***Notes***

**September 20, 2021 Meeting**

**Stormwater and Flood Mitigation Advisory Committee**

Attendees: Donnie Bowen, Stacy Milor, Lauren Kabler, Elana Van Oudenaren, Jay Loveless, Elizabeth Lawson, Sarah Sularz, Dave Damalouji

Discussion Items

1. Provide updates on Phase II, news release distribution, draft RFP, mapping, inquiries from engineering companies, and pre-bid visit process.
	1. The RFP for Phase II has been drafted and is awaiting final edits and posting. Comments were solicited from Sasha Land at the Maryland DNR. Schedule is for the RFP to be published in October with a recommendation forwarded for Town approval in November.
	2. Re: mapping. The DNR recommends working in conjunction with Chesapeake Beach to hire a mapping firm. Action item: get estimate on maps from Eastern Shore Cooperative (recommended by DNR).

* 1. The news release on the completion of Phase I generated two inquiries from engineering firms: Coastal Resources (Annapolis) and Lynker Technologies (Leesburg, VA). It was decided that language regarding a mandated pre-bid visit by interested firms would be added to the RFP.
1. Provide update on 5th Street, 9th Street pump upgrades.
	1. The Clark Azar and Asso., engineering firm was hired to review the specifications prepared by the Town for the 5th Street upgrade, as required by the state before release of $95K in stormwater management funds. Review is expected to take a week.
	2. Sherwood Logan—the firm that was low bid on supplying the new stormwater pumps—has been kept up to date on the process. Sherwood Logan expects a three-work turnaround on the pumps.
	3. No changes or updates reported on the 9th Street pump upgrade.
2. Discuss latest draft of Education and Engagement Plan (EEP) and related communications.
	1. Draft #2 of the EEP was produced and distributed to the committee. Action item: incorporate additional comments and redistribute (Dave).
	2. Draft news release announcing 5th Street pump upgrade was drafted and distributed to committee members. Release is pending completion of the work.
	3. Talking points for committee members and Town officials, re: flood mitigation and planning was distributed for review. Lauren to distribute to the Council, pending any additional comments. Action item: sync talking points and EEP (Dave).
	4. The mayor’s participation in an upcoming Maryland Department of Planning conference was discussed. Subsequent communications verified a slot for the Mayor on October 27 to discuss the Town and Committee’s flood management projects. Registration for the virtual conference: <https://register.gotowebinar.com/register/6654554851254651404>.

Action item: draft talking points for review (Dave); deliver info to Maryland Department of Planning by October 8 (Lauren/Dawn).

1. Provide briefing on Watershed Maintenance Program.
	1. Briefing was tabled until the October meeting.
2. Miscellaneous discussion items.
	1. Committee members were encouraged to take fuller advantage of the MyCoast app to document our flood issues.
	2. Lauren will be attending the Stormwater/Flood training session on November 3 ([17th Annual MAFSM Conference Tickets, Wed, Nov 3, 2021 at 9:00 AM | Eventbrite](https://www.eventbrite.com/e/17th-annual-mafsm-conference-tickets-162056046999?ref=enivte001&invite=MjA1ODkzMjUvbGF1cmVua2FibGVyQGdtYWlsLmNvbS8w%0A&utm_source=eb_email&utm_medium=email&utm_campaign=invitemodernv2&ref=enivte001&utm_term=attend)). Committee members were encouraged to attend.
	3. Additional committee members are needed to help manage the committee’s work. Action item: distribute general solicitation via the Town’s email and text links (Stacy).
	4. Discussed setting up a one-day site visit to both Oxford and St. Michaels, re: Phase II research. Action item: Set schedule for visit (Donnie & Lauren).
	5. Discussed inquiry from China Global Television Network, re: news story on North Beach flood mitigation. Action item: follow-up with reporter (Donnie or Dawn) and prepare question sheet for discussion, re: contribution to delivery of our key messages (Dave).