



STORM Meeting Minutes

For Fiscal Year 2004

July 2003

August 2003

September 2003

January 2004

February 2004

March 2004

April 2004

May 2004



STORM Meeting

MINUTES

Tuesday, July 22, 2003

1:30 PM to 3:30 PM

Flood Control District of Maricopa County
2801 West Durango Street
Phoenix, AZ

Facilitator: Mike Loffa

1. Introductions

Introductions were conducted. New cities were in attendance as well as some returning cities. Sign up sheet was distributed (see attached list).

2. STORM Overview

Mike Loffa gave a brief overview of the STORM program for the benefit of the new attendees.

3. Fiscal Agent

Todd Williams gave an update on Cities that have paid their dues, Mesa and Scottsdale. The group requested monthly or quarterly fiscal statements to ensure that payments have been received. RBF stated that they paid on behalf of Peoria and SRPMIC but the payment was not addressed to Todd and may have not been deposited. **Action item for Todd to prepare fiscal statements monthly or quarterly.**

4. Grant Status

- a. ADEQ has a \$25,000 grant available for each phase 2 City. Applications are available through ADEQ. Each City must prepare a plan that includes activities that are part of their Storm Water Management Plan.
- b. STORM had applied for a Federal EPA Grant but was not one of the selected agencies.
- c. STORM has applied for a Region 9 EPA Grant but has not been notified of the status. **Action item for Todd to check into status.**
- d. City of Gilbert was working with SRP on donating \$10,000 for public service announcements (PSA) about storm water. SRP will need to approve the PSA and will need name recognition in the PSA. **Action item for Donna and Mike L. to check on status and coordinate final verbiage of PSA.**

5. Web Site

WWW.AZSTORM.ORG is the official web site for storm. **Action item for Lee to discuss the possibilities of Mesa putting together the web site information.**

6. Telephone Situation

STORM has been discussing a central phone line that would redirect the caller to the City of their choosing. **Action item for Mike L. to explore options for central phone number.**

7. Organization Model

Ginny discussed the organization model that Lee has put together for the group. The group will be focusing on PSA for radio and TV this year and will look at expanding the program in following years based on the success of the group. **Action item suggested that all paid members receive the organizational model annually when they pay their dues.**

8. Pollution Awareness Markers

Ginny supplied a copy of City of Scottsdale's contract for storm drain markers. The price will be honored for any City interested in ordering from Eastern Products Foundary if they can order the minimum quantities outlined in the contract.

Phoenix locates the storm drain markers on the curb above the storm drain inlet. They are looking at utilizing a standard detail for their City projects.

9. Public Service Announcements

Mike Loffa explained that Phoenix's Public Information Officer negotiates with numerous radio stations and usually puts out radio PSA with a 70/30 split of the money being spent of English/Spanish language announcements. Mike explained that the 30% budget spent on Spanish announcements actually amounts to about the same number of announcements as the 70% of the budget spent on English announcements, due to the cost of airtime on the various radio stations.

Town of Guadalupe volunteered to proof all Spanish language PSA for the group.

Action item Todd Williams to check with Ed Phillips on being a possible spokesperson for STORM PSA.

10. Next Meeting – August 26, 2003

- Follow up on action items highlighted above.
- Discuss distribution of publications with the STORM logo at conferences, conventions, or public events.



STORM Meeting Minutes

Tuesday, August 26, 2003

1:30 PM to 3:30 PM

Flood Control District of Maricopa County

2801 West Durango Street

Phoenix, AZ

Facilitator: Mike Loffa

1. Introductions

2. Fiscal Agent

- Todd Williams updated the balance sheet, \$15,500 has been deposited in the account. (Cities that have paid are Scottsdale, Mesa, Tolleson, Peoria-2 years, SRPMIC-2 years).
- Each City representative updated the group on when their City planned to make payment of annual dues. (Phoenix-September 03, Chandler-in process, FCDMC-in kind services may additionally contribute \$2,500, Goodyear-needs a letter, Surprise-September 03, Luke AFB- needs a letter, Gilbert-September 03)
- Additional letters need to be sent to Litchfield Park, Guadalupe, Goodyear, LUKE AFB, and SRP.
- STORM participants agreed that for the fiscal year July 2003- July 2004, Todd Williams will prepare monthly financial statements and distributed at the monthly meetings.

3. Grant Status

- Todd updated the group on the status of the Region 9 EPA Grant that STORM applied for earlier in 2003. EPA responded that there were 50 proposals and ours was not one of the proposals selected. The group surmised that EPA tends to choose projects dealing with structural measures and TMDLs.

4. Web Site

- Lee Mendelzon reviewed the progress on the Web Site. Mesa attempted a draft web page, the City does not feel that they have the internal capabilities to design and maintain the web site.
- The web site: www.azstorm.org.
- STORM decided to form a sub-committee made up of Mesa, Chandler, and Luke AFB, to review the possible web page content.
- The sub committee will prepare a presentation for the October meeting. At that meeting STORM can agree on the content.
- Once the content has been agreed upon, the group proposes getting a consultant (independent party) to design and maintain the web site on a contract basis, being paid by STORM.

5. Telephone Situation

- Mike Loffa has not been able to receive a positive response from the City of Phoenix on setting up a central phone number that could act as the switchboard for the various Cities in the valley.
- A subcommittee of Phoenix and Goodyear was formed to look into possibilities for the phone line. They may approach Cox Communications for a proposal.

6. Organization Model

- STORM decided the organizational model would be mailed to municipalities as requested.
- Once the web page is up and running, the organization model should be available in PDF format on the web page.
- STORM decided that an end of year report and plan for the next fiscal year should be completed by the end of each July. This would allow time for MS4's to be able to use the information in their annual reports.
- Joe Munoz (FCDMC) volunteered the use of a software program capable of Public Outreach reporting. This will help STORM track the number of PSA, the target audience, and the number of people reached by each PSA.

7. Public Service Announcements

- City of Gilbert was working with SRP on donating \$10,000 for public service announcements (PSA) about storm water.
- SRP has changed the donation of money to a donation of studio time for recording a PSA and free airtime for PSA.
- Todd Williams spoke to Ed Phillips on being the spokesperson for STORM PSA. Ed Phillips agreed to be a spokesperson and would coordinate the airtime for 15 radio stations he is affiliated with. Todd stated he would need to speak with Ed Phillips again now that the \$10,000 has been withdrawn from SRP.
- Joe Munoz spoke with Governor's Chief of Staff and has gotten an okay from the Governor to act as a spokesperson for the STORM PSA.
- STORM, SRP, Ed Phillips, and the Governor have agreed upon the final verbiage of the PSA.
- Deanna Ikeya will check with the Water Use it Wisely campaign to see how they have negotiated airtime at prime time spots on TV and Radio.

8. Distribution of publications with the STORM logo at conferences, conventions, or public events.

- This discussion was continued to the September meeting due to a lack of time at this meeting.

9. New Business

- Donna Moran stepped down as Secretary due to her workload at the Town of Gilbert.
- Adina Lund of Peoria was nominated and selected as Secretary by STORM.

10. Next Meeting – September 23, 2003



STORM Meeting Minutes

Tuesday, September 23, 2003

Flood Control District of Maricopa County

2801 West Durango Street

Phoenix, AZ

Facilitator: Mike Loffa

1. *Introductions*

2. *Accepted Meeting Minutes from August 2003 meeting.*

3. *Fiscal Agent*

- Todd Williams supplied the following information: current balance in the STORM account \$20,000, Chandler and Surprise made payment since the last meeting.
- Todd sent STORM membership letters to Litchfield Park, Guadalupe, Goodyear, and SRP.
- Discussed the option of a membership drive to additional cities, the group decided to wait until next fiscal year after STORM has produced some materials such as public service announcements and the web site.

ACTION ITEM: fiscal agent to send STORM membership letter to Glendale.

4. *Web Site*

- Lee Mendelzon provided an update on the sub-committee for the web site. (Sub-committee members Mesa, Chandler, Luke AFB). The sub-committee met once and prepared examples and ideas for content of the STORM web site. The sub-committee suggested that the STORM web site focus on education. The STORM group agreed that an educational focus would benefit all cities.
- The group decided to focus the entire October meeting to the web site presentation/discussion. The purpose of the meeting will be to agree on web site content and format. The goal is to put together enough information to be able to go forward with a request for proposals to obtain a consultant to develop the STORM web-site and provide maintenance of the web site throughout the year.
- The group had a lengthy discussion about how STORM would be able to negotiate and enter in to contracts with outside consultants or agencies if we are not a legal entity. Suggestions were made that the fiscal agent should enter into all contracts because they have authority over the money. The fiscal agent may have to take all contracts to the board of supervisors for approval, which could be a lengthy process. Further discussions will be needed to make a decision on entering into contracts.

ACTION ITEM: bring favorite web sites to the October meeting and extend the October meeting an extra half hour, from 1:00 p.m. to 3:30 p.m.

Future item: obtain school contacts to provide educational links to schools and provide useful information for school age children and their teachers.

ACTION ITEM: Mike Loffa to talk to the “Bag and Tie it” program manager on the issue of entering into contracts when the group is not a legal entity.

ACTION ITEM: Adina Lund will try to coordinate with Deanna to check on the “Water Use It Wisely” program manager on the issue of entering into contracts.

5. Telephone Situation

- Sub-committee update on the central phone number. (Sub-committee members Phoenix and Goodyear). Mike Loffa met with Phoenix Technology Department and discussed a future computer program that the Tech group was looking to acquire. The program would be capable of redirecting phone calls and would have additional features such as an automatic call feature that could be used to call people to provide information on upcoming events (only citizens that sign up for this type of service). Phoenix does not have a current time frame for purchasing this program. Joel Wade met with Goodyear Technology Department and discussed the phone system the tech group said that this could be accomplished through a software upgrade to their phone system. The software sounds similar to what Phoenix was discussing.
- The basic goal is one central phone number for STORM that would redirect you to the appropriate City by entering the letters for the city’s name.

ACTION ITEM: Sub-committee (Mike L. and Joel W.) to reconnect and request prices for these upgrades from their technology departments.

6. Public Service Announcements

- *There were no updates on the status of SRP recording and distributing PSA for STORM.*
- *STORM decided to delete the section of the PSA that refers to SRP. STORM members then voted on spending up to \$750 to have Ed Phillips record the STORM PSA. Once the PSA is recorded then the PSA can be aired on paid members local cable stations and can be available on the future STORM web site.*
- *Discussed working with the Governor as a spokesperson and the possibility of recording the PSA as a radio or possibly a video segment.*

ACTION ITEM: Deanna Ikeya of Surprise to check on Water Use it Wisely PSA’s.

ACTION ITEM: Donna Moran to update SRP PSA possibilities.

ACTION ITEM: Todd Williams to record PSA with Ed Phillips. Authorized to spend up to \$750.

ACTION ITEM: Todd Williams to investigate recording a PSA with the governor, but priority is to complete the Ed Phillips PSA.

7. Distribution of publications with the STORM logo at conferences, conventions, or public events.

- Group discussed the issue of publications and reached consensus that the language “brought to you by STORM” is unacceptable unless the publication is brought to the STORM group and content is approved by vote of STORM. The language “proud member of STORM” or “member of STORM” in reference to the City is acceptable language to use on all publications.

8. Announced the next meeting – October 28th, 2003 – Discussion of Web Site Content will be the only topic. Meeting will be from 1:00 to 3:30 p.m



STORM Meeting Minutes

Tuesday, January 27, 2004

1:30 to 3:30 p.m.

Flood Control District of Maricopa County

2801 West Durango Street

Phoenix, AZ

Facilitator: Mike Loffa

1. *Introductions were made around the table.*

2. *Accepted Meeting Minutes from November 2003 meeting* with one change to the Fiscal Agent, he was only re-sending a membership letter to Phoenix.

3. *Fiscal Agent*

- The current STORM balance is still \$24,500 with no new memberships since November.
- Todd sent membership letters to Phoenix and Luke AFB.

Action Item: Todd Williams to re-send membership letters to all original contacts that have not paid their membership dues.

4. *Web Site*

- Lee distributed the boilermaker Mesa RFQ with attachments.

Action Item: Group was asked to review contract and send any questions or comments to Lee Mendelzon. If anyone has a specific web designer/vendor in mind contact Lee to have the vendor contacted about the RFQ.

- STORM agreed on the schedule for the Web Site. Mesa will distribute the RFQ, Mesa will require a minimum of 3 proposals, the consultant will be selected based on the qualifications. Lee stated that he will bring the proposals to STORM and the decision will be by the group. Goal is to have the contract in place by the end of March.
- Group suggested that a section should be added to the scope of work for Spanish translation. The group would like to have both English and Spanish web sites, but it will depend on the cost (Spanish site possibly a long-term goal).

Action Item: Lee Mendelzon to e-mail the Scope of Work preferably before the February Meeting.

5. *Telephone Situation*

Action Item: Mike Worlton has begun to gather information on messaging services he will further explore the cost associated with the service.

6. Public Service Announcements

- STORM reviewed the Ed Philips PSA. Mesa has concerns that the message is delivered too quickly and feels some information may be lost. Other cities provided feedback saying they thought it was sufficient for the purpose. The group reviewed Clark County Nevada's PSA's and agreed they were similar in speed. The group agreed to go forward with this PSA mainly for the Cities to use on their web sites and cable 11 programs. The group agreed that the next PSA should have less information and be a bit slower.
- Flood Control District of Maricopa County (FCDMC) is working on having the PSA on their web site. They are going to have the STORM logo, a picture of the desert during a storm, when you click on the photo the PSA is played.
- Cities discussed where do we go from here. The group discussed using the current PSA and launching a media campaign or cities utilizing the PSA for their own programs until we know the costs for the web site design.

Action item: Distribute the current PSA to all paid communities on a compact disk. Adina will bring cd's to next meeting.

Action item: STORM to work on next PSA. Everyone to bring ideas to next meeting.

Action item: Mike Loffa to bring a pricing package for the \$4,000 to \$6,000 price range so the group can understand what our money may get us.

- *Todd is working with the governor to record a PSA. The group agreed to change the message for the governor.*

Action item: STORM will begin working on new message at February meeting.

7. New Business

- Adina explained that Peoria will sponsor the nomination of STORM for the MAG 2004 Desert Peaks Award Program- supposed to recognize individuals and partnerships that have demonstrated a commitment to regionalism through their cooperative efforts. By working together, local government can solve common problems, proactively address concerns that affect all communities, and produce impressive results that strengthen both individual communities and the region. Adina will keep group posted on progress.

8. Announcements

- Todd Williams, Mike Loffa, and Karen M. from ADEQ spoke at the AFMA conference in November of 2003. The discussion was focused on AZPDES and storm water quality. They made sure to mention STORM discussing what the group does and let communities know that they could become members.

9. Next meeting – February 24, 2004



STORM Meeting Minutes

Tuesday, February 24 2004

1:30 to 3:30 p.m.

Flood Control District of Maricopa County

2801 West Durango Street

Phoenix, AZ

Facilitator: Mike Loffa

1. Introductions

2. Accepted Meeting Minutes from January 2004

3. Fiscal Agent

- There were no updates on new members or balance, Todd Williams was unable to attend.
- Gilbert stated that they have been approved to pay and will be sending in the money shortly.
- Guadalupe stated they will pay, but requested an invoice.

Action: Have FCDMC send Guadalupe an invoice.

- Discussed spending this year's money in this fiscal year to benefit all paid members. The feeling was money should be spend on a PSA and the web page prior to June 30, 2004.

Action: Vote on spending money in this fiscal year at the March 2004 meeting.

4. Web Site

- There were no comments on the contract that Mesa had distributed at the last meeting. The RFQ is currently being prepared by Mesa.

Action: RFQ will be sent by e-mail prior to March meeting.

Action: Meeting will be extended to discuss the RFQ. Meeting to start at 1:00

- Discussed re-grouping the web site sub-committee to review the RFQ's.

5. Telephone Situation

- No update from Mike Worlton.

6. Public Service Announcements

- PSA C.D. distributed to the following paid communities: Peoria, Scottsdale, Mesa, Tolleson, SRPMIC (through Mike Worlton), Surprise (through Mike Worlton), and Chandler (via mail).
- Brainstorming for next PSA- 1) provide tips on keeping the storm drain system clean 2) keep it basic with a few main points 3) concentrate on one topic at a time 4) oil, oil disposal, and leaking vehicles is an area that appears to effect all communities 5) pick our target group to help guide the PSA 6) focus on effects of storm water pollution on children or pets.

Action: Vote March 2004 on the PSA topic. Current thought is automotive oil disposal, vehicle maintenance, leaking vehicles. Future topics discussed were pesticide/herbicide, dog waste, and pool water.

- Mike Loffa described the pricing packages he has used recently. 1) \$4,500 on radio spots, the package consisted of 4 radio companies for a total of 12 radio stations airing a total of 150 or 200 30 second radio spots. Also included the local radio personalities saying the message for free (no recording costs) and 1 on 1 interviews on some of the radio stations. 2) \$6,500 on movie slide at AMC theaters (Harkins is approximately 3 times the cost), approximately 1 million people viewing the slide.

7. New Business

- Guadalupe has requested that we translate the first PSA to Spanish and Yaqui.
Action: FCDMC to distribute the text from the Ed Phillips PSA.

8. Announcements

- Scottsdale has outfitted a maintenance cart with the storm drain marker and the text "Only Rain in the Storm Drains". They will use this cart to begin placement of the storm drain markers. Scottsdale has created standard details for storm drain marker placement.

Action: Ginny Coltman will e-mail the standard detail for distribution to group.

- Gilbert has begun placement of their storm drain markers. They will be applying 4,500 markers.

9. Next meeting – March 22, 2004

- Revised time to 1:00 p.m.



STORM Meeting Minutes

Tuesday, March 23 2004

1:00 to 3:30 p.m.

Flood Control District of Maricopa County

2801 West Durango Street

Phoenix, AZ

Facilitator: Mike Loffa

1. Introductions

2. Accepted Meeting Minutes from February 2004

3. Fiscal Agent Update

- Gilbert is the latest new member bringing the STORM balance to \$27,000
- FCD brought the invoice for Guadalupe, but they were not in attendance.
- There was a discussion on how to spend this year's money prior to the end of the fiscal year. STORM approved spending \$10,000 for radio advertising in May and June, allocating \$10,000 for the website (a contract should be awarded by June), and carrying over the remaining amount for next year (\$3,500 is pre-paid dues for FY 2005, therefore \$3,500 would be carryover).
- Request was made to send out invoice letters for FY 2005 by the end of April, request will be forwarded to Todd Williams.

4. Web Site Update

- STORM reviewed the RFQ prepared by Mesa and then discussed the evaluation criteria for the web site selection:
 - 30 points – Experience (including sample web sites, references, and past projects)
 - 25 points – Company profile and resumes
 - 15 points – Schedule
 - 15 points – update and maintenance plan including testing and support
 - 10 points – overall presentation and package
 - 5 points – cost estimates for website and Spanish website
- RFQ to be out for proposals by the April meeting.

5. Telephone Situation

- Update from Mike Worlton on costs of using an answering service. A standard service would charge \$36 per month for 45 minutes of calls or \$75 per month for 100 minutes of calls. STORM decided to delay the telephone discussion until next fiscal year, STORM will instead focus on web site as being the primary communication tool.

6. Public Service Announcements

- The group voted on spending \$10,000 on a PSA to be run for about 6 weeks in May through June. The group decided on using the Ed Phillips PSA but agreed it would only appeal to a certain age group. The Ed Phillips PSA will be used for the target audience over 35, for the under 35 audience and the Spanish radio stations the local D.J. will read the same text as the Ed Phillips PSA. The group agreed to spend 75% on English radio stations and 25% on Spanish radio stations understanding that based on the rates the actual number of PSA's will be approximately equal for Spanish and English. Mike Loffa of Phoenix will coordinate the contract through an existing City of Phoenix on-call contract with Mary Media.
- ***STORM voted for the next PSA topic to be oil.***
- ***Begin work on message for PSA – the group decided to form a sub-committee to prepare a conceptual PSA to bring to the group in April. The sub-committee will consist of Mesa, Phoenix, and Gilbert (Marcia from Gilbert will be the spokesperson).***
- ***Provided text from first PSA to all members, see attached Ed Phillips PSA in pdf.***

7. New Business

- City of Scottsdale distributed a standard detail for storm drain marker placement, see attached pdf. – Gilbert is adding numbers to the storm drain markers for easy inspections and reporting.

8. Announcements

- Phoenix received a “Good Job” from ADEQ in regards to it’s industrial inspection process.
- ASFPM conference in May – Peoria will make a presentation about STORM (assisted by RBF).
- Scottsdale is participating in Sol Fest at Westworld for school children education about the environment.

9. Next meeting – April 27, 2004



STORM Meeting Minutes

Tuesday, April 27, 2004

1:30 to 3:30 p.m.

Flood Control District of Maricopa County

2801 West Durango Street

Phoenix, AZ

Facilitator: Mike Loffa

1. *Introductions*

2. *Accepted Meeting Minutes from March 2004*

3. *Fiscal Agent Update*

- STORM balance is \$32,000. Phoenix newly paid member. Guadalupe is still pending.
- Adina will send out an e-mail requesting new contact information and addresses for STORM invoices for FY2005. Todd will send out the FY2005 invoices by the 2nd week of May. (ACTION ITEM)

4. *Web Site Update*

- The RFQ for the web site design (1 year contract with possible 2 year extension) opened on April 26, 2004, 16 packets were mailed to various web designers. All proposals must be received at Mesa by May 14, 2004.
- The selection committee will consist of Mesa, Chandler, and Peoria. Recommendation to STORM for next meeting (ACTION ITEM)

5. *Public Service Announcements*

- Update from Mike Loffa of Phoenix on the PSA that will be running from the end of May through the end of June. Mike distributed a packet with the technical information including the number of stations and costs (Adina Lund e-mailed the packet in PDF format to all members after the meeting). The PSA package with the radio stations includes interviews. Mike Loffa will be doing the interviews but requested other members to participate (no volunteers at this time).
- **The next PSA will focus on oil disposal. The sub-committee update from Marcia (Mesa, Phoenix, and Gilbert) included a hand out with 10 ideas, STORM selected their three favorites. The sub-committee will make minor revisions based on STORM input and will distribute prior to or at the next meeting for further input. (ACTION ITEM).**

6. *New Business*

- Pool Water Survey. Jon Sherrill will be putting together a survey to send to all communities requesting information on allowable methods of pool water disposal. Jon will distribute through STORM when survey is assembled. (ACTION ITEM).

7. *Announcements*

- City of Scottsdale submitted the STORM nomination for the MAG Desert Peaks Awards. Ginny Coltman distributed copies of the submittal (Adina Lund e-mailed the information in PDF format

to all members after the meeting). The MAG selection will be made by June 1st and the award ceremony will be June 23.

- Scottsdale provided an update on the SolFest event where kids were educated about storm water and made etchings of the storm drain markers.
- ADEQ had a phase 2 meeting one of the topics was ordinance writing. Donna Moran with Gilbert may coordinate a workshop for phase 2 ordinance writing.
- Phoenix will be conducting it's annual storm water education survey in May.
- Next meeting will need to address the STORM annual report including content and sub-committee members.

8. *Next meeting – May 25, 2004*



STORM Meeting Minutes

Tuesday, May 25, 2004

1:30 to 3:30 p.m.

Flood Control District of Maricopa County

2801 West Durango Street

Phoenix, AZ

Facilitator: Mike Loffa

1. Introductions

2. Accepted Meeting Minutes from April 2004

3. Fiscal Agent Update

- STORM balance is \$42,000. Includes donation of \$5,000 from FCDMC and FY 2005 membership dues from Mesa.
- FCDMC mailed FY2005 invoices to all municipalities except 4 small MS4's from ADEQ's list.

4. Web Site Update

- The RFQ for the web site design proposals were received at Mesa on May 14, 2004. 16 RFQ's were mailed and 4 companies responded. There were 3 proposals for approximately \$30,000 and one proposal for about \$3,000.
- STORM voted to go ahead with the selection and authorized the spending of \$20,000 for the English Web Site and an additional \$10,000 for the Spanish Web Site.
- The selection committee will consist of Mesa, Chandler, and Peoria. ACTION ITEM: The sub-committee will score the proposals and interview the top two companies and select the consultant.

ACTION ITEM: All Cities will need to fill out an information forms to be posted on the web site. Adina will update the forms before the next meeting.

5. Public Service Announcements

- The next PSA will focus on oil disposal. The sub-committee (Mesa, Phoenix, and Gilbert) distributed four revised PSA's for further input. STORM agreed to rework two of those PSA's for the next meeting. Adina e-mailed the two PSA's requesting feedback be sent to Marcia.
- ACTION ITEM: The subcommittee will present the two revised PSA's at the next meeting.

6. New Business

- Pool Water Survey is being put together by the City of Chandler. ACTION ITEM: Jon Sherrill will distribute through STORM when survey is assembled.
- Annual report for STORM including content and sub-committee members. A subcommittee (Scottsdale, Tempe, and Chandler) will put together a draft annual report addressing the following items: STORM's goals, accomplishments, membership list, photos, fiscal standings,

and an appendix with the agendas and meeting minutes from the FY July 2003 through June 2004. ACTION ITEM: Subcommittee to prepare draft by July meeting.

- Elections to be conducted at the next meeting for the Chair, Co-Chair, and Secretary. All current office holders have said they would like to see some new people run for office. Nominations and voting will occur at the next meeting. All paid members should send a representative to vote if they would like to be a part of the process. According to the STORM operations plan we need 25% of the paid members present in order to vote. ACTION ITEM: Vote new officers at the next meeting.

7. Announcements

- Donna Moran with Gilbert conducted a workshop for phase 2 ordinance writing on May 11.
- There was a proposed State Bill that had ADEQ assessing fees for storm water permits. The fee section was pulled from the Bill thanks to lobbying from many City agencies.
- Phoenix has revised the brochures for BMP's.

- 8. Next meeting** – ~~June 22, 2004 Changed to June 29, 2004 due to ADEQ meeting~~
Changed to July 20, 2004 due to ADEQ meetings.