



Storm Water Private Cost-Share Program Policy

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1.0 Purpose

As part of our commitment to meeting the needs of our region through effective storm water management, Sanitation District No. 1 (SD1) has developed various cost-share and technical assistance programs to provide regional storm water services in partnership with our partner cities and counties (Co-Permittees). This program creates a three-way partnership between SD1, a Co-Permittee and private property owners to address private property drainage issues. Storm water projects that will address non-public drainage issues or non-public infrastructure improvements are eligible.

2.0 Scope / Persons Affected

This policy is intended to help Co-Permittees assist property owners within their jurisdiction and SD1's storm water service area. The intent of the program is to form a partnership between SD1, Co-Permittees and property owners to address private property drainage issues. This is an opportunity for Co-Permittees to determine their own level of service for solving these individual private drainage issues.

3.0 Policy

3.1 Program Eligibility. Co-Permittees are eligible to participate in the Cost-Share Program for projects that will address a non-public drainage issue or non-public infrastructure issue that can be corrected by an improvement or repair. The flooding or drainage issue must be in the SD1 storm water service area. Co-Permittees must apply and receive approval for the Cost-Share Program prior to initiating the project. Co-Permittees must be in good standing and in compliance with all of SD1's Rules and Regulations.

3.2 Problem Identification. Property owners are responsible for identifying the issue and potential solution and then contacting their municipality, or county if the property is in unincorporated part of the county (Co-Permittee). The property owner is responsible for all costs associated with the investigation.

3.3 Solution Identification/Determination. SD1 will review the identified issue and proposed solution for the limited purpose of approving the solution. SD1 does not and will not warrant the effectiveness of the solution.

3.4 Documentation / Agreement. Co-Permittee shall be responsible for submitting the following:

3.4.1 Request for Assistance. Co-Permittees must be the applicant. Co-Permittee shall submit to SD1 a Request for Assistance identifying the drainage issue, completing the application to the best of their ability. SD1 reserves the right to ask for additional supporting

information if the application is deemed incomplete or it is known that additional information related to the drainage issue exists.

3.4.2 Cost-Share Agreement. Co-Permittee and property owner shall execute and submit the signed Cost-Share Agreement within seventy-five (75) calendar days from the approval date by SD1.

3.4.3 Warranty and Release. To receive the financial contribution, Co-Permittee must secure the Warranty and Release attached hereto as an Appendix to the Cost-Share Agreement.

3.4.4 Project Commencement. The project must commence construction within three hundred sixty-five (365) calendar days from the execution date of the Cost-Share Agreement and report the achievement of continuous and reasonable progress until completion. If this requirement is not met, the project approval is rescinded and the Co-permittee must then re-apply. SD1 may inspect the project improvements during construction.

3.5 Financial Contribution. Upon completion of the project, Co-Permittee shall submit a request for reimbursement that includes copies of invoices and payment receipts along with the Warranty and Release executed by the property owner, and SD1 shall provide funding as a reimbursement for up to one-third (1/3) of the total cost of the project.

3.6 Ownership and Responsibility. Upon completion of the project, neither SD1 nor the CoPermittee shall own nor be responsible for the maintenance of improvements constructed as part of the project. The property owner shall be responsible for ownership and maintenance of the improvements. If Co-Permittee keeps the improvements as a public system, it shall not be transferable to SD1 in the future. SD1 is simply providing a contribution to the project and is not responsible for any other part of the project.

4.0 Funding

Each fiscal year, SD1 will allocate a specified amount to fund this program, depending on existing priorities of the storm water utility. SD1 will consider the total number of anticipated applications and the benefits these projects provide as factors in determining the annual budget for this program. Requests are funded on a first-come, first-served basis while funds are available.

SD1 currently provides funding as a reimbursement up to \$10,000 for one-third (1/3) of the project costs. The property owner shall be responsible for the remainder cost of the project. Co-Permittee shall also contribute to the project costs through either payment or reasonable in-kind service expenses toward the development of the project. Upon completion of the project, Co-Permittee must

submit a request for reimbursement that includes supporting documentation of the project costs.

5.0 References

On March 20, 2018, the SD1 Board of Directors approved the Scope of the Storm Water Utility which included the Storm Water Private Cost-Share Program. This policy shall determine the terms of this program.

6.0 Revisions History

Date	Rev. No.	Revised By:	Description	Reference Sections