

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ADMINISTRATOR FOR THE DEPARTMENT OF PUBLIC WORKS TO IMPLEMENT THE STORM WATER ENHANCEMENT AND EDUCATION PILOT (SWEEP) PROGRAM FOR PRIVATE RESIDENTIAL WATER QUALITY BEST MANAGEMENT PRACTICES (BMPs).

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the Administrator for the Department of Public Works to implement the Storm Water Enhancement and Education Pilot (SWEEP) Program for private residential water quality Best Management Practices (BMPs).

ADOPTED: _____, 2015

/mem

City of Chattanooga



Resolution Request Form

(This form is only required for resolutions requiring expenditure of City funds)

Date: June 2, 2015

Preparer: Jim L. Luebbering

Department: Public Works

Brief Description of Purpose for Resolution:

Resolution Number (if approved by Council):

A resolution authorizing the Administrator of Public Works Department to implement the Storm Water Enhancement & Education Pilot (SWEEP) Program for Private Residential Water Quality Best Management Practices (BMPs).

Name of Vendor/Contractor/Grant, etc.	City of Chattanooga Storm Water	New Contract/Project? (Yes or No)	Yes
Total project cost \$	50,000.00	Funds Budgeted? (YES or NO)	Yes
Total City of Chattanooga Portion \$	50,000.00	Provide Fund	6030
City Amount Funded \$	50,000.00	Provide Cost Center	K70101
New City Funding Required \$	N/A	Proposed Funding Source if not budgeted	N/A
City's Match Percentage %	N/A	Grant Period (if applicable)	N/A

List all other funding sources and amount for each contributor.

Amount(s)	Grantor(s)

Agency Grant Number

CFDA Number if known

Other comments: (Include contingency amount, contractor, and other information useful in preparing resolution)

Approved by:

Reviewed by: FINANCE OFFICE

DESIGNATED OFFICIAL/ADMINISTRATOR

Please submit completed form to @budget, City Attorney and City Finance Officer



Storm Water Enhancement & Education Program (SWEEP) for Private Residential Water Quality BMPs -Pilot Program-

SWEEP Program Goals

Privately-owned residential stormwater ponds, both detention and retention, and other water quality BMPs (oil skimmers, vortex, hydrodynamic separator, etc.) will be assessed and prioritized for City rehabilitation (one-time maintenance) and /or possible retrofitting for water quality improvements.

- The City will evaluate private residential BMPs for maintenance or retrofitting.
- Major one-time improvements will be performed.
- The program applies to BMPs constructed before 9-26-06 (i.e. before the City required Maintenance Agreements). A portion of these ponds were designed, under previous regulations, for simple flood control only. Therefore, they contain minimum water quality features.
- The City will not take ownership of the BMPs. The property owner or other recognized entity such as homeowners association (HOA) will retain ownership and recurring maintenance responsibility.
- This is a one-time effort by the City to bring the structures into better working condition and to establish, reestablish or improve water quality treatment components.

Water Quality staff will outreach to homeowners and/or HOA encouraging them to engage in future routine maintenance.

Budgeting Results Area

- High Performing Government
- Strong Neighborhoods

Alternative Analysis

To help decide how best to proceed, a technical feasibility analysis will be conducted on existing BMPs. It will compare the costs of performing rehabilitative maintenance to the costs to install or create retrofits. When BMPs are retrofitted with "best technology" green infrastructure practices, the City will require a 5-year Maintenance Agreement with homeowners and/or HOAs so that improvements are not abandoned.

Pilot Program

The initial phase of this program will cover BMPs located within the South Chickamauga Creek Watershed. Initial site screening will focus on Friar Branch.

Guidelines for the

Storm Water Enhancement & Education Program (SWEET) for Private Residential Water Quality BMPs

Rehabilitative Maintenance & Retrofit Pilot Program



May 2015

Authorized By: _____ **Revision** _____ **Date** _____

Water Quality Manager
Water Quality Management
City of Chattanooga-Engineering
Department of Public Works

1250 Market Street, Suite 2100
Development Resource Center
Chattanooga, TN 37402-2713

Phone (423) 643-5867
Fax (423) 643-5862
ChattanoogaWQ@chattanooga.gov

APPROVALS AND CONCURRENCES

Approvals: This is to certify that we have reviewed this document and approve of its contents.

Signature
Mounir Y. Minkara, Ph.D., P.E., CPSWQ
Water Quality Manager

Date

SWEEP Program Goals

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Selection Criteria for Enhancement Projects

- Access to the property. The City will **not** consider improvement sites if City cannot acquire a right-of-entry agreement from owner(s).
- Condition of the BMP
- Cost analysis for rehab
- Property owners/HOA participation
- Technical feasibility
- Water quality or quantity issues in the local stream.

Selection Criteria for Water Quality Retrofitting:

(In addition to the above criteria)

- Available space inside and outside the pond
- Overall cost of pond retrofitting
- Ability to secure 5-year Maintenance Agreement with property owner(s) or HOA
- Technical feasibility
- Additional Water Quality benefit
- Whether retrofitting of this pond fit into a watershed plan

Neighborhoods Improvement

Many Residential stormwater BMPs (such detention ponds) have become an eyesore, source of pests, or a concern for safety for communities. Most residential practices do not have an inspection and maintenance agreement or plan. Unmaintained detention and retention ponds can become a harbor for unwanted pests and a hazard for children to play in and around. Unmaintained practices can adversely affect the property values of an area and be detrimental to the environment they were meant to protect.

Success

The success of this program will be gauged by estimated water quality improvements and neighborhood education and engagement.

Enhancement Activities

Work orders for the City to conduct one-time maintenance will be put into **CityWorks**. The projects will be done by City maintenance crew or under an on-call maintenance contract. Each BMP will have a unique identification number that will be derived from the GIS identification number for the detention/retention pond outlet structure.

[See Practice Survey Approach](#) page 6

[See Residential Inspection Form](#) on page 8

[See Hold Harmless agreement](#) page 9

DRAFT

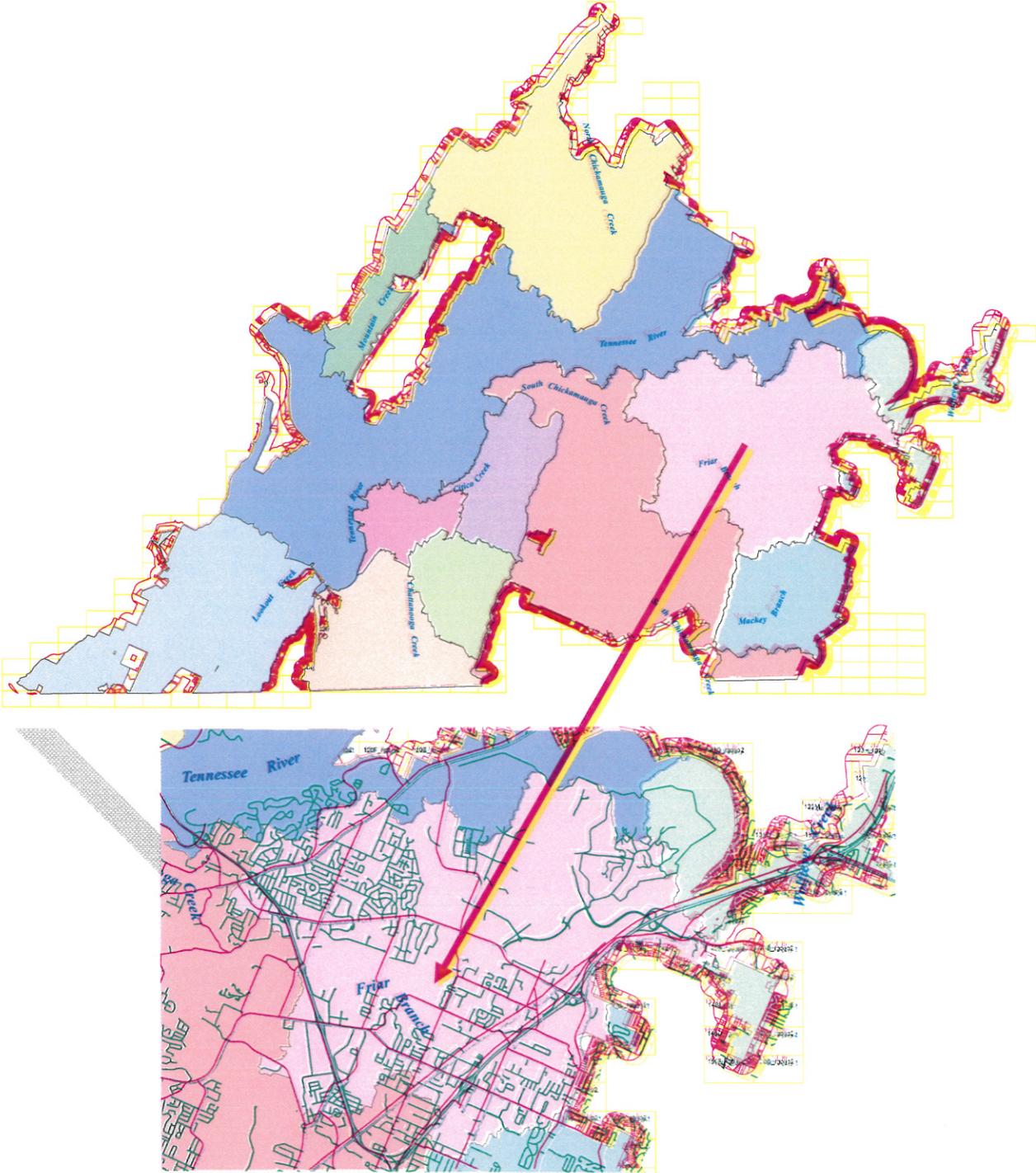
Practice Survey Approach

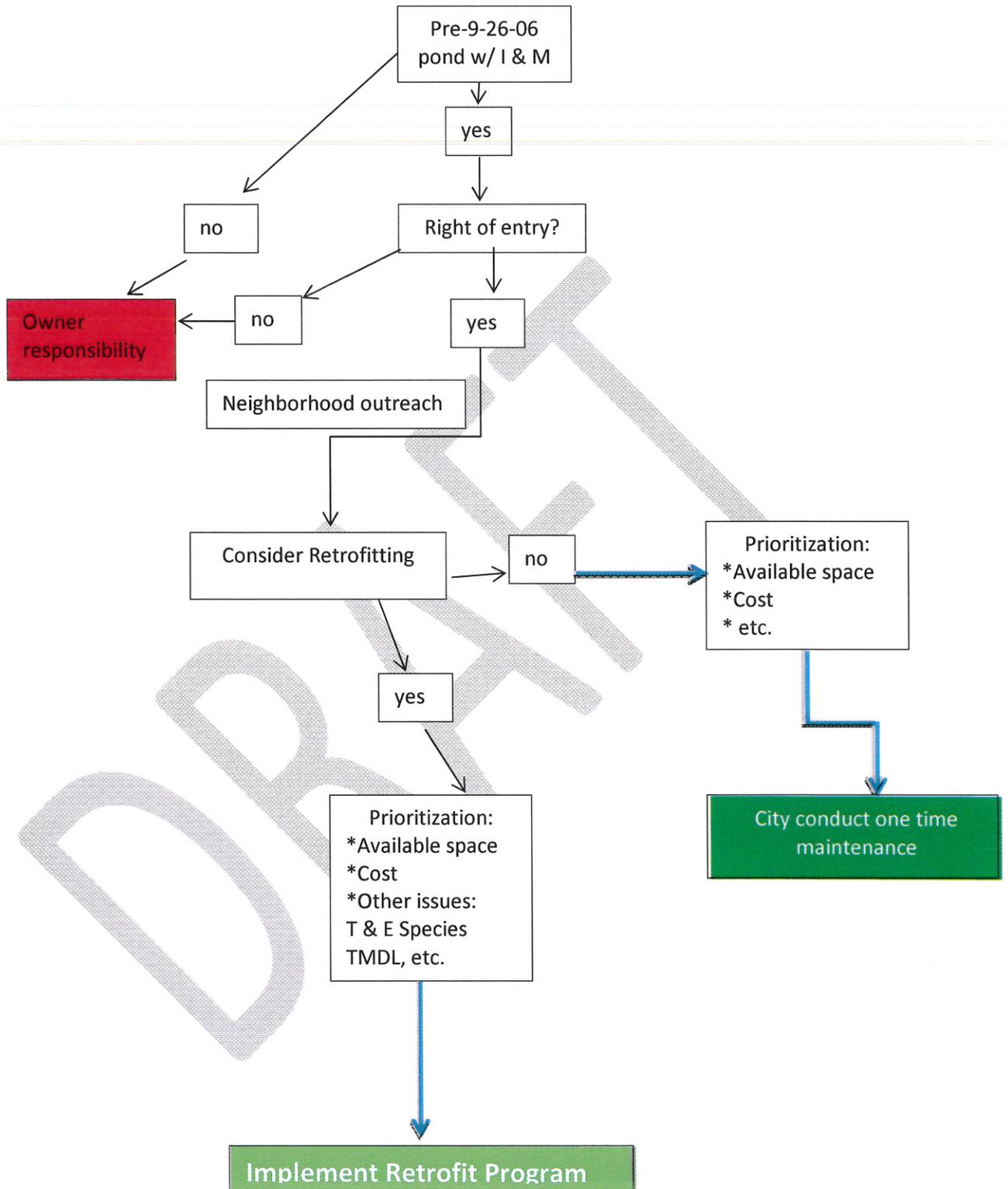
- 1) A list of potential sites will be developed from GIS layer and other sources to survey in the field.
- 2) County and City records and plans reviewed.
- 3) Field survey will be conducted.
 - a. Photos
 - b. Soils samples and infiltration tests will be conducted, if necessary
- 4) Sites will be rated per current Prioritization list inspection forms.
- 5) If needed, another visit will be scheduled for further evaluation and owner will be contacted.
- 6) Practices will be put on Prioritization list for **one-time maintenance** or **Retrofit** consideration.
- 7) Pertinent information will be put into **CityWorks** for tracking or work order development.

DRAFT

Watershed Section

Sites screening will begin in Friar Branch Watershed which is located in the Pilot Program area of S. Chickamauga Creek Watershed.







QA/QC
Reviewer _____
Date _____

Residential Pond Inspection Form

Case Number: _____
 Site address: _____ Tax Map: _____ Watershed _____

Name of owner(s) _____ Phone _____

Contact, if different: _____ Phone: _____

Type of Stormwater Structure(s): _____ Date Installed: _____

Condition as of last inspection: _____ Date of As-Built: _____

Does the structure(s) have an Inspection and Maintenance Agreement Yes No Unknown

Last Date of inspection, if any: _____ Enforcement? Y or N; Type of enforcement _____

Current Inspection:

Date _____ Time _____

Inspector _____ Rain Fall or Snow Melt _____

Purpose for inspection: _____

Pictures: Inlet Structures Control Structure Discharge structure and area Overall pictures

Current Conditions: _____

Candidate for Retrofit? _____

Sketch:

Notes on Back:



**Storm Water Enhancement & Education Program
(SWEEP) for
Private Residential Water Quality BMPs
Hold Harmless Release Agreement**

Case File No. _____

All named property owner(s) of record (Mr./Mrs./Ms.) _____;

_____;
hereinafter called "Owner(s)", do hereby release, protect, indemnify, and hold harmless the City of Chattanooga, from any damage, liability, and expense for all injuries or damage to property directly or indirectly arising or growing out of the performance the City's awarded contractor.

The owner(s) do grant the City of Chattanooga, a municipal corporation, hereinafter called "City", and its officers, agents and employees, the right to enter the premises at:

(Property Address)

for the purpose of performing certain work located on the Owner(s) property: to include detention/retention pond access; grass cutting, brush/tree/root cutting and removal; erosion and sediment control installation and maintenance; repair/replacement of inlet, outlet and control structures; access and maintenance of oil skimmers and other water quality devices and other required repairs and continuous maintenance on features onsite.

The Owner(s), by executing this agreement, is (are) not dedicating said property for public use by the City, nor shall this agreement affect the Owner(s) rights or duties in regard thereto in any manner. The City, in executing this agreement and performing the work, is not accepting the dedication thereof as a public facility nor assuming any future right or duty to maintain same unless such right or duty existed prior to the execution hereof. This agreement is not intended to affect or interfere in any manner with pre-existing rights or duties of the Owner(s), the City or any third person in regard to the facility but is intended to grant a license to the City to enter upon the land and perform the work.

The Owner(s), do further agree to the terms and conditions as specified in the following **Residential Stormwater Pond and Water Quality Device Maintenance Policy and Procedures** included in this document.

Residential Stormwater Pond and Water Quality Device Maintenance Policy and Procedures

1. Residential Stormwater Pond and Water Quality Device Maintenance Policy apply to single-family residences, which are privately owned.
2. A **Stormwater Pond and Water Quality Devices** are defined as any structure designed to accept and/or treat rain or stormwater including conveyances to and from the structures within the property and extending to other properties or "City" owned/maintained property.
3. As **Stormwater Pond and Water Quality Devices** are selected to maintain, the "City" will develop a "Plan" to repair and maintain the stormwater pond and water quality devices identified in the "Plan".
4. Repair and/or maintenance will be done by coordinating with a contractor or "City" or a combination of both.
5. **Residential Stormwater Pond and Water Quality Device Maintenance** covers excavation, repairing of stormwater ponds and related structures; erosion and sediment control installation and maintenance; access to water quality device by vacuum truck and/or repair of structure inside or outside the device. **Any landscaping, yard beautification, or landscape restoration and maintenance of ground cover outside the pond of pond maintenance work area, agreed to in advance, is the responsibility of the HOA or property owner.**
6. The **Residential Stormwater Pond and Water Quality Device Maintenance** will cover the expenses to repair pond infrastructure and access to the pond as it was found; if it was necessary to remove accessory structures, such as fences, the "City" or its contractor is required to restore such structures "as closely as practicable" to the pre-existing condition. In the event obstacles such as buildings, trees, etc. are in the path of the stormwater pipes or conveyance, the "City" reserves the right to reroute any conveyance to avoid the necessity of removing the structure. The "City" will make the final decision regarding the solution.
7. The "City" or Contractor is responsible for obtaining all necessary permits.
8. The City will make the final decisions regarding all aspects of this program.

I, (the owner(s)) do acknowledge that on this day: _____ of this date: _____, have received and understand the terms and restrictions associated with **Residential Stormwater Pond and Water Quality Device Maintenance Program**.

(Owner 1 Signature)

(Owner 2 Signature)

Notarized by:

(Name of Notary Public): _____

(Signature/Seal of Notary Public): _____

Return to:

SWEEP Program Manager:

Mounir Y. Minkara, Ph.D., P.E., CPSWQ
Water Quality Manager
1250 Market Street, Suite 2100
Development Resource Center
Chattanooga, TN 37402-2713

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