

**AGENDA**  
**STORMWATER STUDY STAFF GROUP MEETING**  
**9/15/11**

1. Task 1: Prepare Overview of Stormwater Regulation and Fee Structure
  - a. Review Draft of Overview
  - b. Does the level of detail match the intended audience?
  - c. Assembly of Edits and Comments
  - d. Preparation of final document

Deliverable: The deliverable will be a Stormwater 101 guide that summarizes the stormwater regulatory environment, the options for stormwater cost recovery, and the current municipal stormwater fee framework.

2. Task 2: Compile an Inventory of State Highways Subject to the Federal Clean Water Act
  - a. Review Draft Inventory
  - b. Assembly of Edits and Comments
  - c. Preparation of final documents

Deliverable: A comprehensive inventory of applicable State highways in excel format that can be sorted easily and is "defensible" for determining WSDOT areas contributory to local municipal systems. If needed information is readily available, inventory will identify highways with and without flow attenuation or water quality treatment.

3. Task 3: Conduct a Survey of Municipalities that Impose Stormwater Fees to WSDOT, or Otherwise Manage Stormwater from State Highways
  - a. Review of Preliminary Survey Results
  - b. Review of demographic and geographic data
  - c. Review of outline and data templates of results
  - d. Preparation of final document

Deliverable: Survey questions programmed into Survey Monkey online format, with findings summarized in a white paper on Task 3.

4. Task 4: Conduct Case Studies of Municipalities
  - a. Criteria for selection of case studies
  - b. Recommendation of cases studies
  - c. Approval of case studies
  - d. Conduct of case studies
  - e. Timing
  - f. Production of final document

Deliverable: The deliverable will be a white paper containing the up to seven case studies, and summarizing the collective lessons learned.

5. Task 6: Make Recommendations of Efficiencies in the Cost and Management of State Highway Stormwater within Cities
  - a. Verbal progress report on status

6. Tasks 5, 7, and 8
  - a. Discussion of timing and issues

7. Other issues
8. Adjourn