



**Request for Statement of Qualifications to provide  
Professional Stormwater Consulting Services**

Minnesota Cities Stormwater Coalition (MCSC)

2025

## Table of Contents

MCSC Information	3
Introduction	3
STATEMENT INSTRUCTIONS	4
Section 1. - Basic Service Needs	5
Section 2. - Supplemental Services	7
STATEMENT OF QUALIFICATIONS CONTENT	7
Cover Letter/ Title Page	7
Table of Contents	7
Consultant Profile	7
Resume	7
References	7
Fees	8
Quantity	8
Qualifications Based Selection (QBS)	9
Contract Execution	10
Appendix A - Estimated Hours	12
Appendix B – Member Survey	13

## MCSC Information

### MCSC Organization

The MCSC was established in 2006 to help cities implement various federal and state stormwater requirements. The program is a fee-based service through the League of MN Cities (LMC) representing city concerns to the Minnesota Pollution Control Agency (MPCA), Department of Natural Resources (DNR), Board of Water and Soil Resources (BWSR), and other state agencies involved in stormwater compliance activities.

### MCSC Administration

The League of MN Cities oversees the work for the MCSC consultant and Steering Committee. All contracts are approved and signed through the LMC Board.

### MCSC Steering Committee

The MCSC is directly governed by a Steering Committee that works closely with the consultant to provide support and direction on activities pertaining to the MCSC Members. The Steering Committee consists of city stormwater representatives from various parts of the state as well as consultants who represent MS4s. The Steering Committee meets as a whole monthly and there are regular sub-committee meetings for specific topics such as Finance and Member Recruitment, and ad-hoc sub-committees such as Stormwater Reuse and Annual Meeting planning.

### MCSC Statistics

#### Members

The MCSC currently has approximately 130 MS4 members with the potential to increase the membership to the 172 Minnesota cities and townships with MS4 permits

#### Budget

Approximately \$90,000 to \$100,000 per year.

## Introduction

This request for Statement of Qualifications (SOQ) has been prepared by the Minnesota Cities Stormwater Coalition (MCSC) to retain the services of a professional consulting firm to provide specific technical consulting services to manage the MCSC. The selection and retention of the consultant for professional stormwater services will be completed in accordance with the MCSC Steering Committee and the League of Minnesota Cities (LMC). This contract will be for a period of three years with the ability to extend. The MCSC has identified multiple service needs.

The consulting services desired include all the planning, and support activities necessary to implement various MCSC activities. The services may include, but are not limited to:

- Meetings and coordination for the MCSC Steering Committee and MCSC members
- Meetings and coordination for MCSC Steering Committee sub-committees
- Staff coordination with the MPCA
- Staff coordination with the LMC
- Tracking and understanding regional and national water quality issues

- Funding and Grant opportunities
- TMDL and MS4 Coordination with MPCA
- Administration and Project Management
- Communications with MCSC members, partners, etc.
- Miscellaneous specialty/technical services identified herein
- Website administration and maintenance
- Event coordination

Selection and future work assignments will take into consideration the workload, expertise and past performance of proposing consulting firms or any of its representatives.

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#### STATEMENT INSTRUCTIONS

All responses, questions, and correspondence must be in writing. Please email your responses, questions, and correspondence to [MCSCRFQquestions@lmc.org](mailto:MCSCRFQquestions@lmc.org).

The MCSC Steering Committee will be holding an online meeting to address comments at 1:00 pm on September 11, 2025. This event will be held in Microsoft Teams and will be open for one hour.

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## Microsoft Teams [Need help?](#)

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**NOTE:** All statements must be **received** electronically at the League of MN Cities no later than **4:30 p.m., September 22, 2025**. Please email to [MCSCRFQquestions@lmc.org](mailto:MCSCRFQquestions@lmc.org).

## Section 1. - Basic Service Needs

- Staff coordination with local, state, and national regulatory agencies
  - MS4 Permit Issues (policy and implementation issues both state and national)
    - Miscellaneous items
    - Nondegradation issues
    - Track and assist with permit review and comment issues
    - Audit issues
    - Enforcement incidents
    - Changes in regulated communities
    - New community training
    - Contribute to and coordinate guidance documents and training
    - Coordination and oversight of legal actions
  - Track MPCA staff commitments and work plans
    - Pollution Prevention and LID efforts
    - Minnesota Stormwater Manual Wiki
  - Construction Site Permit Issues
    - Track and assist with permit review and comment issues
    - Identify critical issues and changes
  - Monitor other water quality and quantity issues at a state and national level
    - Provide analysis and comments as appropriate
- TMDLs and Coordination with MS4 Permitting
  - Track issues and developments in policy and implementation
    - Work with MPCA staff
    - Work in specific issues (only as appropriate and directed)
  - Track major TMDLs (only as appropriate and directed)
    - Lake Pepin and others
  - TMDL study review and response
  - Water quality trading options
  - Participate in LMC outreach efforts
- Funding and Grant opportunities
  - Track funding processes and schedules
  - Identify grant opportunities
- Staff coordination with LMC
  - Policy coordination and discussion with Craig Johnson or his successor
  - Administrative coordination
    - Mailing and email contact lists
    - Communication structures and systems
- Analyze Regional and National Water Resource Issue for impacts to MN permittees
  - Track federal and state rulemaking
  - Cultivate relationships at national and regional EPA offices
- Communications with MCSC Steering Committee and Members (content will overlap across multiple tasks)
  - Work with MCSC steering committee and subcommittees (electronic communications)
    - Seek direction as appropriate

- Update committee members on appropriate issues
    - Seek consensus on issues
  - Identify major areas of focus and organize all communications by issues
  - Work with MCSC Steering Committee to manage and maintain the MCSC website
    - Provide content
    - Contribute to structure
    - Monitor feedback from participants
  - Monthly electronic newsletter
  - On-going archive of issues tracking – organized by issues (content from newsletters)
  - Posting of questions and answers - organized by issues
  - Web discussion forum (only as directed)
  - Maintain database of various staff and decision makers
  - Surveys of members (only as appropriate and directed)
  - Report on meetings and developments
  - Member expansion efforts
  - New member onboarding
  - Budget and dues development
- Administration and Project Management (billing, etc)
- Attend meetings, build relationships, and coordinate with various entities involved with stormwater management
  - Stormwater Steering Committee - MCSC Board
    - Monthly meetings
    - Appropriate subcommittees (only as directed)
    - Agendas and minutes
  - MCSC Member Annual meeting (typically one per year)
  - Regularly communicate and coordinate with MCSC consultant, Randy Neprash
  - Periodic attendance (only as appropriate and directed)
    - MPWA (MN Public Works Association)
    - CEAM (City Engineers Association of Minnesota)
    - Metro Watershed Partners
    - NMSA (National Municipal Stormwater Alliance)
    - WEF (Water Environment Federation)
    - Minnesota Water Resources Conference
    - Minnesota Erosion Control Association (MECA)
    - Others

## Section 2. - Supplemental Services

With authorization from LMC, the consultant shall perform or furnish the Supplemental Services of the types listed below. The services listed below are not included in the Basic Services listed above.

### **Training and Guide Plan (only as directed)**

- Materials and programs for discretionary cities
- Materials and programs for nondegradation cities
- Materials and programs for cities involved in TMDLs
  - As stakeholders
  - As initiators and coordinators of TMDL studies
  - As involved in restoration efforts
- Materials and programs for compliance with Construction Site Permit

Any other service not otherwise included in Basic Services or not customarily furnished in accordance with the generally accepted professional technical practice.

### **Innovation or Supplemental Capacities**

If your firm has suggested supplemental services or special capacities or capabilities that were not addressed in the RSQ and you did not include in or SOQ submittal of 10 pages or less, please include them in an Appendix A submittal of 3 pages or less.

### STATEMENT OF QUALIFICATIONS CONTENT

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#### Cover Letter/ Title Page

Include an explanation of the SOQ, the name of the firm, local address, telephone, Web site address, name of the contact person, and the date.

#### Table of Contents

Include a clear identification of the material by section and page number.

#### Consultant Profile

- Include the areas of general services and/or technical expertise proposed to be provided directly by the firm.
- Identify the basis of the firm's interest in this position for which the firm wishes to be considered.
- Include qualifications of the firm as it relates to the services to be provided.

#### Resume

- Include the name, experience, and qualifications of the person(s) that will be responsible for the management and administration of a contract with the MCSC.

#### References

- Please include a list of municipal clients (minimum three) where MS4 related services were provided by staff identified in the resumes section of the SOQ, and the name and telephone number of a person who may be contacted at that municipality.
- Include a list of current municipal clients identifying MS4 related projects in progress, the specific activities being performed, and the name of a person who may be contacted at the municipality.

#### Fees

- Please include a fee schedule for 2026 and expected for 2027 including hourly rates, specialty rates, multipliers, percentages, etc., for the various classifications of personnel proposed to provide services under a contract with the MCSC. Identify what services are excluded from these hourly rates (i.e., mileage, etc.).
- Specifically state the firm's preferred method of calculating fees for different types of services provided

#### Quantity

- Please submit 1 digital copy of the Statement of Qualifications (SOQ).
- SOQ will be limited to consulting firm, specific individual qualifications, fee schedules, and past MS4 work experience.
- SOQ shall be 10 pages or less.

## STATEMENT EVALUATION, FIRM SELECTION, AND CONTRACT AWARDS

Qualifications Based Selection (QBS): The MCSC Steering Committee intends to select and award a contract to the firm evaluated to be best qualified to perform the work for the MCSC with cost, compatibility and other performance factors also considered.

Review and Recommendation Process: Based upon review of the SOQ's, LMC Staff and the MCSC Steering Committee will coordinate interviews with the selected firms and make the decision of who will be retained.

Financial Liability Limitations: The MCSC shall not be liable for any expenses incurred by the applicant including but not limited to expenses associated with the preparation of the statement, attendance at interviews, preparation of a cost statement or final contract negotiations.

Submit Public Data Only: All statements in response to this RFQ will become the property of MCSC. Statements must not include private or nonpublic trade secret data as defined by Minn. Stat. § 13.37. In the event trade secret data are submitted, the firm submitting the data must defend any action seeking release of the data it believes to be trade secret data and indemnify and hold harmless MCSC and LMC, their members, agents and employees from any judgements awarded against MCSC or LMC in favor of the party requesting the data, and any and all costs connected with that defense. In no case will costs or prices be considered trade secret data under section 13.37.

Rights of Review: The MCSC reserves the right to:

- Reject any and all SOQ's
- Request additional information from any or all applicants
- Waive or modify any informalities, irregularities or inconsistencies in responses received
- Interview key personnel or references
- Adjust the schedule below for all steps from solicitation to contract award

Qualification Evaluation: In evaluating whether a consultant is to be considered, numerous factors shall be considered. Among those factors are the following:

- An evaluation of the consultant's technical qualifications, work experience and available personnel.
- Recommendations of past and existing clients.

## **SCHEDULE**

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<b>Schedule</b>	<b>Date</b>
SOQ Release	8/20/2025
Deadline for Questions	9/8/2025
Online meeting for questions	9/11/2025
SOQ Proposals Due to the LMC	9/22/2025
Interviews (if Applicable)	TBD
Contract Awards (Tentative)	10/20/2025

*The MCSC reserves the right to modify this schedule at the MCSC's discretion. Notification of changes in the response due date would be posted on the LMC Web site or as otherwise stated herein.*

## Contract Execution

### Negotiations and Contract Execution

- The MCSC reserves the right to negotiate the final terms and conditions of the contract to be executed. Should the MCSC and a consultant be unable to mutually agree upon the entire contract, the MCSC reserves the right to discontinue negotiations, select another consultant or reject all of the statements. Upon completion of negotiations agreeable to the MCSC and consultant, a contract shall be executed.
- This Contract will be for a minimum of three (3) years with the option to extend assuming satisfactory service delivery and or continuity of acceptable assigned personnel.

### Contracting Ethics

- No elected official or employee of the MCSC who exercises any responsibilities in the review, approval or implementation of the proposal or contract shall participate in any decision which affects his or her direct or indirect financial interest.
- It is a breach of ethical standards for any person to offer, give, or agree to give any MCSC employee or for any LMC employee to solicit, demand, accept, or agree to accept from another person or firm, a gratuity or an offer of employment whenever a reasonable prudent person would conclude that such consideration was motivated by an individual, group or corporate desire to obtain special, preferential, or more favorable treatment than is normally accorded to the general public.
- The firm shall not assign any interest in this contract and shall not transfer any interest in the same without the prior written consent of the MCSC.
- To remove any potential or actual conflict of interest, a Regular or Specialty consultant representing any private party client submitting a project or activity to the MCSC shall not represent or review the project or activity on behalf of the MCSC.
- This firm shall not accept any private client or project which, by nature, places it in ethical conflict during its representation of the MCSC.
- The MCSC requires affirmative action and, therefore, the firm selected shall not discriminate under the contract against any person in accordance with federal, state and local regulations.

### Policy for Engaging Professional Consulting Services

#### SOQ and RFP Procedures

- All consultants for various services will be selected in accordance with the LMC and MCSC Policy below.

#### Affirmative Action

- The LMC and MCSC, have adopted a policy that it will not discriminate in employment practices on the basis of race, color, creed, religion, national origin, sex, age, marital status, public assistance status, veteran status, handicap or disability; that it has agreed

to take affirmative action to recruit minorities, women and handicapped persons into its employment; and that it will transact business only with firms who have adopted similar non-discriminatory and affirmative action policies.

## Appendix A - Estimated Hours

- Meetings and coordination with various entities involved with stormwater management
  - approximately 8 hours per month
- Coordinate and communicate with MCSC staff, Randy Neprash
  - Approximately 4 hours per month
- Staff coordination with MPCA
  - Approximately 9 hours per month depending on permit cycle
- Staff coordination with LMC
  - 3 hours per month
- Communications with MCSC and members (content will overlap across multiple tasks)
  - 20 hours per month
- TMDL study review and response
  - Approximately 6 hours per month depending on need

## Appendix B – Member Survey

## MCSC Member Survey #1 – Current & Past Staff Tasks - Results November 2021

Report prepared by Randy Neprash



This survey was the first of two surveys of the MCSC member cities. This survey asked each member to rate 41 tasks that are currently being done or have been done in the recent past by Randy Neprash, the MCSC staff.

On the second and third pages of this report, the results are presented according to the categories used in the survey:

- MCSC Member Tasks
- MPCA and other State agencies tasks
- National Work
- Miscellaneous

The fourth and fifth pages have the comments submitted with the survey rankings. They are worth reading. The last page shows all 41 tasks listed in their ranked order of the “Important & Useful” category.

The following is a list of my observations of interest from the survey results. I have highlighted some points of interest in the following tables.

1. When the “important & Useful” and “Somewhat Important & Useful” categories were combined, the lowest percentage was above 72%, with most significantly higher. It appears that the tasks done by MCSC staff have been useful to the members.
2. In the list of all the tasks, the one ranked second (only behind working on the MS4 permits) in the “Important & Useful” category was “Collect questions from member cities and ask them of the MPCA staff”. This indicates the importance of the task of MCSC staff asking questions on behalf of the member cities. It also speaks to fact that the cities are somewhat apprehensive of asking questions themselves and attracting the MPCA’s attention and possible ire.
3. The stakeholder tasks ranked #1 and #3 on the full list.
4. Tasks related to information about stormwater project funding ranked relatively low.
5. The members don’t know much about my national work. There is not much time allocated to support this work and I have not written or reported about this work to the MCAC membership. This work is also complex and somewhat obscure.

MCSC Member Tasks	IMPORTANT & USEFUL	SOMEWHAT IMPORTANT & USEFUL	NOT IMPORTANT OR USEFUL	DON'T KNOW	Combined Imp & Use and Somewhat Imp & Use
Collect questions from member cities and ask them of the MPCA staff	90.2% 46	9.8% 5	0.0% 0	0.0% 0	100.0%
Answer questions from member cities	84.3% 43	7.8% 4	2.0% 1	5.9% 3	92.2%
Develop and distribute training and guidance to MCSC members	78.4% 40	17.7% 9	2.0% 1	2.0% 1	96.1%
Coordinate with League of Minnesota Cities	76.5% 39	19.6% 10	0.0% 0	3.9% 2	96.1%
Organize and lead MCSC Annual Meeting	74.5% 38	19.6% 10	0.0% 0	5.9% 3	94.1%
Distribute information about Webinars and training opportunities to MCSC members	66.0% 33	26.0% 13	6.0% 3	2.0% 1	92.0%
Big E-mails to all MCSC members – news and info	64.7% 33	31.4% 16	3.9% 2	0.0% 0	96.1%
Participate as an expert participant in member city projects and initiatives	62.0% 31	20.0% 10	12.0% 6	6.0% 3	82.0%
Survey members on various topics, issues, and questions	58.8% 30	35.3% 18	0.0% 0	5.9% 3	94.1%
Maintain MCSC E-mail distribution list	58.8% 30	31.4% 16	3.9% 2	5.9% 3	90.2%
Collect and distribute information about project funding sources	52.0% 26	40.0% 20	2.0% 1	6.0% 3	92.0%
Monthly meetings with MCSC Steering Committee	43.1% 22	33.3% 17	2.0% 1	21.6% 11	76.5%

MPCA & State Agency Tasks	IMPORTANT & USEFUL	SOMEWHAT IMPORTANT & USEFUL	NOT IMPORTANT OR USEFUL	DON'T KNOW	Combined Imp & Use and Somewhat Imp & Use
Work on the MS4 Permits – comments and stakeholder engagement	93.8% 45	6.3% 3	0.0% 0	0.0% 0	100.0%
Coordinate stakeholder engagement between MPCA and permittees - multiple programs	87.5% 42	10.4% 5	0.0% 0	2.1% 1	97.9%
Work on pollutant load reduction credits for MS4 cities (TMDLs)	79.2% 38	16.7% 8	0.0% 0	4.2% 2	95.8%
Coordinate with the Minnesota Stormwater Manual development and maintenance	72.9% 35	25.0% 12	0.0% 0	2.1% 1	97.9%
Work with the MPCA on other permits and programs	72.9% 35	20.8% 10	2.1% 1	4.2% 2	93.8%
Miscellaneous informal conversations with State agency staff	68.8% 33	20.8% 10	2.1% 1	8.3% 4	89.6%
Understand how the MPCA and EPA interact	60.4% 29	29.2% 14	4.2% 2	6.3% 3	89.6%
Participate with Clean Water Council and Legislative Water Commission	50.0% 24	37.5% 18	0.0% 0	12.5% 6	87.5%
Learn about potential funding for local programs and projects	47.9% 23	45.8% 22	2.1% 1	4.2% 2	93.8%
Work on use of stormwater pond water for irrigation – MN Dept. of Health	31.3% 15	50.0% 24	6.3% 3	12.5% 6	81.3%
Coordinate with the Public Facilities Authority and the State Revolving Fund program	31.3% 15	50.0% 24	2.1% 1	16.7% 8	81.3%

National Work	IMPORTANT & USEFUL	SOMEWHAT IMPORTANT & USEFUL	NOT IMPORTANT OR USEFUL	DON'T KNOW	Combined Imp & Use and Somewhat Imp & Use
Comment on Federal rulemakings that affect local stormwater programs	67.4% 31	30.4% 14	0.0% 0	2.2% 1	97.8%
Translate Congressional bill language for local stormwater programs	57.5% 27	38.3% 18	0.0% 0	4.3% 2	95.8%
Education and advocacy with Congress – staff and committees - especially funding for stormwater	54.4% 25	39.1% 18	2.2% 1	4.4% 2	93.5%
Promote good practices from Minnesota in the national context	48.9% 23	44.7% 21	2.1% 1	4.3% 2	93.6%
Work on climate change issues and precipitation frequency estimate issues	47.8% 22	45.7% 21	0.0% 0	6.5% 3	93.5%
Attend, participate, and present in Webinars and conferences	47.8% 22	41.3% 19	8.7% 4	2.2% 1	89.1%
Develop and maintain relationships with EPA HQ staff	34.8% 16	50.0% 23	2.2% 1	13.0% 6	84.8%
Participate on National Association of Clean Water Agencies (NACWA) Stormwater Committee	29.8% 14	44.7% 21	4.3% 2	21.3% 10	74.5%
Participate on Water Environment Federation (WEF) Stormwater Committee	28.3% 13	50.0% 23	4.4% 2	17.4% 8	78.3%
Leadership (Vice Chair) with National Municipal Stormwater Alliance	23.4% 11	48.9% 23	4.3% 2	23.4% 11	72.3%

Miscellaneous Tasks	IMPORTANT & USEFUL	SOMEWHAT IMPORTANT & USEFUL	NOT IMPORTANT OR USEFUL	DON'T KNOW	Combined Imp & Use and Somewhat Imp & Use
Coordinate with other organizations – CEAM, MPWA, ACEC, MnDOT, counties, U of MN, etc.	68.1% 32	29.8% 14	0.0% 0	2.1% 1	97.9%
Participate on various expert advisory panels – representing local stormwater program concerns	60.9% 28	30.4% 14	4.4% 2	4.4% 2	91.3%
Participate on MN Stormwater Research Council	56.5% 26	39.1% 18	0.0% 0	4.4% 2	95.7%
Work on climate change issues and precipitation frequency estimate issues	47.8% 22	43.5% 20	4.4% 2	4.4% 2	91.3%
Participate on MN Water Resources Conference Planning Committee	47.8% 22	39.1% 18	6.5% 3	6.5% 3	87.0%
Coordinate with St. Anthony Falls Laboratory	45.7% 21	43.5% 20	2.2% 1	8.7% 4	89.1%
Informal discussions with stormwater researchers	41.3% 19	45.7% 21	2.2% 1	10.9% 5	87.0% 46
Coordinate with watershed districts	37.0% 17	52.2% 24	4.4% 2	6.5% 3	89.1%

## Comments

### MCSC Membership Tasks

Work with the MPCA or call them out when they propose rules or mandates that are not cost effective, when they are taking a path in the wrong direction, or when they propose rules that do not have a positive impact on stormwater.

Working as the lone staffer for a small city (with no background in storm water issues), Randy has been a lifeline and invaluable resource of information.

This is a very useful position that has helped Cities regardless of size.

Policy research and review including the legality of various mandates and the technical validity / effectiveness of policy.

Randy has been crucial to the success of the City's voices being listened to at the higher government levels. His level of knowledge, attention to detail, foresight to potential issues for cities with proposed requirements, ability articulate the issues to higher government so that they understand, and understanding of when best to keep quiet about certain issues has been his strengths. Don't know how we will be able to proceed as well without him. These particular skills are what has made him/MCSC so successful and the future head for this organization needs all of those traits. Randy has made the cities feel like/know we are being represented well and that someone had our backs. Huge props to Randy for pulling off this amazing feat! Big shoes to fill here.

The focus should be on the members and supporting their decisions and ideas as to guiding the permit process as well as making sure we have a consistent and reliable understanding of what the permit actually says (versus what the MPCA thinks it says).

Advocate and Negotiate with MPCA and Legislature on Behalf of Cities in a respected and respectful manner is in my opinion the most important thing Randy has done for us and needs to continue.

Randy's been a great source of information and liaison to the state.

Randy should not spend his time sorting out new email addresses or old emails for participants, hopefully there are administrative staff that can help with that.

I am new to all things stormwater. Randy has been extremely helpful, and an advocate for the cities. More than once he is asking the 99 questions on our behalf and before I even realize I have the question. All of this has been a tremendous training opportunity for me.

Monthly meetings with MCSC Steering Committee would be useful if MCSC members knew what was being discussed.

1) Serve as policy expert to LMNC, State Agencies, Partner agencies. 2) Represent MCSC to MPCA and other state regulators and track regulatory proposals and actions 3) Assist cities with audits or other regulatory compliance measures.

### **MPCA and State agencies tasks**

We are so appreciative of Randy's hard work in navigating the latest reissued MS4 phase 2 permit review process.

Negotiating permit language with the MPCA and leading contested case efforts if needed is perhaps the most important thing Randy has successfully done on Cities behalf in my opinion.

MS4 permit information/updates are incredibly useful, and something I greatly value about being an MCSC member.

Be a general pain in the ass to the MPCA - VERY IMPORTANT AND USEFUL!!!

### **National Work**

Providing a good, solid understanding of national issues and how they could potentially impact us at the local level is a good resource for the group. Seeing what other cities in the country are implementing to meet NPDES and EPA requirements that could translate here to Minnesota is important. I am not sure if a leadership position is necessary for this, and sounds unnecessarily time-consuming. But I don't have a good understanding of how much time this entails.

Much of these things are great if the time allows but need to make sure they can have direct benefit to MN Cities if they are indeed a priority.

We love that Randy is so involved and highly regarded at the federal level but we want more time with his expertise in Minnesota. We are more concerned with just keeping up with the current MS4 mandates as a city. We understand that it's important to know what is potentially coming down the pipeline

### **Miscellaneous**

Everything in the survey is important we would be doing ourselves a disservice to think otherwise. Thanks!

Readily available go to expert for MN Cities for all issues related to storm water.

Holy cow. This survey enlightened me to all of the items Randy was tasked with. It seems like Randy's position should really be about 4-5 positions with administrative staff to keep the team organized and keep juggling so many items.

	IMPORTANT & USEFUL	SOMEWHAT IMPORTANT &	NOT IMPORTANT OR USEFUL	DON'T KNOW	Combined Imp & Use and Somewhat
Work on the MS4 Permits – comments and stakeholder engagement	93.8%	6.3%	0.0%	0.0%	100.0%
Collect questions from member cities and ask them of the MPCA staff	90.2%	9.8%	0.0%	0.0%	100.0%
Coordinate stakeholder engagement between MPCA and permittees - multiple programs	87.5%	10.4%	0.0%	2.1%	97.9%
Answer questions from member cities	84.3%	7.8%	2.0%	5.9%	92.2%
Work on pollutant load reduction credits for MS4 cities (TMDLs)	79.2%	16.7%	0.0%	4.2%	95.8%
Develop and distribute training and guidance to MCSC members	78.4%	17.7%	2.0%	2.0%	96.1%
Coordinate with League of Minnesota Cities	76.5%	19.6%	0.0%	3.9%	96.1%
Organize and lead MCSC Annual Meeting	74.5%	19.6%	0.0%	5.9%	94.1%
Coordinate with the Minnesota Stormwater Manual development and maintenance	72.9%	25.0%	0.0%	2.1%	97.9%
Work with the MPCA on other permits and programs	72.9%	20.8%	2.1%	4.2%	93.8%
Miscellaneous informal conversations with State agency staff	68.8%	20.8%	2.1%	8.3%	89.6%
Coordinate with other organizations – CEAM, MPWA, ACEC, MnDOT, counties, U of MN, etc.	68.1%	29.8%	0.0%	2.1%	97.9%
Comment on Federal rulemakings that affect local stormwater programs	67.4%	30.4%	0.0%	2.2%	97.8%
Distribute information about Webinars and training opportunities to MCSC members	66.0%	26.0%	6.0%	2.0%	92.0%
Big E-mails to all MCSC members – news and info	64.7%	31.4%	3.9%	0.0%	96.1%
Participate as an expert participant in member city projects and initiatives	62.0%	20.0%	12.0%	6.0%	82.0%
Participate on various expert advisory panels – representing local stormwater program concerns	60.9%	30.4%	4.4%	4.4%	91.3%
Understand how the MPCA and EPA interact	60.4%	29.2%	4.2%	6.3%	89.6%
Survey members on various topics, issues, and questions	58.8%	35.3%	0.0%	5.9%	94.1%
Maintain MCSC E-mail distribution list	58.8%	31.4%	3.9%	5.9%	90.2%
Translate Congressional bill language for local stormwater programs	57.5%	38.3%	0.0%	4.3%	95.8%
Participate on MN Stormwater Research Council	56.5%	39.1%	0.0%	4.4%	95.7%
Education and advocacy with Congress – staff and committees - especially funding for stormwater	54.4%	39.1%	2.2%	4.4%	93.5%
Collect and distribute information about project funding sources	52.0%	40.0%	2.0%	6.0%	92.0%
Participate with Clean Water Council and Legislative Water Commission	50.0%	37.5%	0.0%	12.5%	87.5%
Promote good practices from Minnesota in the national context	48.9%	44.7%	2.1%	4.3%	93.6%
Learn about potential funding for local programs and projects	47.9%	45.8%	2.1%	4.2%	93.8%
Work on climate change issues and precipitation frequency estimate issues	47.8%	45.7%	0.0%	6.5%	93.5%
Attend, participate, and present in Webinars and conferences	47.8%	41.3%	8.7%	2.2%	89.1%
Work on climate change issues and precipitation frequency estimate issues	47.8%	43.5%	4.4%	4.4%	91.3%
Participate on MN Water Resources Conference Planning Committee	47.8%	39.1%	6.5%	6.5%	87.0%
Coordinate with St. Anthony Falls Laboratory	45.7%	43.5%	2.2%	8.7%	89.1%
Monthly meetings with MCSC Steering Committee	43.1%	33.3%	2.0%	21.6%	76.5%
Informal discussions with stormwater researchers	41.3%	45.7%	2.2%	10.9%	87.0%
Coordinate with watershed districts	37.0%	52.2%	4.4%	6.5%	89.1%
Develop and maintain relationships with EPA HQ staff	34.8%	50.0%	2.2%	13.0%	84.8%
Work on use of stormwater pond water for irrigation – MN Dept. of Health	31.3%	50.0%	6.3%	12.5%	81.3%
Coordinate with the Public Facilities Authority and the State Revolving Fund program	31.3%	50.0%	2.1%	16.7%	81.3%
Participate on National Association of Clean Water Agencies (NACWA) Stormwater Committee	29.8%	44.7%	4.3%	21.3%	74.5%
Participate on Water Environment Federation (WEF) Stormwater Committee	28.3%	50.0%	4.4%	17.4%	78.3%
Leadership (Vice Chair) with National Municipal Stormwater Alliance	23.4%	48.9%	4.3%	23.4%	72.3%

	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	DON'T DO THIS	DON'T KNOW OR NO OPINION	High & Medium Combined
Collect and provide more information about MPCA's local program audits of MS4 permittees	59.38% 19	28.13% 9	12.50% 4	0.00% 0	0.00% 0	87.51%
Work with the League of Minnesota Cities to be more active on stormwater issues at the Minnesota Legislature	53.13% 17	34.38% 11	12.50% 4	0.00% 0	0.00% 0	87.51%
Collect and distribute more information about "lessons learned" by local stormwater programs (via Webinars, Web site, or FTP site)	50.00% 16	31.25% 10	18.75% 6	0.00% 0	0.00% 0	81.25%
Create and maintain an MCSC Web site. Use the site to store and distribute materials and documents, and other functions	48.39% 15	32.26% 10	19.35% 6	0.00% 0	0.00% 0	80.65%
Organize and lead periodic virtual meetings for member cities to share information and lessons learned about projects and initiatives they have done	37.50% 12	40.63% 13	18.75% 6	3.13% 1	0.00% 0	78.13%
Collect and distribute more information about MPCA's stormwater enforcement actions (via E-mails, Web site, or FTP site)	34.38% 11	43.75% 14	21.88% 7	0.00% 0	0.00% 0	78.13%
Have the staff hold periodic (quarterly?) virtual meetings on general stormwater topics for the MCSC members	34.38% 11	43.75% 14	15.63% 5	3.13% 1	3.13% 1	78.13%
Create and operate an electronic listserv for MCSC members - to facilitate direct communication between and among MCSC members	34.38% 11	40.63% 13	25.00% 8	0.00% 0	0.00% 0	75.01%
Organize and lead Webinars on stormwater technical issues for MCSC members	34.38% 11	40.63% 13	15.63% 5	9.38% 3	0.00% 0	75.01%
Pursue legal actions against the MPCA on appropriate and necessary items in the MS4 Permits	34.38% 11	28.13% 9	21.88% 7	0.00% 0	15.63% 5	62.51%
Provide more documents and materials from MCSC cities for sharing among the members (on a Web or FTP site)	31.25% 10	46.88% 15	21.88% 7	0.00% 0	0.00% 0	78.13%
Provide a regular and periodic list, to the MCSC members, of the issues that the MCSC staff is working on and/or tracking (make available to members)	31.25% 10	59.38% 19	6.25% 2	3.13% 1	0.00% 0	90.63%
Organize and lead Webinars on stormwater policy issues for MCSC members	28.13% 9	56.25% 18	15.63% 5	0.00% 0	0.00% 0	84.38%
Collect and provide more information on stormwater project funding - from Minnesota and national sources (via a Web or FTP site)	28.13% 9	50.00% 16	21.88% 7	0.00% 0	0.00% 0	78.13%
Have the MCSC staff hold periodic virtual meetings for member city stormwater staff that are new to the stormwater field or the MS4 permits	28.13% 9	46.88% 15	15.63% 5	9.38% 3	0.00% 0	75.01%
Create and distribute a periodic electronic MCSC Newsletter to all the MCSC member cities	25.00% 8	37.50% 12	37.50% 12	0.00% 0	0.00% 0	62.50%
Create and maintain an MCSC technical library of stormwater papers and reports (on Web or FTP site)	19.35% 6	29.03% 9	38.71% 12	3.23% 1	9.68% 3	48.38%
Collect and provide more information about various software programs designed to help manage MS4 programs and stormwater systems (via Webinars, Web site, or FTP site)	18.75% 6	53.13% 17	18.75% 6	9.38% 3	0.00% 0	71.88%
Collect and distribute more information about local stormwater utilities in Minnesota (via a Web or FTP site)	18.75% 6	50.00% 16	28.13% 9	3.13% 1	0.00% 0	68.75%
Collect and provide more information about new stormwater technologies (via Webinars, Web site, or FTP site)	18.75% 6	43.75% 14	34.38% 11	0.00% 0	3.13% 1	62.50%
Provide active and direct services to MCSC member cities to help prepare funding applications - MN and national	15.63% 5	25.00% 8	34.38% 11	18.75% 6	6.25% 2	40.63%
Have the MCSC staff work more on getting national funding from Congress for stormwater work, research, and projects	13.33% 4	56.67% 17	20.00% 6	6.67% 2	3.33% 1	70.00%
Run and organize meetings for a "journal club" on technical papers, reports, and issues - open to MCSC members and others	3.13% 1	31.25% 10	43.75% 14	15.63% 5	6.25% 2	34.38%

ANSWER CHOICES-	RESPONSES-
- MCSC should provide a good bit more services and information to members, probably with a reasonable increase in members' annual fees	13.33% 4
- MCSC should provide some more services and information to members, possibly with an increase in fees	70.00% 21
- MCSC has been providing about the right amount of services and information to members, with no increase in fees	16.67% 5
- MCSC should provide less to the members and reduce the members' annual fees	0.00% 0
TOTAL	30

Comments

I don’t think we need more webinars or conferences, but I do think we could really use a peer to peer lessons learned forum for municipalities on specific topics.

Webinar on stormwater policy for local government commissions, councils, etc. to help them better understand the program.

Lead MS4 permit responses and management issues with feedback from member cities that is solicited. Provide information on TMDL requirements and feedback on how to address.

For stormwater technical issues, technical solutions, and research, please collaborate with the Minnesota Stormwater Research Council run by John Bilotta of the UMN Water Resources Center. Also collaborate with them on distribution of research papers, tech reports, etc. This would help share the cost and prevent duplication of effort.

I would like if MCSC served as a the facilitator for networking. I know people who are within the City Administrator network, they do quarterly meetings and happy hours and have a more connected network. Given the nature of our work, that would be helpful and enjoyable.

The information for some of these is or could be coordinated with the UofM's stormwater or water quality programs so not duplicating efforts.

Several items above are related to a consistent way of communication of information to MCSC members. Combining some ideas above can likely accomplish goals set by the MCSC. This may be more than an annual meeting update but rather 2-4 MCSC membership annual meetings for updates that would also include a short technical component related to the permit along with an active communication tool (e.g. website, forum). It is very important that the MCSC provide: 1) A consistent form of communicating information that the MCSC is working on to its members (this does not need to be in major detail for most things as that could lead to bogging the MCSC staff down with many questions). 2) Resources for members for day-to-day MS4 permit technical assistance and implementation questions. This is not contacting the MCSC staff directly but rather a listserv/forum/web-based avenue for folks to utilize each other. This will build a searchable library of assistance for others when they have similar questions that would typically be more specific than members are comfortable providing to the MPCA for SW Manual. For example, a member could ask the group who is implementing a storm drain art program and would they be willing to provide contact info to chat or what type of paint has worked best. 3) The MCSC should not be used as a consultant replacement for members for things such as helping to prepare funding applications, however, the MCSC staff being available to assist individual members with challenging stormwater requirement related situations seems very appropriate; 4) The MCSC could focus webinars/technical meetings/MCSC membership meetings to provide MCSC work information to members and be combined with technical permit related topics. Example, a half day at the longest membership update on topics the MCSC is working on combined with a specific MCM technical topic or internal training requirement. This could be partnered with U of MN, MECA, MPCA, etc. 5) Communicate stormwater information that occurs from behind the scenes MCSC work and information gathered that affects most to all members. (e.g. we will all get audited, knowing what is happening with audits is valuable). 6) Continue to be the communication voice for the membership on big topics with the MPCA (e.g. TMDLs, permit comments, MPCA guidance material review, etc.) The MCSC has been a great organization and Randy will be greatly missed. There is a lot of work that the MCSC does that we as members see the end benefit and likely do not know all the effort that went into to making it happen. Thank you Randy!

More guidance on emerging issues: 1. TMDL Guidance 2. Pond management and nutrient loading. Keep facilitating these types of discussions when issues arise. 3. Chlorides??? Is there a solution? Are we seeing reductions through current efforts, etc.?

2<sup>nd</sup> Question

While it will be hard to replace Randy’s expertise, this is an opportunity to get more professionals involved through multiple on call contracts. This could continue the advantage of different billing rates for different tasks, widen the range of expertise that comes with the co-workers and other projects at different firms, open up more diverse ideas, divide (or provide review of) tasks based on skills or workload or importance, and ensure we have more than one person who knows how to support the municipalities for these functions.

The tiniest MS4's are struggling to meet the fees as is. However, we think MSCS is doing great work that we have benefitted from. Thank you.

Right now I have no idea what the balance in our fund is, that would help answer this question. Knowing more about what exactly the MCSC is doing would help answer this also. It is so behind the scenes you never really know what they are doing.

My selected option would be to provide more services and information to members without a fee increase to current members but an expanded membership. Comment is to review options to increase membership before considering an increase to current member fees. This could include options for non-City membership on a separate fee schedule (e.g. townships, County, Watersheds, non-traditional MS4s, consultants)

MCSC has been doing a great job for it's members with Randy at the helm. Need to find a good replacement for him. Perhaps send out an RFP but need one specific person/point of contact like Randy has been.

Maintain fees. Prioritize efforts based on survey results.