

## Memorandum

**To:** PPO Subcommittee  
**Re:** New District Program 17.41 – Stormwater BMP Program  
**Date:** June 2, 2008  
**From:** Amanda Grint, Stormwater Management Engineer

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A cost share program is proposed to provide technical and financial assistance to local governmental entities for the installation of innovative best management practices to control stormwater runoff and improve water quality.

The attached description provides the details and criteria for the proposed program. The three categories for eligible projects will be

- Water quality projects
- Stormwater management measures
- Innovative erosion and sediment control measures

It is proposed that a budget of \$50,000 be set aside in fiscal year 2009 for eligible projects. The program will provide a 50% cost share up to \$10,000 per project.

This program, if approved, is expected to be advertised to local communities after adoption of the FY 2009 budget and funds are anticipated to be distributed throughout FY 2009.

- **Management recommends that the subcommittee recommend to the Board of Directors that the District adopt District Program 17.41, Stormwater BMP Program, in accordance with the proposed criteria and program guidelines.**

## 17.41 - STORMWATER BEST MANAGEMENT PRACTICE PROGRAM

The Stormwater Best Management Practice (BMP) Program is an authorized program of the District to provide technical and financial assistance to local subdivisions of government who install innovative best management practices to control stormwater runoff and improve water quality.

### A. Criteria for Assistance

- (1) Eligible projects will be constructed on publicly owned property involving the use of innovative best management practices to reduce stormwater runoff and/or improve water quality.
- (2) Each project must be sponsored by a local unit of government (including S&IDs) with authority and capability to carry out and maintain the project.
- (3) Eligible measures include:
  - (a) water quality measures (including but not limited to raingardens, green roofs, bioswales, infiltration trenches)
  - (b) stormwater management measures (including but not limited to rain barrels, bioretention, pervious pavement)
  - (c) new and innovative erosion and sediment control measures
- (4) The following are not considered eligible projects
  - (a) piped, underground detention systems
  - (b) standard silt fence, construction entrances, sediment basin riser pipes and other routine construction site erosion and sediment control measures
- (5) Approved projects may be implemented over a period of consecutive years.
- (6) All measures must be technically feasible and environmentally acceptable.

### B. District Responsibilities

- (1) Administer the Stormwater BMP Program.
- (2) Review and prioritize all applications.
- (3) Provide 50% cost-sharing on all eligible costs of the project up to \$10,000 per project. Eligible costs shall include all costs associated with construction and construction observation. The following shall also apply:
  - (a) Sponsor's "in-house" design costs are not eligible for cost-sharing.
  - (b) Construction must be performed by a qualified contractor. Reimbursement for use of Sponsor's labor and equipment are not eligible costs.
- (4) The District may require construction of component parts in consecutive years.
- (5) The District must approve plans, specifications, and/or implementation schedules.
- (6) The District shall budget funds for the component parts of all approved projects. Previously approved projects have priority for funding.

### C. Sponsor Responsibilities

- (1) The sponsor shall submit an application on forms provided by the District

(Stormwater Best Management Practice Program Application, Form 17.41, Manual of Standard Forms, Appendix E).

- (2) The sponsor shall submit preliminary plans with the application. The following items should be included:
  - (a) total estimated cost
  - (b) implementation schedule, including estimated costs for component parts.
  - (c) preliminary design including expected stormwater runoff and water quality benefits
  - (d) location maps.
- (3) The sponsor shall obtain all land rights for the project at no cost to the District.
- (4) The sponsor shall provide all future operation and maintenance on the project at no cost to the District.
- (5) The sponsor must comply with all local, state, and federal laws.
- (6) The sponsor must obtain all local, state, and federal permits necessary for the project.
- (7) The sponsor shall administer all contracts for design, construction and construction inspection.
- (8) The sponsor shall hold and save the District free from damages or claims due to the design, construction, or operation and maintenance of the project.
- (9) The sponsor shall execute an agreement with the District which will outline these guidelines.

#### D. Requesting Reimbursement

- (1) Upon completion of construction of each component, reimbursement may be requested by the sponsor by providing the following:
  - (a) Certificate of Completion, signed by a licensed, professional engineer.
  - (b) Copies of final pay estimates which shows total units, unit costs, and total component costs.
- (2) Progress payments on individual components will not be allowed.

(June 12, 2008)