

**Stormwater Stakeholder Advisory Committee
Operating Procedures
Lexington-Fayette Urban County Government**

KPDES Permit Requirement:

Public Involvement and Participation (PI) Program Element

PI 6 – Stakeholder Advisory Committee: The permittee shall continue to support its Stormwater Stakeholder Advisory Committee. Frequency: Two (2) meetings per year.

LFUCG Role and Responsibility: The Stormwater Stakeholder Advisory Committee (committee) and its operating procedures are established and defined by LFUCG staff in the Department of Environmental Quality & Public Works (EQPW). Staff from the LFUCG Division of Water Quality (DWQ) shall perform the administrative duties associated with the committee and serve as staff liaison.

Committee Role and Responsibility: The primary role of the committee is to provide input to LFUCG on its stormwater program. This role is advisory in nature, and as such does not include oversight over LFUCG’s programs or processes. The committee’s mission statement further defines the roles and responsibilities of the committee and its members:

Committee Mission Statement (Approved on December 10, 2010)

The Lexington-Fayette Urban County Government Stormwater Stakeholder Advisory Committee is a group of citizens representing a varied group of stakeholders in Fayette County whose mission is to assist LFUCG with attaining the goals of its stormwater program by:

- a) providing technical and value-based input on stormwater issues,*
- b) serving as a sounding board to LFUCG DWQ staff on matters relating to the stormwater program and policies,*
- c) collaborating and networking together on stormwater-related topics that affect the broader community, and*
- d) serving as liaisons within our areas of influence for LFUCG’s stormwater program.*

Committee members and representatives agree, by their attendance, to assist in fulfilling this mission statement.

Committee Membership Seats:

LFUCG has identified stakeholders representing a maximum of 38 membership seats on the committee as follows:

ORGANIZATIONAL SEATS:

- 1 - Urban County Council Environmental Quality & Public Works Committee
- 1 - LFUCG Planning Commission
- 4 - LFUCG Department of Environmental Quality & Public Works
- 1 - Kentucky Transportation Cabinet District 7 (MS4 Permit Holder)
- 1 - University of Kentucky (MS4 Permit Holder)
- 1 - Federal Facilities
- 1 - Fayette County Public Schools
- 1 - Fayette Alliance
- 1 - Fayette County Neighborhood Council
- 1 - Home Builders Association of Lexington
- 1 - Lexington-Bluegrass Association of Realtors
- 1 - Kentucky American Water Company
- 6 - Commerce Lexington
 - a. Developer
 - b. Contractor
 - c. Large Business Owner
 - d. Small Business Owner
 - e. Major Institution (Hospital, Church, Non-profit)
 - f. Industry
- 1 - Bluegrass Greensource
- 1 - Kentucky Water Resources Research Institute
- 1 - Kentucky River Watershed Watch
- 1 - Friends of Wolf Run
- 1 - Friends of Cane Run
- 1 - Friends of McConnell Springs
- 1 - Neighbors United for South Elkhorn Creek
- 1 - Hickman Creek Conservancy

WATERSHED AT-LARGE SEATS

- 9 - At-large Watershed Representatives (shall be a resident of, property owner in, or work in the watershed)
 - Wolf Run
 - Cane Run
 - Town Branch
 - West Hickman Creek
 - East Hickman Creek
 - North Elkhorn Creek
 - South Elkhorn Creek
 - Boone Creek
 - Kentucky River (Fayette/Madison boundary)

Membership Selection:

Organizational Seats: Each stakeholder organization shall select their representative(s) and set their length of service on the committee. An organization is free to substitute or change their representative at any time.

Watershed At-Large Seats: The Stormwater Stakeholder Advisory Committee shall nominate and select by majority vote members to serve in the at-large positions. These positions shall be for a period of three (3) years, after which the committee shall re-select for each seat.

Seats shall remain vacant until a representative becomes available. LFUCG staff shall inform the stakeholder organizations on a yearly basis about the status of their seats and request additional representatives when needed.

Meeting Notifications:

The committee meetings are official public meetings of LFUCG. Notification is provided to committee members via email. Notification is provided to the public via LexTV, LFUCG's website, and posted notification at DWQ's administrative office and the meeting location.

Meeting Protocols:

- ***Committee Chair:*** The committee shall select a chair to serve as meeting facilitator. This chair shall coordinate with the LFUCG staff liaison on the agenda items, and shall help ensure the meeting agenda is followed and the meeting is run in a productive manner. The chair position shall be for a period of three (3) years, after which the committee shall re-select for the position.
- ***Meeting Topics:*** Meeting topics shall be set in two ways:
 1. By LFUCG staff as needs arise to obtain the committee's input.
 2. By committee members interested in specific topics. If more of these topics are suggested than time allows, they will be voted on by the committee for priority ranking.
- ***Meeting Agenda:*** LFUCG staff shall prepare and distribute the meeting agenda based upon the results of the prior meeting's discussion. LFUCG reserves the right to include urgent agenda items that unexpectedly arise after the last committee meeting.
- ***Meeting Minutes:*** LFUCG staff shall prepare and distribute meeting minutes. These minutes will be distributed via email to committee members, and will be provided for download to the general public off of LFUCG's website.
- ***Public Participation:*** Committee meetings are open to the public. The public may attend and choose to speak as recognized by the committee chair.