

STORMWATER MANAGEMENT COMMITTEE WORKPLAN

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1.0 Overview

The primary mission of the Stormwater Management Committee is to provide policy guidance and support for stormwater management issues to foster protection of aquatic resources, reduce disruptions of the natural water balance, reduce hydrologic impacts, and protect public health from impairments caused by stormwater runoff. Historically, this committee has focused on supporting the USGS Cooperative Water Program and National Streamflow Information Program and serving as a resource for members on stormwater utility information, NOAA and EPA programs, and coordinating with other ASFPM policy committees.

The current co-chairs for the committee are Jamelyn Austin Trucks with Atkins and Jeff Sickles with Engenuity Engineering Solutions.

Section 2 of this workplan presents the specific items for 2018 that are to be accomplished by this committee and the work tasks required to complete these items. These items directly support Goals and Objectives for ASFPM for 2018 that are stormwater management related.

2.0 Task Outline

The Stormwater Management Committee has the following standard work items that are ongoing in nature:

1. Participate in ASFPM committee and watershed Pod conference calls and retreats. Organize and hold bi-annual committee conference calls.
2. Attend Policy Committee Chair Meeting at the National Conference and hold annual committee meeting. Prepare Annual Reports and Develop Work Plans.
3. Review ongoing Federal Agency Policy and Rule Making activities and respond on issues that are relevant to the Stormwater Management Committee Mission.
4. Represents ASFPM on various government agency work groups engaged in stormwater management related issues (USGS, EPA, etc.)
5. Identify emerging issues and associated subject matters experts within the committee. Determine if emerging issues will be credible work items for the following year's plan and the overall ASFPM Goals and Objectives.
6. Promote awareness of Stormwater issues with the ASFPM general membership by promoting participation in ASFPM national conference and workshops as needed and able.

The Stormwater Management Committee has five major work items to accomplish or make progress on in 2017/2018. These items are:

1. Develop case studies for urban flooding and associated solutions related to identification, planning, funding, and implementation.
2. Develop a discussion/white paper discussing residual stormwater flooding hazards, urban flood management where there are no existing channels, drainageways, or adequate conveyance systems.
3. Provide information and recommendations to the No Adverse Impact (NAI) Policy Committee on stormwater management activities that promote NAI.
4. Identify and provide the membership with resources that promote good stormwater management practices, promote NAI, and reduce flood risk.

The following are the detailed Task Summary sheets to accomplish each task required to complete this work plan's work items.

2.1 Ongoing Work Items

Task Title: Participate in ASFPM Policy Committee and Watershed POD Conference Calls and Retreats. Organize and hold bi-annual committee conference calls.		Task Leader: Jamelyn Austin Trucks Jeff Sickles	
Approximate Start/End Date: June 2017 – May 2018		Approximate # Hrs to Complete: Conf. Calls – 10 hours Comm. Retreat – 24 hours	
Detailed Task Description: Prepare and report on committee activities during policy committee conference calls. Report critical information from calls to committee members via email. Hold at least 2 committee conference calls to discuss one or two priority topics which will help further participation in the committee and understanding of policy issues. Prepare draft work plan and provide input to ASFPM goals during committee retreat.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None			
Completion Schedule: September 2017 Committee Retreat Conference Calls as scheduled			
Deliverables: None			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – Travel cost for Committee Retreat paid by ASFPM			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017		Approved By/ Date:	

Task Title: Attend Policy Committee Chair Meeting at the National Conference and hold annual committee meeting. Prepare 2017 Stormwater Committee Annual Report and Develop 2018 Work Plan.		Task Leader: Jamelyn Austin Trucks Jeff Sickles	
Approximate Start/End Date: June 2017/August 2018		Approximate # Hrs to Complete: 20 hours	
Detailed Task Description: Prepare and report on committee activities during policy committee meeting. Prepare annual committee report and draft work plan.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)			
Completion Schedule: May 2018 - Annual report submitted. September 2017 – Work plan submitted.			
Deliverables: 2018 Work Plan 2017 Committee Annual Report			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None - Travel cost to conference paid by members.			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017		Approved By/ Date:	

Task Title: Review ongoing Federal Agency Policy and Rule Making activities and respond on issues that are relevant to the Stormwater Management Committee Mission.		Task Leader: Jamelyn Austin Trucks Jeff Sickles	
Approximate Start/End Date: June 2017 – June 2018		Approximate # Hrs to Complete: Varies	
Detailed Task Description: Review federal agency policy or rules and provide comments on issues that are relevant to the ASFPM Membership and consistent with the Stormwater Management Committee Mission.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Public Notice from the agency.			
Completion Schedule: Varies.			
Deliverables: Written comments.			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board Input from ASFPM Membership			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017		Approved By/ Date: 	

Task Title: Represent ASFPM on various government work groups and professional organization engaged in stormwater management related issues.	Task Leader: Jamelyn Austin Trucks Jeff Sickles
Approximate Start/End Date: June 2017 – June 2018	Approximate # Hrs to Complete: Varies
Detailed Task Description: Represent and participate in agency work groups or professional organizations engaged in stormwater related issues.	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Notification and invitation to participate.	
Completion Schedule: As scheduled.	
Deliverables: None	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None	
Approval Process: (Does The Task Require Board Approval?) None	
Assumptions: None	
Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017	Approved By/ Date:

2.2 2017 Work Items

Task Title: Develop case studies for urban flooding and associated solutions related to identification, planning, funding, and implementation.		Task Leader: etc. Jeff Sickles Jamelyn Austin Trucks	
Approximate Start/End Date: June 2017 – June 2018		Approximate # Hrs to Complete: TBD	
Detailed Task Description: In coordination with the development of the discussion/white paper on Stormwater Management, we will identify a small group of interested communities to share a detailed history and lessons learned from challenges faced as well as success stories on unique and replicable stormwater management solutions.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Background data will collected through conference calls and emails with committee members.			
Completion Schedule: Draft Case Studies by April 2018			
Deliverables: Case Studies			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from Committee Members and State Chapters and Associations Input and review from executive office staff			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) Yes			
Assumptions: None			
Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017		Approved By/ Date:	

Task Title: Develop a white paper discussing residual stormwater flooding hazards, urban floodplain management where there are no existing channels, drainageways, or adequate conveyance systems.		Task Leader: etc. Jeff Sickles Jamelyn Austin Trucks
Approximate Start/End Date: June 2017 – June 2018	Approximate # Hrs to Complete: 120 Hrs	
Detailed Task Description: Local stormwater systems in developed watersheds typically provide conveyance for runoff events with frequencies ranging from 2-10-years (0.5% - 10%). When 100-year (1%) events occur, the storm conveyance systems are full and residual runoff is left on the ground surface resulting in shallow flooding areas that inundate streets and can sometimes inundate existing structures, especially in historic areas where infrastructure was not designed to meet current local drainage criteria. These flood zones may be known by local managers due to the frequency of flooding, but the areas may remain unmapped. This effort will seek to provide a cost-effective framework for local floodplain managers to identify these flood risk inundation areas and strategies to manage their effects and reduce future flood damage.		
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Background data will collected through conference calls and emails with committee members.		
Completion Schedule: Prepare initial draft by May 2018		
Deliverables: Draft discussion paper.		
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from Committee Members and State Chapters and Associations Input and review from executive office staff		
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None		
Approval Process: (Does The Task Require Board Approval?) Yes		
Assumptions: None		
Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017		Approved By/ Date:

Task Title: Coordinate with the No Adverse Impact Policy (NAI) Committee on stormwater management activities that promote NAI.		Task Leader: Jamelyn Austin Trucks Jeff Sickles	
Approximate Start/End Date: June 2017 – June 2018		Approximate # Hrs to Complete: Varies	
Detailed Task Description: Review stormwater management policies and rules and provide comments and guidance to the NAI Committee on issues that are relevant to the ASFPM Membership, consistent with the Stormwater Management Committee’s Mission and No Adverse Impact. Assist the NAI Committee in reviewing and revising the No Adverse Impact Toolkit as it relates to stormwater and watershed management. Work to coordinate Low Impact Development discussions and quantify potential adverse impacts related to stormwater and watershed management (hydrograph modification impacts).			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Coordination with NAI Committee and ASFPM Membership that are involved in Stormwater Management.			
Completion Schedule: On going.			
Deliverables: Written comments.			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board Input from the NAI Committee Input from ASFPM Membership			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017		Approved By/ Date:	

<p>Task Title: Identify and provide the membership with resources that promote good stormwater management practices, promote NAI, and reduce flood risk.</p>	<p>Task Leader: Jamelyn Austin Trucks Jeff Sickles</p>
<p>Approximate Start/End Date: June 2017 – May 2018</p>	<p>Approximate # Hrs to Complete: Varies</p>
<p>Detailed Task Description: Identify, review, and provide the ASFPM Membership with examples of stormwater resources promote good stormwater management practices and promote NAI. These resources may include manuals, web pages, webinars, books, and technical experts.</p>	
<p>Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None</p>	
<p>Completion Schedule: On going.</p>	
<p>Deliverables: Web links on the Stormwater Management Committee web page to good stormwater management resources. Develop contact list with stormwater liaisons within ASFPM state chapters which have a floodplain and stormwater management focus. Hold at least two conference calls with this small group to begin a stormwater management committee discussion group.</p>	
<p>Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from ASFPM Membership Coordination with ASFPM Information Technology Staff</p>	
<p>Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None</p>	
<p>Approval Process: (Does The Task Require Board Approval?) None</p>	
<p>Assumptions: None</p>	
<p>Prepared by/ Date: Jamelyn Austin Trucks & Jeff Sickles / September 22, 2017</p>	<p>Approved By/ Date:</p>