



**Summary of AMAFCA's MS4
Public Involvement and Participation Program
FY 2021 (July 1, 2020 – June 30, 2021)**

NPDES Permit No. NMR04A000
Part I.D.5.h - Public Involvement and Participation

**Summary EPA Region 6 Stormwater Conference Agreement
Final Report**

2015 - 2021

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Executive Summary

In 2015, TAMU-K entered into an Agreement with The Environmental Protection Agency (EPA) to co-host the annual EPA Region 6 Stormwater Conference. Along with USEPA Region 6, Texas A&M University Kingsville has co-hosted for the previous six EPA Region 6 Stormwater Conferences (2015 through 2021). The current Agreement runs through September 2021. What follows is an Executive Summary and Final Report for the duration of the agreement. The objective of this document is to detail and document the outcomes of the Agreement and the value added and accomplishments of the USEPA Region 6 Stormwater Conference Organizing Committee with its partnership with TAMUK over this period.

- Texas A&M University Kingsville has been successful in keeping the participant costs at \$350 per participant and still growing the conference resource balance from approximately \$26,000 (when the conference budget was first transferred to TAMU-K in 2015) to now being \$37,928. Now, moving forward, there are more funds and budget to work with for the 2022 conference implementation.
- Texas A&M University Kingsville is an institution of higher education, a member of the Texas A&M University System, and an entity of the State of Texas. Being that TAMU-K is an entity of the State of Texas, there is a nonprofit sales tax exemption that was in effect for most conferences which financially helped benefit the overall expense amount/conference budget.
- In 2020, due to the pandemic, Texas A&M University Kingsville worked with EPA staff and successfully co-hosted a virtual training along with the conference Organizing Committee for the Region MS4s, in spite of there being no revenue from participants.
- In 2021, Texas A&M University Kingsville in collaboration with the University of Oklahoma, worked with EPA staff and the Conference Organizing Committee to successfully host a hybrid Conference where both virtual and onsite options were offered. According to the Conference survey results, participants were appreciative of being able to have the virtual/hybrid option, allowing an additional 117 stormwater professionals to participate in most Conference activities due to reduced travel budgets and other pandemic restrictions. Onsite participants were also much appreciative to have the opportunity to attend and engage in an onsite Conference activities and training, especially after not being able to do so for some time due to the pandemic.
- Texas A&M University Kingsville working with EPA and the Organizing Committee has implemented a successful program to conduct venue bidding each year for the EPA Region 6 Stormwater Conference location of choice, helping ensure optimal value added for the organizers.
- Texas A&M University Kingsville has successfully contributed to improving the updated Conference Planning Schedule for the Organizing Committee.
- Texas A&M University Kingsville has typically brought 6 – 8 experienced graduate students who assist with the conference implementation, especially with technical support, at a very reasonable cost for the Program as part of the Agreement

It has been an honor and a privilege for Texas A&M University Kingsville Institute for Sustainable Energy and the Environment to be in a position to assist with co-hosting the annual

EPA Region 6 Stormwater Conference with EPA, despite the global pandemic. The remainder of this report is an annual summary of each Conference that highlights contributions and outcomes provided by EPA, the Organizing Committee, and TAMU-K.

Chapter 1 - 2016 EPA R6 Stormwater Conference in Oklahoma City, Oklahoma

The 2016 EPA R6 Stormwater Conference took place in Oklahoma City, Oklahoma at Sheraton Oklahoma City Downtown Hotel from October 3rd, 2016 – October 6th, 2016. Figure 1.1 shows the Save The Date that was distributed. The Conference was hosted by the City of Oklahoma City in partnership with EPA, TAMU-K, and the States of Region 6. The host city of Oklahoma City provided outstanding support for the Conference in 2016 led by the Organizing Committee including Raymond Melton (Oklahoma City), Carrie Evenson (ODEQ), Rebecca Dallen (Oklahoma City), Michelle Loudenback (ODEQ), Jason Vogel (OSU) and Michelle Chao (ODEQ). The EPA staff at Region 6 were well represented and led by Nellie Smith, Monica Burrell, Suzanna Perea, and Nasim Jahan. Each of these hosts aided in bringing in over 250+ registrations. There was a total of 76 early bird registrations, 114 regular registrations, 41 late registrations, 20 one-day registrations, 34 speaker/presenter registrations, and 3 student registrations. Overall, this makes for 288 total registrations.

There were 5 total registrants for the GI/LID Project competition. 3 of the 5 were from Texas and the other 2 were from Arkansas. Fieldtrips were offered on October 4, 2016 and there were 5 field trips offered; OKC Maintenance facility and household hazardous waste collection facility, Trailwoods GI/LID Demo project in Norman, OK, Precure Nursery and LID @ OK parks, Stormwater 101 - Construction AM, and Stormwater 101 Field Visit - Industrial (PM). Each field trip had at least 40 individuals signed up.

The Conference was successful bringing in 32 vendors/exhibitors for a grand total of \$26,300. As for sponsorships, there were 3 sponsors. Malarkey Roofing Products of Oklahoma City, Oklahoma supported the conference at a Gold sponsorship level of \$1,500. Atkins of Katy, Texas supported the conference at a Bronze sponsorship level of \$750. CP&Y, Inc of Oklahoma City, Oklahoma supported the conference at a Bronze sponsorship level of \$750. This added up to \$3,000 in total sponsorship amounts.

Financially, the 2016 EPA R6 Stormwater Conference did well in bringing in revenue to add on top of the revenue which was carried over from the 2015 EPA R6 Stormwater Conference. A total of \$22,637 was what carried over from the 2015 conference. The total revenue from the 2016 conference ended up at \$112,640. After subtracting operating expenses from travel, supplies, ISEE staff, and other conference expenses (\$110,824), the remainder of \$1,816 was the remaining revenue balance from the 2016 EPA R6 Stormwater Conference. When adding this to the starting balance, there is a total balance of \$24,454 to be carried into the following conference. Figure 1.2 shows a financial recap breakdown.

The website and agenda for this conference can be found here: <https://tamuk-isee.com/conferences/epa2016conference/#1473960587051-a40de925-ef64>



Figure 1.1 shows the Save the Date that was created and distributed to promote the 2016 EPA R6 Stormwater Conference (City of Oklahoma City)

Starting Balance = \$22,637.74	\$ 22,637.74				
Revenue: Onsite					
Description	Number	Price	Revenue		
On-site Conference Registration	231	Varied	\$74,740		
One Day Registration	20	\$200	\$4,000		
Early Bird Registration	82	\$300	\$24,600		1 early bird registration was refunded
Regular Registration	107	\$350	\$37,450		
Late Registration	22	\$395	\$8,690		
Exhibitors	32	Varied	\$26,300		
Exhibitor with no additional representative	2	\$600	\$1,200		
Exhibitor with no additional representative discount	1	\$300	\$300		
Exhibitor with 1 additional representative	13	\$750	\$9,750		
Exhibitor with 3 additional representatives	11	\$950	\$10,450		
Exhibitor with 4 additional representatives	4	\$1,150	\$4,600		
Sponsorships	3	Varied	\$3,000		
Bronze Sponsor	2	\$750	\$1,500		
Gold Sponsor	1	\$1,500	\$1,500		
Poster Comp.	4	\$50	\$200		
Speaker Registration	27	\$300	\$8,100		
Student Registration	3	\$100	\$300		
Subtotal			\$112,640		
Actual Expenses					
	Value	Details			
Travel Expenses	\$11,522	Staff meals, flights, rentals, and hotel scouting			
ISEE Staff T&E	\$34,366	ISEE staff time and effort pay			
Equipment Expenses	\$9,171	Projectors, screens, cables, speakers, power strips, mic, mic stands, etc			
Conference Related Expenses	\$55,765	Musicians, transportation for field trips, and hotel bill			
Subtotal	\$110,824				
Starting Balance	\$22,637.74				
2016 Revenue - Expenses	\$1,816				
2016 Balance + Starting Balance	\$24,454				

Figure 1.2 shows the financial recap following the 2016 EPA Region 6 SW Conference

Chapter 2 - 2017 EPA R6 Stormwater Conference in San Antonio, Texas

The 2017 EPA R6 Stormwater Conference took place in San Antonio, Texas at Hilton Palacio del Rio from September 17, 2017 – September 21, 2017. The theme of the conference was “Urban Waters, Green Infrastructure and Resilient Communities”. Figure 2.1 shows the Save the Date that was distributed. The Conference was co-hosted by the San Antonio River Authority in partnership with EPA, TAMU-K, and the States of Region 6. The host city of San Antonio provided outstanding support for the Conference in 2017 led by the Organizing Committee including Michelle Garza (San Antonio River Authority), Rebecca Villalba (TCEQ), Macayla Coleman (TCEQ), Troy Dorman (Tetra Tech), and Curtis Beitel (HDR). The EPA staff at Region 6 were well represented and led by Nellie Smith, Monica Burrell, Suzanna Perea, and Nasim Jahan. Each of these hosts played a part in bringing in over 350+ registrations. There was a total of 132 early bird registrations, 179 regular registrations, 61 late registrations, 17 one day registrations, 60 speaker/presenter registrations, and 10 student registrations. Overall, this resulted in 459 total registrations. Figure 2.3 shows participants in a breakout session.

There were 16 total registrants for the GI/LID Project competition, all of which were from Texas. Field trips were offered on September 20, 2017 and there were 4 field trips offered; LID Tour, Stormwater Construction Inspections, Industrial Inspection 101, and Barge Tour. Each trip had at least 40 individuals sign up.

The Conference was successful in bringing in 27 vendors/exhibitors for a grand total of \$21,850. As for sponsorships, there was a total of 5 sponsors. MS4Web of Houston, Texas attended the conference and sponsored \$3,000. Pape Dawson of San Antonio, Texas attended the conference and sponsored \$5,000. SARA of San Antonio, Texas attended the conference and sponsored \$3,000. CISEC attended the conference and sponsored \$2,000. Atkins Global of Houston, Texas attended the conference and sponsored \$1,000. This totals to \$14,000 in total sponsorship amounts.

Financially, the 2017 EPA R6 Stormwater Conference was outstanding in bringing in revenue to add on top of the balance that carried over from both the 2015 and 2016 conferences (\$24,454). The total revenue from the 2017 conference ended up at \$120,320. Subtracting total expenses from travel, supplies, and other Conference expenses (\$101,651), resulted in a total of \$18,669 as the remaining revenue balance from the 2017 EPA R6 Stormwater Conference. When adding this to the starting balance, there is a total balance of \$43,123 to be carried into the following conference. Figure 2.4 shows a financial recap breakdown.

The 2017 EPA R6 Stormwater Conference survey ended with 67 responses. Of these, 54 participants believed that the content of the sessions were very relevant to their profession. 52 participants responded that all technical difficulties were handled in a timely manner. On a 1-5 sliding scale with 1 being the least useful and 5 being the most useful, 25 participants rate the usefulness of exhibitors a 5, most useful. 36 out of the 67 participants mentioned that their employer is an MS4. 56 participants responded that the length of the conference is just right. 46 participants responded that the vendors/exhibitors were appropriate and relevant. According to Figure 2.2, the conference was rated a 4 overall.

The website for this conference can be found here: <https://tamuk-isee.com/epa2017conference/>

The agenda for this conference can be found here: <https://tamuk-isee.com/wp-content/uploads/2017/10/2017-EPA-SW-Conference-Agenda-with-presentations.pdf>



Figure 2.1 shows the Save the Date that was created and distributed to promote the 2017 EPA R6 Stormwater Conference (San Antonio)

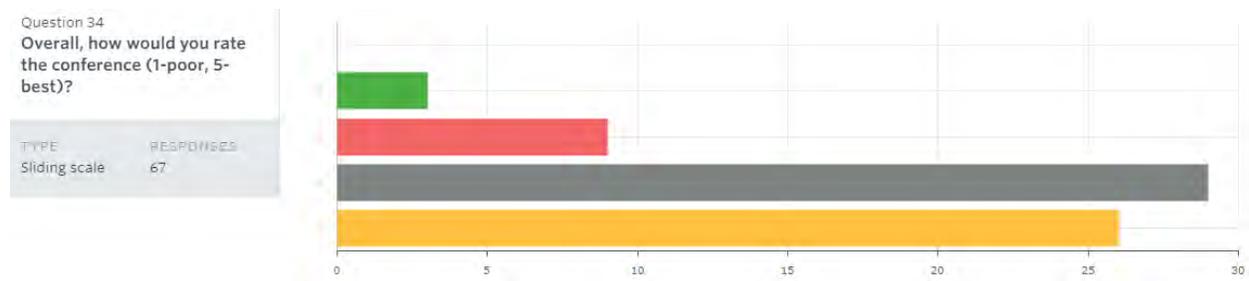


Figure 2.2 shows the survey response to the question of how participants would overall rate the conference (San Antonio, 2017)



Figure 2.3 shows participants in a breakout session (San Antonio, 2017)

Starting Balance = \$24,454	\$ 24,454.00			
Revenue: Onsite				
Description	Number	Price	Revenue	
On-site Conference Registration	228	Varied	\$73,470	
One Day Registration	19	\$200	\$3,800	
Early Bird Registration	111	\$300	\$33,300	
Regular Registration	52	\$350	\$18,200	
Late Registration	46	\$395	\$18,170	1 late registration was refunded
Exhibitors	25	Varied	\$21,750	
Exhibitor with 1 additional representative	12	\$750	\$9,000	
Exhibitor with 3 additional representatives	11	\$950	\$10,450	
Exhibitor with 4 additional representatives	2	\$1,150	\$2,300	
Sponsorships	5	Varied	\$14,000	
Targeted Sponsor	1	\$1,000.00	\$1,000	
Gold Sponsor	1	\$2,000	\$2,000	
Platinum Sponsor	2	\$3,000	\$6,000	
Exclusive Sponsor	1	\$5,000	\$5,000	
Poster Comp.	10	\$50	\$500	
Speaker Registration	32	\$300	\$9,600	
Student Registration	10	\$100	\$1,000	
Subtotal			\$120,320	
Actual Expenses				
	Value	Details		
Travel Expenses	\$8,234	Staff meals, flights, rentals, and hotel scouting		
Equipment Expenses	\$4,075	PSAV Charges		
ISEE Staff T&E	\$34,500	ISEE staff time and effort pay		
Conference Related Expenses	\$54,842	Room charges, food and beverage, and hotel bill		
Subtotal	\$101,651			
Starting Balance	\$24,454			
2017 Revenue - Expenses	\$18,669			
2017 Balance + Starting Balance	\$43,123			

Figure 2.4 shows the financial recap following the 2017 EPA Region 6 SW Conference

Chapter 3 - 2018 EPA R6 Stormwater Conference in Albuquerque, New Mexico

The 2018 EPA R6 Stormwater Conference took place in Albuquerque, New Mexico at Hotel Albuquerque at Old Town from August 19, 2018 – August 23, 2018. The theme of the conference was “Our Water, Our Future: Communication, Collaboration, and Adaptive Management for Improved Stormwater Quality”. Figure 3.1 shows the Save The Date flyer that was distributed. The Conference was hosted by Bernalillo County, Albuquerque Metropolitan Flood Arroyo Control Authority, and Southern Sandoval County Arroyo Flood Control Authority in partnership with EPA, TAMU-K, and the States of Region 6. The host city of Albuquerque provided outstanding support for the Conference in 2018 led by the Organizing Committee including Dave Gatterman (SSCAFCA), Kali Bronson (Bernalillo County), Patrick Chavez (AMAFCA) and Shelly Eaton (City of Albuquerque). The EPA staff at Region 6 were well represented and led by Nellie Smith, Monica Burrell, Suzanna Perea, and Nasim Jahan. Each of these hosts played a part in bringing in over 300+ registrations. There was a total of 69 early bird registrations, 104 regular registrations, 102 late registrations, 9 one day registrations, 29 speaker/presenter registrations, and 8 student registrations. Overall, this resulted in 321 total registrations.

There were 5 total registrants for the GI/LID Project Competition, all of which were from Texas. Fieldtrips were offered on August 22, 2018 and there were 4 field trips offered; A Look at Watershed Restoration in the Arid Southwest, Stormwater Quality and Engineering, Green Stormwater Infrastructure and Arid Low Impact Design, and Green Stormwater Infrastructure and Arid Low Impact Design (GSI/AridLID) Design Charrette. Figure 3.3 shows some of the Conference participants at a field trip site. In addition, two bicycle field trips were offered to showcase stormwater management by the city of Albuquerque. Each field trip had at least 35 individuals signed up. Each bicycle field trip had at least 10 individuals signed up.

The Conference was successful in bringing 26 vendors/exhibitors for a grand total of \$15,920. As for sponsorships, there was an impressive amount of 12 sponsors. 10 out of the 12 sponsors were from the host city, Albuquerque, New Mexico. Figure 3.2 shows one of the vendors at the conference. The other 2 remaining sponsors were from Texas. Each sponsor participated in the silver level sponsorship or higher. The grand total in sponsorships resulted in revenue of \$26,500.

Financially, the 2018 EPA R6 Stormwater Conference did well in bringing revenue to add on top of the balances that carried over from the 2015, 2016, and 2017 conferences (\$42,123). The total revenue from the 2018 conference ended up at \$131,575. The total expenses from travel, supplies, and other Conference expenses, totaled \$124,026. Subtracting total expenses, you get \$7,549 as the total revenue from the 2018 EPA R6 Stormwater Conference. When adding this to the starting balance, there is a total balance of \$50,672 to be carried into the following conference. Figure 3.4 shows a financial recap breakdown.

The website for this conference can be found here: <https://tamuk-isee.com/conferences/epa2018conference/>

The agenda for this conference can be found here: <https://tamuk-isee.com/wp-content/uploads/2018/08/Copy-of-Full-Agenda-1.pdf>



Figure 3.1 shows the Save the Date that was created and distributed to promote the 2018 EPA R6 Stormwater Conference (Albuquerque, 2018)



Figure 3.2 shows an exhibitor at the 2018 EPA R6 Stormwater Conference (Albuquerque, 2018)



Figure 3.3 shows conference participants at a field trip site (Albuquerque, 2018)

Revenue: Onsite			
Description	Number	Price	Revenue
On-site Conference Registration	190	Varied	\$64,045
One Day Registration	17	\$200	\$3,400
Early Bird Registration	57	\$300	\$17,100
Regular Registration	51	\$350	\$17,850
Late Registration	65	\$395	\$25,675
Exhibitors	20	Varied	\$17,080
Exhibitor with no additional representatives	1	\$620	\$620
Exhibitor with 1 additional representative	11	\$770	\$8,470
Exhibitor with 2 additional representatives	1	\$820	\$820
Exhibitor with 3 additional representatives	1	\$950	\$950
Exhibitor with 3 additional representatives	4	\$970	\$3,880
Exhibitor with 4 additional representatives	2	\$1,170	\$2,340
Sponsorships	11	Varied	\$29,500
Silver Sponsor	1	\$1,500	\$1,500
Gold Sponsor	4	\$2,000	\$8,000
Platinum Sponsor	4	\$3,000	\$12,000
Exclusive Sponsor	2	\$4,000	\$8,000
Poster Comp.	5	\$50	\$250
Speaker Registration	28	\$300	\$8,400
New Group Registration	7	Varied	\$11,500
Group Registration for 5	2	\$1,250	\$2,500
Group Registration for 6	2	\$1,500	\$3,000
Group Registration for 8	3	\$2,000	\$6,000
Student Registration	8	\$100	\$800
Subtotal			\$131,575
Actual Expenses			
	Value	Details	
Travel Expenses	\$11,522	Staff meals, flights, rentals, and hotel scouting	
Equipment Expenses	\$4,500	PSAV Charges	
ISEE Staff T&E	\$44,124	ISEE staff time and effort pay	
Conference Related Expenses	\$63,880	Room charges, food and beverage, and hotel bill	
Subtotal	\$124,026		
Starting Balance	\$42,123		
2018 Revenue - Expenses	\$7,549		
2018 Balance + Starting Balance	\$50,672		

Figure 3.4 shows the financial recap following the 2018 EPA Region 6 SW Conference

Chapter 4 - 2019 EPA R6 Stormwater Conference in Denton, Texas

The 2019 EPA R6 Stormwater Conference took place in Denton, Texas at Embassy Suites by Hilton at Denton Convention Center from July 28, 2019 – August 1, 2019. The theme of the conference was “Responding to Change: Dynamic Stormwater Management in Economic, Political, and Climatic Transitions”. Figure 4.1 shows the Save the Date that was distributed. The conference was hosted by The City of Denton, Texas in partnership with EPA, TAMU-K, and the States of Region 6. The host city of Denton provided outstanding support for the Conference in 2019 led by the Organizing Committee including David Hunter (City of Denton), Christi Upton (City of Denton), Edith Marvin (North Texas CoG), Webster Mangham (Trinity River Authority), Perry Harts (City of Frisco) and Jason Pierce (Upper Trinity Water District). The EPA staff at Region 6 were well represented and led by Nellie Smith, Monica Burrell, Suzanna Perea, and Nasim Jahan. Each of these hosts played a part in bringing in over 400+ registrations. Significantly, this was the largest Region 6 Stormwater Conference ever with over 400 participating water professionals, city managers, and planners. Significant groups of participants came from the Metroplex cities of Dallas, Fort Worth, Plano, Carrollton, Frisco, Denton, and many others.

There was 1 total registrant for the GI/LID Project Competition from DPS Design. Field trips were offered on July 31, 2019 and there were 4 field trips offered; Storm Construction Inspections – TCEQ, Low Impact Development Denton Square, Razor Ranch – Town Center GI, and Stormwater Industrial Inspection – Peterbilt Motors. Figure 4.2 shows some of the Conference participants at the Stormwater Industrial Inspection – Peterbilt Motors field trip.

The conference was successful in attracting 17 vendors/exhibitors for a grand total of \$23,010 in revenue. As for sponsorships, there were 6 total sponsors. 5 out of the 6 sponsors were from Texas. The remaining sponsor was from New Mexico. Each sponsor participated in the silver level sponsorship or higher. The grand total in sponsorships came out to \$11,500.

Financially, the 2019 EPA R6 Stormwater Conference did well in bringing revenue to add on top of the balance that carried over from the 2015, 2016, 2017, 2018 conferences (\$50,672). The total revenue from the 2019 conference ended up at \$164,060. Total expenses from travel, supplies, and other Conference expenses, totaled \$153,018. Subtracting the expenses from revenue, resulted in a balance of \$11,042 as remaining balance from the 2019 EPA R6 Stormwater Conference. When adding this to the starting balance, there is a total balance of \$61,714 to be carried into the following conference. Figure 4.3 shows a financial recap breakdown.

The website for this conference can be found here: <https://tamuk-isee.com/conferences/epa2019conference/>

The agenda for this conference can be found here: <https://tamuk-isee.com/wp-content/uploads/2019/07/FOR-WEBSITE-2019-EPA-Region-6-Stormwater-Conference-Final-.pdf>

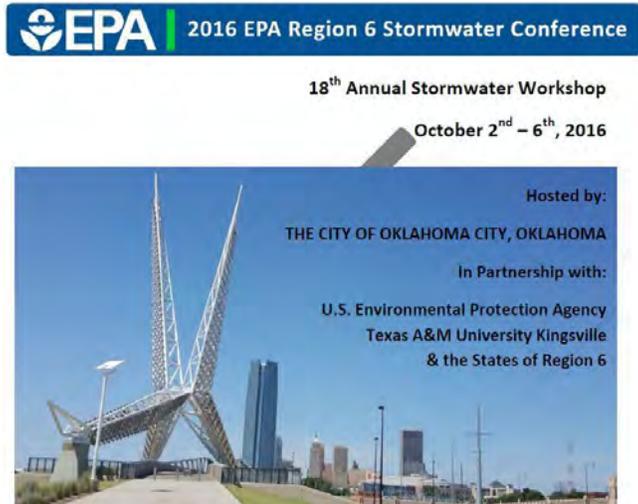


Figure 4.1 shows the Save the Date that was created and distributed to promote the 2019 EPA R6 Stormwater Conference (Denton, TX).



Figure 4.2 shows conference participants at the Stormwater Industrial Inspection – Peterbilt Motors field trip (Denton, 2019)

Revenue: Onsite/Virtual			
Description	Number	Price	Revenue
On-site Conference Registration	238	Varied	\$78,350
One Day Registration	5	\$200	\$1,000
Early Bird Registration	97	\$300	\$29,100
Regular Registrations	99	\$350	\$34,650
Late Registrations	30	\$395	\$11,850
Registration with code ADD_GROUP_2019	7	\$250	\$1,750
Exhibitors	18	Varied	\$24,560
Exhibitors with no additional representative	2	\$770	\$1,540
Exhibitors with 1 additional representative	1	\$1,170	\$1,170
Exhibitors with 2 additional representatives	6	\$1,200	\$7,200
Exhibitors with 3 additional representatives	7	\$1,550	\$10,850
Exhibitors with 4 additional representatives	2	\$1,900	\$3,800
Sponsorships	13	Varied	\$25,000
Silver Sponsor	11	\$2,000	\$22,000
Targeted Sponsor	2	\$1,500	\$3,000
Speaker Registration	39	\$300	\$11,700
Poster Comp.	4	\$50	\$200
New Group Registration	15	Varied	\$22,750
Group Registration for 5	6	\$1,250	\$7,500
Group Registration for 6	6	\$1,500	\$9,000
Group Registration for 7	1	\$1,750	\$1,750
Group Registration for 8	1	\$2,000	\$2,000
Group Registration for 10	1	\$2,500	\$2,500
Student Registration	15	\$100	\$1,500
Subtotal			\$164,060
Actual Expenses			
	Value	Details	
Travel Expenses	\$5,074	Staff meals, flights, rentals, and hotel scouting	
Equipment Expenses	\$7,063	PSAV Charges, Mirasmart, and Smartsheets	
Program Assistant A&M Kingsville Encumbered for FY 2020	\$36,000		
ISEE Staff T&E	\$47,796	ISEE staff time and effort pay	
SW Scholarships for Students With Committee Approval	\$5,000		
Conference Related Expenses	\$52,085	Room charges, food and beverage, and hotel bill	
Subtotal	\$153,018		
Starting Balance	\$50,672		
2019 Revenue - Expenses	\$11,042		
2019 Balance + Starting Balance	\$61,714		

Figure 4.3 shows the financial recap following the 2019 EPA Region 6 SW Conference

Chapter 5 – 2020 EPA Region 6 Virtual Stormwater Training

The 2020 EPA Region 6 Stormwater Conference was originally set to take place in New Orleans, Louisiana. However, due to the global pandemic, the conference in New Orleans, Louisiana was postponed until 2021. Members of the Conference Organizing Committee came together and decided to offer a virtual training, free of charge, to individuals. The 2020 EPA R6 Virtual Stormwater Training took place from August 11th, 2020 – August 13, 2020. All participants were still offered a certification, after successful completion of the Virtual Training Survey.

The 2020 EPA Region 6 Virtual Stormwater Training brought in an impressive amount of attendees. Day 1 of the virtual training had 507 participants. Day 2 of the virtual training had 505 participants. Day 3 of the virtual training had 471 participants. Prior to the virtual training, each registered participant received an email which included the link to each day's virtual training. In addition, the email included an agenda, as shown in Figure 5.1, and a Virtual Training Roadmap, as shown in Figure 5.2.

The software used to host the virtual training was Blackboard Collaborate Ultra which is an educational software that Texas A&M University Kingsville has access to and can provide for the Conference through its Agreement with EPA. Training videos on how to effectively use the Blackboard Collaborate Ultra were provided on the conference website. Being that the Virtual Training had 450+ participants per day, the software automatically turned participant's camera and microphone off in order to reduce background noise/camera distractions. Participants were only allowed to use the chat option. The chat room features were successful in allowing for attendee written questions, as open microphones would have been unmanageable for such a large group.

The 2020 EPA R6 Outstanding Green Infrastructure/Low Impact Development Project Competition still took place and was successful in bringing in a total of 10 projects in the Professional category and 3 projects in the Student category.

Financially, no revenue was brought in due to the fact that the Virtual Training was free of charge to all participants. However, there were few expenses to be paid. The expenses were ISEE staff, ISEE program assistant, Smartsheets Software, and Mirasmart Software which totaled to \$45,729. The remaining budget balance when factoring in the starting balance (\$61,594 as of September 1, 2019) minus the expenses (\$45,729), came to be \$15,865. Figure 5.5 shows a financial recap breakdown.

The EPA Region 6 SW Virtual Training Survey took place on Google Docs and the link to the survey was sent out at the end of each virtual training day. The link was also posted on the training website and on the Roadmap that participants received. A total of 491 responses were received from the virtual training participants. Figure 5.3 shows the summary of the responses received (460) about the overall rating of the virtual training experience. A total of 219 comments were received upon completion of the survey and of those 219 comments, 58 of them were “good job”, “well done”, and other commendable praise for the team. A total of 20 comments targeted areas that needed improvement whether to allow some break time in between virtual sessions, connectivity/technical issues, turning off pop-ups and notifications while in the

sessions, and misunderstanding of when and how many surveys to fill out. Based on the positive responses received, the Conference Organizing Committee recommended that a Virtual Training for Stormwater Management participation option scenario be considered for the 2021 EPA Region 6 Stormwater Conference to be hosted by the City of New Orleans. Figure 5.4 shows the summary of the likelihood of participants physically attending the EPA R6 Stormwater Conference in 2021 in New Orleans, Louisiana. The responses were used for the Organizing Committee to justify that a virtual option participation scenario be implemented for the New Orleans 2021 Conference.

The website for the virtual training can be found here: <https://tamuk-isee.com/2020-epa-r6-virtual-training/>

The agenda for the virtual training can be found here: https://tamuk-isee.com/wp-content/uploads/2020/08/2020-Virtual-SW-Training-Final-Agenda_8-4-2020.pdf

Figure 5.3 shows the summary of the responses received about the overall rating of the virtual training experience ranging from 1, poor, to 5, best – which illustrates that 87% of the participants found their experience to be between good and best (2020 virtual training)

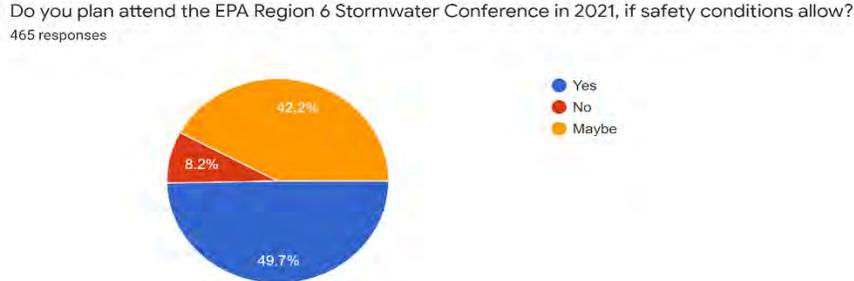


Figure 5.4 shows the summary of the responses received about the likelihood of participants physically attending the EPA Region 6 Stormwater Conference in 2021 in New Orleans– which illustrates that over 49% of participants said yes, they would attend. Meanwhile, over 42% said they might attend

2020 EPA Region 6 SW Conference Financial Recap		v10/06/2021		
Starting Balance = \$61,594		\$61,594		
Actual Expenses	Value	Details		
Mirasmart software prior purchase	\$1,000			
SmartSheet software prior purchase	\$1,188			
SW Conference Program Assistant (1/1/20-10/1/20)	36,379	Tessie Ledesma T&E		
ISEE faculty (2+ weeks T&E - May-August)	5,662	Kim Jones T&E		
ISEE Staff (Grad Students 5 x \$300)	\$1,500	Grad Students T&E		
Subtotal	\$45,729			
Expenses	\$45,729			
2020 Starting Balance - Expenses	\$15,865.00			

Figure 5.5 shows the financial recap following the 2020 EPA Region 6 Virtual SW Training

Chapter 6 - 2021 EPA R6 Stormwater Conference in New Orleans, Louisiana

The 2021 EPA R6 Stormwater Conference took place in New Orleans, Louisiana at the Hyatt Regency New Orleans from August 8, 2021 – August 12, 2021. The Conference Organizing Committee decided to move forward with a virtual option after receiving feedback from 2020 virtual training participants in which attendees mentioned the desire to have a virtual option offered, which ended up with a significant turnout. Hence, the Conference was offered both on-site and virtually and was the first hybrid conference conducted by EPA, TAMU-K and the Conference Organizing Committee. The theme of the conference was “Weathering the Storm: Resiliency & Protection through Design”. Figure 6.1 shows the Save the Date that was distributed. The conference was hosted by the City of New Orleans, Sewerage & Water Board of New Orleans, and Jefferson Parish, in partnership with EPA, TAMU-K, and the States of Region 6. The host city of New Orleans provided outstanding support for the Conference in 2021 led by the Organizing Committee including Scott Finney (SWBNO), Grace Vogel (SWBNO), Cheryn Robles (City of New Orleans), and Sami Khalil (Jefferson Parish). The EPA staff at Region 6 were well represented and led by Monica Burrell, Suzanna Perea, and Nasim Jahan. Each of these hosts played a part in bringing in 153 on-site registrations and 98 virtual registrations who expressed that they were very grateful a virtual option was made available, especially due to the pandemic, budget cuts, and limited travel. There was a total of 69 early bird registrations, 17 moderator registrations, 48 regular registrations, 31 late registrations, 31 speaker/presenter registrations, and 4 student registrations. Overall, this makes for 251 total registrations.

In order to ensure the health and safety of all participants, the conference operated within the guidelines of the CDC, the State of Louisiana, and the City of New Orleans. The on-site COVID-19 safety protocols in place required all attendees to wear masks regardless of vaccination status and attendees were also advised to maintain 6 feet of distance between other attendees. In addition, all attendees had their temperature checked each morning by the staff at the registration desk and wore a safety sticker daily in a visible location.

There were 4 total registrants for the GI/LID Project competition. Field trips were offered on August 11, 2021 and there was 4 field trips offered; Gulf Intracoastal Waterway West Closure – Largest Municipal Pump Station in the World, Award Winning Stormwater Network, The Port of New Orleans Mississippi River Fireboat Tour, and Stormwater Industrial Green Infrastructure Tour. Figure 6.2 shows conference participants at the Port of New Orleans Mississippi River Fireboat Tour field trip. Each trip had at least 20 individuals sign up. In addition, a Stormwater Bike Tour was offered on August 8th, 2021. The Stormwater Bike Tour had 23 individuals signed up.

The Conference was successful in bringing in 24 vendors/exhibitors for a grand total of \$26,650 in revenue. As for sponsorships, there was a total of 3 sponsors. Digital Engineering of Kenner, Louisiana attended the conference and sponsored \$2,000. Advanced Drainage Systems of Winter Garden, Florida attended the conference and sponsored \$1,000. CISEC attended the conference and sponsored \$1,000. This totals to \$4,000 in total sponsorship amounts.

Financially, despite the global pandemic, the 2021 EPA R6 Stormwater Conference did great in bringing revenue to add on top of the balance that carried over from all previous conferences (\$15,865.01). The total revenue from the 2021 hybrid conference ended up at \$115,795. Subtracting travel, supplies, and other conference expenses (\$93,395), resulted in \$22,400 as the total revenue balance from the 2017 EPA R6 Stormwater Conference. Factoring in the beginning balance resulted in \$38,265 as the total available balance for the 2022 Conference. Figure 6.4 shows a financial recap breakdown.

The 2021 EPA R6 Stormwater Conference survey ended with 179 responses. If participants wished to receive a certification, they needed to successfully complete the survey. 73% would like the same amount of time spend on networking opportunities moving forward, while 24% would like more networking opportunities. 87% of individuals did say they plan to attend the conference next year. As per location, when reviewing comments, Texas took the lead as to where participants would like the Conference to be held next year. Multiple comments did mention Austin, Texas as a good location. Comments reflected that improved audio and visual integration of online presenters/on-site audience would be needed moving forward if a hybrid conference is offered again. Comments also reflected that better virtual audio would be recommended for the virtual conference aspect. According to Figure 6.3, it is clear that the conference ended with a 4 out of 5 overall rating for both the on-site and virtual aspect.

Some participants recommended utilizing more familiar virtual platforms next year for the virtual portion such as Zoom or MS Teams instead of the Blackboard software. It is noteworthy that Texas A&M University Kingsville has transitioned all of its instructional platforms from Blackboard to Zoom effective in December 2021. The University has a license for the large scale implementation of this software for education and outreach including Conference support.

The website for this conference can be found here: <https://tamuk-isee.com/conferences/epa2021conference/>

The agenda for this conference can be found here: https://tamuk-isee.com/wp-content/uploads/2021/08/2021-Conference-Program_-8-4-21.pdf



Figure 6.1 shows the Save the Date that was created and distributed to promote the 2021 EPA R6 Stormwater Conference



Figure 6.2 shows conference participants at the Port of New Orleans Mississippi River Fireboat Tour field trip

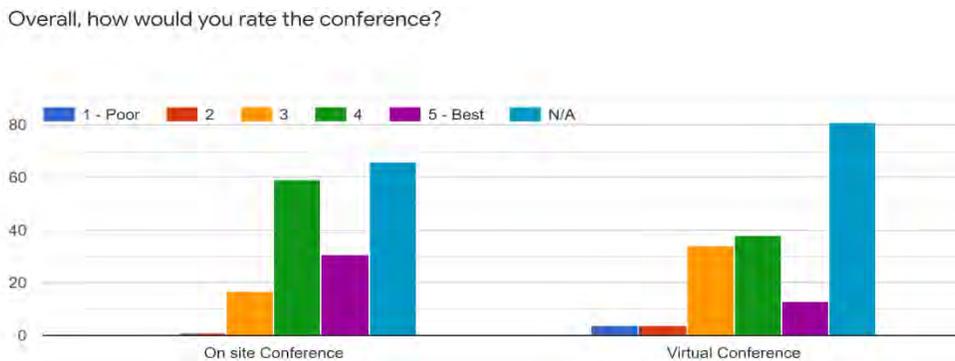


Figure 6.3 shows the survey results for the question on how participants would rate the conference (New Orleans, 2021)

On-site Conference Registration	149	Varied	\$48,605	
One Day Registration	5	\$200	\$1,000	
Early Bird Registrations	61	\$300	\$18,300	1 early bird registration was refunded due to accidentally being charged twice
Regular Registration	47	\$350	\$16,450	1 regular registration was refunded due to passing of family member
Late Registration	29	\$395	\$11,455	
Registration with code NOCONF2021	7	\$200	\$1,400	Individuals who assisted with planning committee calls and committees
Exhibitors	24	Varied	\$26,650	
Exhibitors with no additional representative	10	\$900	\$9,000	
Exhibitors with 1 additional representative	10	\$1,150	\$11,500	
Exhibitors with 2 additional representatives	2	\$1,400	\$2,800	
Exhibitors with 3 additional representatives	1	\$1,650	\$1,650	
Exhibitor with 4 additional representatives	1	\$1,700	\$1,700	
Sponsorships	3	Varied	\$4,000	
Targeted Sponsor	2	\$1,000	\$2,000	
Silver Sponsor	1	\$2,000	\$2,000	
Speaker Registration	31	\$300	\$9,300	
Student Registration	4	\$100	\$400	
Virtual Conference Registration	97	\$225	\$21,825	
Invoices	14	Ranges	\$5,015	
Invoice - Virtual Conference	1	\$225	\$225	
Invoice - Early Bird Reg	9	\$300	\$2,700	
Invoice - Late Reg	2	\$395	\$790	
Invoice - On-Site Speaker Reg	1	\$300	\$300	
Invoice - Reg with code NOCONF2021	5	\$200	\$1,000	Individuals who assisted with planning committee calls and committees
Subtotal			\$115,795	
Actual Expenses	Value	Details		
Transportation (Airlines & Car Rental)	\$1,421	1 staff air trans (\$155.71); van rental 1 week+ (\$1,265.24)		
Event Transportation	\$2,458	Transportation to and from fieldtrip/entertainment events		
Hotel venue F&B, AV support, staff lodging	\$43,198	Actual includes \$31,379.34 F&B; AV support 4,477.63; staff lodging 7,632.81 - \$161.03 less B		
Networking Events	\$2,646	Bike tour (\$650), catering for event center (\$1,205.77), entertainment center (\$790)		
ISEE (Grad student T&E)	\$6,750	6 students admin/tech support for 2 weeks		
ISEE faculty T&E	\$9,309	(3 weeks T&E for Jones)		
Total food + Gas	\$2,881	Jones (\$1,223.48) and Ledesma (\$1,657.63) - meals for student assistants and gas for rental v		
Program assistant (Jan-Sept)	\$22,498	9 months ISEE Program Assistant 75% effort		
Supplies for Conference	\$2,235	Ledesma - Print programs & conference posters (\$430.08) Dept. Account - Portable projector		
Subtotal	\$93,395			
Beginning Balance	\$15,865			
Revenue - Expenses	\$22,400			
Remaining balance	\$38,265			

Figure 6.4 shows the financial recap following the 2021 EPA Region 6 SW Conference

Appendix A

Example Overall EPA Region 6 Stormwater Conference Planning Schedule (Version 10/05/2021)

***Refer to page 4 for the virtual conference planning schedule**

5 months ahead – March	Target Date	Committee*
Determine meeting location	Complete	Planning Comm.
Recruit and Select Local Chairperson		
Recruit & Confirm Committee Members		Planning Comm.
Confirm Meeting Dates		Planning Comm.
Establish Tentative Program Schedule		EPA
Establish Committee planning meeting dates		Planning Comm.
City/Hotel site inspection		SWBNO
Sign contract with hotel venue		TAMUK
Create Marketplace store and products		TAMUK
Make Marketplace store live		
Establish Exhibitor contacts		E/S Comm.
Determine Registration Fee		Planning Comm.
Build Preliminary Budget		TAMUK
Develop Save the Date		EPA
Develop Conference Banner		EPA
Initial Marketing Step-Save the Date		EPA
First Conference Committee Mtg.		EPA
Begin Monthly Committee Conference Call		EPA
Assign Committee Chairs (See Categories Below)		
Build Tentative Agenda		A/P Comm.
Determine Offsite Options for Field Trips		F/SV Comm.
Second Marketing Step-Website listing		TAMUK
Confirm Certification Classes		W/C Comm.
Secure 50% of Keynotes (2 or more)		KS Comm.
1st Major Marketing Step-State Solicitation		A/P Comm.
Recruit Local Hospitality		TAMUK/Host
Secure Transportation Proposals (RFP)		TAMUK/Host

4 months ahead - April	Target Date		Committee*
Monthly Committee Mtg (2)			All
TAMUK conducts mock abstract submission to ensure all previously requested and/or new modifications are accessible and working properly			TAMUK/Host
TAMUK conducts mock abstract review to ensure all previously requested and/or new modifications are accessible and working properly			TAMUK/Host
TAMUK conducts a mock abstract review assignment to EPA to ensure all previously requested and/or new modifications are accessible and working properly			TAMUK/Host
Review Program with Hotel			TAMUK/Host
Call for Presentations – First Deadline			A/P Comm.
TAMUK conducts weekly reviews of Mirasmart to identify and contact individuals who have begun an abstract submission but not completed it.			TAMUK/Host
TAMUK conducts weekly reviews of Mirasmart to identify completed abstract submissions and assigns 3 reviewers per abstract via Mirasmart or direct email (if have not yet registered for Mirasmart)			TAMUK/Host
Call for Presentations – Extended Deadline			A/P Comm.

3 months ahead – May	Target Date		Committee*
Receive, Peer Review, Accept Presentations			A/P Comm.
TAMUK contacts individuals who completed abstract submission by the original abstract deadline – notify whether the abstract is accepted, needs more information, or is denied			TAMUK/Host
TAMUK requests, receives and provides to 3 reviewers, updated abstracts from individuals who’s abstracts required additional information			TAMUK/Host
Menu Selection with Hotel			E/FB Comm.
Staff Roomlist to Hotel			TAMUK/Host
Secure 100% Speakers			KS Comm.

TAMUK transmits formal keynote invitation letter with information about reimbursement for travel, lodging and per diem costs and a deadline by when to confirm reimbursement will be requested.			TAMUK/Host
Conference Agenda posted on website			A/P Comm.
Finalize Agenda			A/P Comm.
Confirm Field Sites			F/SV Comm.
Secure Session Moderators/Chairpersons			A/P Comm.

2 months ahead – June	Target Date		Committee*
TAMUK contacts individuals who completed abstract submission after the original abstract deadline – notify whether the abstract is accepted, needs more information, or is denied			TAMUK/Host
TAMUK requests, receives and provides to 3 reviewers, updated abstracts from individuals who's abstracts required additional information			TAMUK/Host
Onsite Meeting			TAMUK/Host
Space Assessment/Room Assignment			TAMUK/Host
Review Field Sites			F/SV Comm.
Secure Offsite Facility/Menu/Entertainment			E/FB Comm.

3 weeks ahead-July, 2021	Target Date		Committee*
Confirmation Email to Speakers			KS Comm.
Final Communication to Registrants			A/P Comm.
Moderator/Chairperson Coordination meeting			A/P Comm.
Prepare Transportation Waivers			TAMUK/Host
Sign & Execute Transport Contract			TAMUK/Host
Print Evaluations/Surveys			TAMUK/Host
Print Signage			TAMUK/Host
Print PDH Certificates/or Online			W/C Comm.
Confirm Menu Count			E/FB Comm.
Confirm and Close Certification Classes			W/C Comm.

August 7, 2020 – ON SITE	DATE	
Early Team/Committee Arrival		
Committee Pre Meeting		
Moderator Meeting		
Pre Event Committee Dinner		
Manage signage		
Daily review of meeting room set up		
Daily check on meals		

Virtual Conference (VC) Planning Schedule

6 months ahead	Target Date	Status	Committee*
Determine VC committee members			Organizing Committee
Determine software to be used – TAMUK BB Software available			
Determine who the breakout presenters will be			Agenda/VC Committee
Establish Tentative Virtual Program Schedule			Agenda/VC Committee
Establish VC committee meeting dates			VC Committee
Establish draft Road Map for VC			VC Committee
Confirm Virtual Exhibitors			VC Committee
Establish tech support room and members			VC Comm
Determine Registration Fee			VC Comm
Build script to be followed			VC Comm/Co-chairs
Develop Welcome graphic to be displayed while participants wait for a session			VC Comm
Determine virtual moderators for each session			VC Comm/Co-chairs
Determine practice run through schedule with co-chairs			VC Comm/Co-chairs
Confirm back up presentation processes			VC Comm/Co-chairs
Confirm all virtual session rooms, exhibitor rooms, tech room have been established, and communications checked			VC Comm
Confirm that all moderators and presenters are able to access Blackboard Collaborate			VC Comm
Confirm Blackboard Collaborate bandwidth for amount of registered participants			TAMUK
Finalize Road Map for VC			VC Comm
Practice run sessions with presenters			VC Comm
Practice run sessions with co-chairs			VC Comm
Provide VC tech support			TAMUK/Venue Host

COMMITTEE CATEGORIES ***ABBREVIATIONS**

Agenda/Program	A/P Comm.	5 ppl
Keynote Speakers (sub-comm)	KS Comm.	5 ppl
Exhibitors/Sponsorships	E/S Comm.	5 ppl
Field Trips/Site Visits	F/SV Comm.	5 ppl
Entertainment/F&B/AV support	E/FB Comm.	5 ppl
Workshops/Certifications planning	W/C Comm.	5 ppl

TAMUK/host city RESPONSIBILITIES

Venue Coordination		
Exhibitor Coordination		
Catering-on and offsite		
AV support		
Transportation – Field Trips		
Print program and signs		
Registration onsite		

ON GOING

Exhibitor Booth setup/planning/needs

Tech Support for Virtual Exhibitor Booths

Master sign up list (registrants, events, fieldtrip participants)

INITIAL STEP

Enter event in International Event Calendar

Complete Event Registration Form

Planning

Photographs/documentation

Entertainment

Print Needs

Planning/travel cost

Insurance

Service charges

Trans Waiver Forms

Office Space on site- Registration area/Conference Office

Optional-Communication/Education
Conference Program Communication/Message Board
Hotel Information Channel
City Maps
Storage On Site

OTHER STUFF

ALWAYS have a bad weather option