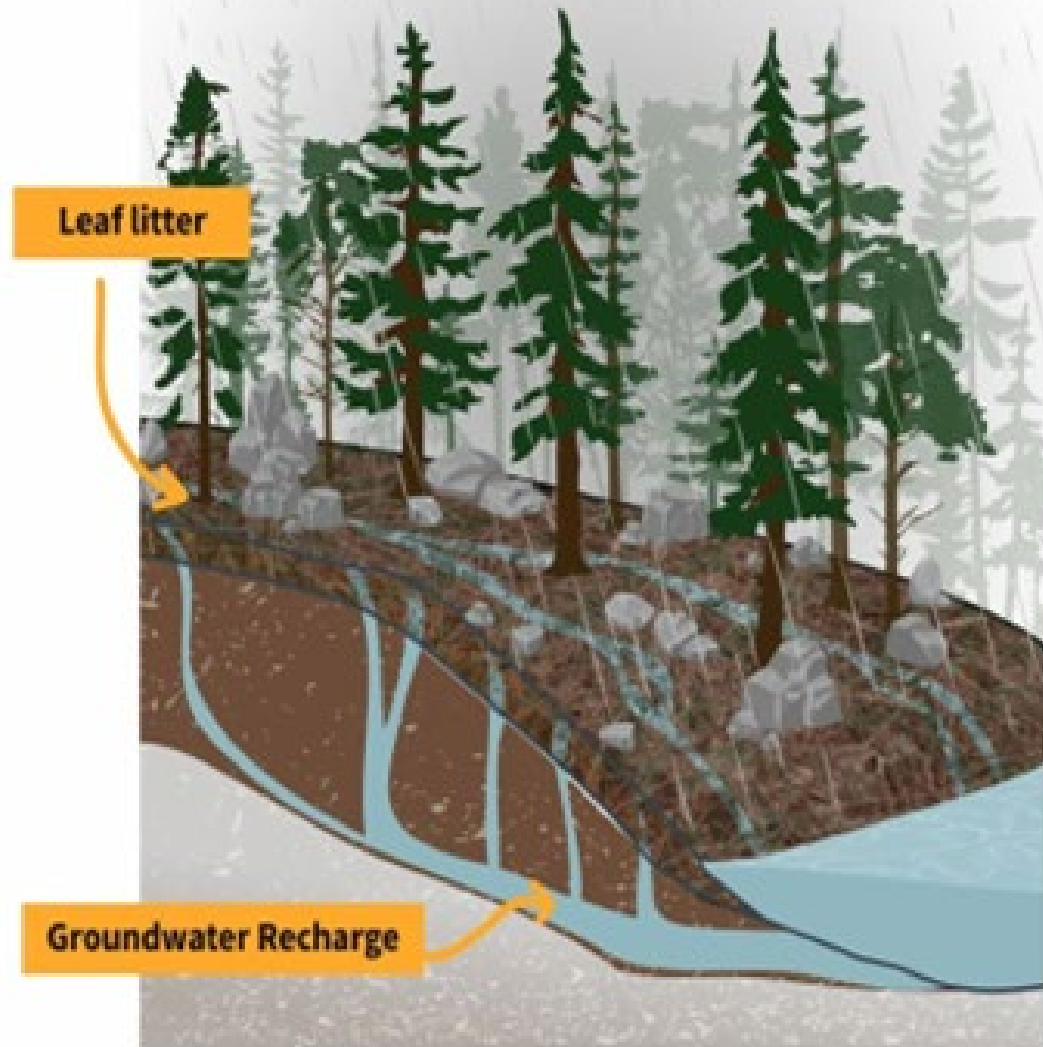


# Cameron Peak Fire Planning





# Impacts of the Fire





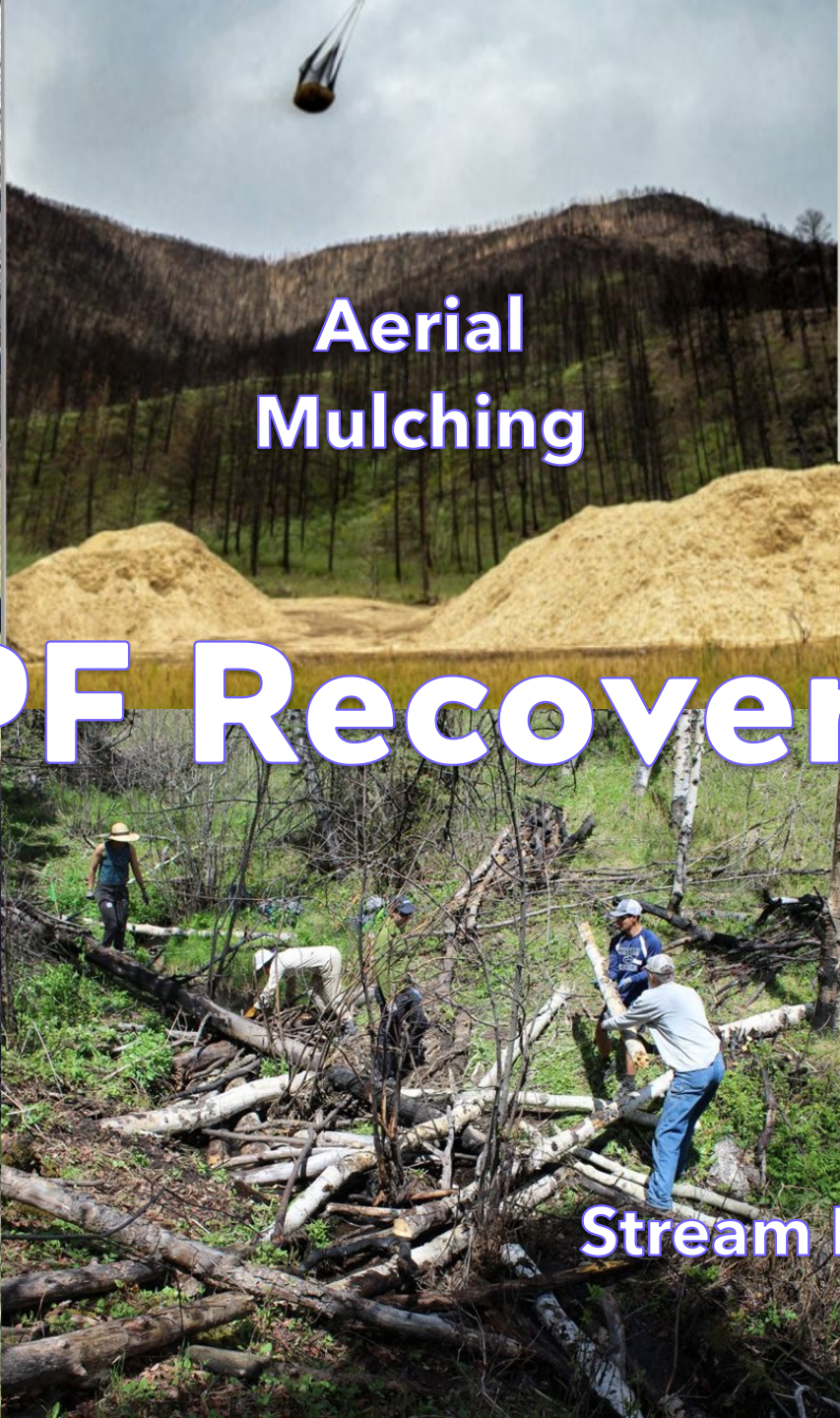
# Erosion and Post-fire Flooding







**Reforestation**



**Aerial  
Mulching**

# CPF Recovery

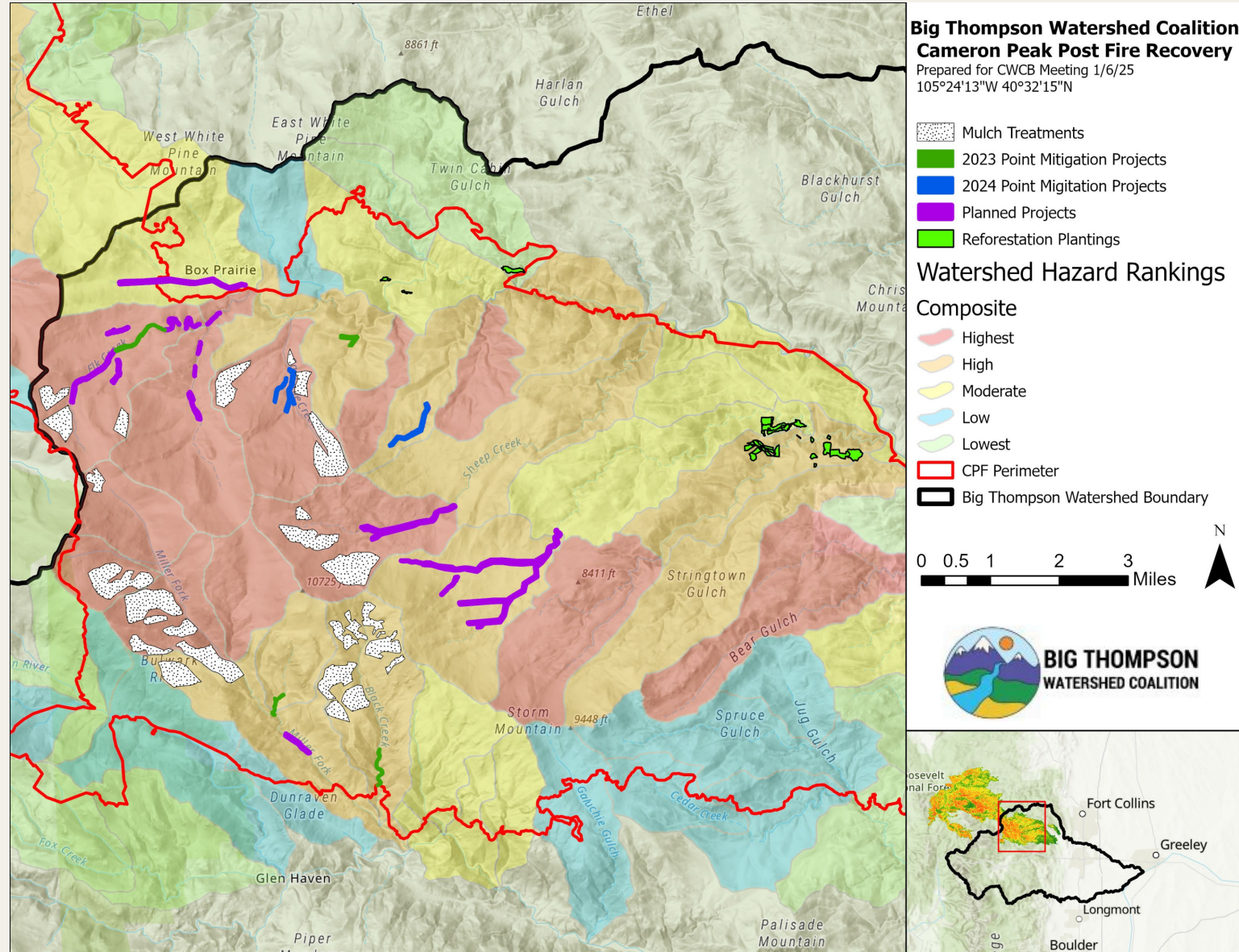


**Stream Restoration**



# CPF Recovery

- + 1,919 acres Mulched
- + Log Structures (180+)
- + Post Assisted Log Structure (13)
- + Rock Check (4)
- + Beaver Dam Analog (9)
- + Willow Wattle (2)
- + **Net Sediment Captured (122,214 CY)**
- + Willow Staking (2500)
- + Upland & Wetland Reseeding (2 ac)
- + 3.45 Miles of stream restored
- + **Planted 11,740 trees across 170 acres**





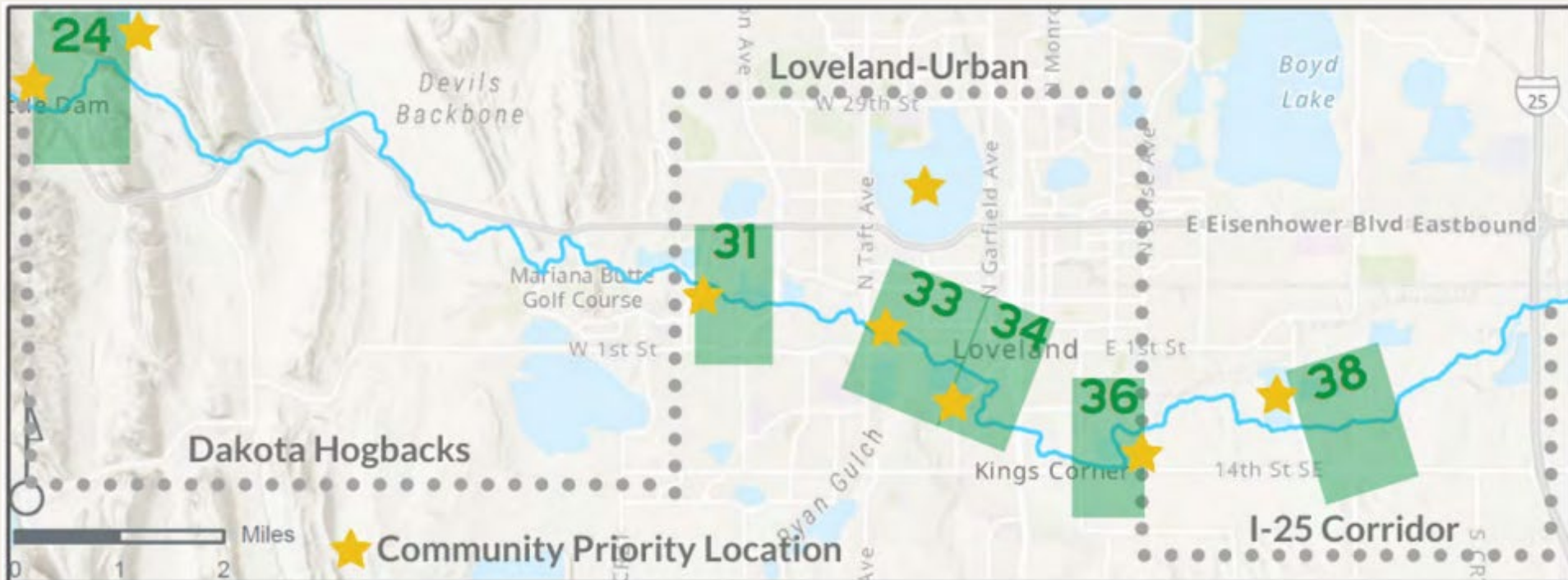
# Return on Investment

| Year                                |      |      |      |                       |                       |                     |                     |                       |
|-------------------------------------|------|------|------|-----------------------|-----------------------|---------------------|---------------------|-----------------------|
|                                     | 2018 | 2019 | 2020 | 2021                  | 2022                  | 2023                | 2024                | 2025                  |
| <i>Cameron Peak Fire Recovery</i>   |      |      |      |                       |                       |                     |                     |                       |
| CWCB Adaptive Mgmt grant            |      |      |      | \$22,000.00           |                       |                     |                     |                       |
| CWCB #1                             |      |      |      | \$60,400.00           |                       |                     |                     |                       |
| CWCB #2                             |      |      |      | \$167,450.00          |                       |                     |                     |                       |
| CWCB #3                             |      |      |      | \$2,587,584.00        |                       |                     |                     |                       |
| CWCB #4                             |      |      |      |                       | \$3,525,565.00        |                     |                     |                       |
| USFS #1                             |      |      |      |                       | \$47,000.00           |                     |                     |                       |
| USFS #2                             |      |      |      |                       |                       | \$120,000.00        |                     |                       |
| USFS #3                             |      |      |      |                       |                       | \$600,000.00        |                     |                       |
| City of Loveland                    |      |      |      | \$500,000.00          |                       |                     |                     |                       |
| Community Foundation of Northern CO |      |      |      |                       | \$87,228.50           |                     |                     |                       |
| CDPHE - Lidar mapping               |      |      |      |                       |                       | \$30,000.00         | \$30,000.00         |                       |
| Larimer County                      |      |      |      | \$30,000.00           |                       |                     |                     |                       |
| USFS                                |      |      |      |                       |                       |                     | \$473,587.00        | ??                    |
| CDPHE                               |      |      |      |                       |                       |                     |                     | \$1,038,240.00        |
| Scheels AMF                         |      |      |      |                       |                       |                     | \$5,000.00          |                       |
| <i>NRCS EWP??</i>                   |      |      |      |                       |                       |                     |                     | ??                    |
| <b>TOTAL</b>                        |      |      |      | <b>\$3,367,434.00</b> | <b>\$3,659,793.50</b> | <b>\$750,000.00</b> | <b>\$508,587.00</b> | <b>\$1,038,240.00</b> |



# River Envisioning Project Background

- + Completed assessments in 2020-2021 and finalized report in 2022
- + 6 Priority reaches





# Project Identification

- + Outreached to Large Landowners
- + Site visits and coordination with partners
- + 4 community meetings
- + Identified 32 potential projects
- + Prioritized 8 projects to pursue

| Big Barnes Diversion - Project 1<br>Big Barnes Diversion Enhancement/Replacement |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                          |                                              |                      |         |
|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|----------------------------------------------|----------------------|---------|
| Description                                                                      | To determine if the ditch diversion needs to be replaced a cement study needs to be conducted to determine its viability to invest in a larger project that would include fish passage and addressing sedimentation issues.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                          |                                              |                      |         |
| Objectives/<br>Management<br>Strategies                                          | Diversion upgrade/retrofit/replacement, Improve fish passage and sediment management at diversion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                          |                                              |                      |         |
| Reach                                                                            | 29                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Location<br>within Reach | Big Barnes<br>Diversion                      | Private or<br>Public | Private |
| Potential<br>Partner(s)                                                          | Greeley Loveland Irrigation Company, PHILLIPS HERBERT, MOTEN KENNETH, KLAWITER WOLFRAM, AUSTEFJORD ARNFINN, City of Loveland, CWCB, CPW, USFW, Rocky Mountain Flycasters                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |                                              |                      |         |
| Opportunities<br>Challenges<br>Constraints                                       | The Greeley Loveland Irrigation Company is open to a project and the adjacent oxbow natural area creates an opportunity for a multi benefit project. However, the city owned property doesn't extend all the way to the river for the majority of the potential project area. In the event concrete is stable installing a fish passage through the city property along with reengineering the trash rack to reduce the sedimentation and reduce the management of the structures would be create a win-win project that establishes a positive relationship with GLIC.<br>In the event that concrete isn't stable a larger conversation surrounding a complete diversion replacement would begin including topics like fish passage, sediment management, ecological health, and potentially recreation. |                          |                                              |                      |         |
| Ripeness                                                                         | Medium                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Timeframe                | 1-3 years planning, 2-5 years implementation |                      |         |
| Implementation<br>Steps                                                          | <ul style="list-style-type: none"><li>Engage with GLIC to further develop project ideas</li><li>Conduct cement study and analyze results</li><li>Secure funding to develop conceptual designs and study sedimentation regime</li><li>Acquire funding and contractor for implementation</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |                                              |                      |         |
| Estimated Costs                                                                  | Capital                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                          |                                              | Maintenance          |         |
|                                                                                  | \$10,000-\$20,000 (Concrete Study)<br>\$200,000-\$500,000+ (Implementation)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                          |                                              | Unknown              |         |
| Stressors<br>Addressed                                                           | In-Channel Structures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |                                              |                      |         |
| Social (Y/N)                                                                     | Y                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Environmental(Y/<br>N)   | Y                                            | Economic<br>(Y/N)    | Y       |



# Selected Projects

## +**R31- Boedecker Outflow**

+R33 – Taft to Railroad Ave River Enhancement

+R34 – Participation in HWY 287 Flood Resilience Project

+R36 – St. Louis to Boise River and Natural Area Enhancements

+R38 – Kauffman's Floodplain Connectivity and Erosion Mitigation

## +**GLIC- Big Barnes Diversion enhancement**

+River Cleanup

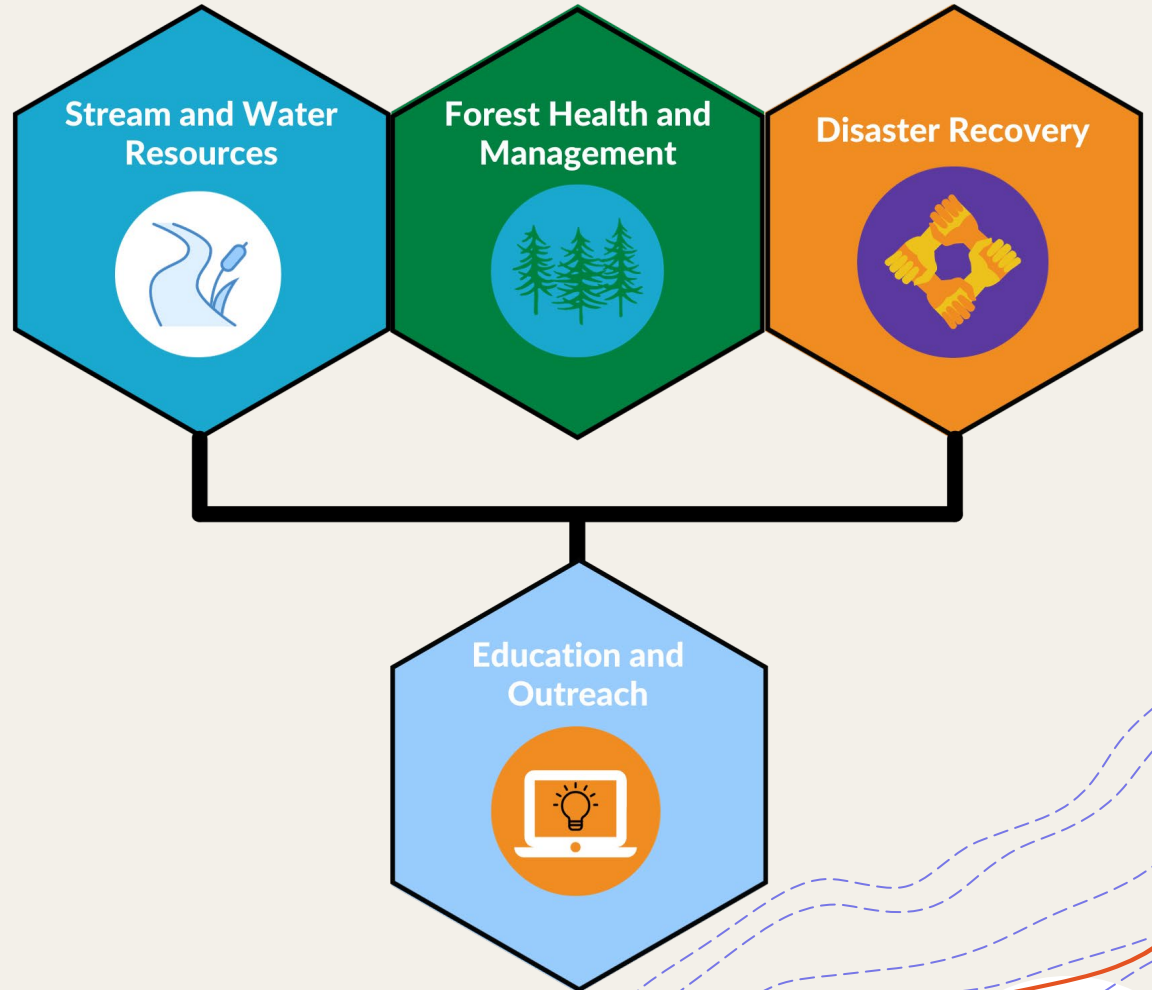
+Macro Invertebrate and Electro Sampling w/ Rocky Mountain Flycasters



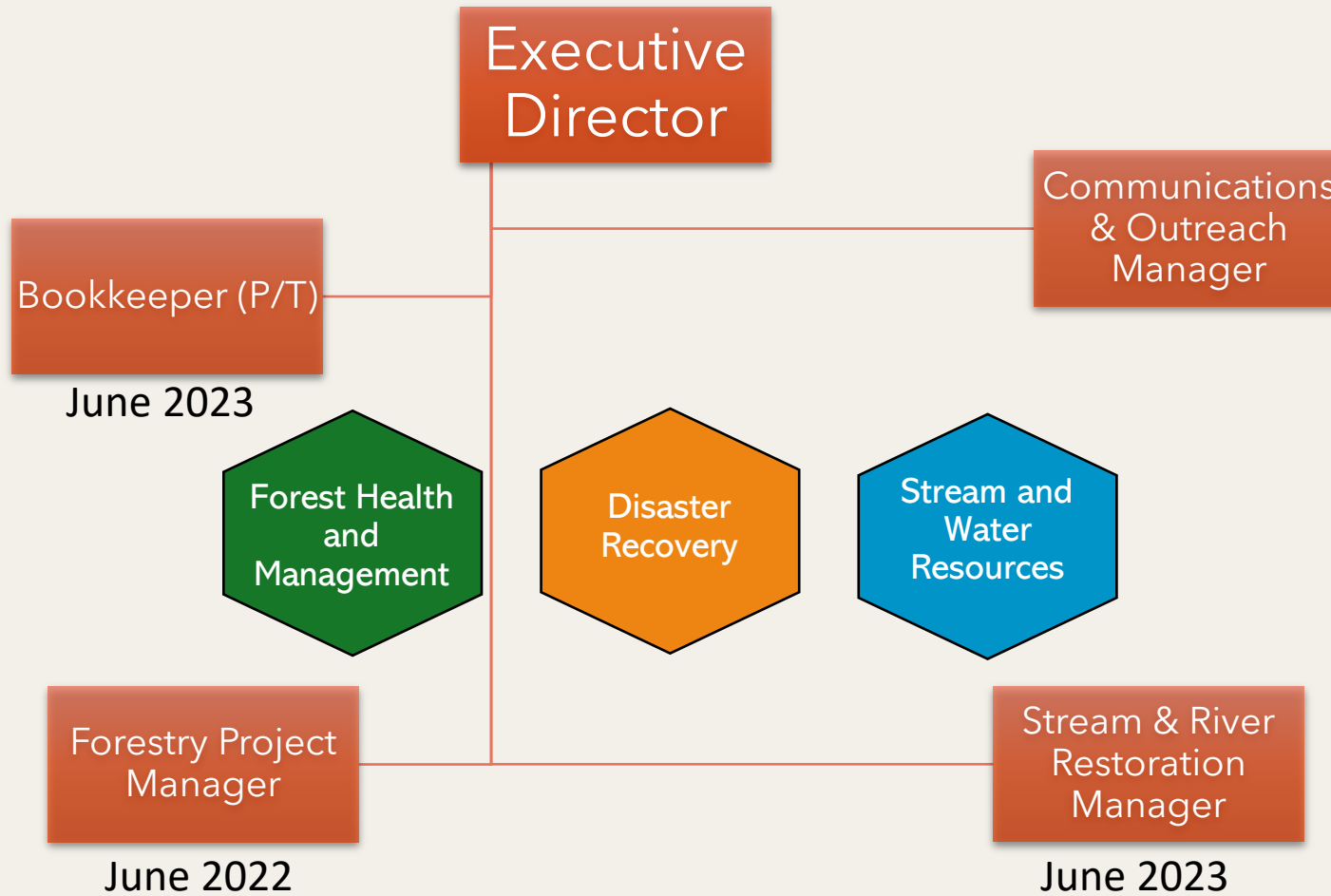
# BTWC Staff

Executive Director/  
Project Manager/ Partnership  
Coordinator/ Fundraiser/  
Grant Administrator/  
Supervisor/ Bookkeeper

Project Manager/  
Communications Manager/  
Partnership Coordinator/ Event  
Coordinator/ Volunteer  
Manager

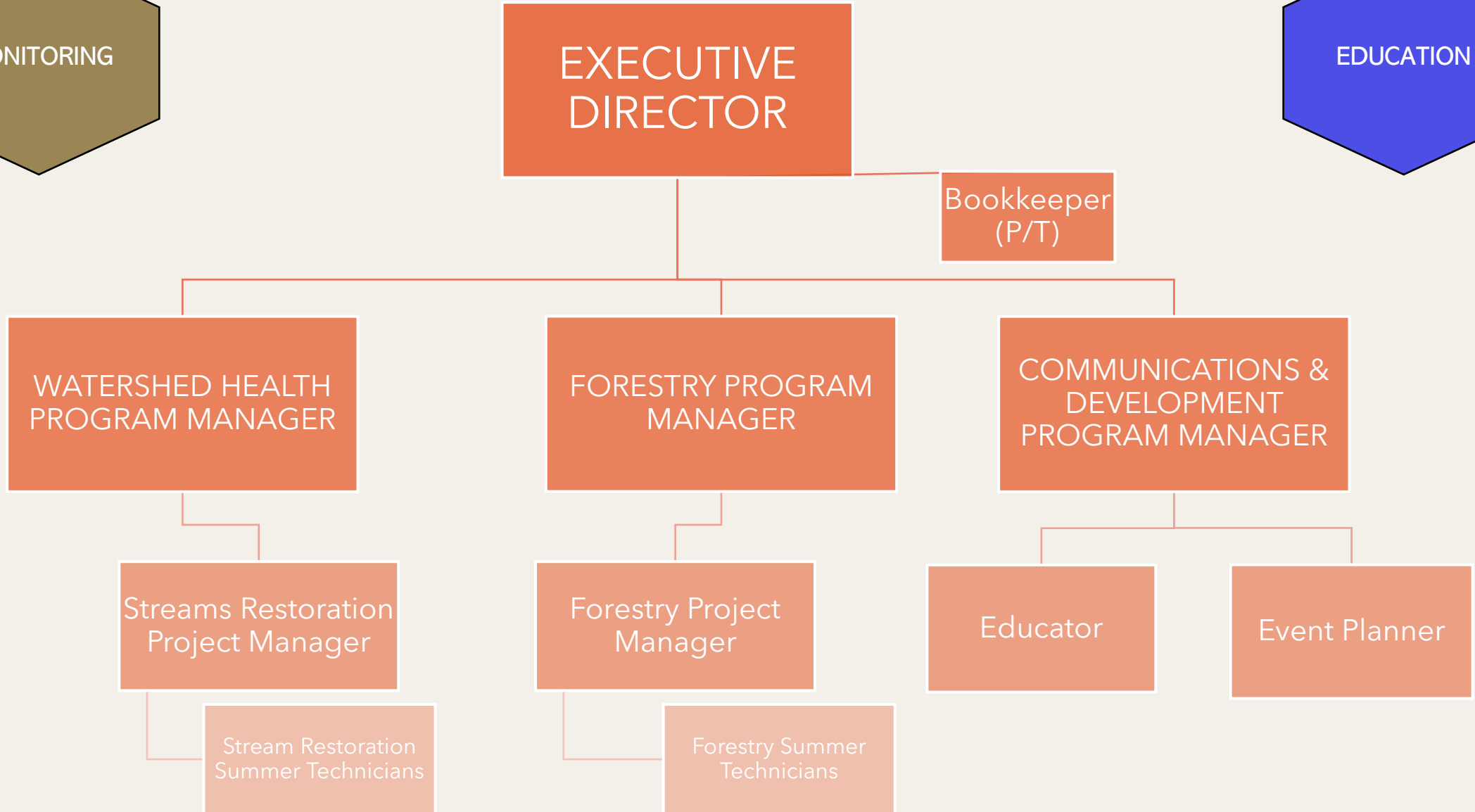
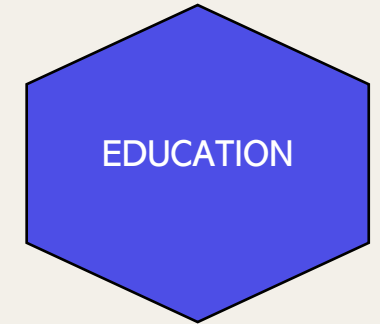
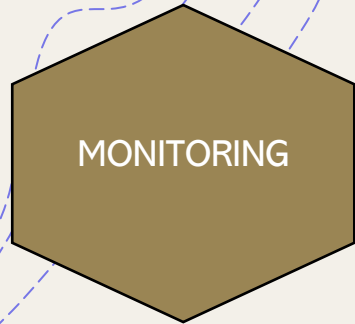


# BTWC Staff





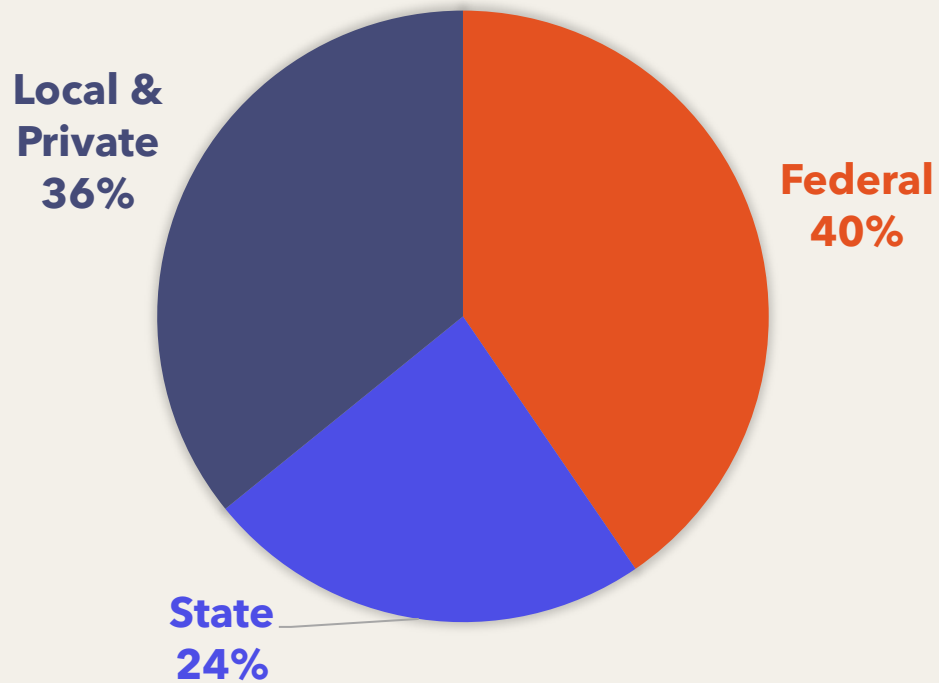
# BTWC Future Vision



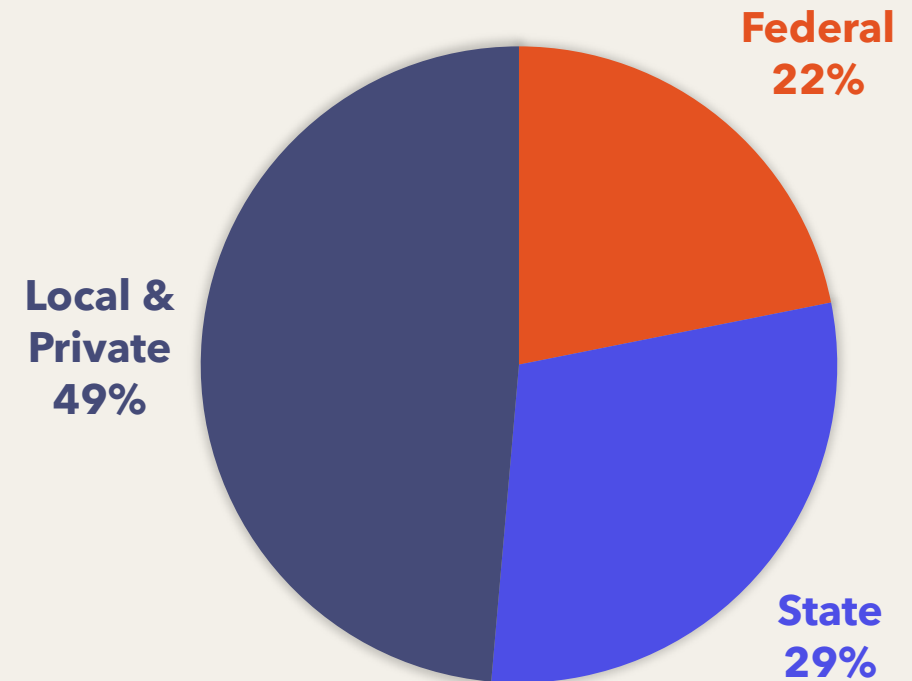
# 2024 Budget and Future Goals

**2024 Expenses: \$1,024,594**

**2024 EXPENSES - BY FUNDING TYPE**



**FUTURE - FUNDING TYPE**

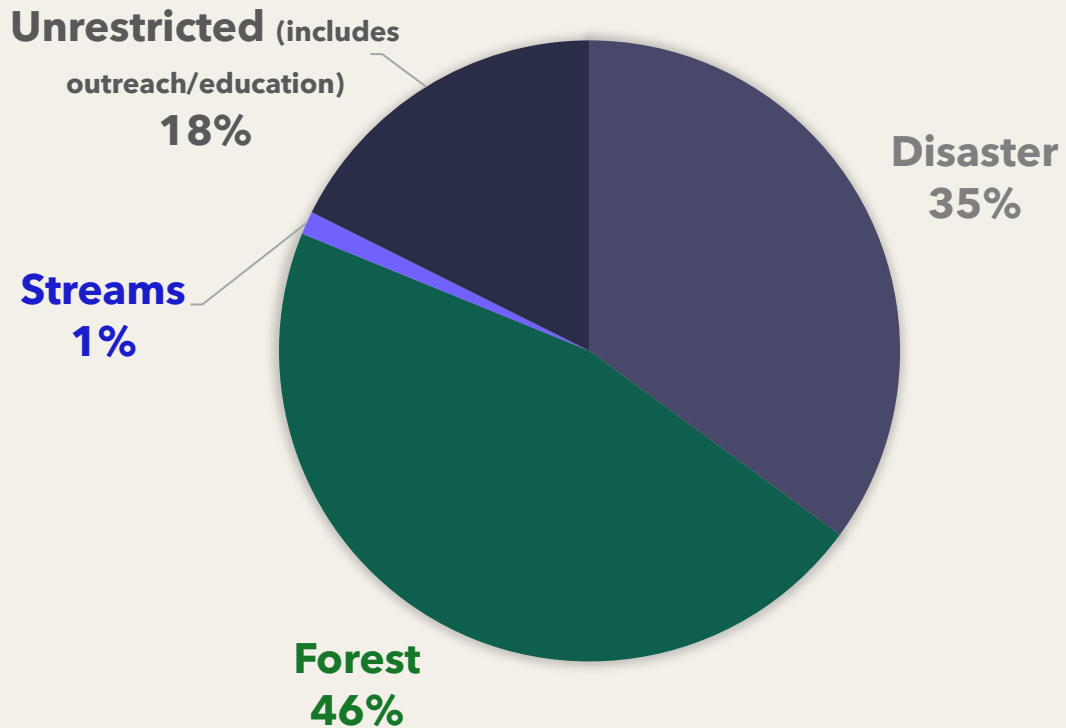




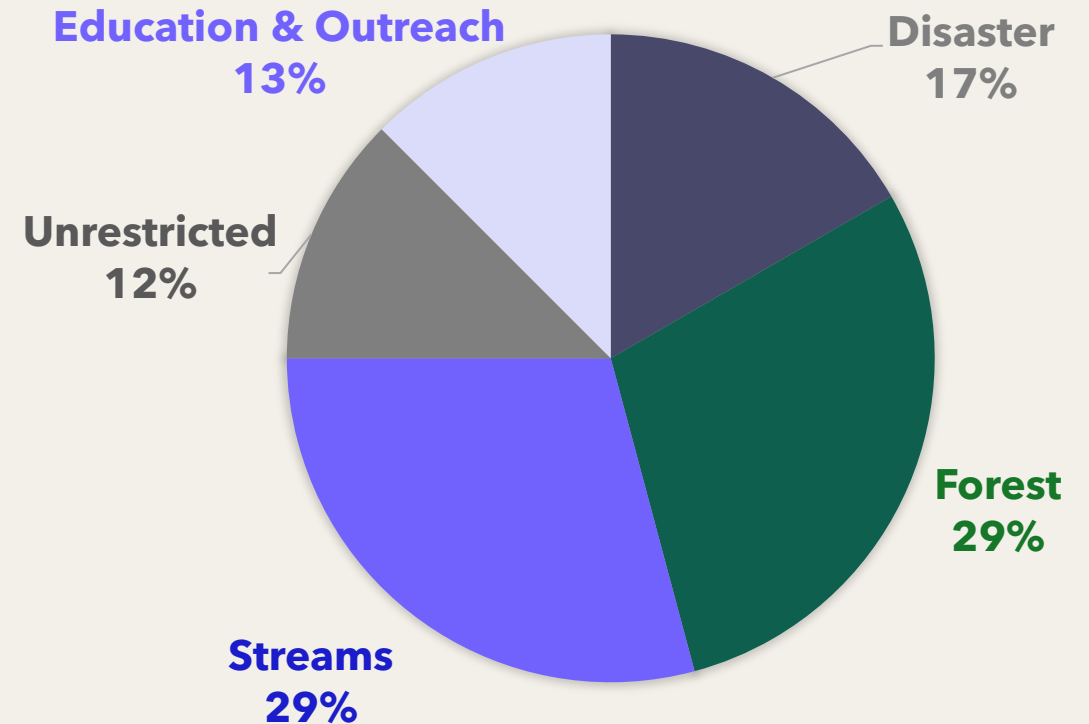
# 2024 Budget and Future Goals

**2024 Expenses: \$1,024,594**

**2024 EXPENSES - BY BTWC PROGRAM**



**FUTURE - BY BTWC PROGRAM**



# Administrative Goals

- + Updating and documenting our standard operating procedures
  - Checks and balances with financial transactions
  - Updated employee handbook
- + Creation of reserves and setting up a line of credit
- + Project management software
- + More board engagement; more strategic recruitment
  - + More opportunities for fundraising
- + New office space
- + Investments in existing staff
  - + HR support and better staff benefits



# Larimer County & BTWC

- + Participate in County and other initiated planning efforts
  - + Water Master Plan
  - + Climate Smart Future Ready: Natural Environment
  - + Workforce development & Woody Biomass Reduction Strategy
  - + WRAP
- + Work with Larimer County Departments
  - + Office of Emergency Management
  - + Sheriff's Office - Emergency Services
  - + Larimer County Conservation Corps
- + Achieve shared goals...BTWC is unique!
  - + Leverage diverse funding sources
  - + Less red tape
  - + Mission-driven - independent from political affiliations or government
  - + Collaboration is key to using current science as our guide







# Contact Information

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Director

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## YEAR 2024 WORKPLAN

This workplan provides the general direction the Environmental and Science Advisory Board (ESAB) considers taking in 2024. Because conditions or priorities in the County can change, a considerable degree of flexibility needs to be maintained.

Overall: The ESAB strives to inform, and be informed about, County government-related policies, decisions, issues and actions that have environmental, community and economic implications. Refer to the 2023 Annual Report for a description of the Work Planning Process. The table below presents the ESAB's priorities by quarter.

| Future Schedule for Regular Agenda Items |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q1                                       | <ul style="list-style-type: none"> <li>• 2023 Annual Report – Adopt and submit to BOCC through County Manager</li> <li>• 2024 Workplan – Adopt and submit to BOCC through County Manager</li> <li>• ESAB Bylaws – Review and revise</li> <li>• Environmental Stewardship Awards – Nomination Period</li> <li>• Climate Smart and Future Ready Participation</li> <li>• Larimer County Water Master Plan (WAG) participation</li> <li>• Air Quality and Monitoring Advisory Committee (AQ-MAC) Participation</li> </ul>                                                                                                                                                  |
| Q2                                       | <ul style="list-style-type: none"> <li>• ESAB Bylaws – Adopt Revisions and send to County Attorney</li> <li>• Environmental Stewardship Awards – Award Period</li> <li>• Climate Smart and Future Ready – Participation</li> <li>• Larimer County Water Master Plan participation</li> <li>• Air Quality and Monitoring Advisory Committee (AQ-MAC) Participation</li> <li>• New Member Recruitment and Interviews</li> <li>• EnviroScreen tool review</li> <li>• 2024-2028 Strategic Plan</li> <li>• Forest Health</li> </ul>                                                                                                                                          |
| Q3                                       | <ul style="list-style-type: none"> <li>• New Member Onboarding – Training and Orientations</li> <li>• Air Quality and Monitoring Advisory Committee (AQ-MAC) Participation</li> <li>• Climate Smart and Future Ready – Participation</li> <li>• Water Quality issues in underserved communities in unincorporated LC</li> <li>• PRPA Integrated Resource Plan</li> <li>• Discuss/review regional air quality monitoring (particulate, ozone, air toxics).</li> <li>• Larimer County Water Master Plan participation</li> <li>• Transportation Master Plan</li> <li>• Front Range Passenger Rail</li> <li>• 2024-2028 Strategic Plan</li> <li>• Forest Health</li> </ul> |
| Q4                                       | <ul style="list-style-type: none"> <li>• Larimer County Water Master Plan WAG participation</li> <li>• Air Quality and Monitoring Advisory Committee (AQ-MAC) Participation</li> <li>• Climate Smart and Future Ready – Participation</li> <li>• Forest Health</li> <li>• 2024-2028 Strategic Plan</li> <li>• 2024 Annual Report</li> <li>• ESAB Officer Elections</li> </ul>                                                                                                                                                                                                                                                                                           |



## **ENVIRONMENTAL AND SCIENCE ADVISORY BOARD BYLAWS**

### **ARTICLE I. Name and Location**

The name of this organization shall be the Larimer County Environmental and Science Advisory Board, and its principal place of business shall be Larimer County, Fort Collins, Colorado.

### **ARTICLE II. Purpose**

The purpose of the Environmental and Science Advisory Board is to advise the Board of County Commissioners and appropriate county departments on environmental and science-related issues that affect Larimer County.

In this role the Environmental and Science Advisory Board is considered a "Content Advice Advisory Board" and its members shall exhibit specialized professional, educational, or experience-based expertise in environmental and/or scientific fields.

In addition to these bylaws, the Advisory Board operates under the terms of the Larimer County Administrative Policy and Procedure 100.1J. A copy of that procedure, together with these bylaws, shall be provided to each member at the time of appointment.

### **ARTICLE III. Membership**

1. The Environmental and Science Advisory Board is composed of up to 15 voting members, chosen to serve three-year staggered terms in three groups with roughly equal size, and appointed annually by the Board of County Commissioners. These members shall reflect various technical backgrounds, and in addition shall represent the diverse geographical and demographic backgrounds of the legal residents of Larimer County to the extent practicable. Members will be selected from the County at large; cities and towns may recommend individuals for membership.
2. Any vacancy on the Environmental and Science Advisory Board, except the Chair, shall be filled at the earliest convenience of the Board of County Commissioners. The vacancy of the Chair shall be filled automatically by the Vice-Chair at the time of the vacancy for the remainder of the annual term. The vacancy of the Vice-Chair may be filled at the discretion of the Advisory Board for the remainder of the annual term.
3. Advisory Board members having three or more unexcused absences in a calendar year may be replaced by the Board of County Commissioners.
4. In accordance with County policy, no Environmental and Science Advisory Board member may serve more than two consecutive terms, except that a member appointed to fill a vacancy may serve the remainder of the unexpired term and two consecutive terms. The Board of County Commissioners may make exceptions if the member is in a leadership role or is involved in a significant project.
5. All Board members serve at the pleasure of the Board of County Commissioners. No Board member has an entitlement to or property interest in the continued service. The Board of County Commissioners may terminate the service of any member at any time for any reason in its discretion.

## **ARTICLE IV. Meetings and Voting**

1. Monthly Meetings. Regular meetings of the Environmental and Science Advisory Board are the second Tuesday of the month at 6:00 P.M. at the Larimer County Administrative Offices Building in Fort Collins, or as otherwise announced. All meetings and actions shall be in compliance with CRS 24-6-402 regarding Open Meetings, and any subsequent amendments to said statute.
2. Special Meetings. Special meetings may be scheduled by the Chair, or by a majority vote of the Advisory Board. Such special meetings shall be held at such place, date, and hour as may be designated by the person or persons authorized herein to call such meeting. Written or phone notice of such meetings shall be given by the Chair to the Advisory Board members at least five (5) days and not more than twenty-one (21) days prior to the meeting. Public notification shall be given for such meetings.
3. Quorum. A quorum shall consist of a majority of the current voting members. The act of the majority of the voting members present at a meeting at which a quorum is present shall be the act of the Board. In the event a quorum is not present at any meeting, the voting members may not take formal action, but at the discretion of the Chair may address informational items.
4. Voting. Each voting member is entitled to one vote and proxy votes are not allowed.
5. At times the Board of County Commissioners may need to cancel, reschedule, suspend, or terminate operation or meeting of a board due to staffing, resources, or other county concerns. Members will be notified as soon as reasonable under specific circumstances. Only the Board of County Commissioners, the Commissioner Liaison, majority vote of the ESAB, or Staff Liaison in consultation with the Commissioner Liaison, may cancel a meeting.

## **ARTICLE V. Officers and Compensation**

1. Officers. The Environmental and Science Advisory Board shall elect from among their members a Chair and Vice-Chair at the last meeting of the current calendar year. Officers shall serve for one year or until their successors are elected.
2. Chair. The Chair shall preside at all meetings of the Board and shall have the duties and powers normally invested in the office of Chair. The Chair shall enforce all by-laws and regulations of the Advisory Board. The Chair shall be the official spokesperson for the Board.
3. Vice Chair. The Vice Chair shall carry out the Chair's duties in case of absence, incapacity, removal or resignation of the officer.
4. Compensation. No Advisory Board member shall receive any salary or payment for his or her services. Advisory Board members living more than 10 miles from the Larimer County Administrative Services Building may request mileage reimbursement for the purposes of in-person attendance at Advisory Board meetings.



## **ARTICLE VI. County Support**

1. Financial, technical, and clerical support of the Advisory Board shall be provided by the Board of County Commissioners' office through the County Manager, or as designated by the County Manager.
2. Commissioner Liaison. One member of the Board of County Commissioners shall be designated as the primary Liaison to the Advisory Board and may attend Advisory Board meetings. This Commissioner Liaison shall be the Advisory Board's primary conduit of work product to/from the Board of County Commissioners.
3. Staff Liaison. A County staff Liaison will be assigned to the Board and shall act as the liaison between the Board, the County Commissioners and County Departments.
  - a. The Staff Liaison shall provide overall day-to-day support of the Advisory Board.
  - b. The Staff Liaison shall coordinate communication with Advisory Board members including notification of meetings, project due dates, related external activities, etc.
  - c. In cooperation with the Chair, the Staff Liaison shall schedule meetings and other Advisory Board events.
  - d. The Staff Liaison shall post meeting agendas and minutes on County platforms in conjunction with relevant open meeting requirements.
  - e. The Staff Liaison may assist with recruitment of new members and shall assist with orientation of newly-appointed members.

## **ARTICLE VII. Duties of Advisory Board and Members**

1. Management of Board Business. The Environmental and Science Advisory Board shall have general supervision and control of the business and affairs of the Advisory Board.
  - a. The Chair, Vice Chair and Staff Liaison shall set and publish an agenda for all meetings, with the assistance of the Staff Liaison. Notice shall also be provided for any sub-committee meetings.
  - b. Minutes shall be prepared for all Advisory Board meetings and formal meetings of any sub-committee. After review and approval by the Advisory Board such minutes shall be made public.
  - c. Regular or *ad hoc* Sub-Committees may be formed as necessary with any of the Board Members acting as Chair of the Sub-Committee. Membership may be open to non-Advisory Board members as deemed advisable. Such Sub-Committees may be utilized to consider, more fully, certain matters and to bring a recommendation back to the full Advisory Board for consideration and approval.
  - d. The Advisory Board shall prepare an annual report to the Board of County Commissioners on its activities, accomplishments, and goals and objectives.
  - e. Early each calendar year the Advisory Board shall prepare a workplan that includes its planned key work products for the year. To the extent practicable this workplan shall reflect key milestones of the overall County annual workplan.
2. Board Member Responsibilities. All Advisory Board members are expected to be active participants in board activities and business, sharing their unique expertise and abilities.

- a. Board members shall participate in orientation when newly assigned to the Advisory Board.
- b. Board members shall assist in recruiting new technically-qualified members.
- c. Board members may be assigned the role of Issue Coordinator to follow individual topics and share with the Advisory Board.
- d. Board members may be assigned to represent Advisory Board interests on broader County Task Forces or Stakeholder Groups.
- e. Board members shall disclose potential conflicts of interest to the Chair and Staff Liaison. They shall demonstrate impartiality on any conflicted topic and shall abstain from any related voting.

## ARTICLE VIII. Review and Amendments

1. Annual Bylaw Review. Each year the Advisory Board shall review the suitability of these Bylaws to determine if any changes are necessary and/or appropriate.
2. Bylaw Amendments. The Environmental and Science Advisory Board shall have the power to amend such Bylaws as may seem expedient, subject to approval of the Board of County Commissioners. Amendments to these Bylaws may be voted on at any regular or special meeting, by a two-thirds vote of voting members in attendance. No amendment shall be adopted unless a copy of such proposed amendment has been included in or enclosed with notice of such meeting. The Advisory Board shall not have the power, however, to pass any bylaws which would alter the status of the Advisory Board. No amendment is deemed effective until the Board of County Commissioners has ratified, approved or adopted such amendment.
3. Administrative Policy and Procedure. The Board shall conduct its business in a manner consistent with the conditions adopted by the Board of County Commissioners, included in Larimer County Administrative Policy and Procedure 100.1, the Larimer County Boards and Commissions Members Code of Conduct and the ESAB Board Bylaws, as amended. These Bylaws and any amendments are superseded by Larimer County Administrative Policy and Procedure 100.1 or as amended, which shall control.

Adopted this 2nd Day of July 2024

LARIMER COUNTY ENVIRONMENTAL AND SCIENCE ADVISORY BOARD

By: Rodger Ames  
Rodger Ames, Chair

BOARD OF COUNTY COMMISSIONERS  
LARIMER COUNTY, COLORADO

BY: John Kefalas  
Chair

ATTEST:  
Deputy Clerk  
Deputy Clerk



Approved as to Form:  
6/5/2024  
Deputy County Attorney