

US EPA ARCHIVE DOCUMENT

Tennessee Department of Environment and Conservation's

Construction Storm Water Excellence Initiative

Quarterly Project Progress Report

For the

US EPA State Innovation Grant Program

National Center for Environmental Innovation

February 2008

Project:

- I. Construction Storm Water Excellence Initiative**
- II. Tennessee Department of Environment and Conservation (TDEC)
Nashville, Tennessee**
 - State Project Manager:**
 - Robert Karesh, Tennessee Department of Environment and Conservation
 - Division of Water Pollution Control, Statewide Storm water Coordinator
 - 401 Church Street, L & C Annex, 6th floor
 - Nashville, TN 37243-1534
 - Phone (615) 253-5402 / Fax (615) 532-0686
 - Email: Robert.Karesh@state.tn.us
- III. Total Project Cost:**

The total amount funded was \$200,000. The State of Tennessee is committing a minimum of \$100,000 of in-kind funding for the same period. There are no other federal contributions to this program.
- IV. Project Period: October 1, 2007 to September 30, 2011**

Key Milestones/Activities (Including Outputs), Reflecting The Projected Timelines For Completion			
		Yes/ No	Explain
<p>Objective: Conduct stormwater group preliminary organizational meeting (pre-award)</p> <p>Output: <i>TDEC/MTAS meetings to determine key MS4's for preliminary solicitation, etc.</i></p>	September 2007	Yes	
<p>Objective: Execute contract with the University of Tennessee's Municipal Technical Advisory Service (MTAS)</p> <p>Output(s): <i>Due to MTAS's unique status within the State, their ability to deliver training and technical support statewide to local governments, and their history as a TDEC partner in the Stormwater program, MTAS will be the sole contractor for the initiative.</i></p>	October 2007	Yes	The contract was submitted for final signatures at MTAS on October 30, 2007.
<p>Objective: Conduct TDEC-MTAS project team preparation</p> <p>Output(s):</p> <ul style="list-style-type: none"> ▪ <i>Continuing identification of MS4's for TN MS4 Association.</i> ▪ <i>Venues scheduled for TN MS4 association meetings. Developing agenda's, informational literature, etc.</i> ▪ <i>Identifying specific contacts from various other organizations for the stakeholder committee.</i> 	October 2007	Yes	These were started in October and is ongoing. Venues are scheduled for initial association meetings. Specific organization contacts have been identified and made.
<p>Objective: Establish TN MS4 Association</p> <p>Output(s): <i>Organize initial meeting of the statewide TN MS4 Association. Formalize the group. Set up a calendar of regional and state meetings, etc.</i></p>	December 2007	Yes	Informational presentations were made. Dates and locations for initial regional meetings have been set. A date/venue for a statewide conference has been set. <i>See Part 3.</i>
<p>Objective: Establish stakeholder committee</p> <p>Output(s): <i>Identify, contact, and obtain participation from representatives of the stakeholder groups. Set up and formalize the committee. Set mission, agenda, meeting calendar and milestones.</i></p>	December 2007	No	Stakeholders have been identified, the majority has been contacted. <i>See Part 3.</i>
<p>Objective: Facilitate stakeholder meetings to establish criteria</p> <p>Output(s): <i>Set venue, agenda, etc., and facilitate meetings in order to achieve stakeholder input on the criteria for qualifying a local program.</i></p>	January 2008	No	Initial stakeholder meetings scheduled to <i>begin</i> in January have been scheduled for March. <i>See Part 3.</i>

Part 1 – Synopsis of Accomplishments During the Reporting Period

During the first reporting period several project milestones were either accomplished or partially accomplished.

A contract was drawn up designating MTAS as the prime contractor working for TDEC under the grant. The contract was approved for final signatures by both parties on October 30, 2007, and was executed in November 2007. Due to MTAS's unique status within the State, their ability to deliver training and technical support statewide to local governments, and their history as a TDEC partner in the Stormwater program, MTAS is the sole contractor for the initiative.

The Tennessee Department of Environment and Conservation's (TDEC's) Robert Karesh, the State Project Manager, held several meetings with the University of Tennessee's Municipal Technical Advisory Service's (MTAS's) John Chlarson. TDEC is the Grant Recipient and MTAS is the Prime Contractor. The meetings were held to outline strategy and to determine key MS4's (Municipal Separate Storm Sewer Systems) for preliminary solicitation.

Through the end of the first report period, TDEC and MTAS, (hereinafter referred to as the "team") continued to work on identifying additional MS4's and scheduling venues for the MS4 Association kick-off meetings.

During this quarter, information about the upcoming kick-off meeting and the purpose of the grant has been disseminated at regional MS4 meetings in Nashville, Chattanooga, Knoxville,

The executive board of the Tennessee Chapter of the American Public Works Association (TCAPWA) was addressed at their quarterly board meeting on December 5th, 2007, regarding a joint Annual State Conference for TCAPWA and the Statewide MS4 association. The TCAPWA Board voted unanimously to allow the MS4 association to be party to TCAPWA's 2008 Annual State Conference in Memphis, Tennessee, October 17th through October 20th, 2008.

Specific individuals at key MS4's have been contacted, and have agreed to serve initially, longer if requested by the MS4 membership, on the stakeholder committee for criteria development.

Individuals from other stakeholder groups such as Tennessee State and Local Planning, the Tennessee Association of Planners, The General Contractor's Association, etc. have also been contacted with positive results.

Part 2 – Narrative Discussion

The team had originally projected to have initial kick-off meetings during this report period. However, more time was involved for items that had to precede the kick-off meetings than was originally projected. The grant award itself took longer than the team had anticipated. Also, the amount of time involved in finalizing the contract between TDEC and MTAS exceeded our original expectations. Responses from MS4's and other Stakeholder's during the November-December period also proved to be slower than anticipated, possibly due to holidays and year end activities.

We believe, however, that we are close to being on track with the project milestones at this point, and should be in synch during this next quarter.

Part 3 – Projection of Activities, Accomplishments, and Major Expenditures for Next Quarter Report

We have set venue, agenda, etc., and will facilitate meetings in order to achieve stakeholder input on the criteria for qualifying a local program. Initial regional MS4 meetings are scheduled at set venues throughout the month of March (See attached invitation letter). These will be followed by additional steering committee meetings which include non-MS4 stakeholders.

Part 4 – Financial Report

Financial Information removed by EPA as confidential business information.



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF WATER POLLUTION CONTROL
401 Church Street
L&C Annex 6th Floor
Nashville, Tennessee 37243

February 19, 2008

Re: **Tennessee MS4 Association and Qualified Local Program Kickoff Meeting**

Dear Municipal Storm Water Coordinators,

The Tennessee Department of Environment & Conservation has received a Storm Water "Innovation Grant" from the Environmental Protection Agency to develop the State of Tennessee's Qualified Local Program. The major deliverables of this grant are the development of criteria and incentives for Municipal Separate Storm Sewer Systems (MS4s) to become Qualified Local Programs (QLPs), the establishment of a formal Tennessee MS4 Association, and the creation of an "excellence" recognition and awards program.

As identified below, TDEC will be hosting several kickoff meetings statewide. During these meetings, we will discuss the goals of the innovation grant, the establishment of the Tennessee MS4 Association, and the creation of an advisory committee that will assist in the development of criteria for the QLPs.

We believe that actively promoting a self-sustaining Tennessee MS4 Association will be key to the long-term success of the QLP and MS4 programs by providing an invaluable forum for communicating program information. The association will be facilitated by John Chlarson, who is with the University of Tennessee's Municipal Technical Advisory Service (MTAS). It will initially include four regional groups meeting quarterly, along with a statewide conference-styled event to be held annually.

Please join us for the kickoff meeting nearest you:

Region	Venue	Date & Time
West Tennessee	Collierville Public Services Complex 500 Keough Road, Collierville, TN 38017	March 19, 2008, 9-12am
Middle Tennessee	Williamson County Administrative Complex Auditorium 1320 West Main Street, Franklin, TN 37064	March 20, 2008, 9-12am
East Tennessee	Knox County Soil Conservation District Office 9737 Cogdill Rd, Knoxville, TN 37932	March 26, 2008, 9-12am
Southeast Tennessee	Development Resource Center, Conference Room 1A 1250 Market Street Chattanooga, TN 37402	March 27, 2008, 9-12am

If you have any questions, please contact John Chlarson at (731) 423-3710, John.Chlarson@tennessee.edu, or me at (615) 532-0359. Jennifer.Watson@state.tn.us

Jennifer Watson
Storm Water Compliance & Assistance Program