

North Beach Stormwater and Flood Committee November 18, 2019 Meeting Notes/Action Tracker

Membership: This Committee is comprised of Town residents and/or property owners appointed by the Mayor for a three-year term. Mayor Benton appointed three Town residents and/or property owners: Lauren Kabler, Gary Koopmann and Jay Loveless. Mayor Benton directed the Committee to work directly with the Director of Public Works (Donnie Bowen) and the Town Engineer (Paul Woodburn). The Mayor appointed Donnie Bowen as Committee Chair. The Committee selected Lauren Kabler as Committee Secretary. In addition, a representative from the Maryland Department of Planning (Sarah Sularz), attends Committee Meetings.

Frequency of Committee Meetings: The Committee will meet on the third Monday of every month at the Public Works Building.

November 2019 Committee Meeting Date and Participants: Committee members Donnie Bowen, Lauren Kabler, Gary Koopman, Jay Loveless, Sarah Sularz and Paul Woodburn attended this meeting and were joined by Gwen Schiada. The Committee met at 1:00 on November 18, 2019. The meeting notes and action tracker for this meeting are below.

Meeting Notes/Action Tracker:

	OLD BUSINESS	Action	Lead(s)
1	<p>Item: Upgrade 5th and 9th street pumps and install a 7th street pump</p> <p>Discussion:</p> <ul style="list-style-type: none">Paul Woodburn reported to the Committee that he has started work on a design and RFP for 7th and 9th street pump upgrades. The design will be for a 1-year storm but should be able to handle a 10-year storm. The design focuses primarily on addressing flooding from stormwater but it will implement some measures to address tidal flooding (i.e., flood flaps on outfalls; outfalls moved above MHW). The timing for completion of the design and RFP is 6-8 months.A decision on when the design and RFP for the 5th street upgrade will commence is pending.	<p>Action: Continue work on a design and RFP for 7th and 9th street pump upgrades.</p>	<p>Paul Woodburn, Donnie Bowen</p>
2	<p>Item: Hiring a professional planner to draft a comprehensive stormwater and flood mitigation plan for the Town</p> <p>Discussion:</p> <ul style="list-style-type: none">The Committee had gathered RFPs for plan development from other Towns as templates for the Committee in drafting its own RFP, however, decided that best to hold off on attempting to draft an RFP given pending meeting with the Environmental Finance Committee (EFC) who can help us kickstart this effort (see, New Business, Item 2 for additional information on EFC).	<p>Action: See New Business, Item 2.</p>	

3	<p>Item: Communicating/sharing Committee documents, notes, etc...with Town residents</p> <p>Discussion:</p> <ul style="list-style-type: none"> The Committee discussed the new SFMAC webpage on the Town's homepage. Several additional enhancements are needed, as follows: <ul style="list-style-type: none"> Reorganize the Committee Members table so that the Chair is listed first, the Secretary is listed second, the members are listed third (in alphabetical order), non-appointed members are listed last; Provide the Committee's contact information (phone and address); Change "News" to "News and Announcements"; Tailor the "News and Announcements" section to SFMAC related items; Add a "Contact Us" button so that interested residents can easily communicate with the Committee via email; Create an "Other Documents and Information" tab (place this new tab under "Minutes" on right side of page); Move the "old" flood information (currently found at the "Residents" tab on the Town's website) to the SFMAC webpage and place it under the "Other Documents and Information" tab. 	<p>Action: Send Committee's comments webpage to the Town Clerk for action.</p>	Lauren Kabler
4	<p>Item: Grants/Other Funding</p> <p>Discussion:</p> <ul style="list-style-type: none"> The Committee discussed improving the way SFMAC grants are tracked. Without the ability to effectively track grants, it is difficult for the Committee to provide the grant writer with the information needed to apply for and/or draft successful grants. This could result in the Town missing out on funding opportunities. To address this issue, the Committee will create an SFMAC Grant Tracking Template for use by the Town's grant writer. This template will include all pertinent grant information (i.e., available grants, grant description, amount available, application due date, application status, i.e., pending, submitted, approved, denied). The Committee will also review draft grants and provide input to improve grant competitiveness. 	<p>Action: Develop SFMAC Grant Tracking Template and provide it to the Town's grant writer.</p> <p>Action: Connect with Town grant writer and offer to review/comment on drafts in coordination with SFMAC.</p>	<p>Lauren Kabler, Donnie Bowen,</p> <p>Sarah Sularz, Donnie Bowen</p>
5	<p>Item: Golf cart tour of Town's flooding problem areas</p> <p>Discussion:</p> <ul style="list-style-type: none"> This is addressed at New Business, Item 2, Action Item. 		

		Action: See New Business, Item 2.	
6	Item: Expand high water alerts to residents Discussion: <ul style="list-style-type: none"> The Committee continued to discuss the benefit of a system/process whereby Town residents can opt in to being notified via text whenever the high-water alarm is tripped. Gwen S. suggested adding it to a work session agenda. 	Action: Add high water alert notification to residents to a work session agenda.	Donnie Bowen
7	Item: Conference Line/VTC/ for Committee Meetings <ul style="list-style-type: none"> The Committee decided that given the type and format of the information discussed/shared at SFMAC meetings (i.e., large scale maps, plans, etc...) that it would be difficult to conduct the meetings by conference line at this juncture. In addition, VTC is not an option b/c the technology is not available. In lieu of a conference line/VTC, the Committee has requested changes to the SFMAC website that will ensure that Committee information is readily available to interested parties. 	Action: See Old Business, Item 3.	
8	Item: Nuisance Flood Plan Development Guidance (see, https://dnr.maryland.gov/ccs/Documents/NuisanceFloodPlan.pdf) Discussion: <ul style="list-style-type: none"> The Committee discussed the different avenues for obtaining technical and financial assistance to help the Town meet the State requirement that it develop a Nuisance Flood Plan. There are many options. This is addressed further at New Business Items 1 and 2. 	Action: See New Business, Items 1 and 2.	
9	Item: Coordinate with the Environmental Committee on overlapping issues going forward. Discussion: <ul style="list-style-type: none"> The Committee will coordinate on an as-needed basis with the Environmental Committee and other Town committees, boards, departments where there are overlapping issues (i.e., Planning, Garden, Community Conservation). Some potential overlapping areas include: education programs related to flooding; green infrastructure building design; rain gardens; etc... 	Action: Coordinate with Town committees, boards, departments if/when overlapping issues/concerns.	Committee
	NEW BUSINESS		
1	Item: Nuisance Flood Plan Technical Assistance resources Discussion: <ul style="list-style-type: none"> The Committee discussed attending the technical assistance workshops scheduled to assist local jurisdictions in their understanding of what a Nuisance Flood Plan is, how 	Action: Committee members will attend a	Committee

	<p>to begin to develop a plan, and to answer questions. All workshops will be from 10:30am-12:30pm and include the same information. The schedule is as follows:</p> <ul style="list-style-type: none"> • Session 1: December 10-Eastern Shore Higher Education Center, Chesapeake College, HEC 201: Wye Mills, MD • Session 2: December 11-Marshy Hope Nature Center, Auditorium, 7130 Marshy Point Rd, Baltimore, MD • Session 3: December 12 -Tri-County Council for the Lower Eastern Shore, Worcester Room, 31901 Tri-County Way, Salisbury, MD • Session 4: December 19- Calvert Library Prince Frederick, Room 1 & 2, 850 Costley Way, Prince Frederick, MD • The Committee identified two State contacts for the Nuisance Flood Plan who can provide technical assistance: 1) Deborah Herr Cornwell, at deborah.herrcornwell@maryland.gov and Sasha Land sasha.land@maryland.gov . In addition, Sarah Sularz (SFMAC non-appointed Committee representative) works with Deborah Cornwall. 	Nuisance Flood Plan technical workshop.	
2	<p>Item: Planning and Grant Resources</p> <p>Discussion:</p> <ul style="list-style-type: none"> • The Committee has identified multiple planning and grant resources, as follows: <ul style="list-style-type: none"> • The Town of Oxford has been working on nuisance flooding since 2012-13. A study by U.MD EFC resulted in Oxford receiving grants to address flooding. See, https://efc.umd.edu/assets/sw_case_studies/oxford_final.pdf (a study identifying infrastructure design and maintenance recommendations as well as a financial analysis evaluating the costs of improvements to infrastructure at http://www.oxfordmd.net/documents/Oxford_stormwater_sept_2013_FINAL.PDF). A Committee member has established a connection with the Oxford Town Manager who is willing to give the Committee a tour of their flood mitigation measures and insight on how to begin to address flooding in our Town. • DNR has helped five Maryland towns enhance and preserve their working waterfront (Rock Hall, Port Deposit, Bellevue, Tilghman Island, and Oxford). Working waterfronts are waterfront lands, waterfront infrastructure, and waterways that are used for a water-dependent activity, such as ports, small recreational boat harbors, fishing docks, and hundreds of other places across the country where people use and access the water. There is DNR grant funding available for this work and DNR is still accepting grant proposals for up to \$60,000. 	<p>Action: Schedule a meeting with the Town of Oxford to learn about Oxford's flood mitigation measures and gain insight on how to begin to address flooding in our Town.</p> <p>Action: Add this grant to the SFMAC Grants Tracking table.</p>	<p>Gary Koopmann</p> <p>Lauren Kabler</p>

	<p>Here is a link to the program: https://dnr.maryland.gov/ccs/Pages/workingwaterfronts.aspx .</p> <ul style="list-style-type: none"> • North Beach has historic designations. The Maryland Historical Trust has a program that will help a town with historic designations address its preservation needs due to rising sea levels. Here is a link to the program: https://mht.maryland.gov/weatherit_hazard.shtml . • A Committee member has established a connection with the U.MD EFC Director. The Committee member and the EFC Director discussed establishing a partnership between the Town and EFC whereby EFC would assist the Committee in identifying strategies that reduce the Town's vulnerability to flood events and foster an engaged stakeholder base that can help to advance and sustain improvements. • EFC has helped many towns in Maryland identify infrastructure design and maintenance recommendations and evaluate the cost of needed flood mitigation improvements. EFC has helped towns identify remedies and resources, to include development and implementation of comprehensive stormwater and flood mitigation plans for towns and help in drafting competitive grant applications. EFC has also worked with dozens of communities throughout the mid-Atlantic to establish a fee system that delivers a dedicated revenue stream to help offset flood mitigation measures (i.e., a flood utility). • The Committee believes it is critical that we partner with a financial and technical assistance provider, like EFC, that can bridge the gap in organizing and facilitating a coordinated, effective and efficient response to flooding. The Town is viewed as a promising test case by EFC for other Towns in the Chesapeake Bay watershed also facing issues related to flooding. • The EFC Director also had information on two additional grants with outcomes focused on addressing community resilience and climate needs, as follows: <ul style="list-style-type: none"> ▪ Maryland DNR's Chesapeake and Coastal Grants Gateway at: https://dnr.maryland.gov/ccs/Pages/funding/grantsgateway.aspx and https://news.maryland.gov/dnr/2019/11/20/grants-gateway-open-for-community-resiliency-and-environmental-restoration/ . This grant is available in the Spring. 	<p>Action: Add this grant to the SFMAC Grants Tracking table.</p> <p>Action: Set up a working lunch/golf cart tour of Town's flood prone areas with EFC Director and discuss next steps for establishing a partnership. Prepare questions in advance.</p> <p>Action: Add these grants to the SFMAC Grant Tracking table.</p>	<p>Lauren Kabler</p> <p>Lauren Kabler</p> <p>Lauren Kabler</p>
--	--	---	--

	<ul style="list-style-type: none">▪ A National Fish and Wildlife Fund (NFWF) grant provides technical assistance in developing an implementation and financing strategy to address flooding, stormwater and water quality challenges that will improve conservation outcomes. The Town applied for this grant last year but was denied, partly due to the fact that the request did not tie back to NFWF conservation priorities and outcomes and partly due to the fact that more detail on the community engagement process was needed. This grant is available in the Spring. See this link for more detail: https://www.nfwf.org/chesapeake/Pages/small-watershed-grants.aspx		
--	---	--	--