



## **MEETING SUMMARY**

- SUBJECT:** STORMWATER COMMISSION MEETING
- MEETING DATE:** Monday – September 12, 2016 at 5:00 pm
- ATTENDANCE LIST:**
- Carole Teator, Commission Chair, term expires 6/30/17
  - Mike Dryden, Commission Member, term expires 6/30/17
  - Stacie Johnson, Commission Member, term expires 6/30/18
  - Mike Butterfield, HDR, Inc., term expires 6/30/18
  - Justin Gerhts, KCRG-TV9, term expires 6/30/19
  - Sandy Pumphrey, Project Engineer, City Staff
  - Cara Matteson, Storm Water Coordinator, City Staff
  - Debbie O'Meara, Administrative Assistant I, City Staff
  - Martin Smith, Friends of Cedar Lake Organization Member
  - Jen Winter, Public Works Director, City Staff
  - City Councilperson Scott Overland

## **DISCUSSION ITEMS**

1. Meeting called to order at 5:00 p.m. by Commission Chair, Carole Teator
2. Approval of the Minutes
  - A. This item was skipped because not everyone had reviewed the draft minutes that were emailed to the Commission.
3. **Introductions**

No introductions were required
4. **Review of Agenda Format**

*Speaker: Carole Teator – Commission Chair*

  - A. Add Stormwater Management Update as a reoccurring item under City Staff Report and put all forthcoming "Update" type topics being discussed under City Staff Reports.
  - B. Share things going on in the community the Commission might be interested in under "Commissioner Reports"
  - C. Remove "Approval of Minutes" from all future agenda. They will be emailed to Commission members when the draft agenda is emailed, and members will provide feedback at that time on the minutes. If no feedback is received, the minutes will be finalized.
5. **Public Input**

*Speaker – Martin Smith, Friends of Cedar Lake Organization*

  - A. Morgan Creek is done and has been seeded and re-seeded after the first big rain. Martin has pictures he can email, if anyone would like to see them.
  - B. After the last big rain last week, it looked like under the 29<sup>th</sup> Street Bridge over McCloud Run had to be cleaned way up the slope, downstream of the bridge. There must have been a lot of sediment transported during the storm event (he didn't see debris). It might be an area the Stormwater Commission could collect information.
  - C. Kudos to City Council on approving the idea of raising the 8<sup>th</sup> Avenue Bridge. It will reduce the chaos that would ensue if we ever had to close the flood gates.
6. **Cost Share Program**

*Speaker – Cara Matteson, Stormwater Coordinator*

  - A. There are two programs – the "EZ Application" will be used for projects costing less than \$2,000; projects costing greater than \$2,000 will require a full application.

- B. The EZ Application was already in place; the full application was added with the extra money from the stormwater utility fee.
- C. \$7,655 has already been allocated and reimbursed for two projects – one project was a rain garden, the other a soil quality restoration.
- D. She's working with the GIS team to get the projects on the website and mapping them.
  - 1) It was recommended to put all of the projects on the map, both small and large, which might encourage other people to do something.
  - 2) A suggestion was to give the owner of a project something to display that shows the project was in partnership with the City; some sort of yard sign.
  - 3) There are five additional projects in the process – two are rain gardens, and three are soil quality restorations.
  - 4) Sandy has been mentioning the program to people who have called with questions on the new stormwater utility fee; explaining it as another way to incentivize and reduce their bill, in addition to the cost-share program. Cara also said that when she receives drainage complaints, the program has been mentioned as a way to incentivize on a one-on-way basis.
  - 5) People can apply for funds using the EZ Application at any time; that is always open. The bigger projects, which utilize the full application, will be reviewed by the Stormwater Commission.
  - 6) Cara continued to explain the requirements and the two applications, and how the bigger projects are scored by the Commission.
    - a. The projects utilizing the full application would be shared to the Commission prior to the next regularly scheduled Commission Meeting, and then asked to bring their rankings to that meeting.
    - b. The Commission would then make their recommendations to City staff, and City staff would have final say on what gets funded.

## 7. Role of Stormwater Commission

*Speaker – Jen Winter, Public Works Director*

- A. Jen's intent is to attend the Commission meeting a couple times a year for general department level questions for her to answer.
- B. Everyone introduced themselves and said why they want to be on the Commission and what they hope to get out of it.
- C. Discussion was held on what the priorities are of the Commission and what's most important now.
  - 1) Education and outreach is one of the areas City Staff always struggles with. How do we get this information out to the general public and citizens? Do they understand the policies and why we're making changes and how does it impact them? This is really important.
  - 2) Some changes to policies we chose to implement; others pick us by changes in the State level.
  - 3) Discussion was held on how the soil quality issues originally came about a year ago during a Council goal setting session.
    - a. The goal has always been to have something implemented by the 2017 construction season.
    - b. There is still opportunity for the Commission to take a recommendation to the public hearing.
  - 4) Discussion was held on revisions to the Stormwater Ordinance
    - a. There has been only one change to the ordinance since 1999.
    - b. The initial idea was to make it easier to consider other options for stormwater management and increase infiltrations.
    - c. Instead of an ordinance change, maybe the Metro Area Standards could be looked at and tweaked, and also look at the drainage report and see what's required there.
    - d. City staff is going to start looking at making the switch to SUDAS, from the Metro Specs. All of the chapters of SUDAS will be looked at and compared to best practices and Metro Specs. This would be a good opportunity for the Stormwater Commission to provide input in the stormwater pieces of SUDAS. The goal is to get through this in a year, and have them in place in 2018.

- e. The Public Works Department always tries to align their goals with City Council goals. Sharing the PW Dept goals with the Stormwater Commission would be helpful for the Commission to prioritize their goals. The most recent Council goal setting session was two weeks ago, and the goals have not been finalized yet. A copy of them will be provided to the Commission once they are finalized.
  - f. The revisions that are suggested to the ordinance may not fix everything that is happening now, but help with preventing them from happening in future generations.
  - g. An ordinance should be a large big picture governing document; the storm water standard should be supporting that. Any revisions should be very defensible and easy to understand, based on crystal clear standards. We should show “quick wins” with positive results, which would convince more people to accept the bigger changes.
  - h. The origin of the revisions was the 2012 permit. It was going on at the same time as the study of the stormwater utility was occurring. The Commission was asked to support the stormwater utility and made recommendations. There are some requirements the Commission tried to work into the revisions, and those, as well as the regulatory requirements have not been adopted from those revisions.
  - i. Now may not be the time to take on an overhaul of the ordinance, but prioritize changes we really want to see in there.
- 5) Internal policies were discussed concerning how we get stormwater management or watershed management on the top of everyone’s mind in all departments.
- a. The City hired a Sustainability Coordinator to try to coordinate the work with the various departments.
  - b. Jen welcomes input from the Commission on how to do this. The PW Department may be more educated on the subject and work in the area of stormwater quality.
  - c. On a case by case basis, the City is doing water quality efforts (i.e. IDALS Grant), but a wholesale add-in needs direction from the Ordinance. If we go above and beyond on a certain aspect, we’re actually compromising other projects.
  - d. The PW Department is always looking at where we can incorporate some of these measures. The department is also working with Paving for Progress on where we can put in some green infrastructure; a couple opportunities have come up that we’re currently working on.
  - e. At a minimum, the Commission needs to address those changes in the Ordinance that are regulatory; going back to the McLeod Run issue and that watershed being a sensitive watershed. Right now the Ordinance will still have to reference the Metro Area Standards. Going forward, we’re moving towards SUDAS, but that will take some time.
  - f. The Commission should work on things that won’t change again in the very near future. We don’t want to spend a lot time changing Metro Standards that we know within a year, or a year and a half, will be obsolete. We’re starting the review of switching to SUDAS now, with a goal of implementing them for the 2018 construction season.
  - g. When appropriate, we do need to bring in representatives from other departments.
  - h. The public hearing for the Soil Quality Policy will be held at the second City Council meeting in October. The recommendation for implementation will be for the 2017 construction season. The first draft we are not recommending changes to the detention. The developers will still be required to size the basin similar to what they’ve always done.
  - i. It’s the Director’s job to ensure the Commission hears back on why decisions were made, or direction was taken by City Council.

## 8. Stormwater Ordinance – Discussion of Prioritized Changes

- A. The five items that will be prioritized are:
- 1) Unified sizing criteria (some of this has already been adopted)
  - 2) Credit against detention
  - 3) Stream buffers
  - 4) Elimination of requirement for a detention basin on a really small sites (suggestion of one acre or less) (*new – recommended by Mike Dryden*)

- a. The developer/builder would still have to provide water quality improvements, and then contribute to the City the dollars they would have been spent building a detention basin that isn't going to work, so the City can use that money towards stormwater improvements elsewhere in the City.
  - b. The ordinance should state a detention facility should actually function, and not just be a hole in the ground.
  - c. The process of transferring detention facilities from private to public ownership is in the works. Jen will check with Development Services on this.
- 5) Working on slopes (*new – recommended by Stacie Johnson*)
- a. Recommendation based on the development on Edgewood Rd and Ellis.
- B. In order to be objective, Commission Members are to email their suggestions for prioritization to Sandy Pumphrey and he will report back with the collective result.
- 1) Sandy will email to Committee members the list to rank based on this meeting.
  - 2) Email responses back to Sandy by September 26.

## 9. NFIP CRS PPI

*Speaker – Sandy Pumphrey, Project Engineer*

- A. The National Flood Insurance Program (NFIP) is a program consisting of citizens and property owners in a participating city, as Cedar Rapids is, who can purchase flood insurance through this government program. It has a sub-program called the Community Rating System (CRS), which allows a community to take certain steps to reduce the overall premiums that any one property owner will pay in that community.
- B. Cedar Rapids is currently a Class 6, on a class scale of 1 to 10, based on the efforts we've put forth to date. You start at 10 and work your way down to Class 1. Class 6 is the equivalent of a 20% reduction in anybody's premium in the 100-year floodplain.
- C. Program for Public Information (PPI) is a group of people and City Staff who get together to discuss ways the City should educate the public on stormwater and flooding. Based on the criteria of PPI, the Stormwater Commission would be a good fit for this activity.
  - 1) It wouldn't be ongoing and it can start whenever. The sooner the better.
  - 2) The Commission would make recommendations in the form of a report, which would recommend activities to Staff.
  - 3) There needs to be five members all together, with one of them being Sandy or Cara as City Staff, and one of them being a Public Information Officer, which would be either Sara Baughman or Emily Muhlbach. That leaves three people from the public.
  - 4) Credit is received if someone from the Insurance Industry or Real Estate Industry is a part of the group.
  - 5) For every 500 points you get, you jump to the next class. Each class is an additional 5% savings.
  - 6) Sandy will send more information to the Commission on the PPI.

## 10. Reports:

- A. City Staff Reports
  - 1) Topsoil Rule
    - a. Stormwater management eight methods and adding the 4" top soil is where we're at with it, as mentioned at the Infrastructure Committee meeting.
    - b. This is a step in the right direction. The intent is that we will go out and perform soil quality follow up assessments during the first year the topsoil policy is in place and evaluate how good the 4" topsoil really is.
    - c. For stormwater management methods, we would do a PSI test. A private soil company would take a test and take it to a lab, if they chose the 4" method, to make sure there is good quality top soil.
  - 2) Middle Cedar WMA
    - a. The City of Cedar Rapids is on the hiring committee for a Watershed Coordinator, and they are waiting on the job description from HUD. Once the coordinator is hired, this will start moving forward.
    - b. The coordinator will most likely be an employee of Benton County, fiscally.
    - c. The next meeting is tentatively set for September 29; dependent on whether the job description is received.

- 3) Indian Creek WMA
  - a. Jennifer Fencil just put together the draft annual report.
  - b. They haven't received funding for a Watershed Coordinator.
- 4) McCloud Watershed
  - a. The Flood Center installed a water quality sensor at the outfall from Noelridge. It's located right behind the Indian restaurant on the west side of Center Point Rd, near 42<sup>nd</sup> St.
  - b. The intent is to be able to see when something is happening in real time.
  - c. Cara will email the link to the Commission.
- 5) IDALs Grant
  - a. Bids will be received this Wednesday on the permeable pavement at Coe College; the public hearing is being held tomorrow at the City Council meeting.
  - b. The other three bio swales are still in design phase, which will be going out for bid in the next month or so.
  - c. All four projects are being set up for a winter/early spring 2017 construction.
- 6) Stormwater Master Plan
  - a. The work is done. There have been some questions as what they need to do in terms of financing, bonding, etc.
  - b. They will go to the full City Council in October or November.
  - c. The purpose of taking both the sanitary and storm master plans to full City Council is so the plans get adopted by the Council and then we would be able to use them as an authoritative document.
  - d. The full document won't be posted to the public until it's adopted by the full City Council. A lot of the pertinent points are made in the summary that was handed out to the Stormwater Commission at the July 11 Commission meeting.

B. Commissioner Reports

- 1) Stacie advised of the following webinars:
  - a. Cara is hosting a webinar here tomorrow by Ray Wolfe with NOAA, who will provide an update on Atlas 14 data, and the change of rainfall that is happening in Iowa. The webinar is from 11:30 to 1:00 in the Sokol Conference Room.
  - b. The flood center webinar is next month, which will discuss updates on all the tools they've been working on in the past year.
- 2) Carol has been attending the initial meetings regarding Linn County's water and land legacy bond and had information for anyone who would like to look at it. The referendum will be on the ballot in November. If it passes, it would address projects in Linn County that help with water quality and flood water storage.

**11. Agenda Items for Next Meeting**

A. Council Goals Presentation – Community Development

- 1) Sandy will send the priorities prior to the meeting, and Community Development will discuss how the priorities pertain to stormwater.

**12. Next Meeting Date**

- Stormwater Commission meeting scheduled for Monday, **November 7, 2016**, at 5:00 p.m. City Services Center (Public Works) - 2nd Floor – Greene Square Conference Room 500 15th Avenue SW, Cedar Rapids, IA 52404 - Ph. (319) 286-5802
  - Commission Chair Teator will not be attending the next meeting.
  - Stacie nominated Commissioner Dryden lead the November 7 meeting. It was seconded by Commissioner Butterfield.

**13.** Commission Chair Carole Teator adjourned the meeting at 7:00 p.m.

*Respectfully submitted by Tammy Schnell, AAll, Cedar Rapids Public Works*

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This summary documents our understanding of items discussed. Please contact our office within five working days with any omissions or discrepancies.

cc: Stormwater Commission Meeting Distribution List  
City Councilperson Scott Overland