

2004 NCTOG Call for Projects

# HP LaserJet 3200se



HP LASERJET 3200

FEB-10-2005 11:49AM

## Fax Call Report

Job	Date	Time	Type	Identification	Duration	Pages	Result
676	2/10/2005	11:48:46AM	Send	98176959191	0:53	1	OK

STORMWATER MANAGEMENT IN NORTH CENTRAL TEXAS

Page 1 of 4



STORMWATER MANAGEMENT IN NORTH CENTRAL TEXAS

*to Keith Kennedy Fax 817-695-9191*

**FY2005 FUNDING COMMITMENT RESPONSE FORM**  
Regional Strategy for Managing Storm Water  
in North Central Texas

I hereby indicate that the Town of Addison will be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2005 and agree to pay the cost share allocation of \$2,400.00 which is based on its FY2003 population estimate of 14,780. I understand that for this compensation, the Town of Addison will receive its share of services from NCTCOG as outlined in the FY2005 Work Program.

I hereby indicate that the Town of Addison will not be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2005.

Jim Pierce  
Name of Authorized Signatory

[Signature]  
Signature

Asst. Public Works Director  
Title

9-27-04  
Date

PLEASE DO NOT REMIT PAYMENT AT THIS TIME. An invoice will be mailed upon receipt of this contract. Indicate the address to which the invoice should be mailed in the space below.

Jim Pierce  
Name

Town of Addison  
Department

PO Box 9010  
Address

Addison, Tx 75001  
City, State, Zip

Please return one copy of the completed form by mail to the following address by October 1, 2004:

Darin Warren  
Department of Environment and Development  
North Central Texas Council of Governments  
P.O. Box 5848

[http://www.dfw.stormwater.com/participants/Cost\\_Shares/CRF.asp?Agency=Addison](http://www.dfw.stormwater.com/participants/Cost_Shares/CRF.asp?Agency=Addison)

9/8/2004



# STORM WATER MANAGEMENT IN NORTH CENTRAL TEXAS

to Keith Kennedy Fax 817-695-9191

## FY2005 FUNDING COMMITMENT RESPONSE FORM Regional Strategy for Managing Storm Water in North Central Texas

I hereby indicate that the **Town of Addison** will be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2005 and agrees to pay the cost share allocation of **\$2,400.00** which is based on its FY2003 population estimate of **14,750**. I understand that for this compensation, the **Town of Addison** will receive its share of services from NCTCOG as outlined in the FY2005 Work Program.

I hereby indicate that the **Town of Addison** will not be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2005.

Jim Pierce  
Name of Authorized Signatory

[Signature]  
Signature

Asst. Public Works Director  
Title

9-27-04  
Date

**PLEASE DO NOT REMIT PAYMENT AT THIS TIME**, an invoice will be mailed upon receipt of this contract. Indicate the address to which the invoice should be mailed in the space below.

Jim Pierce  
Name

Town of Addison  
Department

PO Box 9010  
Address

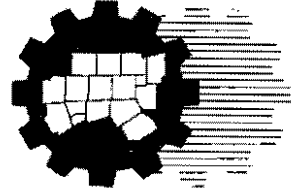
Addison, Tx 75001  
City, State, Zip

Please return one copy of the completed form by mail to the following address by **October 1, 2004**:

**Derin Warren**  
Department of Environment and Development  
North Central Texas Council of Governments  
P.O. Box 5888



## NCTCOG Storm Water Team



Please feel free to contact the staff members listed below with any questions you may have regarding storm water regulations or the Regional Storm Water Management Program.

**Derin Warren**

Senior Environmental Planner  
[dwarren@dfwinfo.com](mailto:dwarren@dfwinfo.com)  
817 695-9215

General Program Information  
Illicit Discharge Detection and Elimination  
Industrial Best Management Practices

**Jeff Rice**

Environmental Planner II  
[jrice@dfwinfo.com](mailto:jrice@dfwinfo.com)  
817 695-9212

General Program Information  
Construction Site Runoff Control  
Post-construction Runoff Control

**Leslie Calderon**

Environmental Planner II  
[lcalder@dfwinfo.com](mailto:lcalder@dfwinfo.com)  
817 608-2341

General Program Information  
Public Education and Outreach  
Public Participation/Involvement  
Pollution Prevention/Good Housekeeping

**Sam Medlock, CFM**

Environmental Planner II  
[smedlock@dfwinfo.com](mailto:smedlock@dfwinfo.com)  
817 695-9219

General Program Information  
Public Participation/Involvement  
Pollution Prevention/Good Housekeeping

**Keith Kennedy**

Manager of Environmental Programs  
[kkennedy@dfwinfo.com](mailto:kkennedy@dfwinfo.com)  
817 695-9221

General Program Information  
General Environmental Resources  
Information

*Fax*

*817-695-9191*

FY05 Work Program  
Regional Strategy for Managing Storm Water in North Central Texas

**Proposed New Projects**

**Public Education and Public Involvement**

Conduct a special Public Education Task Force joint meeting with NTCOG's Recycling Coordinators and Stop Illegal Dumping Coordinators to explore common issues

- Conduct a special joint meeting between NTCOG's Recycling Coordinators, Stop Illegal Dumping Coordinators, and Task Force members to explore common issues such as illegal dumping, litter and floatable prevention. The purpose will be to initiate dialogue and potentially establish a working group that may develop and pursue joint initiatives.

Regional Texas SmartScape™ Initiative #1

- Conduct specific outreach to Parks & Recreation departments to generate understanding and increase support for SmartScape™ principles. This could be conducted in partnership with the Ag. Extension Service.

Regional Texas SmartScape™ Initiative #2

- Develop yard-signage templates that cities can use in their outreach efforts to recognize SmartScape™ residential yards.

Regional Texas SmartScape™ Initiative #3

Establish a SmartScape™ Better Business Recognition or Certification Program to Educate Industry

- Work with the Texas Association of Nurseries and Landscapers (TNLA) to offer continuing education credits through storm water & SmartScape™ presentations made by staff, County Agents and/or master gardeners to the landscaping industry.
- Set up a committee composed of original SmartScape™ team members, landscape industry and city representatives to determine criteria for better business recognition or certification program.

Sprinkler Runoff Awareness Campaign

- Conduct a sprinkler runoff awareness campaign or pilot program to reduce runoff and water loss.
- Explore bulk-purchasing opportunity for rain sensors, and/or a corporate sponsor(s) to fund rain sensor give-aways.
- Pursue irrigation industry support for campaign.

Expand Public Education Partnerships and Resources

- Develop partnerships with the Texas Agricultural Extension Service county agents and associated programs such as the Master Gardeners. Look for opportunities to partner with local universities and community colleges to provide storm water pollution prevention to faculty, staff and employees involved in an environmental curriculum. Staff could make special presentations to classes, provide brochures, etc. to environmentally-related classes, and student clubs.
- Invite Keep Texas Beautiful representatives to partner with Task Force as appropriate.
- Continue to invite TCEQ and EPA to participate or be informed of Task Force initiatives.

Targeted Public Education Initiative #1

- Coordinate a storm water public education exposition to showcase regional MS4 public education techniques to interested municipal staff.

Targeted Public Education Initiative #2

- Develop a mobile display for schools that cities and others could borrow.

Targeted Public Education Initiative #3

- Target municipal management officials by setting up an informational booth or presenting a workshop/session at management oriented functions (such as the annual TML conference, the annual NCTCOG General Assembly, or other local/regional conferences).

**Control of Construction Site Storm Water Runoff**

Investigate Feasibility of a Regional Certification Program for Construction Site Inspectors

- Conduct research and survey members to determine the feasibility of/interest in implementing a regional certification program for construction site erosion and sediment control inspectors and lead personnel. This is likely to be based on the existing NCTCOG Construction Site Inspectors Training program.

Workshop for Design Manual for Construction

- Conduct a workshop on the recently revised iSWM Design Manual for Construction targeted primarily for SWPPP preparers, erosion and sediment control contractors, and construction contractors.

*(This project is included in the current FY04 Work Program. It is proposed to be moved to the FY05 Work Program and replaced in FY04 by a workshop for cities and counties to provide detailed information on the new Design Manual for Construction and encourage adoption by local jurisdictions, which will foster consistency in requirements across the region. Also in FY04, we will seek endorsement of the Construction Manual by NAHB, AGC, and TCEQ.)*

## **Illicit Discharge Detection and Elimination**

### Municipal Industrial Inspectors Workshop

- Modeled on the NCTCOG FY03 workshop and consider expanding to a full day to include industry demonstrations or other support. Consider a regionally based education/outreach element for the non-permitted commercial sector.

### Workshop for Industry Storm Water Discharges

- Focused on permit compliance and modeled on the Dallas workshops and other Phase I programs, this will be a regional workshop to cover all MS4s and include an education/outreach element.

FY05 Work Program  
Regional Strategy for Managing Storm Water in North Central Texas

**Continuing Projects**

**Public Education and Public Involvement**

Public Education Task Force Meetings - up to 7 annual meetings to include the following:

- Schedule special speakers to present useful and relevant topics for Task Force members.
- Attend EPA Region 6 quarterly Environmental Education Roundtables to represent regional efforts, and disseminate gathered information to Task Force members.

Multi-Media Outreach Efforts

- Support public education MEP discussions for the region.
- Promote cities outreach efforts through a regional events calendar on [dfwstormwater.com](http://dfwstormwater.com), and encourage media to use it as a resource. (Calendar currently being tested for SmartScape™ Month).
- Continue and build upon media outreach started in FY04 by setting-up informational one-on-one sessions with local reporters as feasible.
- Continue to pursue opportunities to partner with local media to conduct public outreach.
- Continue partnering with DART and the T as feasible.
- Track storm water related articles and document media outreach information for participants annual reporting.
- Conduct turkey grease and cooking oil holiday campaign targeted at residents and restaurants.

Regional Cooperative Purchases

- Facilitate one primary annual purchase and one optional purchase cycle for current materials (curb markers, bookmarks, CDs, brochure).
- Pursue Task Force requests in purchasing new items such as the Environmental Resources Teacher's Handbook, book covers and other identified items.
- Staff will coordinate all design, purchasing, delivery and billing associated with cooperative purchases.



Regional Texas SmartScape™ Initiative

- Coordinate the 4th Annual "March is SmartScape™ Month".
- Maintain outreach to landscapers and nursery professionals that began in FY04.
- Track web user statistics and SmartScape™ Quiz responses and provide documentation to participants.
- Promote city initiatives through web features and articles in InsidER, etc.
- Continue promoting regional SmartScape™ principles via presentations, web postings, articles and press releases.
- Continue providing troubleshooting support for cities using the CD.

**Control of Construction Site Storm Water Runoff**

Construction Inspector Training Program

- Provide continued support for the current construction storm water inspector training program.

Support iSWM Design Manual for Construction

- Continue technical and regulatory support for users of the iSWM Design Manual for Construction.

**Illicit Discharge Detection and Elimination**

Training for Dry Weather Screening

- Training based on the Regional Sampling Protocol developed in FY04.
- Coordinate with Texas Watch as much as possible.
- Training could support a volunteer citizen field screening program and/or MS4 staff.

**Municipal Pollution Prevention**

Pollution Prevention Training Program for Municipal Operations

- Implement the train-the-trainer program through the Regional Training Center.
- Continue to develop specific activity training modules for use by cities and counties in on-site training of employees.

## **Regional Cooperative Monitoring**

### Phase I Compliance Monitoring Program

- Facilitate implementation of the second term of the regional monitoring program in cooperation with the TCEQ.
- Support the process of establishing in-stream monitoring of defined watersheds to gain baseline data for determining long-term water quality trends.
- Coordinate the establishment of appropriate monitoring sites.
- Help develop arrangements with local laboratories for analysis (as needed).
- A minimum of 6 meetings of the Regional Monitoring Team are expected.
- Common protocols in sampling collection methods and sample handling will be developed as needed.

## **Management of Storm Water Impacts Associated with Development**

(These will be funded and implemented under the iSWM program)

### Training Program for Development/Redevelopment

- Develop a training program for use of the iSWM Design Manual for Development/Redevelopment.

### Workshops and Outreach to Promote Regional Adoption of iSWM

- Conduct workshops and outreach activities to foster adoption of the Design Manual for Development/Redevelopment.

### iSWM Coordination with Regional Storm Water Program

- Develop tools such as sample ordinance language and standard forms to help implement the manual.

## **Local Government Participation and Oversight**

Phase I-Specific Permit Coordination

Phase II-Specific Permit Coordination

Coordinate and Facilitate Meetings

Site Visits To Highlight Transferable and Exceptional Program Elements

Perform General Liaison Functions

Identify Regional Cooperative Opportunities

Promote the Regional Storm Water Management Strategy

Provide Administrative Support

Seek Grants Funding for Additional Programs or Projects

Coordinate with the SEE Safe Clean & Green Initiative and Other Allied Environmental Programs

Other Activities as Identified

## **Regional Storm Water Resource Center**

Maintain Surveys of Mechanisms for Storm Water Management Program Funding

Expand and Maintain the Regional Storm Water Web Page

Serve as an Information Clearinghouse and Resource Center

Prepare Newsletter Articles and Information Materials for Various Topics

Maintain the Current Events Notification and Bulletin Board

## Regional Strategy for Managing Storm Water in North Central Texas FY04 Work Program

**October 1, 2003 to September 30, 2004**

---

The Regional Policy Position on Managing Urban Storm Water Quality provides guidance for a cooperative and comprehensive regional approach to storm water management, recognizing emerging federal and state water quality regulations and the characteristics of surface water quality of the Dallas – Fort Worth urbanized area. Local agencies and governments participate in the Regional Storm Water Management Program to implement the management strategies set forth in the Regional Policy Position, formally adopted in 1999 by the North Central Texas Council of Governments' (NCTCOG) Executive Board.

The Regional Program is a cooperative partnership among NCTCOG, the participating cities and counties of North Central Texas, two Texas Department of Transportation Districts, and other interested regional agencies. Regional Program activities are directed by the Regional Storm Water Management Coordinating Council (RSWMCC). Participants in the Regional Storm Water Management Program recognize that its implementation will involve a multi-year effort. NCTCOG staff will annually review multi-year milestones, schedules and regional opportunities for participants, and prepare information and implementation options to help meet permit requirements and milestones in subsequent years for consideration and approval by the RSWMCC. This annual work program describes regional initiatives approved by the RSWMCC to be conducted during FY04 (October 1, 2003 to September 30, 2004).

Funding for the FY04 work program is divided among three categories: Large MS4, Small MS4, and Common. The "Large MS4s" (Phase Is) are the large and medium municipal separate storm sewer systems (MS4) that had a population of 100,000 or greater in the 1990 Census plus two designated entities: the Texas Department of Transportation (TxDOT) and the North Texas Tollway Authority (NTTA). "Small MS4s" (Phase IIs) are all non-Phase I MS4s in the 2000 Census Urbanized Area. Cost-shares for each participant are calculated according to the resource allocation estimated for those program elements designed for each category (i.e. Large MS4, Small MS4, and Common). Elements that are funded primarily by the Large MS4 participants make up approximately 11% of the work program, Small MS4 funded elements make up approximately 25%, and elements that are funded by all participants jointly comprise approximately 64% of the program.

While each work element may be structured primarily for one size category within the program, all elements are connected by the regional storm water common goals and are expected to contribute to a common body of knowledge that will directly enhance all members' individual programs. Program elements are grouped by their primary funding source as indicated in each heading. Elements are also individually identified by funding category as indicated by a symbol listed beside each element and defined below,

C = Common element

L-MS4 = Elements targeted for the Large MS4 category

S-MS4 = Elements targeted for the Small MS4 category

The elements of the Regional Program will address region wide, watershed, and community level issues through the following cooperative initiatives that have been set forth in the regional policy position:

Local Government Participation and Oversight  
Regional Storm Water Resource Center  
Public Participation in Program Development  
Public Education  
Control of Construction Site Storm Water Runoff

Management of Storm Water Impacts  
associated with Development  
Illicit Discharge Detection and Elimination  
Municipal Pollution Prevention  
Regional Cooperative Monitoring

## Local Government Participation and Oversight

Through the Regional Program, communication and regular opportunities for the exchange of information will be maintained between all participants, RSWMCC members, and NCTCOG staff via roundtable discussions held in each watershed. The interests of the watersheds in the Regional Program are represented by RSWMCC members in regular meetings held to guide the regional strategy. In addition, regular forums and topical events are conducted to provide information to all participants and other interested parties on special topics, including specific elements of the regulations.

### LARGE MS4 ELEMENTS (Funded by Large MS4 entities only)

---

#### Phase I-Specific Permit Coordination (L-MS4)

Staff will continue to track developments on the second round of Phase I permits to be issued, working with municipalities, the EPA and TCEQ as appropriate to support permit development. Staff will ensure that the collective bargaining power of the Regional Program is available and that coordination with the overall Regional Program is considered. Continued following of Phase I permits issued around the country could provide real examples of functional permit structures to cities and the TCEQ as renewals are developed. Staff may explore some of the issues around the concept of a regional general permit. This would not necessarily involve meeting with regulators but could include following national activity and observing local activity that may lend itself to a general permit.

### SMALL MS4 ELEMENTS (Funded by Small MS4 entities only)

---

#### Phase II-Specific Permit Coordination (S-MS4)

A comparison and compilation of SWMPs in the region will be performed to identify common elements and provide a regional reference of BMPs. The comparison will identify potential regional initiatives and opportunities for benefits such as adding value to a specific BMP by decreasing costs, increasing the impact of a BMP in the community, and increasing the impact regionally. This could involve tracking a more common BMP for effectiveness, or reporting to members on performance of BMPs to help with plan review and plan improvements. Staff will also seek to develop regional initiatives that may be adopted into individual management plans and that have been previously reviewed and approved by the TCEQ. Staff will explore with the TCEQ the potential to establish BMPs that are "Pre-Approved MEP (Maximum Extent Practicable)" and that are applicable to any Small MS4 participant. An example is the *integrated* Storm Water Management (*iSWM*) policy manual approved as meeting the MEP requirement for the Post Construction minimum measure.

#### Site Visits To Highlight Transferable and Exceptional Program Elements (S-MS4)

Staff will seek to identify individual jurisdictions that have an exceptional element or particular project within their storm water management program. The subject program piece would be transferable to other jurisdictions, or might provide insight into management techniques for a common problem. The site visits would highlight these programs, and bring an understanding of the development and implementation of the element to the region where further applications might be possible.

### COMMON PROGRAM ELEMENTS (Funded Jointly)

---

#### Coordinate and Facilitate Meetings (C)

Key to the development and maintenance of a regional effort is open discussions among the participants. NCTCOG will provide support for up to 4 rounds of roundtable discussions and work sessions to discuss strategy implementation and other permit-related issues. Staff will arrange for meetings, compose and mail meeting notices, agendas and background information. The RSWMCC provides oversight for the Regional Program and directs the activities of the NCTCOG staff. Staff will arrange and administer a minimum of four meetings of the RSWMCC over the course of the fiscal year (1 per quarter).

**Perform General Liaison Functions (C)**

As the State begins to learn its role as storm water regulator, it is imperative that the staff keeps them informed of our regional activities. Staff will work closely with the TCEQ staff during the implementation of the new MS4 and construction permits to ensure that the region's interests are made known. Upon direction from the RSWMCC, NCTCOG staff will serve as representatives for the Regional Program to federal and state officials in matters regarding the regional strategy and will coordinate activities among the participants to promote the Regional Program. Staff will track regulatory information and changes in the storm water arena as well as related areas of water quality and TMDL and source water protection. Regulatory updates and/or announcements will be provided to participants as appropriate.

**Identify Regional Cooperative Opportunities (C)**

An element essential to the success of the regional strategy is identification of opportunities for regional cooperation. This is particularly important as the Large MS4s pursue permit renewals, and the Small MS4s initiate the implementation of their BMPs and measurable goals. Staff will continue to identify/refine potential regional cooperative initiatives for consideration by the RSWMCC as opportunities are identified. It is anticipated that some initiatives will be supported by the continuing base funds, while others may require supplemental funding, such as the *iSWM*. Staff will seek cooperative bulk purchase opportunities and continue to coordinate bulk orders, delivery, and billing for the curb marking program, Texas SmartScape™ CDs, and Texas SmartScape™ bookmarks.

**Promote the Regional Storm Water Management Strategy (C)**

Staff will be available to respond to requests for presentations to city councils and civic groups in order to assist city staff in their efforts to develop local storm water management programs in concert with the regional effort. The adopted Regional Policy Position continues to be an essential tool in this regard. Staff will continue to participate in selected local, state and national conferences to showcase the Regional Program, and to maintain connections with national progress in water quality issues. Staff will prepare and present overviews of the Regional Program at selected local, state and national conferences as opportunities arise (e.g. TPWA, WEAT, WEF, AWWA, etc.). Staff will also report to participants on information gained at the conferences attended, and furnish copies of useful materials as appropriate.

**Provide Administrative Support (C)**

NCTCOG will coordinate the Regional Program through the development of interlocal agreements, work programs and cost-share arrangements. NCTCOG staff will handle all necessary administrative support for these efforts.

**Seek Grants Funding for Additional Programs or Projects (C)**

External funding by grant opportunities may be sought for specific projects as they are identified. Primarily state and federal grants are expected to be considered and application made under guidance of the RSWMCC. The search process could result in a resource for locating grants and provide a calendar of annual or repetitive grant application cycles for future use. Non-traditional funding sources could be sought also, such as partnering with non-profits on direct implementation of BMPs, as has been noted in other parts of the country.

**Coordinate with the SEE Safe Clean & Green Initiative and Other Allied Environmental Programs. (C)**

Staff will attend meetings of other environmental programs such as the Flood Management Task Force, COMMON VISION Program, Trinity River Corridor Program, *iSWM*, litter abatement, Water Resources Council and other watershed programs to ensure coordination and avoid duplication of efforts.

**Other Activities as Identified (C)**

NCTCOG staff will be open and available to address other activities that will assist in further development and implementation of the regional strategy.

## Regional Storm Water Resource Center

The field of storm water quality management has grown rapidly over the past few years and is changing continuously. In order for governmental agencies to make informed decisions, they must have access to current and forward-looking information from around the country, as well as information on what their neighbors are doing. In addition, agency staff need supporting information to be able to effectively communicate proposed policies to their managers, councils, and the public. To help coordinate the multiple sources of information on storm water management, NCTCOG will continue to serve as a resource center for this information and will provide avenues for dissemination. NCTCOG expects to maintain an updated Internet presence as well as the ability to prepare custom-generated maps, charts, and other presentation materials to participants upon special request.

### SMALL MS4 ELEMENTS (Funded by Small MS4 entities only)

---

#### Mechanisms for Storm Water Management Program Funding (S-MS4)

Program funding continues to present a distinctive issue for municipal water quality concerns. Various studies, presentations by experienced professionals, and other guidance have been made available in recent years as the Large MS4s worked to implement programs, and preparation for the Phase II permit was begun. A regional resource composed of the current guidance on funding mechanisms will be compiled for a web page at [dfwstormwater.com](http://dfwstormwater.com) to support the continuing development of funding mechanisms in the region.

### COMMON PROGRAM ELEMENTS (Funded Jointly)

---

#### Expand and Maintain the Regional Storm Water Web Page (C)

Staff will provide maintenance and continue to grow the recently expanded storm water web pages on the NCTCOG web site to serve as an information clearinghouse and resource center. The web site will continue to develop pages targeted specifically for public access and separate from the technical support pages to provide public education on storm water regulations, general program costs, and general public guidance as well as direct links to city, county and TxDOT websites. The site will continue to be upgraded with technical support information for seminar and training information, news items, national regulatory issues, and other current topical information.

#### Serve as an Information Clearinghouse and Resource Center (C)

NCTCOG staff will solicit and compile information on regional and nationwide experiences in the area of storm water management, and will continue current efforts to bring existing public information materials to local governments for use as examples. General storm water reference documents including informational brochures and other materials from sources both local and national will be collected and made available. This information will be used to address inquiries from participants and for knowledge dissemination. Much of this information will be made available via the NCTCOG storm water web page.

#### Prepare Newsletter Articles and Information Materials for Various Topics (C)

NCTCOG staff will write 6-12 newsletter articles in the Department of Environmental Resources monthly *InsidER* bulletin and/or NCTCOG's *Your Region* newsletter as well as informational materials on various topics such as storm water management programs, practices, procedures, and specific permit commitments or requirements to assist in informing elected officials, city management and the general public.

#### Current Events Notification and Bulletin Board (C)

A specified list of sources, developed with member support, including journals, internet list-serves, news agencies, regulatory news releases, and association newsletters will be regularly reviewed by NCTCOG for relevant materials that can be provided to regional program members via a regularly scheduled notice. Program members will receive regular notices (weekly or biweekly email)

containing a list of single line article headlines that serve as internet links to the selected materials. In addition to the existing bulletin board that has unlimited access through dfwstormwater.com, a "Regional Program Bulletin Board" will be available to Regional Storm Water Management Program participants only. This regional bulletin board will be a repository for the news headline materials, with recent additions posted within the regional bulletin board as a quick reference, and an archive location for searching historic materials. The Regional Program Bulletin Board will be designed for the limited audience of DFW local governments, serving as a forum for posting questions and comments specific to the region.

## **Public Education**

Education of the public on the impact that their everyday activities have on the quality of storm water is a key element of the storm water program. Citizens must be made aware of the potential hazards associated with their individual practices. Education on the proper usage and disposal of lawn and garden, household, automotive, and pool chemicals should be major elements of the public education program. In addition, non-permitted commercial, institutional, and industrial entities whose operations could have a significant impact on storm water quality also need to be informed of their potential impacts and practical ways to mitigate these impacts.

Education and outreach programs are particularly suited to regional cooperation; combined resources can more efficiently purchase education materials and a single project or event can be developed that will apply for all municipalities. Opportunities abound to reach citizens and businesses throughout the Metroplex in a coordinated program.

### *COMMON PROGRAM ELEMENTS (Funded Jointly)*

---

#### **Public Education Task Force Meetings (C)**

NCTCOG will continue the Public Education Task Force initiated as a roundtable in the FY02 work program, and formalized as a Task Force in FY03. Its goal is to create a unified storm water public education message for the region, while maintaining the uniqueness of individual municipal programs. The Task Force has been very successful in providing coordinators an opportunity to discuss public education issues, learn from each other's on-going programs and exploring areas of mutual cooperation. The Task Force benefits from the continual participation of EPA Region 6 Outreach Staff, and in FY04 TCEQ will be invited to participate as their resources allow. A minimum of 6 meetings will be conducted, with updates provided to the RSWMCC.

#### **Strategic, Multi-Media Public Education Campaign (C)**

In FY04 the objectives of the Public Education Task Force are expected to include determining an MEP goal for public education in the region. The emphasis will be on exploring the feasibility of establishing a regional multi-media campaign as MEP. Planning the campaign and defining the criteria for MEP is also expected to begin in FY04. Initial planning steps to determine MEP could include researching successful local and national media campaigns, and exploring community partners, sponsors, spokespersons etc. for the campaign. With Task Force guidance, staff will prepare an implementation status report to RSWMCC on MEP goals and seek approval, after which a meeting of stakeholders will be convened to implement the strategies adopted by the RSWMCC.

#### **DART and the T: Traveling Public Education Partnerships (C)**

The implementation of the regional public education campaign continues as staff seek to capitalize on successful cooperative projects with DART, the T, and other transportation organizations to utilize space inside public transportation vehicles to place storm water public education materials, LED messages, and other media as available. These projects provide for a significant regional



impact at a fractional cost. DART ridership numbers are expected to be provided as measurable documentation for annual reports to TCEQ.

#### Regional Cooperative Purchases (C)

The Public Education Task Force will continue to explore opportunities for cooperative initiatives, such as the municipal vehicle-marking program. In FY04 staff will explore with guidance from the Task Force the feasibility of using signage on municipal vehicles to promote a common regional storm water public education message. Staff could facilitate the logo/graphic design, bid for printers, and coordinate all aspects of the bulk purchasing. Other projects to be identified on an as-needed basis include developing or enhancing written materials, special web pages, and other promotional materials. For any project, staff will coordinate all design, purchasing, delivery and billing associated with cooperative purchases, with the specific intent of reducing an individual city's administrative requirements.

#### Continue Regional Texas SmartScape™ Initiative (C)

The creation of the SmartScape™ Web site is resulting in an increased public accessibility to the information previously available only via CD-ROM. The new on-line initiative has generated new and timely opportunities to conduct storm water public education. The SmartScape™ quiz function is being used to gather information on basic public awareness of water issues, and the zip code tracking feature will make it possible for cities to take credit for users accessing this information. As part of this web feature, staff will provide quarterly SmartScape™ web user statistic reports to each participating city for inclusion in annual reports to TCEQ. Staff will maintain the technical and informational aspects of the new Web site, and will incorporate new information as it becomes available, including city specific information on demonstration gardens, educational events and city promotions. Cooperative purchases of CDs, bookmarks and other SmartScape™ related promotional tools will continue to be made available through regional cooperative purchases. Staff will continue to promote the SmartScape™ concept via presentations, newsletters, articles, press releases and web sites. Staff will also continue to provide troubleshooting support for cities using the SmartScape™ CD.

#### Coordinate 3rd Annual *March is SmartScape™ Month* (C)

The 2nd Annual SmartScape™ Month drew in more participation this year from 32 cities and other organizations. The media's established awareness of SmartScape™ continued to increase public awareness of the events. A DART light rail and bus SmartScape™ advertising opportunity was made possible through the sponsorship of 12 regional entities, proving that it is feasible and cost-effective to reach out to 6.7 million people when the cost is shared. Staff will coordinate the 3rd Annual March is SmartScape™ Month activities in FY04, and will pursue similar public campaign opportunities with DART, the T and other partners. Staff will serve as the primary liaison for cities, public, and media on SmartScape™ information.

#### Conduct Specific Outreach (C)

In FY04 the goal for the SmartScape™ initiative will be to target outreach specifically to the professional sector such as landscapers, designers and nurseries, and pursue new applications for SmartScape™ with these sectors. In addition, staff will provide SmartScape™ information at the landscape ordinance revision workshop (see Management of Storm Water Impacts Associated with Development).

## Control of Construction Site Storm Water Runoff

Uniformity of policies to control storm water runoff from construction sites throughout the Metroplex is very beneficial to contractors, developers, and engineers who often work in many different communities. In 2003 the TCEQ took over responsibility from USEPA for the general permit for construction sites, including the expansion of permit coverage to properties of 1 to 5 acres and issued the TPDES Construction General Permit. Also in 2003, NCTCOG with consultant assistance, updated the regulatory and technical content of the Construction BMP Manual. For FY2004, the Regional Program will continue to offer training classes to local government storm water inspectors. A similar training program could also be offered to developers, engineers, and contractors involved in construction activities in order to educate the private sector on runoff control techniques. The NCTCOG Construction BMP Manual has been promoted to developers or directly adopted by several municipalities in the region as minimum guidance for development and is expected to continue to provide concise runoff control guidance as it is maintained and periodically updated by NCTCOG. As with any other aspect of the construction process, regional uniformity also strengthens the position of the region as a whole to compete with other areas of the country.

### COMMON PROGRAM ELEMENTS (Funded Jointly)

---

#### Storm Water Booklet and Workshop for Builders, Developers, and Contractors (C)

Now that TCEQ has issued the TPDES Construction General Permit, the Construction BMP Manual has been revised, and small and medium MS4s will be implementing construction oversight activities in accordance with their MS4 permits, there is an opportunity to provide guidance to construction and development interests on construction site storm water management. NCTCOG staff will work with participants to determine the issues that should be addressed and the format of materials to be produced. The products could include a detailed field guide, informational brochure or booklet, web-based information, and ½ day workshop targeted at management or supervisory level staff with private companies involved in construction and development.

#### Support and Promote the Construction Inspector Training Program (C)

NCTCOG staff will coordinate with NCTCOG's Regional Training Center to offer, market, and track participation in the inspector training course. NCTCOG staff will ensure that the curriculum is kept up-to-date by making any necessary revisions and can explore customization of the curriculum for other target audiences. NCTCOG staff will seek assistance from participants in monitoring the content, structure, and effectiveness of the training program as well as cooperatively identifying and evaluating other available training resources.

#### Provide Continued Support for the Construction BMP Manual (C)

Subsequent to the release of the revised Construction BMP Manual in FY03, we anticipate the need for providing general support to storm water professionals on the use of the Manual and monitoring comments on the new version. In addition, the Construction BMP Manual will continue to be updated in the future as new and better technologies are developed. Also, since the Construction BMP Manual will fall under the *iSWM* umbrella once that program matures, it is important to provide support and guidance to the Public Works Council to ensure that construction storm water issues are thoughtfully integrated into the final version of the *iSWM* Policy Guidebook.

## **Management of Storm Water Impacts Associated with Development**

There are at least three key areas where local governments, working cooperatively and with the private sector, can improve their own development management processes to integrate storm water quality and quantity goals: 1) comprehensive planning, where storm water quality and quantity are addressed together as part of the overall long-range planning process of each community; 2) development policies and standards, where the full range of local requirements from building codes to subdivision rules are re-examined; and 3) capital improvements programming and impact fees, where local governments themselves are "developers" of the community infrastructure. NCTCOG will assist local governments in exploring cooperative methods of improving development management and in developing practical methods of storm water quality and quantity integration.

### ***COMMON PROGRAM ELEMENTS (Funded Jointly)***

---

#### **Integration of SmartScape™ Concepts Into Municipal Landscape Ordinances (C)**

Planting and maintaining landscapes in accordance with Texas SmartScape™ principles (guidelines imply formal adoption) frequently runs into opposition from existing landscape ordinances in the region. NCTCOG staff will work with local government representatives involved with landscaping requirements in order to suggest revisions to existing landscape ordinances that promote or allow landscaping with native and adapted species. To promote SmartScape™ landscaping, NCTCOG will conduct one or two workshops directed to city staff (planners, code enforcement, parks and recreation), landscape architects, and developers.

## **Illicit Discharge Detection and Elimination**

Regionally developed initiatives can provide assistance to local municipalities that center on illicit source identification and elimination. Initiatives should provide the structure for municipally based education, inspection plans, and monitoring and tracking programs. Local business and industry assistance in implementing a SWMP can provide additional support, and be promoted as an effective means to raise awareness and produce a measurable result.

### ***SMALL MS4 ELEMENTS (Funded by Small MS4 entities only)***

---

#### **Dry Weather Screening Training (S-MS4)**

Local Large MS4 experience with dry weather field screening can be applied to developing a protocol for basic screening parameters that requires limited investment in equipment, and that would be relevant for any local government. The basic protocol would provide local governments that work with limited resources the ability to monitor a small number of locations, yet develop an understanding of field screening parameters that will lead to recognition of problem areas. The protocol could also include a training package, allowing local governments the ability to train within their organizations, or to include citizen groups. Existing field screening methods, in addition to the local Large MS4 methods, could be considered for adoption or modification (e.g. Texas Watch methods).

## **Municipal Pollution Prevention**

Local governments must lead by example if they are to succeed in changing the practices and habits of businesses and residents. Toward this end, the goal of governments must be to prevent or reduce pollutant runoff from municipal operations including streets, highways, municipal parking lots, maintenance facilities, storage yards, and waste transfer stations. Comprehensive regional training programs should provide for a measurable increase in regional awareness of the requirements and resulting benefits of the pollution prevention program.

### *COMMON PROGRAM ELEMENTS (Funded Jointly)*

---

#### Develop a Pollution Prevention Training Program for Municipal Operations (C)

The FY03 Work Program included a project to compile existing training materials and opportunities and to assess them for applicability to municipal operations. In FY04, efforts will build on the prior year's information gathering by making training opportunities available. This could involve coordination of training seminars tailored for a municipal audience conducted by the TCEQ or some other entity. Alternatively, NCTCOG staff could develop a supervisory level or "Train the Trainer" curriculum that could be offered through the Regional Training Center, allowing municipal staff to perform regular training activities on site. In coordination with local partners, staff could develop a curriculum and/or video for municipal supervisory staff to use in conducting on-site training for employees.

## **Regional Cooperative Monitoring**

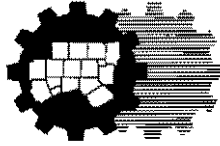
NCTCOG will facilitate the development of a second term monitoring program in cooperation with the TCEQ that is expected to be based on in-stream monitoring of defined watersheds. The goal for the next term will be to establish baseline data on receiving streams in the DFW Metroplex during storm events for use in determining long-term water quality trends.

### *LARGE MS4 ELEMENTS (Funded by Large MS4 entities only)*

---

#### Phase I Compliance Monitoring Program Development (L-MS4)

Coordination efforts will be continued in order to get the regional monitoring program finalized and approved by the state. Staff will help coordinate the establishment of appropriate monitoring sites, including GIS mapping, and help develop arrangements with local laboratories for analysis (as needed). A minimum of 6 meetings of the Regional Monitoring Team are expected, with additional meetings with all Phase I participants as needed to coordinate efforts. Common protocols in sampling collection methods and sample handling will be developed through participant interaction and involvement, with training provided as needed. The primary goal will be to get the regional network functional by the end of the first year of the permit.



North Central Texas Council Of Governments  
August 11, 2003

Jim Pierce  
Assistant City Engineer  
Town of Addison  
P.O. Box 9010  
Addison, TX 75001-9010

Dear Mr. Pierce:

Thanks to the support and participation of the Town of Addison, and almost 70 other north central Texas entities, the North Central Texas Regional Storm Water Management Program enjoyed many successes in 2003. Among them, the Texas Smartscape™ website, [txsmartscape.com](http://txsmartscape.com), based on the national award-winning Texas Smartscape™ CD, was created and launched with no cost to participants, thanks to the generous support of regional water providers, and [dfwstormwater.com](http://dfwstormwater.com) was restructured and also launched. Cooperative bulk purchasing of SmartScape™ bookmarks (116,000) and the CD (31,100 copies) brought a combined group savings of about \$30,000. Opportunities for training and information exchange were made available through a regional forum, the hosting of an APWA web conference, watershed roundtable meetings, Public Education Task Force meetings, and multiple construction inspector training classes throughout the year.

We anticipate another successful year in FY2004. Next year's work program (copy enclosed and available online at [dfwstormwater.com](http://dfwstormwater.com)) will continue to guide efforts to develop regional programs and products that participating entities can use to meet state storm water permit requirements. Plans for the upcoming year include roundtable meetings within watersheds; emailed news memos to keep members abreast of current events; cooperative activities and BMPs that can be pre-approved by the TCEQ for incorporation into your storm water management plan; and additional training opportunities that will assist all MS4s.

As the **Municipal Storm Water General Permit for Small MS4s** is finalized by the state this year, all Large, Medium and Small MS4s in the Denton, McKinney, and Dallas-Fort Worth urbanized areas will have storm water management plans regulated by a permit. The Small MS4 permit will require regulated cities and counties to submit a Notice of Intent and a detailed storm water management plan within 90 days of permit release. In anticipation of this and other state regulatory initiatives, NCTCOG has been working with its members since 1999 to establish a watershed-based regional strategy to address storm water quality impacts through cooperative permit compliance initiatives. Participants in the storm water program have found that enlisting all watershed partners to cooperatively examine and address water quality issues results in increased effectiveness of resources and offers a greater opportunity for success. We look forward to working closely with the Town of Addison and other Small MS4 partners during this critical 90-day period.

We look forward to your continued involvement and support for the coming year. The participation of as many local governments as possible will help to insure the success of the regional storm water program. Please complete the attached **FY2004 Commitment Response Forms** and return one copy by **October 1, 2003**. Note that we will invoice you for your cost-share once we have received the contract, but not prior to October 1<sup>st</sup>. If you have any questions, please feel free to call Derin Warren at 817-695-9215. Thank you once again for your participation in this important regional strategy.

Sincerely,

  
John Promise, P.E.  
Director of Environmental Resources

Enclosures

## Regional Strategy for Managing Storm Water in North Central Texas FY04 Work Program

**October 1, 2003 to September 30, 2004**

---

The Regional Policy Position on Managing Urban Storm Water Quality provides guidance for a cooperative and comprehensive regional approach to storm water management, recognizing emerging federal and state water quality regulations and the characteristics of surface water quality of the Dallas – Fort Worth urbanized area. Local agencies and governments participate in the Regional Storm Water Management Program to implement the management strategies set forth in the Regional Policy Position, formally adopted in 1999 by the North Central Texas Council of Governments' (NCTCOG) Executive Board.

The Regional Program is a cooperative partnership among NCTCOG, the participating cities and counties of North Central Texas, two Texas Department of Transportation Districts, and other interested regional agencies. Regional Program activities are directed by the Regional Storm Water Management Coordinating Council (RSWMCC). Participants in the Regional Storm Water Management Program recognize that its implementation will involve a multi-year effort. NCTCOG staff will annually review multi-year milestones, schedules and regional opportunities for participants, and prepare information and implementation options to help meet permit requirements and milestones in subsequent years for consideration and approval by the RSWMCC. This annual work program describes regional initiatives approved by the RSWMCC to be conducted during FY04 (October 1, 2003 to September 30, 2004).

Funding for the FY04 work program is divided among three categories: Large MS4, Small MS4, and Common. The "Large MS4s" (Phase Is) are the large and medium municipal separate storm sewer systems (MS4) that had a population of 100,000 or greater in the 1990 Census plus two designated entities: the Texas Department of Transportation (TxDOT) and the North Texas Tollway Authority (NTTA). "Small MS4s" (Phase IIs) are all non-Phase I MS4s in the 2000 Census Urbanized Area. Cost-shares for each participant are calculated according to the resource allocation estimated for those program elements designed for each category (i.e. Large MS4, Small MS4, and Common). Elements that are funded primarily by the Large MS4 participants make up approximately 11% of the work program, Small MS4 funded elements make up approximately 25%, and elements that are funded by all participants jointly comprise approximately 64% of the program.

While each work element may be structured primarily for one size category within the program, all elements are connected by the regional storm water common goals and are expected to contribute to a common body of knowledge that will directly enhance all members' individual programs. Program elements are grouped by their primary funding source as indicated in each heading. Elements are also individually identified by funding category as indicated by a symbol listed beside each element and defined below,

C = Common element

L-MS4 = Elements targeted for the Large MS4 category

S-MS4 = Elements targeted for the Small MS4 category

The elements of the Regional Program will address region wide, watershed, and community level issues through the following cooperative initiatives that have been set forth in the regional policy position:

Local Government Participation and Oversight  
Regional Storm Water Resource Center  
Public Participation in Program Development  
Public Education  
Control of Construction Site Storm Water Runoff

Management of Storm Water Impacts  
associated with Development  
Illicit Discharge Detection and Elimination  
Municipal Pollution Prevention  
Regional Cooperative Monitoring

## Local Government Participation and Oversight

Through the Regional Program, communication and regular opportunities for the exchange of information will be maintained between all participants, RSWMCC members, and NCTCOG staff via roundtable discussions held in each watershed. The interests of the watersheds in the Regional Program are represented by RSWMCC members in regular meetings held to guide the regional strategy. In addition, regular forums and topical events are conducted to provide information to all participants and other interested parties on special topics, including specific elements of the regulations.

### LARGE MS4 ELEMENTS (Funded by Large MS4 entities only)

#### Phase I-Specific Permit Coordination (L-MS4)

Staff will continue to track developments on the second round of Phase I permits to be issued, working with municipalities, the EPA and TCEQ as appropriate to support permit development. Staff will ensure that the collective bargaining power of the Regional Program is available and that coordination with the overall Regional Program is considered. Continued following of Phase I permits issued around the country could provide real examples of functional permit structures to cities and the TCEQ as renewals are developed. Staff may explore some of the issues around the concept of a regional general permit. This would not necessarily involve meeting with regulators but could include following national activity and observing local activity that may lend itself to a general permit.

### SMALL MS4 ELEMENTS (Funded by Small MS4 entities only)

#### Phase II-Specific Permit Coordination (S-MS4)

A comparison and compilation of SWMPs in the region will be performed to identify common elements and provide a regional reference of BMPs. The comparison will identify potential regional initiatives and opportunities for benefits such as adding value to a specific BMP by decreasing costs, increasing the impact of a BMP in the community, and increasing the impact regionally. This could involve tracking a more common BMP for effectiveness, or reporting to members on performance of BMPs to help with plan review and plan improvements. Staff will also seek to develop regional initiatives that may be adopted into individual management plans and that have been previously reviewed and approved by the TCEQ. Staff will explore with the TCEQ the potential to establish BMPs that are "Pre-Approved MEP (Maximum Extent Practicable)" and that are applicable to any Small MS4 participant. An example is the *integrated* Storm Water Management (*iSWM*) policy manual approved as meeting the MEP requirement for the Post Construction minimum measure.

#### Site Visits To Highlight Transferable and Exceptional Program Elements (S-MS4)

Staff will seek to identify individual jurisdictions that have an exceptional element or particular project within their storm water management program. The subject program piece would be transferable to other jurisdictions, or might provide insight into management techniques for a common problem. The site visits would highlight these programs, and bring an understanding of the development and implementation of the element to the region where further applications might be possible.

### COMMON PROGRAM ELEMENTS (Funded Jointly)

#### Coordinate and Facilitate Meetings (C)

Key to the development and maintenance of a regional effort is open discussions among the participants. NCTCOG will provide support for up to 4 rounds of roundtable discussions and work sessions to discuss strategy implementation and other permit-related issues. Staff will arrange for meetings, compose and mail meeting notices, agendas and background information. The RSWMCC provides oversight for the Regional Program and directs the activities of the NCTCOG staff. Staff will arrange and administer a minimum of four meetings of the RSWMCC over the course of the fiscal year (1 per quarter).

**Perform General Liaison Functions (C)**

As the State begins to learn its role as storm water regulator, it is imperative that the staff keeps them informed of our regional activities. Staff will work closely with the TCEQ staff during the implementation of the new MS4 and construction permits to ensure that the region's interests are made known. Upon direction from the RSWMCC, NCTCOG staff will serve as representatives for the Regional Program to federal and state officials in matters regarding the regional strategy and will coordinate activities among the participants to promote the Regional Program. Staff will track regulatory information and changes in the storm water arena as well as related areas of water quality and TMDL and source water protection. Regulatory updates and/or announcements will be provided to participants as appropriate.

**Identify Regional Cooperative Opportunities (C)**

An element essential to the success of the regional strategy is identification of opportunities for regional cooperation. This is particularly important as the Large MS4s pursue permit renewals, and the Small MS4s initiate the implementation of their BMPs and measurable goals. Staff will continue to identify/refine potential regional cooperative initiatives for consideration by the RSWMCC as opportunities are identified. It is anticipated that some initiatives will be supported by the continuing base funds, while others may require supplemental funding, such as the *iSWM*. Staff will seek cooperative bulk purchase opportunities and continue to coordinate bulk orders, delivery, and billing for the curb marking program, Texas SmartScape™ CDs, and Texas SmartScape™ bookmarks.

**Promote the Regional Storm Water Management Strategy (C)**

Staff will be available to respond to requests for presentations to city councils and civic groups in order to assist city staff in their efforts to develop local storm water management programs in concert with the regional effort. The adopted Regional Policy Position continues to be an essential tool in this regard. Staff will continue to participate in selected local, state and national conferences to showcase the Regional Program, and to maintain connections with national progress in water quality issues. Staff will prepare and present overviews of the Regional Program at selected local, state and national conferences as opportunities arise (e.g. TPWA, WEAT, WEF, AWWA, etc.). Staff will also report to participants on information gained at the conferences attended, and furnish copies of useful materials as appropriate.

**Provide Administrative Support (C)**

NCTCOG will coordinate the Regional Program through the development of interlocal agreements, work programs and cost-share arrangements. NCTCOG staff will handle all necessary administrative support for these efforts.

**Seek Grants Funding for Additional Programs or Projects (C)**

External funding by grant opportunities may be sought for specific projects as they are identified. Primarily state and federal grants are expected to be considered and application made under guidance of the RSWMCC. The search process could result in a resource for locating grants and provide a calendar of annual or repetitive grant application cycles for future use. Non-traditional funding sources could be sought also, such as partnering with non-profits on direct implementation of BMPs, as has been noted in other parts of the country.

**Coordinate with the SEE Safe Clean & Green Initiative and Other Allied Environmental Programs. (C)**

Staff will attend meetings of other environmental programs such as the Flood Management Task Force, COMMON VISION Program, Trinity River Corridor Program, *iSWM*, litter abatement, Water Resources Council and other watershed programs to ensure coordination and avoid duplication of efforts.

**Other Activities as Identified (C)**

NCTCOG staff will be open and available to address other activities that will assist in further development and implementation of the regional strategy.



## **Regional Storm Water Resource Center**

The field of storm water quality management has grown rapidly over the past few years and is changing continuously. In order for governmental agencies to make informed decisions, they must have access to current and forward-looking information from around the country, as well as information on what their neighbors are doing. In addition, agency staff need supporting information to be able to effectively communicate proposed policies to their managers, councils, and the public. To help coordinate the multiple sources of information on storm water management, NCTCOG will continue to serve as a resource center for this information and will provide avenues for dissemination. NCTCOG expects to maintain an updated Internet presence as well as the ability to prepare custom-generated maps, charts, and other presentation materials to participants upon special request.

### **SMALL MS4 ELEMENTS (Funded by Small MS4 entities only)**

---

#### **Mechanisms for Storm Water Management Program Funding (S-MS4)**

Program funding continues to present a distinctive issue for municipal water quality concerns. Various studies, presentations by experienced professionals, and other guidance have been made available in recent years as the Large MS4s worked to implement programs, and preparation for the Phase II permit was begun. A regional resource composed of the current guidance on funding mechanisms will be compiled for a web page at [dfwstormwater.com](http://dfwstormwater.com). to support the continuing development of funding mechanisms in the region.

### **COMMON PROGRAM ELEMENTS (Funded Jointly)**

---

#### **Expand and Maintain the Regional Storm Water Web Page (C)**

Staff will provide maintenance and continue to grow the recently expanded storm water web pages on the NCTCOG web site to serve as an information clearinghouse and resource center. The web site will continue to develop pages targeted specifically for public access and separate from the technical support pages to provide public education on storm water regulations, general program costs, and general public guidance as well as direct links to city, county and TxDOT websites. The site will continue to be upgraded with technical support information for seminar and training information, news items, national regulatory issues, and other current topical information.

#### **Serve as an Information Clearinghouse and Resource Center (C)**

NCTCOG staff will solicit and compile information on regional and nationwide experiences in the area of storm water management, and will continue current efforts to bring existing public information materials to local governments for use as examples. General storm water reference documents including informational brochures and other materials from sources both local and national will be collected and made available. This information will be used to address inquiries from participants and for knowledge dissemination. Much of this information will be made available via the NCTCOG storm water web page.

#### **Prepare Newsletter Articles and Information Materials for Various Topics (C)**

NCTCOG staff will write 6-12 newsletter articles in the Department of Environmental Resources monthly Insider bulletin and/or NCTCOG's Your Region newsletter as well as informational materials on various topics such as storm water management programs, practices, procedures, and specific permit commitments or requirements to assist in informing elected officials, city management and the general public.

#### **Current Events Notification and Bulletin Board (C)**

A specified list of sources, developed with member support, including journals, internet list-serves, news agencies, regulatory news releases, and association newsletters will be regularly reviewed by NCTCOG for relevant materials that can be provided to regional program members via a regularly scheduled notice. Program members will receive regular notices (weekly or biweekly email)

containing a list of single line article headlines that serve as internet links to the selected materials. In addition to the existing bulletin board that has unlimited access through dfwstormwater.com, a "Regional Program Bulletin Board" will be available to Regional Storm Water Management Program participants only. This regional bulletin board will be a repository for the news headline materials, with recent additions posted within the regional bulletin board as a quick reference, and an archive location for searching historic materials. The Regional Program Bulletin Board will be designed for the limited audience of DFW local governments, serving as a forum for posting questions and comments specific to the region.

## **Public Education**

Education of the public on the impact that their everyday activities have on the quality of storm water is a key element of the storm water program. Citizens must be made aware of the potential hazards associated with their individual practices. Education on the proper usage and disposal of lawn and garden, household, automotive, and pool chemicals should be major elements of the public education program. In addition, non-permitted commercial, institutional, and industrial entities whose operations could have a significant impact on storm water quality also need to be informed of their potential impacts and practical ways to mitigate these impacts.

Education and outreach programs are particularly suited to regional cooperation; combined resources can more efficiently purchase education materials and a single project or event can be developed that will apply for all municipalities. Opportunities abound to reach citizens and businesses throughout the Metroplex in a coordinated program.

### **COMMON PROGRAM ELEMENTS (Funded Jointly)**

---

#### **Public Education Task Force Meetings (C)**

NCTCOG will continue the Public Education Task Force initiated as a roundtable in the FY02 work program, and formalized as a Task Force in FY03. Its goal is to create a unified storm water public education message for the region, while maintaining the uniqueness of individual municipal programs. The Task Force has been very successful in providing coordinators an opportunity to discuss public education issues, learn from each other's on-going programs and exploring areas of mutual cooperation. The Task Force benefits from the continual participation of EPA Region 6 Outreach Staff, and in FY04 TCEQ will be invited to participate as their resources allow. A minimum of 6 meetings will be conducted, with updates provided to the RSWMCC.

#### **Strategic, Multi-Media Public Education Campaign (C)**

In FY04 the objectives of the Public Education Task Force are expected to include determining an MEP goal for public education in the region. The emphasis will be on exploring the feasibility of establishing a regional multi-media campaign as MEP. Planning the campaign and defining the criteria for MEP is also expected to begin in FY04. Initial planning steps to determine MEP could include researching successful local and national media campaigns, and exploring community partners, sponsors, spokespersons etc. for the campaign. With Task Force guidance, staff will prepare an implementation status report to RSWMCC on MEP goals and seek approval, after which a meeting of stakeholders will be convened to implement the strategies adopted by the RSWMCC.

#### **DART and the T: Traveling Public Education Partnerships (C)**

The implementation of the regional public education campaign continues as staff seek to capitalize on successful cooperative projects with DART, the T, and other transportation organizations to utilize space inside public transportation vehicles to place storm water public education materials, LED messages, and other media as available. These projects provide for a significant regional

impact at a fractional cost. DART ridership numbers are expected to be provided as measurable documentation for annual reports to TCEQ.

#### Regional Cooperative Purchases (C)

The Public Education Task Force will continue to explore opportunities for cooperative initiatives, such as the municipal vehicle-marking program. In FY04 staff will explore with guidance from the Task Force the feasibility of using signage on municipal vehicles to promote a common regional storm water public education message. Staff could facilitate the logo/graphic design, bid for printers, and coordinate all aspects of the bulk purchasing. Other projects to be identified on an as-needed basis include developing or enhancing written materials, special web pages, and other promotional materials. For any project, staff will coordinate all design, purchasing, delivery and billing associated with cooperative purchases, with the specific intent of reducing an individual city's administrative requirements.

#### Continue Regional Texas SmartScape™ Initiative (C)

The creation of the SmartScape™ Web site is resulting in an increased public accessibility to the information previously available only via CD-ROM. The new on-line initiative has generated new and timely opportunities to conduct storm water public education. The SmartScape™ quiz function is being used to gather information on basic public awareness of water issues, and the zip code tracking feature will make it possible for cities to take credit for users accessing this information. As part of this web feature, staff will provide quarterly SmartScape™ web user statistic reports to each participating city for inclusion in annual reports to TCEQ. Staff will maintain the technical and informational aspects of the new Web site, and will incorporate new information as it becomes available, including city specific information on demonstration gardens, educational events and city promotions. Cooperative purchases of CDs, bookmarks and other SmartScape™ related promotional tools will continue to be made available through regional cooperative purchases. Staff will continue to promote the SmartScape™ concept via presentations, newsletters, articles, press releases and web sites. Staff will also continue to provide troubleshooting support for cities using the SmartScape™ CD.

#### Coordinate 3rd Annual *March is SmartScape™ Month* (C)

The 2nd Annual SmartScape™ Month drew in more participation this year from 32 cities and other organizations. The media's established awareness of SmartScape™ continued to increase public awareness of the events. A DART light rail and bus SmartScape™ advertising opportunity was made possible through the sponsorship of 12 regional entities, proving that it is feasible and cost-effective to reach out to 6.7 million people when the cost is shared. Staff will coordinate the 3rd Annual March is SmartScape™ Month activities in FY04, and will pursue similar public campaign opportunities with DART, the T and other partners. Staff will serve as the primary liaison for cities, public, and media on SmartScape™ information.

#### Conduct Specific Outreach (C)

In FY04 the goal for the SmartScape™ initiative will be to target outreach specifically to the professional sector such as landscapers, designers and nurseries, and pursue new applications for SmartScape™ with these sectors. In addition, staff will provide SmartScape™ information at the landscape ordinance revision workshop (see Management of Storm Water Impacts Associated with Development).

## Control of Construction Site Storm Water Runoff

Uniformity of policies to control storm water runoff from construction sites throughout the Metroplex is very beneficial to contractors, developers, and engineers who often work in many different communities. In 2003 the TCEQ took over responsibility from USEPA for the general permit for construction sites, including the expansion of permit coverage to properties of 1 to 5 acres and issued the TPDES Construction General Permit. Also in 2003, NCTCOG with consultant assistance, updated the regulatory and technical content of the Construction BMP Manual. For FY2004, the Regional Program will continue to offer training classes to local government storm water inspectors. A similar training program could also be offered to developers, engineers, and contractors involved in construction activities in order to educate the private sector on runoff control techniques. The NCTCOG Construction BMP Manual has been promoted to developers or directly adopted by several municipalities in the region as minimum guidance for development and is expected to continue to provide concise runoff control guidance as it is maintained and periodically updated by NCTCOG. As with any other aspect of the construction process, regional uniformity also strengthens the position of the region as a whole to compete with other areas of the country.

### COMMON PROGRAM ELEMENTS (Funded Jointly)

---

#### Storm Water Booklet and Workshop for Builders, Developers, and Contractors (C)

Now that TCEQ has issued the TPDES Construction General Permit, the Construction BMP Manual has been revised, and small and medium MS4s will be implementing construction oversight activities in accordance with their MS4 permits, there is an opportunity to provide guidance to construction and development interests on construction site storm water management. NCTCOG staff will work with participants to determine the issues that should be addressed and the format of materials to be produced. The products could include a detailed field guide, informational brochure or booklet, web-based information, and ½ day workshop targeted at management or supervisory level staff with private companies involved in construction and development.

#### Support and Promote the Construction Inspector Training Program (C)

NCTCOG staff will coordinate with NCTCOG's Regional Training Center to offer, market, and track participation in the inspector training course. NCTCOG staff will ensure that the curriculum is kept up-to-date by making any necessary revisions and can explore customization of the curriculum for other target audiences. NCTCOG staff will seek assistance from participants in monitoring the content, structure, and effectiveness of the training program as well as cooperatively identifying and evaluating other available training resources.

#### Provide Continued Support for the Construction BMP Manual (C)

Subsequent to the release of the revised Construction BMP Manual in FY03, we anticipate the need for providing general support to storm water professionals on the use of the Manual and monitoring comments on the new version. In addition, the Construction BMP Manual will continue to be updated in the future as new and better technologies are developed. Also, since the Construction BMP Manual will fall under the *iSWM* umbrella once that program matures, it is important to provide support and guidance to the Public Works Council to ensure that construction storm water issues are thoughtfully integrated into the final version of the *iSWM* Policy Guidebook.

## **Management of Storm Water Impacts Associated with Development**

There are at least three key areas where local governments, working cooperatively and with the private sector, can improve their own development management processes to integrate storm water quality and quantity goals: 1) comprehensive planning, where storm water quality and quantity are addressed together as part of the overall long-range planning process of each community; 2) development policies and standards, where the full range of local requirements from building codes to subdivision rules are re-examined; and 3) capital improvements programming and impact fees, where local governments themselves are "developers" of the community infrastructure. NCTCOG will assist local governments in exploring cooperative methods of improving development management and in developing practical methods of storm water quality and quantity integration.

### **COMMON PROGRAM ELEMENTS (Funded Jointly)**

---

#### **Integration of SmartScape™ Concepts Into Municipal Landscape Ordinances (C)**

Planting and maintaining landscapes in accordance with Texas SmartScape™ principles (guidelines imply formal adoption) frequently runs into opposition from existing landscape ordinances in the region. NCTCOG staff will work with local government representatives involved with landscaping requirements in order to suggest revisions to existing landscape ordinances that promote or allow landscaping with native and adapted species. To promote SmartScape™ landscaping, NCTCOG will conduct one or two workshops directed to city staff (planners, code enforcement, parks and recreation), landscape architects, and developers.

## **Illicit Discharge Detection and Elimination**

Regionally developed initiatives can provide assistance to local municipalities that center on illicit source identification and elimination. Initiatives should provide the structure for municipally based education, inspection plans, and monitoring and tracking programs. Local business and industry assistance in implementing a SWMP can provide additional support, and be promoted as an effective means to raise awareness and produce a measurable result.

### **SMALL MS4 ELEMENTS (Funded by Small MS4 entities only)**

---

#### **Dry Weather Screening Training (S-MS4)**

Local Large MS4 experience with dry weather field screening can be applied to developing a protocol for basic screening parameters that requires limited investment in equipment, and that would be relevant for any local government. The basic protocol would provide local governments that work with limited resources the ability to monitor a small number of locations, yet develop an understanding of field screening parameters that will lead to recognition of problem areas. The protocol could also include a training package, allowing local governments the ability to train within their organizations, or to include citizen groups. Existing field screening methods, in addition to the local Large MS4 methods, could be considered for adoption or modification (e.g. Texas Watch methods).

## **Municipal Pollution Prevention**

Local governments must lead by example if they are to succeed in changing the practices and habits of businesses and residents. Toward this end, the goal of governments must be to prevent or reduce pollutant runoff from municipal operations including streets, highways, municipal parking lots, maintenance facilities, storage yards, and waste transfer stations. Comprehensive regional training programs should provide for a measurable increase in regional awareness of the requirements and resulting benefits of the pollution prevention program.

### *COMMON PROGRAM ELEMENTS (Funded Jointly)*

---

#### Develop a Pollution Prevention Training Program for Municipal Operations (C)

The FY03 Work Program included a project to compile existing training materials and opportunities and to assess them for applicability to municipal operations. In FY04, efforts will build on the prior year's information gathering by making training opportunities available. This could involve coordination of training seminars tailored for a municipal audience conducted by the TCEQ or some other entity. Alternatively, NCTCOG staff could develop a supervisory level or "Train the Trainer" curriculum that could be offered through the Regional Training Center, allowing municipal staff to perform regular training activities on site. In coordination with local partners, staff could develop a curriculum and/or video for municipal supervisory staff to use in conducting on-site training for employees.

## **Regional Cooperative Monitoring**

NCTCOG will facilitate the development of a second term monitoring program in cooperation with the TCEQ that is expected to be based on in-stream monitoring of defined watersheds. The goal for the next term will be to establish baseline data on receiving streams in the DFW Metroplex during storm events for use in determining long-term water quality trends.

### *LARGE MS4 ELEMENTS (Funded by Large MS4 entities only)*

---

#### Phase I Compliance Monitoring Program Development (L-MS4)

Coordination efforts will be continued in order to get the regional monitoring program finalized and approved by the state. Staff will help coordinate the establishment of appropriate monitoring sites, including GIS mapping, and help develop arrangements with local laboratories for analysis (as needed). A minimum of 6 meetings of the Regional Monitoring Team are expected, with additional meetings with all Phase I participants as needed to coordinate efforts. Common protocols in sampling collection methods and sample handling will be developed through participant interaction and involvement, with training provided as needed. The primary goal will be to get the regional network functional by the end of the first year of the permit.

# Y04 COST SHARE TABLES

## Regional Storm Water Management Program North Central Texas Council of Governments October 1, 2003 - September 30, 2004

City Population (2000 Census)	Cost-Shares (\$)
Under 3,000	500
5,000	1,900
10,000	2,100
15,000	2,300
20,000	2,500
25,000	2,700
30,000	2,900
35,000	3,000
40,000	3,200
45,000	3,400
50,000	3,600
55,000	3,800
60,000	4,000
65,000	4,200
70,000	4,400
75,000	4,600
80,000	4,800
85,000	4,900
90,000	5,100
95,000	5,300
100,000	5,500
105,000	5,700
110,000	5,900
115,000	6,100
120,000	6,300
125,000	6,500
130,000	6,700

**Table 1- Phase II City Cost-Share Estimates**

City participants can use this table to estimate their cost-share amounts from the ranges given. Each participant's cost share is derived from a formula that is based on population and an equal share among participants. Phase II cost shares fund Phase II program elements and a portion of common program elements. Cities outside the Dallas-Fort Worth-Arlington, Denton-Lewisville, and McKinney Urbanized Areas pay 2/3 of the amount listed in this table.

City or Entity	Cost-Shares (\$)
Dallas	\$30,300
Fort Worth	\$15,100
Arlington	\$10,400
Plano	\$7,800
Garland	\$7,600
Irving	\$7,100
Mesquite	\$5,500
TxDOT - Dallas District	\$2,600
TxDOT - Fort Worth District	\$2,600
N. Texas Tollway Authority	\$2,600

**Table 2- Phase I Participants' Cost-Shares**

Non-city participants' cost-shares are based on zero population. Phase I cost shares fund Phase I program elements and a portion of common program elements.

County	Derived* Population	Cost-Shares (\$)
Collin County	3,572	1,900
Dallas County	5,118	1,900
Denton County	4,752	1,900
Ellis County	11,135	2,100
Johnson County	6,515	2,000
Rockwall County	3,012	1,800
Parker County	4,458	1,900
Tarrant County	12,410	2,200

**Table 3 - County Cost-Share Amounts**

\*The county population used in the formula to derive the cost-share is based on the unincorporated population of the county found in the Census 2000 urbanized area. This revised population figure is then used in the same cost-share formula as used for the Phase II cities.

## **Response to Comments on the Revised FY04 Work Program**

In response to suggestions from members at the March RSWMCC meeting, a revised FY04 Work Program was sent by email to all members for review in the form of a text document that could be edited. The purpose was to provide an opportunity for direct editing and comment on the restructured program as proposed at the meeting. The primary goal for restructuring the Program was to clarify the distinction between the Large MS4 (Phase I) and the Small MS4 (Phase II) work elements, and to consolidate elements supporting the basic regional program into the Local Government Participation and Oversight section.

The revised program seems to have met the expectations of most, with only 4 members making additional comments or suggestions for changes. Some email responses were received that expressed approval of the plan with no additional comments. Responses have been prepared to address all the written comments we received.

For the most part the comments we received did not suggest major changes to the revised Work Program. The most notable change is the removal of the element to Maintain and Support the Regional Storm Water Hotline. A response to comments received on the regional hotline work element is included below. Staff proposes to include in the Work Program a replacement element equal to the staff hours that were allocated to hotline efforts. The proposed element will be a more formalized information service for current events, research, regulatory actions, news articles, and other information relevant to storm water and water quality. The proposed element, to be included under the Regional Storm Water Resource Center section in the Work Program, is defined below along with the comments on the Hotline.

Please review the responses to member comments, including the proposed addition of the Current Events Notification and Bulletin Board work element, in preparation for submittal of the FY04 Work Program to the RSWMCC for approval at the May 29th meeting.

### **Watershed Roundtables**

Commenters observed that some roundtables have been replaced by a Forum, Workshop, or other events conducted by the COG storm water staff. A concern is that not all members are given the opportunity to review and discuss projects and other storm water concerns in the region. The roundtables have been a defining component of the regional program and they should continue. Historically the intent has been to try to provide a meeting on storm water issues each quarter, with flexibility as to the structure of the meeting. Staff will continue to look for topics of interest to bring the watersheds to a meeting, however, we expect that a meeting for the sake of the meeting alone would have a low turnout and not be the best use of everyone's resources. Staff expects to receive suggestions on meeting topics and scheduling from watershed members. Proposals could be made to combine watershed meetings with other events. Scheduling of meetings is very dynamic and staff will continue to look for regular input on the topic. We propose to leave the Work Program as it stands on this topic, listing four watershed meetings for the year, and seeking input from members on the topics of the meetings.

### **Cooperative Purchases**

Multiple comments were received that suggested the management of cooperative purchases be included as part of the basic program support (Local Government Participation and Oversight) and not part of the annual proposals in the Education section. Although most cooperative purchases have been for education materials, other opportunities do undoubtedly become available, and seeking to take



advantage of these opportunities is a continual effort. So the work element has been more specifically defined in the Local Government Participation and Oversight section. However, to lay out the specifics of a particular work element, some cooperative purchase projects will necessarily be proposed in the section that they support, such as the special purchases that have been considered by the Education Task Force. The staff hours necessary to support the project are not counted in both Work Program sections.

#### **Frequency of Cooperative Purchases**

Some concern was expressed that cooperative bulk purchases were conducted too frequently within a fiscal year, increasing staff work hours and limiting the price breaks by reducing the product volumes per order. It was suggested that the Work Program include encouragement to limit the number of purchases in the year. While it is true that one order of an item per year should bring a lower price, many smaller local governments do not have the ability to plan all purchases over the year and must place smaller orders as they can. Staff is intent on supporting these local governments. As more governments come into compliance with the Small MS4 permit and develop more refined storm water budgets, bulk purchases may become more planned, offering the opportunity to be more efficient in regional purchases.

#### **Coordination with the Flood Management Task Force**

Some uncertainty was expressed about the purpose of coordination with the Flood Management Task Force. Coordination with other regional programs consists primarily of staff attending meetings in the NCTCOG offices. The hours dedicated are minimal and yet offer the potential for significant benefit through identifying opportunities for shared efforts, avoiding duplication of efforts, and interaction with other people working in similar disciplines. Flood management in particular is an area where water quantity management can be expected to share some concepts with storm water regulatory requirements and water quality goals.

#### **Overlapping projects – Coordination of Allied Environmental Programs and General Liaison Functions**

The suggestion was made that "Coordinate with the SEE Safe Clean & Green Initiative and Other Allied Environmental Programs" might be derivative of another element, "Perform General Liaison Functions." These two work elements do involve similar activities in that they follow the progress of other programs, however they are two distinct subjects. While the coordination with allied programs is primarily a function of observation and capitalizing on shared interests, the liaison functions are directed to regulating agencies and are very participatory, involving active stakeholder groups, reviewing and commenting on proposed rules, regular discussion with regulators, and developing options for regulatory compliance. These are two work elements that should remain separate in the Work Program for clarity.

One commenter also highlighted other work elements as potentially overlapping. The review of the Work Program after the March Council meeting (and changes made in the ad hoc Work Program Committee) did include the merging of proposed work elements where it seemed practical. Various work elements continue to have similar characteristics, however they should remain separate to ensure that individual tasks are appropriately defined in the Work Program.

#### **Funding Mechanisms**

Members commented that they have funding mechanisms in place for Storm Water Management Programs, and therefore could not make use of an information resource on funding. However, the Work Program element to support a web page with resources for funding mechanisms has been acknowledged by various members as a potentially useful tool. The concept of a web page was chosen as a regional support tool because there are many resources available on the topic and

bringing those resources together in a single collection is less costly than workshops or seminars. There are many members in the region that have not yet begun the process of considering funding, and this element is proposed as a cost effective means to support those members.

#### **Newsletter Articles**

The suggestion was made that the number of newsletter articles for the year could be reduced to save resources, particularly since the articles may not be reaching the city officials that would benefit from them, and considering that citizens get most the relevant information from city staff. The intended audience for InsidER is primarily the program coordinators in a municipality and those that have an association with NCTCOG. The information in the articles however should be relevant to all local government staff and citizens, and is provided with the hope that it can be further disseminated in local government newsletters, websites, etc. The InsidER has recently been expanded and is now provided only in an electronic format to reduce costs and increase availability. Staff will continue to observe the distribution, gauge the response to the articles and attempt to monitor overall reception of newsletters, looking for opportunities to improve the method of information dissemination. The new electronic format should increase the potential for significant impact for a small investment of staff time.

#### **Storm Water Hotline**

Based on various comments from this review of the Work Program and previous discussions among members about the concept of a Regional Storm Water Hotline, staff proposes to remove this element from the FY04 Work Program. Several members have hotlines within their jurisdictions that are well advertised and established. Members suggest that these established numbers could be diminished or confused by a regionally advertised hotline. Additionally, staff have not received a significant number of positive comments about the regional hotline, and are not aware of any planned reliance on the line in individual SWMPs.

Staff proposes to include in the Work Program the following element as a replacement equal to the staff hours that were allocated to hotline efforts. The proposed element will be a more formalized information service for current events, research, regulatory actions, news articles, and other information relevant to storm water and water quality.

#### **Current Events Notification and Bulletin Board**

A specified list of sources, developed with member support, including journals, internet list-serves, news agencies, regulatory news releases, and association newsletters will be regularly reviewed by NCTCOG for relevant materials that can be provided to regional program members via a regularly scheduled notice. Program members will receive regular notices (weekly or biweekly email) containing a list of single line article headlines that serve as internet links to the selected materials. In addition to the existing bulletin board that has unlimited access through dfwstormwater.com, a "Regional Program Bulletin Board" will be made available to Regional Storm Water Management Program participants only. This regional bulletin board will be a repository for the news headline materials, with recent additions posted within the regional bulletin board as a quick reference, and an archive location for searching historic materials. Consisting of a smaller user group, the Regional Program Bulletin Board will also serve as a forum for posting questions and comments that may be specific to the regional program, or more appropriate to the limited audience of DFW local governments. We anticipate that a limited access bulletin board may increase its use.

#### **Construction Inspector Training Program**

A general explanation was requested regarding the costs of the Construction Inspector Training and the impact on staff resources. Regional storm water program funds pay for Environmental Resources Department staff to oversee the training program, including monitoring and updating the curriculum,

setting up times for the classes based on demand, and selecting and advising the instructor. The cost for administration, facilities, participant registration, instructional materials, and instructor expenses are covered by the NCTCOG Regional Training Center through participant fees.

Ensuring the curriculum and class materials meet appropriate standards can be a significant use of staff hours, and in FY03, the class materials have been updated to reflect the new TPDES Construction General Permit. In FY04, the curriculum will be revised to reflect changes to the Construction BMP Manual in the latest edition.

#### **Construction BMP Manual Work Element**

Some uncertainty was expressed about the purpose of and funding for the Work Program item titled "Support Integration of the Construction BMP Manual into *iSWM*". Upon further review of that item as a result of the comment, we felt that a revision of the item was warranted. Although we do feel it is necessary to continue to monitor the *iSWM* development process to ensure integration of the Construction BMP Manual, we feel that the work anticipated on the Manual for FY04 is somewhat broader than the previous description portrayed. Specifically, we feel that there will be some need for providing support to the user community for the new edition to be released in FY03. Therefore we propose to revise the existing paragraph in the draft Work Program to read:

##### **Provide Continued Support for the Construction BMP Manual (Revised)**

Subsequent to the release of the revised Construction BMP Manual in FY03, we anticipate the need for providing general support to storm water professionals on the use of the Manual and monitoring comments on the new version. In addition, the Construction BMP Manual will continue to be updated in the future as new and better technologies are developed. Also, since the Construction BMP Manual will fall under the *iSWM* umbrella once that program matures, it is important to provide support and guidance to the Public Works Council to ensure that construction storm water issues are thoughtfully integrated into the final version of the *iSWM* Policy Guidebook.

We should note that this is not (nor was it previously) considered to be a major component of the proposed Work Program in terms of allocated staff time; however, we feel that support for the Construction BMP Manual will be an ongoing and important component of the Regional Storm Water Program.

#### **Dry Weather Screening Method and Training**

Two commenters expressed support for this work element and also suggested that a cooperative purchase of test kits should be considered. This work element is directed to supporting the Small MS4s in what will be a new aspect of storm water management for most of them. Most of the Large MS4s have well established screening programs already in place and may be able to provide existing procedures or experience to support this work element. One written comment was received that echoed verbal comments made at the March RSWMCC meeting suggesting that the work element should focus on support of outfall screening, not on ambient water quality monitoring, as a means of identifying illicit discharges. The proposed work element language was intentionally broad, responding to early member requests for consideration of ambient water quality monitoring projects as a means of illicit discharge detection, and for establishing water quality baseline data within watersheds. Although the test kit and protocol products of the work element might be useful in collection of ambient data for tracking over time, the primary focus will be screening for indicators of illicit discharge. To clarify the intent, the language of the work element has been revised to focus on specific constituent detection at suspect locations. The edited work element follows:

**Dry Weather Screening Training (Revised)**

~~Regional Phase I Local Large MS4~~ experience with ~~coordinated~~ dry weather field screening can be applied to developing a protocol for ~~monitoring~~ basic screening parameters that requires limited investment in equipment, and that would be relevant for any local government. The basic protocol would provide local governments that work with limited resources the ability to monitor a small number of locations, yet develop an understanding of ~~water quality~~ field screening parameters that will lead to recognition of problem areas. The protocol could also include a training package, allowing local governments the ability to train within their organizations, or to include citizen groups. Existing field screening methods, in addition to the local Phase I Large MS4 methods, could be considered for adoption or modification (e.g. Texas Watch methods). ~~As a regional tool the protocol could provide a regional equality of methods for some water quality parameters, allowing for the possibility of identifying watershed concerns or developing baseline data for an area.~~



North Central Texas Council Of Governments

November 6, 2002

Jim Pierce, P. E.  
Assistant Director of Public Works  
Town of Addison  
P.O. Box 9010  
Addison, Texas 75001-9010

Subject: Invoice for Fiscal Year FY2003 Cost Share Agreement for the Expanded  
Regional Storm Water Management Program

Dear Mr. Pierce:

Please find the attached FY2003 invoice for the Town of Addison's recommended cost share amount of \$2,100 for their participation in the FY2003 Expanded Regional Storm Water Management Program.

Your participation in this regional approach to addressing storm water management is appreciated and we look forward to a productive year. Should you have any questions regarding the program or your invoice, please do not hesitate to contact Keith Kennedy, Manager of Environmental Programs, at 817 695-9221 or by email at [kkennedy@dfwinfo.com](mailto:kkennedy@dfwinfo.com).

Sincerely,

Barbara Jones  
Environmental Fiscal Coordinator  
Department of Environmental Resources

Enclosure:

1 – FY03 Cost Share Invoice (due within 30 calendar days of receipt)

---

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**  
P.O. BOX 5888  
ARLINGTON, TEXAS 76005-5888

---

**BILL TO:** TOWN OF ADDISON  
PO BOX 9010  
  
ADDISON, TX 75001-9010

DADDI  
**INVOICE NUMBER:** 45355  
**INVOICE DATE:** 10/30/2002  
**DUE DATE:** 11/30/2002

---

<b>PO Number</b>	<b>Terms</b>	<b>Project Code</b>
	Net 30	673.03.0.63.4640

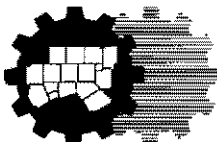
<b>Description</b>	<b>Attendants</b>	<b>Total Amount Due</b>
FY03StrmwtrProg		\$2,100.00

**MAKE CHECK PAYABLE TO: NCTCOG**

mail to: NCTCOG  
ATTN: ACCOUNTS RECEIVABLE  
P.O. BOX 5888  
ARLINGTON, TX 76005-5888

*OK to pay*  
*J. Bell*  
*11-7-02*

For inquiries contact Administration at (817) 695-9130.  
Please remit yellow copy of invoice with payment and  
reference invoice number on check stub. If your agency  
is tax exempt, please fax your exemption certificate  
to (817) 640-7806 Attn: Accounts Receivable.



North Central Texas Council Of Governments

September 12, 2002

Jim Pierce  
Assistant City Engineer  
Town of Addison  
P.O. Box 9010  
Addison, TX, 75001-9010

Dear Mr. Pierce:

Thank you for your participation in the Regional Strategy for Managing Storm Water over the last fiscal year. The involvement of storm water professionals from cities and counties across the Metroplex resulted in a number of accomplishments for the 2002 program. These include a series of workshops that culminated with the production of the Menu of Management Program Options, a web-based tool that will assist the Phase II regulated community with developing their storm water management plans. The *Texas SmartScape™ CD* was recognized nationally this year and earned awards from three state organizations. Cooperative purchases of the *SmartScape™ CD* (100,000+ copies) and our storm drain inlet markers saved participants approximately \$53,000 when compared to the cost if purchased by individual entities. A survey of permitting requirements for floatables management in Region VI provided assistance for cooperative support among Phase I jurisdictions as they review permit requirements and management program options.

We anticipate another successful year in FY2003 as several Phase I entities seek permit renewals and new Phase II permit requirements come into place on March 10. During the coming year we will continue to offer assistance for development of storm water management plans, and then carry on with support for implementation and subsequent review of working plans. We also look for the regional monitoring program to continue to produce innovative cost savings as it makes the transition to a more watershed based system that should produce a more accurate view of regional water quality. Education and training efforts have been identified by participants as primary program objectives for the upcoming year as Phase I and II management programs mature; the newly formed Public Education Task Force will facilitate the sharing of ideas, and the development of training programs for municipal operations in pollution prevention and industrial inspection are expected to be a significant part of the work program.

We look forward to your continued involvement and support for the coming year. The participation of as many local governments as possible will help to insure the success of the regional storm water program. Please complete the attached **FY2003 Commitment Response Forms** and return one copy by October 25, 2002. Note that we will invoice you for your cost-share once we have received the contract. If you have any questions, please feel free to call Derin Warren at 817-695-9215. Thank you once again for your participation in this important regional strategy.

Sincerely,

John Promise, P.E.  
Director of Environmental Resources

Enclosures

**FY2003 FUNDING COMMITMENT RESPONSE FORM**  
**Regional Strategy for Managing Storm Water  
in North Central Texas**

I hereby indicate that the **Town of Addison** will be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2003 and agrees to pay the cost share allocation of **\$ 2,100** (refer to the attached cost share table). I understand that for this compensation, the **Town of Addison** will receive its share of services from NCTCOG as outlined in the **attached work plan**.

I hereby indicate that the **Town of Addison** will not be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2003.

Jim Pierce, P.E.  
Name of Authorized Signatory

[Signature]  
Signature

Asst. Public Wks Director  
Title

10-16-02  
Date

---

**PLEASE DO NOT REMIT PAYMENT AT THIS TIME, an invoice will be mailed upon receipt of this contract.** Indicate the address to which the invoice should be mailed in the space below.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

Please return one copy of the completed form by mail to the following address by **October 25, 2002**:

**Derin Warren  
Department of Environmental Resources  
North Central Texas Council of Governments  
P.O. Box 5888  
Arlington, TX 76005-5888**

If you have any questions about the program or the cost-share arrangements, please feel free to call Derin Warren at 817-695-9215.



**FY03 NCTCOG Work Program**  
**October 1, 2002 to September 30, 2003**  
**Regional Strategy for Managing Storm Water in North Central Texas**

---

Local governments participating in the Regional Storm Water Management Program are continuing to implement urban runoff management strategies described by the Regional Policy Position on Managing Urban Storm Water Quality developed in 1999 by the Regional Storm Water Management Coordinating Council (RSWMCC) and adopted by NCTCOG's Executive Board. The Regional Policy Position provides guidance for a cooperative and comprehensive regional approach to storm water management, and is structured to address increasing federal and state water quality regulations. Implementation of the Regional Storm Water Management Program is accomplished through a cooperative partnership among NCTCOG, the participating cities and counties of North Central Texas, two Texas Department of Transportation Districts, and other interested regional agencies. This annual work program describes regional initiatives to be conducted during FY03 (October 1, 2002 to September 30, 2003).

The elements of the Regional program will address region wide, watershed, and community level issues through the following cooperative initiatives that have been set forth in the regional policy position:

Local Government Participation and Oversight	Management of Storm Water Impacts
Regional Storm Water Resource Center	associated with Development
Public Participation in Program Development	Illicit Discharge Detection and Elimination
Public Education	Municipal Pollution Prevention
Control of Construction Site Storm Water Runoff	Regional Cooperative Monitoring

Funding for the FY03 work program is divided among the participants according to the resource commitment each program element is expected to require and the total number of program elements designed for a permit group (Phase I, Phase II, and Common). Elements that are funded primarily by the Phase I participants make up 20% of the work program, Phase II funded elements make up 30%, and 50% of the program elements are funded by all participants jointly. While each work element may be structured primarily for one "Phase" within the program, as indicated by a symbol listed with each element and defined below, all elements are connected by the regional storm water common goals and are expected to contribute to a common body of knowledge that will directly enhance all members' individual programs.

**C = Common element**

**PI = Phase I element (communities 100,000 population & above by 1990 Census + TxDOT + NTTA)**

**PII = Phase II element (non Phase I entities in the Urbanized Area)**

Implementation of the Regional Storm Water Management Program will involve a multi-year effort. NCTCOG anticipates that there will continue to be multi-year regional activities within NCTCOG work scope proposals that are considered on a fiscal year basis. Staff will annually review multi-year milestones, schedules and regional opportunities for participants, and prepare information and implementation options to help meet permit requirements and milestones in subsequent years for consideration and approval by the Regional Storm Water Management Coordinating Council.

## Local Government Participation and Oversight

Through the Regional program, communication and regular opportunities for the exchange of information will be maintained between all participants, RSWMCC members, and NCTCOG staff via roundtable discussions held in each watershed. RSWMCC members are then able to reflect the interests of their watershed in regular meetings held to guide the regional strategy. In addition, regular forums are conducted to provide information to all participants and other interested parties on special topics, including specific elements of the regulations.

### Phase II-specific permit coordination (PII)

NCTCOG will conduct a regional forum in the first quarter of FY2003 to review status of the draft version of the permit expected to be released some time this summer, providing an opportunity to coordinate comments and changes to the draft permit. The forum would cover regional cooperative initiatives that can be included in local SWMPs, with particular consideration given to public education initiatives, construction runoff and the Comprehensive Drainage Criteria and Design Manual. The forum will provide an opportunity to review the regional SWMP menu of options, and may include highlights or summaries of Phase II SWMPs prepared by cities and counties in the region. As a companion to the forum, a stakeholders meeting will be scheduled during second quarter FY2003 to review and provide latest information on the final TPDES Phase II MS4 permit requirements, required content of the Notice of Intent (NOI) application form, and discussion of BMP's and measurable goals.

### Phase I-specific permit coordination (PI)

Staff will continue to track developments on the second round of Phase I permits to be issued and work with municipalities and with EPA and TCEQ (Texas Commission on Environmental Quality, formerly TNRCC) as appropriate to support permit development. Staff will ensure that the collective bargaining power of the regional program is available and that coordination with the overall regional program is considered. A review of Phase I permits issued around the country could provide real examples of functional permit structures to cities and the TCEQ as renewals are developed. Staff may explore some of the issues around the concept of a regional general permit. This would not necessarily involve meeting with regulators but could include following national activity and observing local activity that may lend itself to a general permit.

### Coordinate and facilitate meetings (C)

Key to the development of a regional effort will be open discussions among the participants. NCTCOG will provide support for up to 4 rounds of roundtable discussions and work sessions to discuss strategy implementation and other permit-related issues. Staff will arrange for meetings, compose and mail meeting notices, agendas and background information. The Regional Storm Water Management Coordinating Council (RSWMCC) provides oversight for the regional program and directs the activities of the NCTCOG staff. Staff will arrange and administer a minimum of four meetings of the RSWMCC over the course of the fiscal year (1 per quarter).

### Perform general liaison functions (C)

As the State begins to learn its role as storm water regulator, it is imperative that the staff keeps them informed of our regional activities. Staff will work closely with the TCEQ staff during the implementation of the new MS4 and construction permits to ensure that the region's interests are made known. Upon direction from the RSWMCC, NCTCOG staff will serve as representatives for the regional program to federal and state officials in matters regarding the regional strategy and will coordinate activities among the participants to promote the regional program.

Site visits to assess needs and shared responsibilities (PII)

Some Phase II entities have existing or recently developed programs that will fulfill many permit requirements, while others are continuing to develop or refine programs. As the new permit term begins and resources are allocated, site visits can facilitate the identification of opportunities for regional cooperation or initiatives. NCTCOG staff will seek to characterize needs and resources, provide the information to participants and consider coordinative efforts as appropriate. This will continue to be a multi-year task.

Identify and pursue regional cooperative opportunities (C)

An element essential to the success of the regional strategy is identification of opportunities for regional cooperation. This is particularly important as the Phase I communities pursue permit renewals, and the Phase II communities prepare their storm water management programs with BMP's and measurable goals over the initial 5 years of the permit term. During the first part of FY2003, NCTCOG will further identify/refine potential regional cooperative initiatives for consideration by the RSWMCC. It is anticipated that some will be supported by the continuing base funds, while others may require supplemental funding, such as the Comprehensive Drainage Criteria and Design Manual.

Promote the regional storm water management strategy (C)

Staff will be available to respond to requests for presentations to city councils and civic groups in order to assist city staff in their efforts to develop local storm water management programs in concert with the regional effort. The adopted Regional Policy Position and the award-winning video continue to be essential tools in this regard.

Provide administrative support (C)

NCTCOG will coordinate the regional program through the development of interlocal agreements, work programs and cost-share arrangements. NCTCOG staff will handle all necessary administrative support for these efforts.

Coordinate with the flood management task force and watershed programs (C)

Staff will attend the flood management task force meetings and ensure coordination between the programs.

Other activities as identified (C)

NCTCOG staff will be open and available to address other activities that will assist in further development and implementation of the regional strategy.

Regional Storm Water Resource Center

The field of storm water quality management has grown rapidly over the past few years and is changing continuously. In order for governmental agencies to make informed decisions, they must have access to current and forward-looking information from around the country, as well as information on what their neighbors are doing. In addition, agency staff need supporting information to be able to effectively communicate proposed policies to their managers, councils, and the public. To help coordinate the multiple sources of information on storm water management, NCTCOG will continue to serve as a resource center for this information and will provide avenues for dissemination of this information. NCTCOG expects to maintain an updated Internet presence as well as the ability to prepare custom-generated maps, charts, and other presentation materials to participants upon special request.

Expand and maintain the regional storm water web page (C)

Staff will initiate a major expansion of the storm water web pages on the NCTCOG web site. The web site will be expanded with the development of pages targeted specifically for public access and separate from the technical support pages to provide public education on storm water

regulations, general program costs, and general public guidance as well as direct links to city, county and TxDOT websites. In addition to current technical support functions of the site, seminar and training information, news items, national regulatory issues, and other current topical information will be posted regularly within a new page designated specifically for the purpose. A notification or list-serve mechanism for notifying members as new items are posted will be investigated.

Track regulatory information (C)

NCTCOG staff will keep current on regulatory changes via the Internet, news articles and personal contacts in the storm water arena as well as related areas of water quality, TMDL development, and source water protection. Regulatory updates or announcements will be provided to participants via fax, e-mail, handouts, or within dfwstormwater.com as appropriate.

Serve as an information clearinghouse and resource center (C)

NCTCOG staff will solicit and compile information on regional and nationwide experiences in the area of storm water management, and will continue current efforts to bring existing public information materials to local governments for use as examples. General storm water reference documents including informational brochures and other materials from sources both local and national will be collected and made available. This information will be used to address inquiries from participants and for knowledge dissemination. Much of this information will be made available via the NCTCOG storm water web page.

Prepare newsletter articles and information materials for various topics (C)

NCTCOG staff will write 6-12 newsletter articles in the Department of Environmental Resources monthly Insider bulletin and/or NCTCOG's Your Region newsletter as well as informational materials on various topics such as storm water management programs, practices, procedures, and specific permit commitments or requirements to assist in informing elected officials, city management and the general public.

Participate in selected local, state and national conferences (C)

Staff will report back to participants on information gained at the conferences attended, and furnish copies of useful materials as appropriate. NCTCOG staff will also prepare and present overviews of the regional program at selected local, state and national conferences (e.g. TPWA, WEAT, WEF, AWWA, etc.).

Public Participation

Involvement of the public in the development of programs to control the quality of storm water is important to the ultimate success of the programs. Individual citizens, members of the development and construction community, representatives of environmental organizations, and representatives of other civic and interest groups can be given the opportunity to participate in multiple aspects of a municipal program, including the program development process. NCTCOG can assist in identifying interest groups and associations in the region that could work in cooperative efforts with local jurisdictions. When appropriate, the RSWMCC and NCTCOG staff could provide their expertise to participating members who wish to hold public meetings in their communities to get local input on development of their local storm water management program.

Establish a regional storm water hotline (C)

Promote a single telephone number for regional storm water reporting and citizen information. NCTCOG will coordinate with the Stop Illegal Dumping regional effort, and provide a regional hotline for reporting of storm water and water quality concerns by citizens.. This hotline would serve as a supplement to individual city/county citizen complaint procedures and would benefit from regional advertising campaigns publicizing the water quality hotline. The installation of a

telephone system for offering the caller an immediate transfer to the emergency response or other designated number for their city would be considered. The hotline would be particularly valuable in the instance that the "reporter" is unsure what jurisdiction the problem area is located, and could also provide citizens a connection to their local information representative for specific "what the citizen can do to improve water quality" type of information. A companion to the hotline could be a single website address to be jointly advertised that provides content targeted to general public information and links to municipal websites.

### Public Education

Education of the public on the impact that their everyday activities have on the quality of storm water is a key element of the storm water program. Citizens must be made aware of the potential hazards associated with their individual practices. Education on the proper usage and disposal of lawn and garden, household, automotive, and pool chemicals should be major elements of the public education program. In addition, non-permitted commercial, institutional, and industrial entities whose operations could have a significant impact on storm water quality also need to be informed of their potential impacts and practical ways to mitigate these impacts.

Education and outreach programs are particularly suited to regional cooperation; combined resources can more efficiently purchase education materials and a single project or event can be developed that will apply for all municipalities. Opportunities abound to reach citizens and businesses throughout the Metroplex in a coordinated program.

#### Develop and implement a strategic, multi-media public education campaign (C)

A multi-media public education campaign has the potential to take on greater momentum in the region with the participation of all permitted cities. FY03 would initiate this multi-year regional cooperative initiative. The key to a successful multi-media approach will be to first identify, then target specific audiences in the region using education tools customized to the needs of that audience. Resources will be used more efficiently with this approach. The established educators roundtable is expected to take a lead role by making the needs assessment and then reporting to RSWMCC with their recommendations on the audiences that should to be targeted by this campaign.

Positive media relations go hand in hand with developing a multi-media public education campaign or any public education endeavor. The intent is to develop a positive dialogue with and educate our local media, which will lead to free/earned media and a greater media participation in the regional program. A regional approach to media relations should prove more fruitful than individual attempts made by cities. As part of this regional cooperative initiative, a press kit containing storm water facts and information could be developed specifically to target local meteorologists with the purpose of encouraging them to disseminate storm water information to the public as is currently being done in Corpus Christi and other parts of the country. The public educator's roundtable could put together a workshop specifically for our local meteorologists to explain the storm water issues facing the region.

#### Public Educators Roundtable (C)

NCTCOG will continue the educator's roundtable initiated in the FY02 work program, and expand participation for FY03 and conduct a minimum of six meetings. The roundtables have been very successful in providing coordinators an opportunity to discuss public education issues, learn from each other's on-going programs and exploring areas of mutual cooperation. Objectives of the group are expected to continue to be the exploration of opportunities for cooperative initiatives, such as pursuing a multi-media public education campaign, and

developing or enhancing written materials, web pages and other materials. The ultimate goal remains the creation of a unified storm water public education message to the region, while maintaining the uniqueness and individuality of each city's on-going programs. Phase II representatives are expected to participate more, and the roundtable may become a more formal subgroup of the RSWMCC.

#### Continue to promote Texas SmartScape (C)

Having established Texas SmartScape Month in 2002, support would be continued in 2003. Citizen response was outstanding with 24 entities participating in SmartScape Month. The media's attention was also tapped, providing a receptive audience to future storm water public education initiatives. NCTCOG will pursue other funding sources to place the SmartScape on the Internet to reduce the volume of CD distribution and increase access. As an enhancement to continue the specific local connection to SmartScape, a simple registration will be incorporated into the web site to track citizen use by their city or county, maintaining the measurable goal for annual reporting to TCEQ.

#### Control of Construction Site Storm Water Runoff

Uniformity of policies to control storm water runoff from construction sites throughout the Metroplex is very beneficial to contractors, developers, and engineers who often work in many different communities. In 2003 the TCEQ will take over responsibility from USEPA for the general permit for construction sites, including the expansion of permit coverage to properties of 1 to 5 acres. This provides the ideal opportunity to clarify the roles and responsibilities of the TCEQ, local governments and the private sector for construction site runoff. As the designated regional water quality planning agency for the state, NCTCOG will seek to obtain registration, tracking, enforcement, and other information as TCEQ administration of the general permit begins. For FY2003, the regional program will continue to offer training classes to local government storm water inspectors. A similar training program could also be offered to developers, engineers, and contractors involved in construction activities in order to educate the private sector on runoff control techniques. The NCTCOG Construction BMP Manual has been promoted to developers or directly adopted by several municipalities in the region as minimum guidance for development and is expected to continue to provide concise runoff control guidance as it is maintained and periodically updated by NCTCOG. As with any other aspect of the construction process, regional uniformity also strengthens the position of the region as a whole to compete with other areas of the country.

#### Construction BMP Manual update and the TPDES General Permit (C)

With the TCEQ assuming the general permit oversight from the USEPA, and the smaller cities entering into the TPDES program, FY03 offers the opportunity to initiate an important cooperative effort that will bring together various pieces of the construction permitting process. This significant initiative involves harmonizing the emerging TCEQ general permit, elements to be included in the site-specific Storm Water Pollution Prevention Plans (SWP3), responsibilities of Phase I and new Phase II MS4's, and a major re-look at the existing regional Construction BMP Manual. A new working group of key public and private interests will be formed under the banner of the Clean Construction Campaign (C3) and will serve as a working committee of the RSWMCC to identify opportunities in reporting, notification, SWP3 development, inspections, local ordinances and other potential initiatives.

#### Support and promote the Construction Inspector Training Program (C)

NCTCOG staff will coordinate with NCTCOG's Regional Training Center to offer, market, and track participation in the inspector training course. NCTCOG staff will ensure that the

curriculum is kept up-to-date by making any necessary revisions and can explore customization of the curriculum for other target audiences. NCTCOG staff will seek assistance from participants in monitoring the content, structure, and effectiveness of the training program as well as cooperatively identifying and evaluating other available training resources.

#### Management of Storm Water Impacts Associated with Development

There are at least three key areas where local governments, working cooperatively and with the private sector, can improve their own development management processes to integrate storm water quality and quantity goals: 1) comprehensive planning, where storm water quality and quantity are addressed together as part of the overall long-range planning process of each community; 2) development policies and standards, where the full range of local requirements from building codes to subdivision rules are re-examined; and 3) capital improvements programming and impact fees, where local governments themselves are "developers" of the community infrastructure. NCTCOG will assist local governments in exploring cooperative methods of improving development management and in developing practical methods of storm water quality and quantity integration.

#### Support the first phase of the CDCD Manual development (C)

Truly effective storm water management integrates quantity and quality in the planning, design, construction, operation, and maintenance of storm water facilities. While primary responsibility for funding & developing the Comprehensive Drainage Criteria & Design Manual lies with the Public Works Council, storm water quality support will be essential to achieving the goals of the CDCD Manual. Throughout FY03 the storm water team will be providing support and oversight in various forms to the Public Works Council as progress on the manual continues. Particular support will be provided in the preparation of construction BMP guidance in the CDCD, and will tie in to the update of the Construction BMP Manual as described in the work program under the Control of Construction Site Storm Water Runoff.

#### Illicit Discharge Detection and Elimination

Regionally developed initiatives can provide assistance to local municipalities that centers on illicit source identification and elimination. Initiatives should provide the structure for municipal based education, inspection plans, and monitoring and tracking programs. Business and industry involvement in local SWMPs can be promoted as an effective means to raise awareness and produce a measurable result. Common mapping standards tied to digital ortho's from NCTCOG could assure that outfall information collected by Phase II communities can be seamlessly tiled in the GIS for the regional environmental corridors.

#### Development of industrial inspector training (PI)

Conduct at least two municipal inspectors workshops to improve inspection materials such as site visit checklist, site inspection guidance, and standard SWPPP checklist. New materials could be developed as workshop products, such as specialized inspection checklists for each sector under the MSGP. Training tools that provide for individual training outside the classroom could be developed from the workshops. The workshops should provide a venue for inspectors to share methods and tools as well as receive training on relevant topics such as how to promote P2 concepts to industry, understanding and fostering industry use of EMS or process management, or developing model inspection methods or programs.

#### Floatables Control Technology Demonstration Project (PI)

The practical applicability of a technology or method of control such as education programs could be determined by the installation of the control as a test project. Determination of the method would be a follow through of the Floatables Study conducted in the FY02 work program. A demonstration project would be supported by a grant or other outside funding, and part of the

work element for staff would be to seek that additional funding. Floatables control is a slowly developing field for technology, and with little practical ability for municipalities to produce real reductions in floatables, a demonstration project could show regional intent to comply with permit requirements and movement toward a measurable reduction of floatables.

### Municipal Pollution Prevention

Local governments must lead by example if they are to succeed in changing the practices and habits of businesses and residents. Toward this end, the goal of governments must be to prevent or reduce pollutant runoff from municipal operations including streets, highways, municipal parking lots, maintenance facilities, storage yards, and waste transfer stations. Agencies must also remove floatables and other pollutants discharged from storm sewers and develop procedures for proper disposal of those wastes. Comprehensive regional training programs should provide for a measurable increase in regional awareness of the requirements and resulting benefits of the pollution prevention program.

#### Develop a Pollution Prevention training program for municipal operations (C)

As an important new regional initiative, a broad Pollution Prevention training program could be developed, to include compilation of existing training materials and assessment of applicability to municipal operations. Existing materials seem to be available in abundance, including formal and effective training seminars conducted by the TCEQ that could be taken specifically to a regional municipal audience. Additional components might include a lending library and/or cooperative bulk purchase of existing video training resources. The project may include investigating NCTCOG production of video(s) and other materials to cover issues and audiences, i.e. municipal operations, not found in existing resources. In particular, MSGP requirements for municipalities would be addressed. The first step during FY2003 will be the design of this cooperative regional initiative, with BMP's and measurable goals, for endorsement by the RSWMCC.

### Regional Cooperative Monitoring

In FY02 the first 5-year term of the regional monitoring program was completed and, with experience gained from the first term, the program can be refined and continue to lead the way in striving for an understanding of urban storm water quality issues. NCTCOG will facilitate the development of a second term monitoring program in cooperation with the TCEQ that is expected to be based on in-stream monitoring of defined watersheds. The goal for the next term will be to establish baseline data on receiving streams in the DFW Metroplex during storm events for use in determining long-term water quality trends.

#### Phase I Compliance Monitoring Program Development (PI)

It is anticipated that the regional monitoring program will be finalized and approved by the state at the beginning of the fiscal year. If not, coordination efforts will be continued. However, with an approved program in hand, staff will help coordinate the establishment of appropriate monitoring sites and help develop arrangements with local laboratories for analysis (as needed). Common protocols in sampling collection methods and sample handling will be developed through participant interaction and involvement. The primary goal will be to get the regional network functional by the end of the first year of the permit.



# Y03 COST SHARE TABLE 3

## Regional Storm Water Management Program North Central Texas Council of Governments October 1, 2002 - September 30, 2003

City Population (2000 Census)	Cost-Shares (\$)
Under 3,000	500
5,000	1,700
10,000	1,900
15,000	2,100
20,000	2,300
25,000	2,500
30,000	2,600
35,000	2,800
40,000	3,000
45,000	3,200
50,000	3,400
55,000	3,600
60,000	3,800
65,000	4,000
70,000	4,200
75,000	4,400
80,000	4,600
85,000	4,800
90,000	5,000
95,000	5,200
100,000	5,400
105,000	5,500
110,000	5,700
115,000	5,900
120,000	6,100
125,000	6,300
130,000	6,500

**Table 1- Phase II City Cost-Share Estimates**

City participants can use this table to estimate their cost-share amounts from the ranges given. Each participant's cost share is derived from a formula that is based on population and an equal share among participants. Phase II cost shares fund Phase II program elements and a portion of common program elements. Cities outside the Dallas-Fort Worth-Arlington, Denton-Lewisville, and McKinney Urbanized Areas pay 2/3 of the amount listed in this table.

City or Entity	Cost-Shares (\$)
Dallas	\$32,200
Fort Worth	\$16,400
Arlington	\$11,600
Plano	\$8,900
Garland	\$8,800
Irving	\$8,200
Mesquite	\$6,600
TxDOT - Dallas District	\$3,600
TxDOT - Fort Worth District	\$3,600
N. Texas Tollway Authority	\$3,600

**Table 2- Phase I Participants' Cost-Shares**

Non-city participants' cost-shares are based on zero population. Phase I cost shares fund Phase I program elements and a portion of common program elements.

County	Derived* Population	Cost-Shares (\$)
Collin County	3,572	1,700
Dallas County	5,118	1,700
Denton County	4,752	1,700
Ellis County	11,135	2,000
Johnson County	6,515	1,800
Rockwall County	3,012	1,700
Parker County	4,458	1,700
Tarrant County	12,410	2,000

**Table 3 - County Cost-Share Amounts**

\*The county population used in the formula to derive the cost-share is based on the unincorporated population of the county found in the Census 2000 urbanized area. This revised population figure is then used in the same cost-share formula as used for the Phase II cities.

# **Regional Storm Water Management Program**

## **FY2002 Accomplishments to Date**

**September 10, 2002**

### **Administrative**

- Conducted follow-up activities with non-participating cities and counties to encourage Regional Program participation.
- Developing new cooperative efforts with regional water providers and the North Texas Tollway Authority
- Developed and finalized FY2003 Work Program and participant cost-shares with a 10% reduction.
- Generated and mailed FY2003 contracts to participants.

### **Texas SmartScape™ CD Project**

- Coordinated purchase, delivery and billing of fifth cooperative purchase of over 12,320 CDs. Combined orders to date total 112,700 CDs at a cost savings of over \$50,000 for 100+ participating entities.
- Presented SmartScape™ at TNRCC Trade Fair in Austin; received the 2002 Texas Environmental Excellence Award - government category; The Texas Section AWWA Watermark Award and Conservation/Reuse Award; National Association of City and County Health Officials - recognized 2nd in the nation; Keep Texas Beautiful Award - regional government category.
- Obtained a trademark on the SmartScape™ name to prevent misuse.
- Drafted work scope, and budget proposal to secure additional funding to create the Web version of the CD.
- Initially pursued funding for Web version from TNRCC; staff currently pursuing funding from the five main regional water providers instead.
- Worked with the PE Task Force to design SmartScape™ bookmarks as an educational piece for storm water and water conservation.
- Initiated a cooperative bulk purchase initiative to purchase the SmartScape™ bookmarks.

### **Knowledge Dissemination**

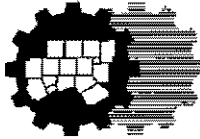
- Conducted a total of 7 meetings of Public Educators Roundtable, now formally recognized as the PE Task Force.
- Conducted Construction Site Storm Water Management Inspector Training session for May 16 using new trainer.
- Conducted, distributed and billed a 4th order of curb markers; partnered with the cities of Corpus Christi, Kennesaw, Smyrna and Decatur GA to achieve a regional savings of \$3,206.
- Continued participation in the development of the Phase II General Permit through TNRCC Stakeholder working groups.
- Participated in Phase I Stakeholder Meeting on the San Antonio Permit.
- Participated in review and comment on the stakeholder draft TPDES Construction General Permit.
- Presented "Water Quality Concerns and Issues" at the Environmental Crimes Investigation Workshop
- Presented information on the Regional Program at several conferences and to UTRWD member cities and Tyler area communities.
- Participated in storm water conference held in Dallas.
- Gave two presentations at EPA MS4 Stakeholder conference in Albuquerque
- Initiated a major restructuring of the storm water Web's design and content format.

### **Management Program Assistance**

- Conducted five rounds of watershed meetings on the Construction Site Runoff Control, Illicit Discharge Detection and Elimination, Pollution Prevention, Post-Construction and Public Education/Involvement Minimum Measures.
- Prepared a draft web-based presentation of the Menu of Management Program Options containing the final versions of the Construction Site Runoff Control, Pollution Prevention, Illicit Discharge, Post-Construction and Public Education/Involvement Minimum Measures.
- Drafted a survey of Phase I permitting requirements to address floatables based on phone survey of 29 Phase I cities in EPA Region 6 and a sampling of national cities.
- Drafted and submitted Floatables & Litter project funding proposal.
- Worked with PE Task Force to draft and submit a Media Roundtable project funding proposal.
- Initiated survey on public education resources and staffing needs to encompass Phase I and Phase II entities in EPA Region 6.
- Conducted 14 site visits at selected cities to review local storm water management efforts.
- Revising Storm Water Quality Best Management Practices for Industrial Activities Manual to conform with new TCEQ Multi-Sector General Permit.
- Assisted in funding solicitation from local governments and work program development for the Comprehensive Drainage Criteria and Design Manual

### **Cooperative Monitoring / Annual Monitoring Report**

- Completed Annual Regional Storm Water Monitoring Report for Monitoring Year 5.
- Prepared Year 5 Discharge Monitoring Reports for each of the Phase I cities.
- Held 4 monitoring meetings with Phase I entities to discuss development of a revised monitoring program.
- Gave presentation summarizing the regional monitoring program's 5 years of data collection to the Clean Rivers Program Water Quality Monitoring Group.
- A revised regional monitoring plan was developed and proposed to TNRCC through the Fort Worth permit renewal process.
- Revised the map of the proposed monitoring plan.



North Central Texas Council Of Governments

September 7, 2001

Jim Pierce  
Assistant City Engineer  
Town of Addison  
P.O. Box 9010  
Addison, TX 75001-9010

Dear Mr. Pierce:

Thank you for your participation in the Regional Strategy for Managing Storm Water over the last fiscal year. The involvement of storm water professionals from cities and counties from across the Metroplex has led to a number of accomplishments during the third year of the expanded storm water program. Those accomplishments include the completion of the *Texas SmartScape CD* and the *Develop – Naturally!* brochure and guide. We hope that you have been able to (or plan to) utilize these in your Public Education and Post-Construction Runoff Control programs. We also completed the bulk purchase of the *SmartScape CD* (60,000+ copies) and *Develop – Naturally!* brochure (10,000 copies), as well as the second bulk purchase of storm drain inlet markers. These cooperative purchases have saved participants approximately \$38,000 when compared to the cost if purchased by individual entities.

In addition, various meetings were scheduled throughout the year to facilitate discussion of permit-related issues and on-going program activities. These included 7 watershed roundtables, the "Get Started on Your Storm Water Program" regional forum, and three Regional Storm Water Coordinating Council meetings (with a final FY2001 meeting scheduled for September 25 at NCTCOG offices). In addition, the Department of Environmental Resources conducted the Sustainable Environmental Excellence Conference, a landmark regional conference which explored avenues of mutual cooperation in addressing clean air, clean and abundant water, waste reduction, flooding minimization, and development excellence.

We anticipate another successful year in FY2002 as we move ever closer to the March 2003 deadline for submission of storm water management plans to TNRCC, which is just 18 months away! During the coming year, we plan to offer assistance to participants in the development of their storm water management plans by conducting a series of watershed roundtables where participants will offer suggestions of how they might address permit requirements in their jurisdictions. Based on the information compiled during the workshops and from other sources, staff will prepare a comprehensive catalogue of management program options with suggested key indicators for participants to use in the development of their management plans.

We look forward to your continued involvement and support in the coming year. The participation of as many local governments as possible will help to insure the success of the regional storm water program. Please complete the attached **FY2002 Funding Commitment Response Forms** and return one copy by October 5, 2001 (keep one copy and the attached FY2002 Work Program for your records). If you have any questions, please feel free to call Derin Warren at 817-695-9215. Thank you once again for your participation in this important regional program.

John Promise, P.E.  
Director, Department of Environmental Resources

to Kenneth Calhoun

**FY2003 FUNDING COMMITMENT RESPONSE FORM**

**Regional Public Works Program**

**Including Comprehensive Drainage Criteria & Design Manual**

I hereby indicate my entity's commitment to participate in the Regional Public Works Program. Please bill me in FY2003 for the amount of \$ 5,587.

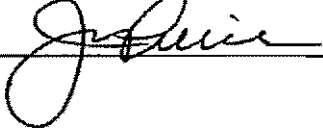
I hereby indicate my entity will not participate in the Regional Public Works Program.

I am still considering my entity's participation in the Regional Public Works Program and need additional information as indicated below.

Name Jim Pierce, P.E.

Municipality or Company Town of Addison

Title or Position Asst. Public Works Director

Signature 

Comments:

Please mail this form to: Kenneth Calhoun  
Department of Environmental Resources  
North Central Texas Council of Governments  
P.O. Box 5888  
Arlington, TX 76005-5888

or fax to the attention of Kenneth Calhoun at 817/695-9191

Questions? Kenneth Calhoun at 817/695-9224 or Sam Brush at 817/695-9213

**Cost Share Allocations**

Attached is a table of cost share allocations for MS4 jurisdictions. Those not found on the attached table are requested to participate in the amount of \$2353.00.

Invoices will be sent in October based on commitment forms received.

# HP LaserJet 3200se



TOALASERJET 3200  
9724502837  
JUL-11-2002 11:26AM

## Fax Call Report

Job	Date	Time	Type	Identification	Duration	Pages	Result
640	7/11/2002	11:25:13AM	Send	98176959191	0:43	1	OK

*to Kenneth Calhoun*

### FY 2003 FUNDING COMMITMENT RESPONSE FORM

#### Regional Public Works Program

#### Including Comprehensive Drainage Criteria & Design Manual

I hereby indicate my entity's commitment to participate in the Regional Public Works Program. Please bill me in FY2003 for the amount of \$ 5,587

I hereby indicate my entity will not participate in the Regional Public Works Program.

I am still considering my entity's participation in the Regional Public Works Program and need additional information as indicated below.

Name Jim Pierce P.E.  
Municipality or Company Town of Addison  
Title or Position Asst. Public Works Director  
Signature [Signature]

Comments:

Please mail this form to: Kenneth Calhoun  
Department of Environmental Resources  
North Central Texas Council of Governments  
P.O. Box 5888  
Arlington, TX 76005-5888

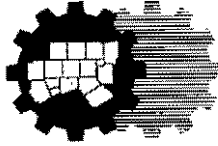
or fax to the attention of Kenneth Calhoun at 817/695-9191

Questions? Kenneth Calhoun at 817/695-9224 or Sam Brush at 817/695-9213

#### Cost Share Allocations

Attached is a table of cost share allocations for MS4 jurisdictions. Those not found on the attached table are requested to participate in the amount of \$2353.00.

Invoices will be sent in October based on commitment forms received.



North Central Texas Council Of Governments

TO: The Region

DATE: July 2, 2002

FROM: Mike Eastland, Executive Director

SUBJECT: Participation in the Comprehensive Drainage Criteria & Design Project

I am writing you to request your participation in an initiative to create a timely resource that will provide regulatory shelter for many communities and enable more effective management of storm water in our region. Unprecedented new development along with existing infrastructure that is aging and often inadequate has intensified problems with downstream erosion and flooding. Since these problems are multi-jurisdictional, the region-wide variation in drainage design criteria hinders effective management. In addition, concerns about the impact of storm water runoff quality to surface and groundwater supplies, recreational rivers and lakes, aquatic habitats and ecosystems, as well as TPDES storm water permit rules, are making it necessary for local governments to address both storm water quantity and quality for areas of new development or redevelopment. Comprehensive guidance in integrated storm water management throughout planning, design, construction, and maintenance of storm water infrastructures is currently non-existent in our region.

The Public Works Council and NCTCOG's Executive Board approved a project in the FY2002 Regional Public Works Program to begin work towards development of a Comprehensive Drainage Criteria & Design (CDCD) manual on a fee-for-services basis. The manual will be a step-by-step detailed instructional document to guide developers and government agencies on the control and management of storm water quality and quantity for new developments and the retrofitting of existing problem areas. The goal is to create a practical manual oriented to implementation in everyday practice. It will simplify engineering designs, minimize local government plan review efforts, facilitate multi-jurisdictional drainage analysis, and enable regional training opportunities. It will be a critical part of the TPDES storm water permitting process for Municipal Separate Storm Sewer System (MS4) designated communities across the region, which takes effect in March 2003. See attached brochure for additional information on the CDCD manual.

The primary task in FY2002 was the selection of consultants to assist with the development of the manual beginning in FY2003. The CDCD Project Management Team of local government staff reviewed Statements of Qualifications and interviewed four consultant finalists. NCTCOG's Executive Board (see the attached resolution) approved the Team's recommendation to secure the services of Freese and Nichols, Inc., who will serve as the prime consultant and will be assisted by other outstanding firms including Alan Plummer Associates and AMEC, Inc.

Attached are the cost share allocations for the FY2003 Regional Public Works Program. The primary project will be the development of a draft of the Comprehensive Drainage Criteria & Design Manual. The target amount for next year is \$600,000. The estimate is \$800,000 in FY2004 for manual completion and related activities. FY2003 cost share allocations for MS4 cities and cities over 10,000 in population were determined through the combination of a base fee, a population based fee, and a land area based fee. MS4 Counties were assessed only the base fee. All other local governments and private stakeholders were assessed 1/2 the base fee. The individual cost shares are a fraction of the expense that would be incurred by a jurisdiction developing a similar resource on their own. Region-wide participation is crucial to the successful development of this valuable and much needed resource. Please complete and return the attached funding commitment form to indicate your jurisdiction's participation in this very important regional initiative.

Thank you for your consideration of this request. Please contact Kenneth Calhoun, Development Engineering Specialist, at 817-695-9224 or [kcalhoun@dfwinfo.com](mailto:kcalhoun@dfwinfo.com) with any questions.



# Comprehensive Drainage Criteria and Design

## What it is and why you should participate...

**The Purpose:** Unprecedented new development along with aging and often inadequate infrastructure has intensified problems with downstream erosion and flooding. Since these problems are multi-jurisdictional, the region-wide variation in drainage design criteria hinders effective management. Additionally, concerns about the impact of storm water runoff quality to surface and groundwater supplies, recreational rivers and lakes, aquatic habitats and ecosystems, as well as TPDES storm water permit rules, are making it necessary for local governments to address both storm water quantity and quality for areas of new development or redevelopment. Comprehensive guidance in integrated storm water management throughout planning, design, construction, and maintenance of storm water infrastructures is currently nonexistent in North Central Texas.



**The Project:** In response to the regulations and to address the issues facing the region, the North Central Texas Council of Governments (NCTCOG) has taken a leading role in the development of a comprehensive drainage criteria and design manual for the Region. This manual will detail the most current and applicable storm water management techniques, provide criteria and rationales for the selection of structural and non-structural water quantity and quality Best Management Practices (BMPs). The manual will also include detailed design specifications for these controls, and techniques for integrating storm water quality and quantity considerations. Essential aspects of the manual include:

- ◆ Storm water goals, policies and planning
- ◆ Integration of storm water quantity and quality considerations
- ◆ Storm water design criteria for hydrology and hydraulics
- ◆ Guidelines and procedures for storm water planning and design at both site and watershed level
- ◆ Catalog of storm water controls and BMPs, and how they can be applied within the Region
- ◆ Construction specifications for materials and workmanship
- ◆ Guidelines for inspection and maintenance requirements for each control and BMP



### What is Required?

The TPDES regulations require the operator of a regulated MS4 to develop, implement, and enforce a program to reduce pollutants in storm water runoff to their MS4 from construction and post construction activities.



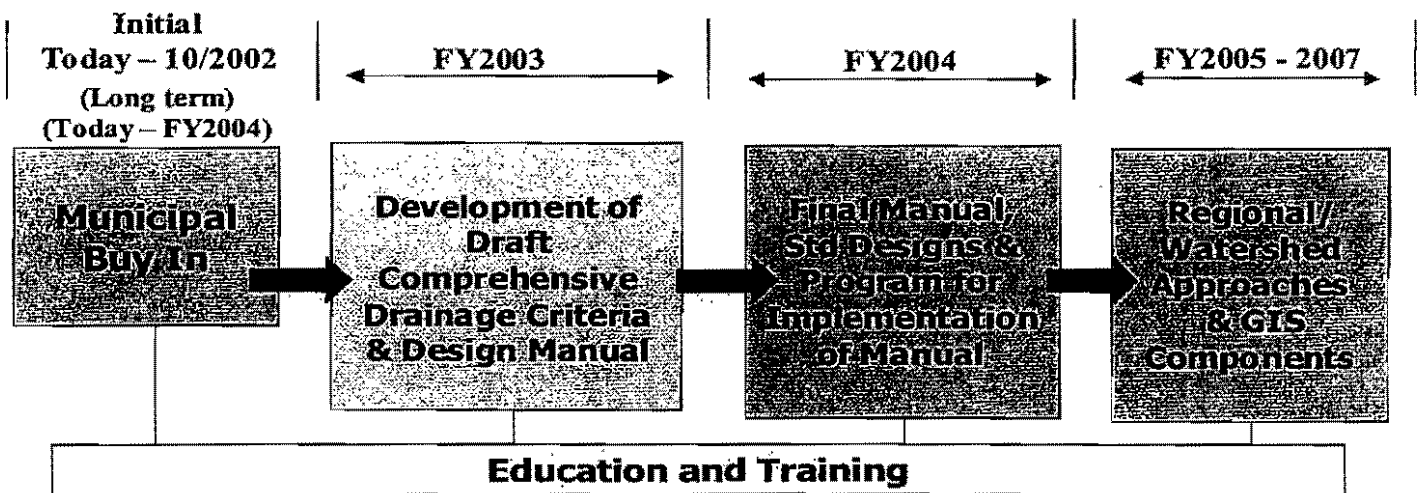
**The Benefits:** The regional Comprehensive Drainage Criteria and Design Manual will provide:

- ◆ A comprehensive drainage resource with guidelines to manage and control both storm water quality and quantity that are tailored for our Region
- ◆ A "How-To" guide to provide assistance in storm water management during the planning, design, construction, inspection and maintenance stages
- ◆ Updates of the latest regulatory changes
- ◆ A cost effective and consistent approach to ordinance development
- ◆ Expedited design, development and construction processes
- ◆ Standardization of processes across the Region
- ◆ Easy-to-use training and education plan
- ◆ User friendly, interactive website for immediate access to manual guidelines and examples
- ◆ A needed resource developed in a cooperative and cost-effective manner

**The Critical Dates:** The first and most critical phase is to prepare the "Draft" manual. The following is a summary of the critical dates

- ◆ Gain commitment of funding from local governments and stakeholders – Summer 2002
- ◆ Continue public outreach and education on storm water issues - Ongoing
- ◆ Obtain first year funding for project – September 2002
- ◆ Research and compile existing drainage ordinances and manuals – September 2002
- ◆ MS4 jurisdictions reference NCTCOG CDCD Manual as a post construction measure for Phase II permits – March 2003
- ◆ Manual development – October 2002 to September 2003
- ◆ Final "Draft" Manual to Cities – September 2003
- ◆ Final CDCD Manual – September 2004
- ◆ Implementation and adoption of manual – Ongoing
- ◆ Implementation and development of training, educations and regional concepts - Ongoing

**The Plan:** The CDCD Manual has been proposed as a multi-phased plan as shown:



**Your Storm water Solution:** The CDCD Manual is a comprehensive manual to be developed to meet the specific regional needs of local governments in North Central Texas. We need your input and funding assistance in making this vital project successful. For more information on this project, please contact NCTCOG project manager, Kenneth Calhoun at 817/695-9224 or at [kenny@dfwinfo.com](mailto:kenny@dfwinfo.com).

**Comprehensive Drainage Criteria and Design Manual**  
**Fiscal Year 2003 Program Participation Cost Share**  
**MS4 Jurisdictions and Cities over 10,000 Population**

Jurisdiction	Population		Area (Acres)	FY 2003 Cost Share (\$)
	2001 (Current)	2025 (Projected)		
Addison	14,623	22,300	2,833	5,587
Allen	48,397	89,000	16,853	8,944
Arlington	338,127	438,500	63,363	22,009
Azle	9,660	13,750	5,274	5,596
Balch Springs	19,444	22,650	5,160	5,759
Bedford	47,309	55,400	6,405	6,657
Benbrook	20,268	25,900	7,713	6,125
Blue Mound	2,388	2,400	344	4,792
Burleson	22,510	49,050	12,610	7,444
Carrollton	111,388	128,700	23,447	10,082
Cedar Hill	33,954	69,150	22,550	9,015
Cleburne	26,604	27,850	19,492	7,290
Cockrell Hill	4,447	3,600	371	4,806
Colleyville	19,831	37,550	8,382	6,632
Collin County				4,706
Coppell	36,845	38,650	9,530	6,519
Corinth	13,455	18,000	5,057	5,672
Corsicana	24,571	24,571	13,891	6,633
Crowley	7,594	14,150	4,256	5,541
Dallas	1,199,809	1,264,750	246,347	57,480
Dallas County				4,706
Dalworthington Gardens	2,218	5,450	1,187	4,993
Denton	82,976	132,700	39,879	12,347
Denton County				4,706
DeSoto	38,214	61,100	13,809	7,763
Double Oak	2,229	5,950	1,396	5,032
Duncanville	36,206	36,050	7,224	6,199
Edgecliff Village	2,555	3,150	762	4,859
Ennis	16,200	21,000	11,771	6,419
Euless	46,166	62,550	10,407	7,346
Everman	5,839	5,800	1,269	4,957
Farmers Branch	27,527	29,500	7,687	6,141
Flower Mound	52,604	88,650	27,640	9,957
Forest Hill	12,949	13,550	2,717	5,278
Fort Worth	542,504	675,600	191,252	40,505
Frisco	42,511	130,450	44,818	13,408
Garland	218,891	242,050	36,544	13,903
Grand Prairie	131,393	193,400	52,175	15,074
Grapevine	42,443	43,650	22,942	7,973
Greenville	24,163	24,163	22,208	7,467
Haltom City	39,297	38,250	7,941	6,304
Hickory Creek	2,269	5,050	2,941	5,155

Jurisdiction	Population		Area (Acres)	FY 2003 Cost Share (\$)
	2001 (Current)	2025 (Projected)		
Highland Park	8,794	9,050	1,433	5,047
Highland Village	12,391	19,500	4,101	5,647
Hurst	36,452	39,300	6,337	6,226
Hutchins	2,805	2,650	5,515	5,318
Irving	194,407	228,850	43,300	14,487
Keller	28,058	58,750	11,798	7,634
Kennedale	5,982	14,000	3,865	5,521
Lake Dallas	6,289	7,100	1,677	5,039
Lake Worth	4,629	5,050	1,614	4,983
Lakeside	1,075	1,075	968	4,827
Lancaster	26,270	29,350	18,751	7,276
Lewisville	80,609	110,050	27,089	10,249
Mansfield	29,777	73,200	23,365	9,314
McKinney	58,986	125,600	37,353	12,210
Mesquite	126,570	168,100	27,811	11,744
Midlothian	8,340	19,100	24,249	7,738
Mineral Wells	16,960	16,960	13,553	6,438
North Richland Hills	57,498	82,750	11,666	8,042
Pantego	2,432	3,750	636	4,871
Plano	226,460	312,750	45,831	17,346
Richardson	92,697	101,000	18,279	8,829
Richland Hills	8,132	11,650	2,015	5,213
River Oaks	7,010	6,250	1,275	4,955
Rockwall	18,934	34,650	14,492	7,158
Rockwall County				4,706
Rowlett	45,643	72,350	12,954	7,975
Sachse	10,864	28,750	6,330	6,241
Saginaw	13,290	24,100	4,801	5,875
Sansom Park	4,181	3,950	792	4,866
Seagoville	10,904	21,500	10,425	6,386
Southlake	22,806	32,550	14,363	7,005
Stephenville	14,956	14,956	6,428	5,674
Tarrant County				4,706
Terrell	13,606	13,606	11,934	6,203
The Colony	28,841	45,900	10,068	6,969
University Park	23,218	20,000	2,385	5,320
Watauga	22,101	28,550	2,667	5,683
Waxahachie	21,609	34,900	26,344	8,325
Weatherford	19,381	32,450	14,498	7,070
Westworth Village	2,124	2,050	1,266	4,876
White Settlement	14,958	16,250	3,118	5,386
Wilmer	3,393	2,800	4,028	5,164
Wylie	16,711	29,200	21,308	7,681

\* 2025 Projected population estimates unavailable, amount shown same as 2001 population.

RESOLUTION AUTHORIZING CONSULTANT SERVICES FOR THE  
COMPREHENSIVE DRAINAGE CRITERIA & DESIGN PROJECT

WHEREAS, the North Central Texas Council of Governments is established to assist local governments in planning for common needs, cooperating for mutual benefit, and recognizing regional opportunities for improving the quality of life in North Central Texas; and

WHEREAS, the NCTCOG Executive Board endorsed the FY2002 Regional Public Works Program recommended by the Public Works Council, an advisory committee to the Executive Board composed of public works professionals from the public and private sector; and

WHEREAS, the NCTCOG Executive Board has adopted the *Regional Strategy for Managing Storm Water Quality in North Central Texas*, which characterizes regional issues and directions, outlines suggestions for meeting regional storm water quality goals, and identifies key links between storm water quality and quantity; and

WHEREAS, the FY2002 Regional Public Works Program contains a project in accordance with the *Regional Strategy for Managing Storm Water Quality in North Central Texas* to begin work towards developing a Comprehensive Drainage Criteria & Design manual with consultant assistance; and

WHEREAS, this important project will be conducted over a multi-year period on a fee-for-services basis under the direction of the Public Works Council and a Project Management Team of local government representatives; and

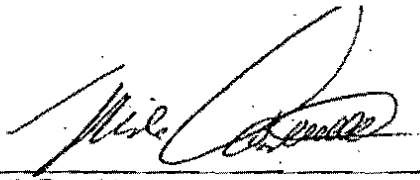
WHEREAS, the Comprehensive Drainage Criteria and Design Project Management Team after reviewing consultant's Statements of Qualifications and interviewing four consultant teams recommends the consultant services from a team led by Freese and Nichols, Inc.

NOW, THEREFORE, BE IT HEREBY RESOLVED:

SECTION 1 That the Executive Director of the North Central Texas Council of Governments is authorized to pursue fee-for-services support from interested local governments and others, as well as other sources of funding, to undertake the development of the Comprehensive Drainage Criteria & Design project.

SECTION 2 That the Executive Director of the North Central Texas Council of Governments is authorized to secure the services of the consultant team led by Freese and Nichols, Inc. to assist with the Comprehensive Drainage Criteria & Design project, and to use their services consistent with the availability of funding.

SECTION 3 That this resolution shall be in effect immediately upon its adoption.



---

Mike Cantrell, President  
North Central Texas Council of Governments  
Commissioner, Dallas County

I hereby certify that the Executive Board of the North Central Texas Council of Governments adopted this resolution on February 28, 2002.



---

Jack Hatchell, Secretary-Treasurer  
North Central Texas Council of Governments  
Commissioner, Collin County

**FY2002 FUNDING COMMITMENT RESPONSE FORM**  
**Regional Strategy for Managing Storm Water**  
**in North Central Texas**

X I hereby indicate that the **Town of Addison** will be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2002 and agrees to pay the cost share allocation of **\$1700.00** (refer to the attached cost share table). I understand that for this compensation, the **Town of Addison** will receive its share of services from NCTCOG as outlined in the **attached work plan**.

       I hereby indicate that the **Town of Addison** will not be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2002.

James C. Pierce, Jr  
Name of Authorized Signatory

[Signature]  
Signature

Asst Public Works Director  
Title

9-11-01  
Date

---

**Please do not remit payment at this time, an invoice will be mailed upon receipt of this contract.**  
Indicate the address to which the invoice should be mailed in the space below.

Jim Pierce, P.E.  
Name

Addison Public Works  
Department

P.O. Box 9010  
Address

Addison, Tx 75001-9010  
City, State, Zip

Please return one copy of the completed form by mail to the following address by October 5, 2001:

**Derin Warren**  
**Department of Environmental Resources**  
**North Central Texas Council of Governments**  
**P.O. Box 5888**  
**Arlington, TX 76005-5888**

If you have any questions about the program or the cost-share arrangements, please feel free to call Derin Warren at 817-695-9215.

## PHASE II CITY COST SHARE TABLE

### Regional Storm Water Management Program North Central Texas Council of Governments October 1, 2001 - September 30, 2002

City Population (2000 Census)	Amount Requested for FY2002 (\$)
Under 3,000	500
5,000	1,400
10,000	1,500
15,000	1,700
20,000	1,900
25,000	2,100
30,000	2,300
35,000	2,500
40,000	2,700
45,000	2,900
50,000	3,100
55,000	3,300
60,000	3,500
65,000	3,700
70,000	3,900
75,000	4,100
80,000	4,300
85,000	4,400
90,000	4,600
95,000	4,800
100,000	5,000
105,000	5,200
110,000	5,400
115,000	5,600
120,000	5,800
125,000	6,000
130,000	6,200

Note: Each participant's cost share is derived from a formula that is based on population and an equal share among participants. Phase II cost shares fund Phase II program elements and a portion of common program elements.

**FY2001 FUNDING COMMITMENT RESPONSE FORM**  
**Regional Strategy for Managing Storm Water**  
**in North Central Texas**



I hereby indicate that the **Town of Addison** will be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2001 and agrees to pay the cost share allocation of **\$1000.00**. I understand that for this compensation, the **Town of Addison** will receive its share of services from NCTCOG as outlined in the **attached work plan**.

I hereby indicate that the **Town of Addison** will not be participating in the North Central Texas Regional Strategy for Managing Storm Water during FY2001.

James C. Pierce, Jr.  
 Name of Authorized Signatory

*James C. Pierce, Jr.*  
 Signature

Assist. Public Works Director  
 Title

9-14-00  
 Date

**Cost Share Allocations**

<b>Contributing Entity</b>	<b>Amount Requested for FY2K</b>
<i>Cities</i> (Population Range per 1990 Census)	
50,000 - 100,000 population	\$4,500
10,000 - 50,000 population	\$2,400
3,000 - 10,000 population	\$1,000
Less than 3,000 population	\$500
<i>Counties</i>	\$3,000

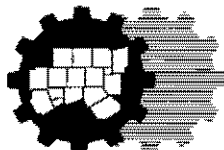
Note: The region's seven largest cities and TxDOT district offices are cost-sharing in approximately 50% of the total Regional Strategy program in addition to supporting the regional monitoring program exclusively.

Please mail this form by October 2, 2000 to:

**Samuel Brush**  
**Department of Environmental Resources**  
**North Central Texas Council of Governments**  
**P.O. Box 5888**  
**Arlington, TX 76005-5888**

If you have any questions about the program or the cost-share arrangements, please feel free to call Keith Kennedy at 817-695-9221.





North Central Texas Council Of Governments

September 1, 2000

Jim Pierce  
Assistant City Engineer  
Town of Addison  
P.O. Box 9010  
Addison, TX 75001-9010

Dear Mr. Pierce:

Thank you for your participation in the Regional Strategy for Managing Storm Water over the last fiscal year. The involvement of storm water professionals from cities and counties from across the Metroplex has led to a number of accomplishments during the second year of the expanded storm water program. Those accomplishments include the completion of the "Storm Water Management in North Central Texas" video, which we hope has been useful for informing other departments and elected officials in your agency. The first regional cooperative initiative was also completed this year – the bulk purchase of storm drain inlet markers. Seventeen entities participated in the initiative and saved as much as 75% on the cost of the markers.

In addition, various meetings were scheduled throughout the year to facilitate discussion of permit-related issues and on-going program activities. These included 12 watershed roundtables, three construction site visits, two regional forums, and three Regional Storm Water Coordinating Council meetings (with a final FY2000 meeting scheduled for September 21 at NCTCOG offices). These meetings provided participants with valuable information; as staff presented various updates in federal and state regulations, grant opportunities, post-construction related information, and public education resource materials. The regional program web site was revamped this year and launched under the new dfwstormwater.com domain name.

We anticipate another successful year in FY01 as we take steps toward implementation! The year's first forum will help answer questions about how to get a storm water management program started. Also in the first quarter, we will complete an informative and interactive multimedia CD-ROM called "Texas Smartscares" and issue a comprehensive survey that will help you and us assess your entity's needs in developing a storm water program. Follow-up site visits will be used to gather further information. We plan to continue with the watershed roundtables and hold another forum in the spring. Look for "GIS pilot study," "technical review of BMP manual," "stakeholder meetings" and more in the attached work program to see the many program elements and initiatives to be undertaken during the next fiscal year.

We look forward to your continued involvement and support in the coming year. The participation of as many local governments as possible will help to insure the success of the regional storm water program. Please complete the attached FY2001 Funding Commitment Response Forms and return two (2) copies by October 2, 2000 (keep one copy and the attached FY2001 Work Program for your records). If you have any questions, please feel free to call Keith Kennedy at 817-695-9221.

Thank you once again for your participation in this important regional program.

  
\_\_\_\_\_  
John Promie, P.E.  
Director, Department of Environmental Resources



North Central Texas Council Of Governments

January 7, 2000

Mr. Jim Pierce  
Assistant City Engineer  
Town of Addison  
P.O. Box 9010  
Addison, Texas 75001-9010

Subject: Invoice for Fiscal Year (FY) 2K Cost Share Agreement for the Expanded Regional Storm Water Management Program

Dear Mr. Pierce:

Thank you for your commitment of funding support for the FY00 Expanded Regional Storm Water Management Program. Enclosed is an invoice for your FY00 cost share agreement

Your participation in this important regional effort is appreciated as we accomplish the tasks outlined in the work program to address storm water quality issues affecting the waters of North Central Texas.

If you have any questions regarding the program or your invoice, please do not hesitate to contact Keith Kennedy, Senior Environmental Planner, at (817) 695-9221 or by email at [kkennedy@dfwinfo.com](mailto:kkennedy@dfwinfo.com).

We look forward to our continued working relationship.

Sincerely,

Barbara Jones  
Environmental Fiscal Coordinator  
Department of Environmental Resources

Enclosure:

1 - FY00 Cost Share Invoice (due within 30 calendar days of receipt)

RECEIVED

JAN 14 2000

TOWN OF ADDISON  
ACCOUNTING

**TOWN OF ADDISON  
PAYMENT AUTHORIZATION MEMO**

DATE: 1/19/00

Claim # \_\_\_\_\_

Check \$ 1,000.<sup>00</sup>

Vendor No. \_\_\_\_\_  
 Vendor Name North Central Texas Council of Governments  
 Address Attn: A/R  
 Address P.O. Box 5888  
 Address Arlington TX  
 Zip Code 76005-5888

INVOICE # OR DESCRIPTION	FUND	DEPT	OBJ	PROJ	SAC	AMOUNT
	(00)	(000)	(00000)	(00000)	(000)	(\$000,000.00)
<u>37409</u>	<u>01</u>	<u>411</u>	<u>56040</u>			<u>1,000.<sup>00</sup></u>

TOTAL 1,000.<sup>00</sup>

EXPLANATION Regional urban storm water  
management program.

  
 Authorized Signature

\_\_\_\_\_  
 Finance

Used PO

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**

P O BOX 5888

ARLINGTON, TEXAS 76005-5888

GLOC573

Bill To:	INVOICE NUMBER	37409
JIM PIERCE, PUBLIC WORKS DIV	Invoice Date	1/7/00
TOWN OF ADDISON	Due Date	2/7/00
P.O. BOX 9010		
ADDISON TX 75001-9010		

PO Number	Terms	Project Code
	Net 30	573.00.0.63.4640

Description / Course No.	Attendants	Total Amount Due
FY00 Exp Reg Stormwater Program		\$1,000.00

SENT TO DEPT.  
JAN 18 2000

**MAKE CHECK PAYABLE TO: NCTCOG**

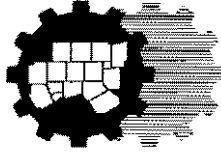
mail to: NCTCOG  
 ATTN: A/R  
 P O BOX 5888  
 ARLINGTON, TX 76005-5888

**RECEIVED**

JAN 14 2000

TOWN OF ADDISON  
ACCOUNTING

*For inquiries contact Administration at (817) 695-9130.  
 Please remit yellow copy of invoice with payment and  
 reference invoice number on check stub. If your agency  
 is tax exempt, please fax your exemption certificate  
 to (817) 640-7806 Attn: Accounts Receivable.*



North Central Texas Council Of Governments

September 1, 1999

Jim Pierce  
Assistant City Engineer  
Town of Addison  
P.O. Box 9010  
Addison, TX 75001-9010

Dear Mr. Pierce:

Thank you for your participation in the Regional Strategy for Managing Storm Water over the last fiscal year. The involvement of storm water professionals from cities and counties from across the Metroplex has led to a number of accomplishments during the first year of the expanded storm water program. Those accomplishments include the development of the "Regional Strategy for Managing Storm Water Quality in North Central Texas," which will serve as a guide over the next several years as agencies in the region look for opportunities to effectively and cooperatively address the upcoming storm water regulations.

In addition, various meetings were scheduled throughout the year to facilitate discussion of the strategy and permit-related issues. These included 15 watershed roundtables, three regional forums, and three Regional Storm Water Coordinating Council meetings (with a final FY99 meeting scheduled for September 16 at NCTCOG offices). These meetings provided participants with valuable information, as staff presented various updates in federal and state regulations, grant opportunities, post-construction related information, and public education resource materials. In response to interest spurred by the first regional forum, NCTCOG staff also proposed various public education initiatives that are currently underway. An enhanced storm water web site and public education "library" that will provide access to public education materials and resources collected regionally and nationally is in the development stages.

Next year promises to be equally fruitful, particularly in light of the fact that the final Phase II rule is scheduled to be issued in late October 1999. NCTCOG staff is currently planning to host a national APWA video teleconference featuring senior EPA staff who will provide details on the new regulations. In conjunction with the teleconference, a local workshop featuring EPA Region 6 and TNRCC Storm Water representatives will also be held. The attached work program outlines the many program elements and initiatives to be undertaken during the next fiscal year.

We look forward to your continued involvement and support for the coming year. The participation of as many local governments as possible will help to insure the success of the regional storm water program. Please complete the attached FY2000 Funding Commitment Response Forms and return two (2) copies by October 1, 1999. If you have any questions, please feel free to call Keith Kennedy at 817-695-9221.

Thank you once again for your participation in this important regional strategy.

  
\_\_\_\_\_  
John Promise, P.E.  
Director, Department of Environmental Resources

**TOWN OF ADDISON  
PAYMENT AUTHORIZATION MEMO**

DATE: 1/19/00

Claim # \_\_\_\_\_

Check \$ 1,000.<sup>00</sup>

Vendor No. \_\_\_\_\_

Vendor Name North Central Texas Council of Governments

Address Attn: A/R

Address P.O. Box 5888

Address Arlington TX

Zip Code 76005-5888

INVOICE # OR DESCRIPTION	FUND	DEPT	OBJ	PROJ	SAC	AMOUNT
	(00)	(000)	(00000)	(00000)	(000)	(\$000,000.00)
<u>37409</u>	<u>01</u>	<u>411</u>	<u>56040</u>			<u>1,000.<sup>00</sup></u>

TOTAL 1,000.<sup>00</sup>

EXPLANATION Regional urban storm water  
management program

  
Authorized Signature

\_\_\_\_\_  
Finance

1/14/00

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**

P O BOX 5888

ARLINGTON, TEXAS 76005-5888

GLOC573

<b>Bill To:</b>	<b>INVOICE NUMBER</b>	<b>37409</b>
JIM PIERCE, PUBLIC WORKS DIV	Invoice Date	1/7/00
TOWN OF ADDISON	Due Date	2/7/00
P.O. BOX 9010		
ADDISON TX 75001-9010		

PO Number	Terms	Project Code
	Net 30	573.00.0.63.4640

Description / Course No.	Attendants	Total Amount Due
FY00 Exp Reg Stormwater Program		\$1,000.00

SENT TO DEPT.  
JAN 18 2000

**MAKE CHECK PAYABLE TO: NCTCOG**

mail to: NCTCOG  
ATTN: A/R  
P O BOX 5888  
ARLINGTON, TX 76005-5888

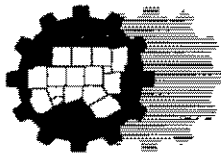
**RECEIVED**  
JAN 14 2000  
TOWN OF ADDISON  
ACCOUNTING

*For inquiries contact Administration at (817) 695-9130.  
Please remit yellow copy of invoice with payment and  
reference invoice number on check stub. If your agency  
is tax exempt, please fax your exemption certificate  
to (817) 640-7806 Attn: Accounts Receivable.*

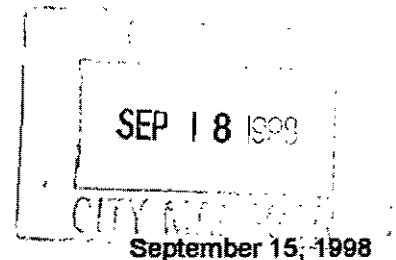




9/24/98  
John B  
FY  
D



North Central Texas Council Of Governments



Ronald Whitehead  
City Manager  
Town of Addison  
P.O. Box 9010  
Addison, TX 75001-9010

Dear Ronald:

In accordance with recent federal, state, and local initiatives, NCTCOG is proposing the development of a watershed-based regional strategy. In January 1998, USEPA published proposed rules to control polluted runoff from municipal separate storm sewer systems of small (<100,000 population) municipal and county governments in urbanized areas. These proposed rules, which are scheduled to be finalized in March 1999, constitute Phase II of EPA's NPDES municipal storm water program. Phase I rules governing municipalities greater than 100,000 in population are already in effect. During FY99, the Texas Natural Resource Conservation Commission is also initiating watershed programs to address state stream segments that are not meeting state water quality standards, partly due to urban runoff.

NCTCOG intends to expand its successful Phase I regional strategy for managing storm water quality, which is currently underway with the seven largest Metroplex cities and two TxDOT Districts, to incorporate additional cities and counties in the Denton-Dallas-Fort Worth urbanized area that may be impacted by the emerging regulations. Enlisting all watershed partners to cooperatively examine and address common water quality issues results in a broader sharing of the efforts and greater opportunity for success. Working together will also help entities explore the most effective and cost-efficient ways to manage storm water quality.

This past May, NCTCOG held a kick-off meeting to launch the expanded regional program by providing opportunities for discussion of the proposed NCTCOG FY99 work scope, financial cost share, and other related issues. I hope you were able to attend. We will be starting the FY99 work program in October with organizational meetings to be held in each of the 4 major watershed areas. You are welcome to attend any of the following scheduled meetings:

- **East Fork Watershed – Garland Performing Arts Center, 10 am – 12 pm, October 14**
- **West Fork Watershed – Hurst Council Chambers, 1:30 pm – 3:30 pm, October 21**
- **Mainstem Watershed – DeSoto Civic Center, 10 am – 12 pm, October 22**
- **Elm Fork Watershed – Farmers Branch Council Chambers, 1:30 pm – 3:30 pm, October 23**

To provide for your entity's participation in this program, we have enclosed the necessary contractual documents. Program participants may execute the **Interlocal Agreement** with NCTCOG and have the authorized representative sign the accompanying **Authorization Letter(s)** as appropriate. For program participants with smaller cost shares, the abbreviated "**FY99 Funding Commitment Response Form**" may be used instead of the more formal interlocal agreement. If the Interlocal Agreement and Authorization Letter(s) are used, please return all three signed copies to NCTCOG for final execution. Two fully executed originals will be returned to you for your files. Entities using the **Funding Commitment Response Form** need to simply return the signed response form.

Our goal for FY99 is to work with participating entities to design a regional strategy that will benefit all participants. We hope you will join this unified effort to develop a sound regional strategy to successfully address the challenges of storm water and watershed management. Feel free to contact me or Keith Kennedy at 817-695-9210. Thank you.

John Promise, P.E.  
Director, Department of Environmental Resources

**FY99 FUNDING COMMITMENT RESPONSE FORM**  
**Expanded Regional Strategy for Managing Storm Water**  
**in North Central Texas**

\_\_\_\_\_ I hereby indicate my entity's commitment to participate in the Expanded Regional Strategy for Managing Storm Water during FY99 and agree to the cost share allocation of **\$1,000**. I understand that for this compensation, my entity will receive its share of services from NCTCOG as outlined in the **attached work plan**.

\_\_\_\_\_ I hereby indicate that my entity will not be participating in the Expanded Regional Strategy for Managing Storm Water during FY99.

Name \_\_\_\_\_

Title or Position \_\_\_\_\_

Entity City of Addison

Address \_\_\_\_\_

Phone/Fax/E-mail \_\_\_\_\_

Signature \_\_\_\_\_

(Authorized Representative)

Comments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please mail this form to: Samuel Brush  
 Department of Environmental Resources  
 North Central Texas Council of Governments  
 P.O. Box 5888  
 Arlington, TX 76005-5888

or fax to the attention of Sam Brush at 817/640-7806

**Cost Share Allocations**

<b>Contributing Entity</b>	<b>Amount Requested for FY99</b>
<i>Cities</i> (Population Range per 1990 Census)	
100,000 - 50,000 population	\$4,500
10,000-50,000 population	\$2,400
Less than 10,000 population	\$1,000
<i>Counties</i>	\$3,000

Note: The region's seven largest cities and TxDOT district offices are already participating in the Regional Strategy

THE STATE OF TEXAS

THE COUNTY OF TARRANT

INTERLOCAL AGREEMENT FOR  
EXPANDED REGIONAL STORM WATER MANAGEMENT PROGRAM

THIS INTERLOCAL Agreement ("Agreement") effective October 1, 1998 through September 30, 2002, is entered into between the City of Addison, a municipal corporation duly incorporated under the Constitution and laws of the State of Texas acting by and through its respective City Council; the North Central Texas Council of Governments ("NCTCOG"), a political subdivision of the State of Texas acting by and through its Executive Board; and other governmental entities consenting hereto,

WITNESSETH

WHEREAS, pursuant to the Interlocal Cooperation Act, Texas Government Code, Chapter 791, as amended (the "ACT"), cities, counties, special districts and other legally constituted political subdivisions of the State of Texas are authorized to enter into interlocal contracts and agreements with each other regarding governmental functions and services as set forth in the Act; and,

WHEREAS, NCTCOG has been coordinating a Regional Storm Water Program with local governments to gather data and information, perform analyses, and develop programs to address storm water quality issues affecting the waters of North Central Texas, including the preparation of permit applications to the United States Environmental Protection Agency for the control of municipal separate storm sewer system discharges; and,

WHEREAS, the inclusion of other entities in an expanded regional strategy to address storm water quality issues will benefit not only the new participants, but also those that have been participating in the regional program in the past; and,

WHEREAS, the parties to this Agreement understand that entering into this Agreement in no way obligates any party to participate in any joint project without the express approval of the party;

NOW, THEREFORE, for and in consideration of the promises and the mutual covenants herein contained, and subject to the conditions herein set forth, the parties hereto covenant, agree and bind themselves as follows:

## ARTICLE 1. - PURPOSE OF AGREEMENT

The purpose of this Agreement includes, but is not limited to, accomplishing the following objectives:

- Assist with the development of an expanded, comprehensive and coordinated regional strategy for managing storm water in North Central Texas. The work plan for Fiscal Year 1999 is attached to this Agreement as "Exhibit A".
- Identify and facilitate opportunities for regional cooperation that will assist participants in meeting state and federal requirements for improving water quality.
- Assist with development of annual storm water management plans and programs, discharge monitoring reports, and performance reports -- as may be required by USEPA and/or state agencies.
- Identify and pool local funds for joint projects among two or more parties where interest is not shared with all participants.
- Provide regular forums for communication and discussion to share and advance ideas on the regional strategy and to share up-to-date information -- such as new state and federal regulations on water quality related issues; examples of storm water permits and programs from across USEPA Region 6 and elsewhere; and to present cooperative successes whenever opportunity arises at state and national conferences.
- Continue the cooperative monitoring program -- initially funded by Phase I participants to subcontract with the United States Geological Survey (USGS) for implementation of a regional monitoring network to meet permit requirements; explore opportunities for an expanded cooperative monitoring program in future years to address future needs; analyze and report monitoring results.
- Coordinate training opportunities -- such as the Construction Best Management Practices (BMP) training program emerging through NCTCOG and Texas Engineering Extension Service.
- Conduct a regular review and amendment process -- such as for the Construction BMP Manual.
- Continue to use NCTCOG's Regional Geographic Information System capabilities to address special needs upon request -- such as delineating watersheds and subwatersheds, tracking illicit connection/illegal dumping remediation activities; accessing new data coverages, and/or mapping storm drain outfalls and storm sewer systems.
- Engage consultant assistance, as necessary and as requested by participants, to conduct more detailed technical studies on selected issues.
- Undertake other activities relating to the Regional Storm Water Program as identified by the Regional Storm Water Management Coordinating Council.

**ARTICLE 2. - ADMINISTRATIVE AND POLICY STRUCTURE**

The administrative and policy structure under this Agreement is as follows:

- A Regional Storm Water Management Coordinating Council will provide policy guidance for the cooperative program and make recommendations to the governing bodies of the parties. Due to their heavy involvement in NPDES permitting activities, both past and present, and their larger geographic coverage, each of the nine NPDES Phase I parties to this Agreement will be entitled to appoint one senior staff as a voting representative to the Regional Storm Water Management Coordinating Council. Four major watershed areas have been delineated in the region that encompass the Metroplex local governments. Additional participants in the regional program can appoint up to three voting representatives from their respective watershed area to the Regional Storm Water Management Coordinating Council. NCTCOG will be a non-voting member on the Council.

<b>Regional Storm Water Management Coordinating Council</b> (21 members + NCTCOG staff)			
9 Phase I Representatives		12 Additional Watershed Representatives	
Arlington, Dallas, Fort Worth, Garland Irving, Mesquite, Plano, TxDOT-Dallas Co., TxDOT-Tarrant Co.		3 Representatives from each of 4 watershed areas	
	East	Elm	Main West

- The Regional Storm Water Management Coordinating Council may appoint whatever additional supporting subcommittees it deems necessary and desirable.
- NCTCOG will be the administrative agent under the Agreement pursuant to the Intergovernmental Cooperation Act. NCTCOG will submit an annual coordinated Work Program Budget for Regional Storm Water Management Coordinating Council approval. The Coordinating Council will approve the basis for determining the annual share of contributions for NCTCOG and USGS administrative and technical services by each party with cost allocations (both for the Expanded Regional Storm Water Management Program and the Cooperative Storm Water Monitoring Program) to be determined through Coordinating Council consensus. A separate "Authorization Letter(s)" for each consecutive fiscal year from October 1998 through September 2002, will be obtained for administration and implementation support of storm water related activities included in this Agreement. Funding and cost share allocations for fiscal year 1999 as approved by the Coordinating Council are attached to this Agreement as "Exhibit B".
- Each work element beyond NCTCOG administrative and technical services will be cost shared by one or more interested parties to this Agreement under whatever basis is appropriate to that work element. The cost for any additional NCTCOG support beyond the annual administrative and technical services will also be incorporated into the work program.
- This Agreement in itself does not obligate participating parties to cost-share any work elements proposed as part of the annual work program. Annual funding commitments for participating parties will be secured separately from this Agreement as part of the annual process for developing a work program and budget.
- This Agreement is recognized as a supplemental level of service, and is not intended to duplicate or diminish the products, assistance, representation, or services received by participating entities through NCTCOG membership.
- The Regional Storm Water Management Coordinating Council may seek funding and approve

cooperative planning and/or implementation activities among the parties, with state and federal agencies, and with any other public or private entities to accomplish the purposes of this Agreement.

- In accordance with the Interlocal Cooperation Act, the parties will make payments for services rendered under this Agreement from available current revenues.

#### ARTICLE 3. - ADDITIONAL PARTIES

Additional political subdivisions within or serving the North Central Texas region may become parties to this Agreement by approving the terms and conditions of this Agreement and affixing hereto the signature of its authorized representative indicating the date of approval of this Agreement by said entity.

#### ARTICLE 4. - RENEWAL AND AMENDMENTS

This Agreement will be in effect for one year from the effective date of this Agreement, and will be considered automatically renewed for each succeeding year through the year 2002. A party may withdraw from this Agreement, through a vote of its governing body, provided that it has notified the Executive Director of NCTCOG of such action in writing at least 60 days before its intended withdrawal date. Amendments may be made to this Agreement upon the approval of the governing bodies of all parties to this Agreement.

#### ARTICLE 5. - SEVERABILITY CLAUSE

If any provision of this Agreement or any application hereof shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions and applications shall not in any way be affected or impaired thereby.

#### ARTICLE 6. - GOVERNING LAW

This Agreement shall be construed in accordance with and governed by the laws of the State of Texas.

#### ARTICLE 7. - INDEMNIFICATION

It is agreed that no party to this Agreement shall be responsible for the acts of another party to this Agreement, and each party participating herein indemnifies, releases and holds all other participating parties harmless for all acts of its own officers, officials, agents and employees acting hereunder, to the full extent permitted by law.

#### ARTICLE 8. - MISCELLANEOUS

It is expressly understood and agreed that in the execution of this Agreement, neither the parties to this Agreement nor NCTCOG waive, nor shall be deemed to waive, any immunity or defense that would otherwise be available to each against claims arising in the exercise of governmental powers and functions.

The undersigned officers and/or agents are properly authorized to execute this contract on behalf of the parties hereto, and each hereby certifies to the other that any necessary resolutions extending such authority have been duly passed and are now in full force and effect.

By entering into this Interlocal Agreement, the parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in parties not signatories hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed and their respective seals to be hereunto affixed and attested, as of the date and year noted below.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Mike Eastland  
Executive Director  
North Central Texas Council  
of Governments

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Atch:     Exhibit A – FY99 NCTCOG Work Program  
          Exhibit B – FY99 Funding and Cost-Share Allocations

**Attachment A**  
**FY99 NCTCOG Work Program**  
**October 1, 1998 to September 30, 1999**  
**Expanded Regional Strategy for Managing Storm Water in North Central Texas**

---

Under Interlocal Agreements for an *Expanded Regional Storm Water Management Program*, the North Central Texas Council of Governments (NCTCOG) is working with local governments and others to develop an expanded regional strategy to address storm water quality issues affecting the waterways of North Central Texas. The existing storm water program activities with the Metroplex's seven largest cities and two Texas Department of Transportation Districts will be expanded to cover the remaining urbanized area. NCTCOG will provide assistance in developing cooperative management programs that will address local water quality issues and lead to water quality improvements. The key work program activities to be undertaken through NCTCOG under these Interlocal Agreements during FY99 (beginning October 1, 1998) are outlined below.

**Proposed FY99 Storm Water Management Program Assistance**

The NPDES Phase I storm water permits and the proposed Phase II storm water program require that permit holders implement a number of management programs to reduce the impact of urban runoff on water quality. The State is launching a TMDL (Total Maximum Daily Load) Program in FY99 to address water bodies that are not meeting State water quality standards. The TMDL Program will require participation by local governments. The State is also developing programs to protect water supply sources from pollutant impacts. As a regional planning agency, NCTCOG seeks to facilitate cooperative regional programs while assisting individual permit holders to meet specific permit requirements. As part of this work scope, NCTCOG will not only provide services that enable participants to satisfy future and present permit requirements in a cost-effective and coordinated way, but also to set an appropriate course for a comprehensive, coordinated Regional Storm Water Management Program. While the various State and Federal programs have distinct differences in their requirements and approaches, they all seek a common goal to achieve improved water quality. NCTCOG will build upon these common elements and construct a program that is based on common approaches, cooperative efforts and collective concerns. The work program will address regionwide issues through the following:

- **Information Coordination**
- **Knowledge Dissemination**
- **Strategy Formulation**
- **Construction Runoff Management**
- **Development Enhancement**

NCTCOG will craft a separately funded component to address NPDES Phase I permit requirements for:

- **Cooperative Monitoring**

Implementation of the Expanded Regional Storm Water Management Program will involve a multi-year effort. NCTCOG anticipates that there will be multi-year regional activities within NCTCOG work scope proposals that are considered on a fiscal year basis. Staff will annually review multi-year milestones, schedules and regional opportunities for participants, and prepare information and implementation options to help meet permit requirements and milestones in subsequent years.



## ***Information Coordination***

In order to help coordinate the multiple sources of information on storm water management, NCTCOG will serve as a *central point of contact* for this information. Regional program participants can benefit from the experiences and techniques being used by other local governments in the region and nationwide to address storm water management issues and implement programs. Local governments also need to keep up-to-date on recent changes, interpretations, and implementation measures of any regulations that relate to urban storm water quality. In FY99, NCTCOG will serve as the information liaison between State and Federal agencies, permitted entities and other participants. NCTCOG will track the regulatory changes that may occur as the State receives delegation of the NPDES program and will keep the regional participants up-to-date on these and other important matters.

**PROGRAM ELEMENTS:** To facilitate regional coordination and compiling of storm water information, NCTCOG will provide the following assistance or services:

- 1. Serve as an information clearinghouse.** NCTCOG staff will solicit and compile information on regional and nationwide experiences in the area of storm water management. They will keep track of storm water regulatory changes via the Internet, news articles and personal contacts and will compile general storm water reference documents. This information will be used to address inquiries from participants and for knowledge dissemination.
- 2. Serve as a central point of contact.** In its role as an information clearinghouse and coordinator of the regional program, identified NCTCOG staff will serve as the primary source of information on storm water, and the State's TMDL and Source Water Protection Programs.
- 3. Perform liaison functions.** NCTCOG staff will be the emissaries for the regional program to the federal and state officials in matters regarding the regional strategy and will coordinate activities among the participants to promote the regional program.
- 4. Other activities as identified.** NCTCOG staff will be open and available to address other activities of information coordination as identified in the formulation of the expanded regional strategy.

# ***Strategy Formulation***

For almost a decade, the seven largest cities and TxDOT in North Central Texas have benefited from a regional strategy to address storm water management. With the pending finalization of Phase II storm water regulations, and the coming of new State programs for TMDL's and source water protection, a new strategy is needed that retains the advantages of the existing program while addressing the needs of an expanded and diversified scope. In the next few years, regional participants have the opportunity to work together to craft a mutually beneficial, expanded regional strategy. It will take some time to achieve, but the finished product will serve the region for years to come. The formulation of a regional strategy to serve participants over the next several years is the cornerstone of next year's work program.

**PROGRAM ELEMENTS:** To assist the regional participants in their formulation of a regional strategy for storm water and water quality management, NCTCOG will provide the following assistance or services:

- 1. Provide administrative support.** NCTCOG will coordinate the regional program through the development of interlocal agreements, work programs and cost-share arrangements.
- 2. Establish a leadership committee structure.** One of the first steps in developing the new program will be to establish a Regional Storm Water Management Coordinating Council to provide leadership for this regional effort. Through discussions with local government officials and existing regional participants, NCTCOG will establish this committee to guide the development of the regional storm water strategy.
- 3. Coordinate and facilitate meetings.** Key to the development of a regional effort will be open discussions among the participants. NCTCOG will provide support for regular forums and work sessions to discuss strategy formulation and other permit-related issues. Staff will arrange for meetings, compose and mail meeting notices, agendas and background information. Each quarter, staff will arrange for 1 general meeting in each of the 4 watersheds and 1 meeting of the Regional Storm Water Management Coordinating Council.
- 4. Assess needs and regional opportunities.** An element essential to the success of the regional strategy is identification of opportunities for regional cooperation. Some entities have existing programs that will fulfill permit requirements, while others may need to develop or refine programs. NCTCOG will assist the committee in identifying opportunities for regional cooperation.
- 5. Host regional roundtables.** NCTCOG will facilitate up to 4 discussion forums that provide an opportunity to probe collectively into topics of interest, hear about programs in companion cities and share experiences on what works or doesn't work in practice. Topics to be addressed will include regional public education opportunities, regional monitoring, regional development criteria and any other topics identified by the Coordinating Council as related to the Interlocal Agreement.
- 6. Build consensus to formulate the regional strategy.** After needs and opportunities have been identified, NCTCOG will serve as convener to build consensus among the participants to arrive at a mutually agreeable endpoint and to develop the regional strategy over the next several years. An initial long-range plan will be developed by the end of the year and will be disseminated for review. This strategy document will serve to guide subsequent work plans in the years ahead.
- 7. Other activities as identified.** NCTCOG staff will be open and available to address other activities that will assist in the formulation of the expanded regional strategy.

## ***Knowledge Dissemination***

Public education and knowledge transfer has always been a cornerstone of EPA's storm water permit program. In past efforts to enhance public knowledge of the issue, NCTCOG's regional strategy produced the logo of "Our Water - Take It Personally" and promoted the stenciling of "Don't Dump" messages on storm drain inlets. Efforts to educate and promote awareness of storm water quality will be a major component of an expanded regional strategy. Local governments will also need to keep up-to-date on recent changes, interpretations, and implementation measures as they relate to the storm water permits. Participants will need an enhanced understanding of integrated watershed and water quality issues, and the interrelationships to other watershed oriented regulatory programs (e.g. TMDL, Clean Rivers, Source Water Protection). As the proposed Phase II regulations undergo final revisions, participants need to stay informed of any changes that have possible ramifications to local management programs.

During this first year, a strong education component will be a key initiative. As we lay the groundwork for future programs, it will be important to garner the support of local officials as well as the public.

**PROGRAM ELEMENTS:** To facilitate the dissemination of storm water knowledge to participants, NCTCOG will provide the following assistance or services:

- 1. Develop a storm water management and regional strategy video.** Gaining understanding and buy-in from local officials is key to obtaining adequate local support for funding. Participant understanding of the regulations is also critical in crafting an appropriate, but cost-effective management program. NCTCOG staff will develop a special training video that describes key water quality issues, highlights past experiences, identifies potential regional cooperative enterprises, and describes the purpose of the regional strategy (once formulated). The video can be used to review regional program initiatives and to educate local councils. Each cost-share participant will receive two copies of the video to use for in-house training. The video will be developed under the direction of the Coordinating Council with specific assistance from an ad hoc subcommittee.
- 2. Explore development of slogans, educational brochures, and other promotional tools.** NCTCOG staff will explore the development of additional educational/promotional tools. Experiences of NPDES Phase I entities as well as other relevant sources will be used for input.
- 3. Prepare newsletter articles and information papers for various topics and maintain a web site.** NCTCOG staff will write 6-12 newsletter articles in the Department of Environmental Resources monthly *InsidER* bulletin, 2-4 articles in the Statewide Storm Water Quality Task Force newsletter, *Thunderbolt*, as well as information papers on various topics such as storm water management programs, practices, procedures, and specific permit commitments or requirements. They will also develop and maintain a storm water web page throughout the year that will document the progress of the strategy formulation.
- 4. Give presentations of the regional program at local, state and national conferences.** Many entities outside of our region and state are keenly interested in our cutting edge approaches to regional storm water management. NCTCOG staff will prepare and present overviews of the regional program at local, state and national conferences (e.g. WEAT, WEF, AWWA, etc.).
- 5. Other activities as identified in the formulation of the expanded regional strategy.** NCTCOG staff will address other activities in regards to knowledge dissemination as identified by the participants in the development of the expanded regional strategy.

# ***Construction Runoff Management***

Reducing the amount of sediment eroding from construction sites has always been a primary focus of EPA's permit program. EPA requires that all construction projects disturbing greater than five acres of land must have a storm water pollution prevention plan in place to attempt to limit erosion and sediment runoff from the site. In an effort to address this issue in a regionally consistent manner, NCTCOG and program participants coordinated development, in 1993, of the *Storm Water Quality Best Management Practices for Construction Activities Manual*. Design engineers and contractors throughout the region regularly use this "Construction BMP Manual" to help them comply with EPA's storm water pollution prevention plan requirements. This extensive use makes it imperative to keep the manual as up-to-date as possible. Since the EPA permits were first released in 1993, much work has been conducted nation-wide in the evaluation of BMPs and their effectiveness. In FY99, NCTCOG staff will initiate a broad review process for the manual dealing with content, procedures, products and BMPs in an effort to keep the manual on the cutting edge of technology and product capabilities.

As storm water pollution prevention plans were beginning to be implemented on construction projects, participating jurisdictions determined the need to develop training for their inspectors as to the proper assessment and enforcement of those plans and controls. During FY97 and FY98, NCTCOG and certain program participants worked with the regional consultant and the Texas Engineering Extension Service (TEEX) on the development and implementation of a curriculum to provide such training. In FY99, NCTCOG will continue to oversee the inspector training program and explore opportunities for expanding the training to other target groups, i.e. engineers, developers, elected officials.

**PROGRAM ELEMENTS:** With the assistance of an ad hoc committee composed of volunteers from participating entities, NCTCOG will provide the following assistance or services:

- 1. Conduct a technical review of the Construction BMP Manual.** NCTCOG staff will conduct a nationwide research effort to identify new BMP's and obtain any recent studies that have evaluated the effectiveness of BMPs. Staff will explore options for Construction BMP manual modifications with the assistance of an ad hoc committee. Any approved modifications will be published in an amendment packet or a new manual edition. NCTCOG staff will continue efforts to promote the manual for purchase by cities and the construction industry.
- 2. Support and promote the Construction Inspector Training Program.** NCTCOG staff will coordinate with TEEX on offering the training courses and track participation in the courses. A summary report on FY99 training will be furnished to all program participants in September 1999. NCTCOG staff will also coordinate further interaction between TEEX or other groups and the Task Force to identify and prioritize other groups, and explore customization of the curriculum for them.
- 3. Foster awareness of the new EPA Construction General Permit requirements.** NCTCOG staff will facilitate ongoing awareness of the existence and requirements of the new EPA Construction General Permit through presentations, informational articles/flyers to be sent to local government public works officials, and development of web pages on the NCTCOG Internet site (*see Knowledge Dissemination*).
- 4. Other activities as identified in the formulation of the expanded regional strategy.** NCTCOG staff will address other activities in regards to management of runoff from construction sites as identified by the participants in the development of the expanded regional strategy.

# ***Development Enhancement***

To address one of the most complex aspects of a storm water management program, local communities will need to minimize the water quality impacts associated with development activities. Whereas the previous component of the work program deals with storm water quality during the construction phase, this component attempts to address storm water quality from developed or redeveloped sites once construction is completed. Over the past few years, participants have been collaboratively working on addressing the many complex issues regarding development and redevelopment. This has been very challenging due to lack of clarity in the requirements of the NPDES storm water permit program. During FY97 & FY98, staff prepared initial development/redevelopment information for Phase I permit entities, and produced a menu of options. The FY99 work program will continue ongoing activities and dialogues on development processes and outline potential modifications.

**PROGRAM ELEMENTS:** To accomplish this, NCTCOG will provide the following assistance or services:

- 1. Research, compile, and facilitate discussion on examples of development criteria impacting storm water quality.** NCTCOG will assist cities in assessing their development processes and explore options for management plans that will minimize water quality impacts through use of their development processes. NCTCOG staff will also compile information and research management practices for new storm water techniques and retrofit practices regarding development and redevelopment. This will include support for conducting regional roundtables to discuss development related topics and examine other options for development/redevelopment.
- 2. Refine menu of development/redevelopment options improving storm water quality.** Based on research and input from participants at regional roundtables, NCTCOG staff will refine and add to the menu of development/redevelopment options (*see Strategy Formulation*).
- 3. Identify water quality elements to potentially add to drainage criteria manuals.** In FY99 staff will collect available drainage criteria manuals from various entities in North Central Texas and other areas of the country and begin fashioning a strategy to incorporate water quality aspects as needed into one or more manuals for North Central Texas in subsequent years.
- 4. Other activities as identified in the formulation of the expanded regional strategy.** NCTCOG staff will address other activities in regards to the enhancement of the development process as identified by the participants in the formulation of the expanded regional strategy.

# Cooperative Monitoring

The NPDES Phase I storm water permits include requirements for monitoring storm water during wet weather events and NCTCOG has assisted local entities in designing a cooperative regional monitoring program. EPA Region 6 has incorporated the regional concept for storm water monitoring into the regional NPDES MS4 Phase I permits and fact sheets, thereby establishing the commitment of permittees to meet individual permit requirements through a larger cooperative program. A significant amount of sampling is programmed for the third year of the permits, with subsequent inclusion of data and resulting analyses with each permit holder's Annual Report in the early spring of the third permit year. This monitoring effort will be cost-shared by the NPDES Phase I participants exclusively, with no monetary contributions from the other participants. As the regional strategy is developed, participants may consider opportunities for expanding the regional monitoring program to assess receiving water quality and the advantages that such action may afford with regard to setting wet-weather criteria and focusing TMDL program efforts.

**PROGRAM ELEMENTS:** Building upon prior efforts, NCTCOG staff will provide assistance to implement this program through the following work program activities and services:

- 1. Provide administrative support for USGS contract with Phase I participants.** NCTCOG will administer the USGS work program, track USGS contract work, and coordinate billings from USGS. NCTCOG will furnish each participant with a fully documented billing from USGS outlining services provided and the required payment schedule and deadlines. NCTCOG will provide cost-share participants with the necessary contractual instruments to support a Joint Funding Agreement (JFA) between NCTCOG and the U.S. Geological Survey for permit term monitoring through the end of NCTCOG FY99. NCTCOG will also facilitate negotiations between USGS and permit entities on permit term monitoring, addressing monitoring program elements such as schedules, monitoring sites, sampling protocols, and other elements of the USGS monitoring work scope.
- 2. Compile, analyze and prepare data reports.** NCTCOG staff will provide a draft Annual Regional Monitoring Report to participants, summarizing data from September 1998 through August 1999. NCTCOG will provide a final version of the Annual Regional Monitoring Report and Discharge Monitoring Report (DMR) forms ready for signature to each participant in the first quarter of FY99 to meet submittal deadline of March 1, 1999. Staff will also keep participants aware of data collections made by USGS and the availability of analytical results.
- 3. Provide additional data analysis and summaries.** In addition to the basic data and information necessary for permit compliance, NCTCOG staff will, with direction from the steering committee, undertake other analyses of the storm water data for purposes of comparison, and present the information on a regular basis to steering committee participants. Special attention will be directed toward the statistical evaluation of trends, and comparisons between application phase and permit term monitoring. Data comparisons with other Phase I permit entities in Region 6 will also be examined.

## Attachment B

### FY99 Funding and Cost-Share Allocations NCTCOG Administrative and Technical Assistance Expanded Regional Storm Water Management Program North Central Texas Council of Governments October 1, 1998 - September 30, 1999

<b>Phase I Participants FY99 Cost-Share Allocations</b>				
City or Entity	Cost for Participation in FY99 Expanded Regional Program	Cost for NCTCOG Administration of Cooperative Monitoring Program	Cost for USGS Cooperative Monitoring Program	FY99 Total
Dallas	\$ 31,539	\$5,841	\$89,362	\$ 126,742
Fort Worth	\$ 18,306	\$3,390	\$51,867	\$ 73,563
Arlington	\$ 13,907	\$2,575	\$39,404	\$ 55,886
Garland	\$ 11,989	\$2,220	\$33,969	\$ 48,178
Irving	\$ 11,383	\$2,108	\$32,251	\$ 45,742
Plano	\$ 10,760	\$1,993	\$30,487	\$ 43,240
Mesquite	\$ 10,116	\$1,873	\$28,660	\$ 40,649
TxDOT Dallas	\$ 7,500	\$1,500	\$46,000	\$ 55,000
TxDOT Tarrant	\$ 7,500	\$1,500	\$22,000	\$ 31,000

*For Phase I city cost-share amounts one half is apportioned by 1990 Census population and one half divided equally among seven participating cities.*

<b>Additional FY99 Cost-Share Allocations</b>	
<i>Cities (1990 census population)</i>	
<i>50,000 - 100,000 population</i>	<i>\$4,500</i>
<i>10,000 - 50,000 population</i>	<i>\$2,400</i>
<i>Less than 10,000 population</i>	<i>\$1,000</i>
<i>Counties</i>	<i>\$3,000</i>

**AUTHORIZATION LETTER**

**North Central Texas Council of Governments (NCTCOG) FY 99 Administrative and Implementation Assistance**

**Expanded Regional Storm Water Management Program**

The NCTCOG and the **City of Addison** have executed an Interlocal Agreement to provide a structure through which the participants can pursue initiatives that assist with the Expanded Regional Storm Water Management Program. The Interlocal Agreement established a structure by which a *Regional Storm Water Management Coordinating Council* may identify specific activities to be carried out by NCTCOG, and/or professional consultants, with cost allocations to be determined through *Coordinating Council* consensus. The participants to this agreement have reviewed the NCTCOG proposed work plan (Attachment A) for FY99, which includes NCTCOG assistance to the participants for administrative and implementation support of storm water related activities and the cost share arrangement (Attachment B) for funding of this effort.

Execution of this Authorization Letter is considered a formal part of the Interlocal Agreement, and obligates the City's cost share of the NCTCOG Storm Water Work Program. Billing of the City by NCTCOG for these services will be made no more frequently than monthly, and will be based on the prorated share of deliverables received by the participants. NCTCOG will invoice the city for its costs incurred resulting from the above referenced delivered services, and the city shall remit the amount of the invoice to NCTCOG within thirty (30) calendar days of receipt of the invoice. In the event that the city does not accept the goods or services or finds an error in the invoice, the city shall notify the NCTCOG Senior Environmental Planner who is responsible for executing this program as soon as possible within the 30 calendar day period, and shall make payment not less than ten (10) calendar days after the problem(s) are corrected or the error is resolved to the satisfaction of all parties. In the event that payment for invoiced goods or services is not received by the NCTCOG within 30 calendar days of receipt of the accepted invoice, NCTCOG is authorized to charge the city interest in accordance with the City's Prompt Payment Act.

Work under this program may continue beyond September 30, 1999, to complete the authorized FY99 work program. However, costs for the work program will not exceed the participants cost share as agreed to in the executed authorization(s).

The City's share of the FY99 NCTCOG Administrative and Implementation Assistance for the Expanded Regional Storm Water Management Program is **\$1,000**.

The undersigned, duly authorized to make such obligations, represent NCTCOG's and the City's agreement to these provisions.

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Typed Name)

\_\_\_\_\_  
Mike Eastland, Executive Director  
North Central Texas Council of  
Governments

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**Attachment A**  
**FY99 NCTCOG Work Program**  
**October 1, 1998 to September 30, 1999**  
**Expanded Regional Strategy for Managing Storm Water in North Central Texas**

---

Under Interlocal Agreements for an *Expanded Regional Storm Water Management Program*, the North Central Texas Council of Governments (NCTCOG) is working with local governments and others to develop an expanded regional strategy to address storm water quality issues affecting the waterways of North Central Texas. The existing storm water program activities with the Metroplex's seven largest cities and two Texas Department of Transportation Districts will be expanded to cover the remaining urbanized area. NCTCOG will provide assistance in developing cooperative management programs that will address local water quality issues and lead to water quality improvements. The key work program activities to be undertaken through NCTCOG under these Interlocal Agreements during FY99 (beginning October 1, 1998) are outlined below.

**Proposed FY99 Storm Water Management Program Assistance**

The NPDES Phase I storm water permits and the proposed Phase II storm water program require that permit holders implement a number of management programs to reduce the impact of urban runoff on water quality. The State is launching a TMDL (Total Maximum Daily Load) Program in FY99 to address water bodies that are not meeting State water quality standards. The TMDL Program will require participation by local governments. The State is also developing programs to protect water supply sources from pollutant impacts. As a regional planning agency, NCTCOG seeks to facilitate cooperative regional programs while assisting individual permit holders to meet specific permit requirements. As part of this work scope, NCTCOG will not only provide services that enable participants to satisfy future and present permit requirements in a cost-effective and coordinated way, but also to set an appropriate course for a comprehensive, coordinated Regional Storm Water Management Program. While the various State and Federal programs have distinct differences in their requirements and approaches, they all seek a common goal to achieve improved water quality. NCTCOG will build upon these common elements and construct a program that is based on common approaches, cooperative efforts and collective concerns. The work program will address regionwide issues through the following:

- **Information Coordination**
- **Knowledge Dissemination**
- **Strategy Formulation**
- **Construction Runoff Management**
- **Development Enhancement**

NCTCOG will craft a separately funded component to address NPDES Phase I permit requirements for:

- **Cooperative Monitoring**

Implementation of the Expanded Regional Storm Water Management Program will involve a multi-year effort. NCTCOG anticipates that there will be multi-year regional activities within NCTCOG work scope proposals that are considered on a fiscal year basis. Staff will annually review multi-year milestones, schedules and regional opportunities for participants, and prepare information and implementation options to help meet permit requirements and milestones in subsequent years.

## ***Information Coordination***

In order to help coordinate the multiple sources of information on storm water management, NCTCOG will serve as a *central point of contact* for this information. Regional program participants can benefit from the experiences and techniques being used by other local governments in the region and nationwide to address storm water management issues and implement programs. Local governments also need to keep up-to-date on recent changes, interpretations, and implementation measures of any regulations that relate to urban storm water quality. In FY99, NCTCOG will serve as the information liaison between State and Federal agencies, permitted entities and other participants. NCTCOG will track the regulatory changes that may occur as the State receives delegation of the NPDES program and will keep the regional participants up-to-date on these and other important matters.

**PROGRAM ELEMENTS:** To facilitate regional coordination and compiling of storm water information, NCTCOG will provide the following assistance or services:

- 1. Serve as an information clearinghouse.** NCTCOG staff will solicit and compile information on regional and nationwide experiences in the area of storm water management. They will keep track of storm water regulatory changes via the Internet, news articles and personal contacts and will compile general storm water reference documents. This information will be used to address inquiries from participants and for knowledge dissemination.
- 2. Serve as a central point of contact.** In its role as an information clearinghouse and coordinator of the regional program, identified NCTCOG staff will serve as the primary source of information on storm water, and the State's TMDL and Source Water Protection Programs.
- 3. Perform liaison functions.** NCTCOG staff will be the emissaries for the regional program to the federal and state officials in matters regarding the regional strategy and will coordinate activities among the participants to promote the regional program.
- 4. Other activities as identified.** NCTCOG staff will be open and available to address other activities of information coordination as identified in the formulation of the expanded regional strategy.

# ***Strategy Formulation***

For almost a decade, the seven largest cities and TxDOT in North Central Texas have benefited from a regional strategy to address storm water management. With the pending finalization of Phase II storm water regulations, and the coming of new State programs for TMDL's and source water protection, a new strategy is needed that retains the advantages of the existing program while addressing the needs of an expanded and diversified scope. In the next few years, regional participants have the opportunity to work together to craft a mutually beneficial, expanded regional strategy. It will take some time to achieve, but the finished product will serve the region for years to come. The formulation of a regional strategy to serve participants over the next several years is the cornerstone of next year's work program.

**PROGRAM ELEMENTS:** To assist the regional participants in their formulation of a regional strategy for storm water and water quality management, NCTCOG will provide the following assistance or services:

- 1. Provide administrative support.** NCTCOG will coordinate the regional program through the development of interlocal agreements, work programs and cost-share arrangements.
- 2. Establish a leadership committee structure.** One of the first steps in developing the new program will be to establish a Regional Storm Water Management Coordinating Council to provide leadership for this regional effort. Through discussions with local government officials and existing regional participants, NCTCOG will establish this committee to guide the development of the regional storm water strategy.
- 3. Coordinate and facilitate meetings.** Key to the development of a regional effort will be open discussions among the participants. NCTCOG will provide support for regular forums and work sessions to discuss strategy formulation and other permit-related issues. Staff will arrange for meetings, compose and mail meeting notices, agendas and background information. Each quarter, staff will arrange for 1 general meeting in each of the 4 watersheds and 1 meeting of the Regional Storm Water Management Coordinating Council.
- 4. Assess needs and regional opportunities.** An element essential to the success of the regional strategy is identification of opportunities for regional cooperation. Some entities have existing programs that will fulfill permit requirements, while others may need to develop or refine programs. NCTCOG will assist the committee in identifying opportunities for regional cooperation.
- 5. Host regional roundtables.** NCTCOG will facilitate up to 4 discussion forums that provide an opportunity to probe collectively into topics of interest, hear about programs in companion cities and share experiences on what works or doesn't work in practice. Topics to be addressed will include regional public education opportunities, regional monitoring, regional development criteria and any other topics identified by the Coordinating Council as related to the Interlocal Agreement.
- 6. Build consensus to formulate the regional strategy.** After needs and opportunities have been identified, NCTCOG will serve as convener to build consensus among the participants to arrive at a mutually agreeable endpoint and to develop the regional strategy over the next several years. An initial long-range plan will be developed by the end of the year and will be disseminated for review. This strategy document will serve to guide subsequent work plans in the years ahead.
- 7. Other activities as identified.** NCTCOG staff will be open and available to address other activities that will assist in the formulation of the expanded regional strategy.

# ***Knowledge Dissemination***

Public education and knowledge transfer has always been a cornerstone of EPA's storm water permit program. In past efforts to enhance public knowledge of the issue, NCTCOG's regional strategy produced the logo of "Our Water - Take It Personally" and promoted the stenciling of "Don't Dump" messages on storm drain inlets. Efforts to educate and promote awareness of storm water quality will be a major component of an expanded regional strategy. Local governments will also need to keep up-to-date on recent changes, interpretations, and implementation measures as they relate to the storm water permits. Participants will need an enhanced understanding of integrated watershed and water quality issues, and the interrelationships to other watershed oriented regulatory programs (e.g. TMDL, Clean Rivers, Source Water Protection). As the proposed Phase II regulations undergo final revisions, participants need to stay informed of any changes that have possible ramifications to local management programs.

During this first year, a strong education component will be a key initiative. As we lay the groundwork for future programs, it will be important to garner the support of local officials as well as the public.

**PROGRAM ELEMENTS:** To facilitate the dissemination of storm water knowledge to participants, NCTCOG will provide the following assistance or services:

- 1. Develop a storm water management and regional strategy video.** Gaining understanding and buy-in from local officials is key to obtaining adequate local support for funding. Participant understanding of the regulations is also critical in crafting an appropriate, but cost-effective management program. NCTCOG staff will develop a special training video that describes key water quality issues, highlights past experiences, identifies potential regional cooperative enterprises, and describes the purpose of the regional strategy (once formulated). The video can be used to review regional program initiatives and to educate local councils. Each cost-share participant will receive two copies of the video to use for in-house training. The video will be developed under the direction of the Coordinating Council with specific assistance from an ad hoc subcommittee.
- 2. Explore development of slogans, educational brochures, and other promotional tools.** NCTCOG staff will explore the development of additional educational/promotional tools. Experiences of NPDES Phase I entities as well as other relevant sources will be used for input.
- 3. Prepare newsletter articles and information papers for various topics and maintain a web site.** NCTCOG staff will write 6-12 newsletter articles in the Department of Environmental Resources monthly *InsidER* bulletin, 2-4 articles in the Statewide Storm Water Quality Task Force newsletter, *Thunderbolt*, as well as information papers on various topics such as storm water management programs, practices, procedures, and specific permit commitments or requirements. They will also develop and maintain a storm water web page throughout the year that will document the progress of the strategy formulation.
- 4. Give presentations of the regional program at local, state and national conferences.** Many entities outside of our region and state are keenly interested in our cutting edge approaches to regional storm water management. NCTCOG staff will prepare and present overviews of the regional program at local, state and national conferences (e.g. WEAT, WEF, AWWA, etc.).
- 5. Other activities as identified in the formulation of the expanded regional strategy.** NCTCOG staff will address other activities in regards to knowledge dissemination as identified by the participants in the development of the expanded regional strategy.

# ***Construction Runoff Management***

Reducing the amount of sediment eroding from construction sites has always been a primary focus of EPA's permit program. EPA requires that all construction projects disturbing greater than five acres of land must have a storm water pollution prevention plan in place to attempt to limit erosion and sediment runoff from the site. In an effort to address this issue in a regionally consistent manner, NCTCOG and program participants coordinated development, in 1993, of the *Storm Water Quality Best Management Practices for Construction Activities Manual*. Design engineers and contractors throughout the region regularly use this "Construction BMP Manual" to help them comply with EPA's storm water pollution prevention plan requirements. This extensive use makes it imperative to keep the manual as up-to-date as possible. Since the EPA permits were first released in 1993, much work has been conducted nation-wide in the evaluation of BMPs and their effectiveness. In FY99, NCTCOG staff will initiate a broad review process for the manual dealing with content, procedures, products and BMPs in an effort to keep the manual on the cutting edge of technology and product capabilities.

As storm water pollution prevention plans were beginning to be implemented on construction projects, participating jurisdictions determined the need to develop training for their inspectors as to the proper assessment and enforcement of those plans and controls. During FY97 and FY98, NCTCOG and certain program participants worked with the regional consultant and the Texas Engineering Extension Service (TEEX) on the development and implementation of a curriculum to provide such training. In FY99, NCTCOG will continue to oversee the inspector training program and explore opportunities for expanding the training to other target groups, i.e. engineers, developers, elected officials.

**PROGRAM ELEMENTS:** With the assistance of an ad hoc committee composed of volunteers from participating entities, NCTCOG will provide the following assistance or services:

- 1. Conduct a technical review of the Construction BMP Manual.** NCTCOG staff will conduct a nationwide research effort to identify new BMP's and obtain any recent studies that have evaluated the effectiveness of BMPs. Staff will explore options for Construction BMP manual modifications with the assistance of an ad hoc committee. Any approved modifications will be published in an amendment packet or a new manual edition. NCTCOG staff will continue efforts to promote the manual for purchase by cities and the construction industry.
- 2. Support and promote the Construction Inspector Training Program.** NCTCOG staff will coordinate with TEEX on offering the training courses and track participation in the courses. A summary report on FY99 training will be furnished to all program participants in September 1999. NCTCOG staff will also coordinate further interaction between TEEX or other groups and the Task Force to identify and prioritize other groups, and explore customization of the curriculum for them.
- 3. Foster awareness of the new EPA Construction General Permit requirements.** NCTCOG staff will facilitate ongoing awareness of the existence and requirements of the new EPA Construction General Permit through presentations, informational articles/flyers to be sent to local government public works officials, and development of web pages on the NCTCOG Internet site (*see Knowledge Dissemination*).
- 4. Other activities as identified in the formulation of the expanded regional strategy.** NCTCOG staff will address other activities in regards to management of runoff from construction sites as identified by the participants in the development of the expanded regional strategy.

# ***Development Enhancement***

To address one of the most complex aspects of a storm water management program, local communities will need to minimize the water quality impacts associated with development activities. Whereas the previous component of the work program deals with storm water quality during the construction phase, this component attempts to address storm water quality from developed or redeveloped sites once construction is completed. Over the past few years, participants have been collaboratively working on addressing the many complex issues regarding development and redevelopment. This has been very challenging due to lack of clarity in the requirements of the NPDES storm water permit program. During FY97 & FY98, staff prepared initial development/redevelopment information for Phase I permit entities, and produced a menu of options. The FY99 work program will continue ongoing activities and dialogues on development processes and outline potential modifications.

**PROGRAM ELEMENTS:** To accomplish this, NCTCOG will provide the following assistance or services:

- 1. Research, compile, and facilitate discussion on examples of development criteria impacting storm water quality.** NCTCOG will assist cities in assessing their development processes and explore options for management plans that will minimize water quality impacts through use of their development processes. NCTCOG staff will also compile information and research management practices for new storm water techniques and retrofit practices regarding development and redevelopment. This will include support for conducting regional roundtables to discuss development related topics and examine other options for development/redevelopment.
- 2. Refine menu of development/redevelopment options improving storm water quality.** Based on research and input from participants at regional roundtables, NCTCOG staff will refine and add to the menu of development/redevelopment options (*see Strategy Formulation*).
- 3. Identify water quality elements to potentially add to drainage criteria manuals.** In FY99 staff will collect available drainage criteria manuals from various entities in North Central Texas and other areas of the country and begin fashioning a strategy to incorporate water quality aspects as needed into one or more manuals for North Central Texas in subsequent years.
- 4. Other activities as identified in the formulation of the expanded regional strategy.** NCTCOG staff will address other activities in regards to the enhancement of the development process as identified by the participants in the formulation of the expanded regional strategy.

# Cooperative Monitoring

The NPDES Phase I storm water permits include requirements for monitoring storm water during wet weather events and NCTCOG has assisted local entities in designing a cooperative regional monitoring program. EPA Region 6 has incorporated the regional concept for storm water monitoring into the regional NPDES MS4 Phase I permits and fact sheets, thereby establishing the commitment of permittees to meet individual permit requirements through a larger cooperative program. A significant amount of sampling is programmed for the third year of the permits, with subsequent inclusion of data and resulting analyses with each permit holder's Annual Report in the early spring of the third permit year. This monitoring effort will be cost-shared by the NPDES Phase I participants exclusively, with no monetary contributions from the other participants. As the regional strategy is developed, participants may consider opportunities for expanding the regional monitoring program to assess receiving water quality and the advantages that such action may afford with regard to setting wet-weather criteria and focusing TMDL program efforts.

**PROGRAM ELEMENTS:** Building upon prior efforts, NCTCOG staff will provide assistance to implement this program through the following work program activities and services:

- 1. Provide administrative support for USGS contract with Phase I participants.** NCTCOG will administer the USGS work program, track USGS contract work, and coordinate billings from USGS. NCTCOG will furnish each participant with a fully documented billing from USGS outlining services provided and the required payment schedule and deadlines. NCTCOG will provide cost-share participants with the necessary contractual instruments to support a Joint Funding Agreement (JFA) between NCTCOG and the U.S. Geological Survey for permit term monitoring through the end of NCTCOG FY99. NCTCOG will also facilitate negotiations between USGS and permit entities on permit term monitoring, addressing monitoring program elements such as schedules, monitoring sites, sampling protocols, and other elements of the USGS monitoring work scope.
- 2. Compile, analyze and prepare data reports.** NCTCOG staff will provide a draft Annual Regional Monitoring Report to participants, summarizing data from September 1998 through August 1999. NCTCOG will provide a final version of the Annual Regional Monitoring Report and Discharge Monitoring Report (DMR) forms ready for signature to each participant in the first quarter of FY99 to meet submittal deadline of March 1, 1999. Staff will also keep participants aware of data collections made by USGS and the availability of analytical results.
- 3. Provide additional data analysis and summaries.** In addition to the basic data and information necessary for permit compliance, NCTCOG staff will, with direction from the steering committee, undertake other analyses of the storm water data for purposes of comparison, and present the information on a regular basis to steering committee participants. Special attention will be directed toward the statistical evaluation of trends, and comparisons between application phase and permit term monitoring. Data comparisons with other Phase I permit entities in Region 6 will also be examined.

## Attachment B

### FY99 Funding and Cost-Share Allocations NCTCOG Administrative and Technical Assistance Expanded Regional Storm Water Management Program North Central Texas Council of Governments October 1, 1998 - September 30, 1999

<b>Phase I Participants FY99 Cost-Share Allocations</b>				
City or Entity	Cost for Participation in FY99 Expanded Regional Program	Cost for NCTCOG Administration of Cooperative Monitoring Program	Cost for USGS Cooperative Monitoring Program	FY99 Total
Dallas	\$ 31,539	\$5,841	\$89,362	\$ 126,742
Fort Worth	\$ 18,306	\$3,390	\$51,867	\$ 73,563
Arlington	\$ 13,907	\$2,575	\$39,404	\$ 55,886
Garland	\$ 11,989	\$2,220	\$33,969	\$ 48,178
Irving	\$ 11,383	\$2,108	\$32,251	\$ 45,742
Plano	\$ 10,760	\$1,993	\$30,487	\$ 43,240
Mesquite	\$ 10,116	\$1,873	\$28,660	\$ 40,649
TxDOT Dallas	\$ 7,500	\$1,500	\$46,000	\$ 55,000
TxDOT Tarrant	\$ 7,500	\$1,500	\$22,000	\$ 31,000

*For Phase I city cost-share amounts one half is apportioned by 1990 Census population and one half divided equally among seven participating cities.*

<b>Additional FY99 Cost-Share Allocations</b>	
<i>Cities (1990 census population)</i>	
<i>50,000 - 100,000 population</i>	<b>\$4,500</b>
<i>10,000 - 50,000 population</i>	<b>\$2,400</b>
<i>Less than 10,000 population</i>	<b>\$1,000</b>
<b>Counties</b>	<b>\$3,000</b>



**FY99 FUNDING COMMITMENT RESPONSE FORM**  
**Expanded Regional Strategy for Managing Storm Water  
in North Central Texas**

\_\_\_\_\_ I hereby indicate my entity's commitment to participate in the Expanded Regional Strategy for Managing Storm Water during FY99 and agree to the cost share allocation of **\$1,000**. I understand that for this compensation, my entity will receive its share of services from NCTCOG as outlined in the **attached work plan**.

\_\_\_\_\_ I hereby indicate that my entity will not be participating in the Expanded Regional Strategy for Managing Storm Water during FY99.

Name \_\_\_\_\_  
Title or Position \_\_\_\_\_  
Entity City of Addison  
Address \_\_\_\_\_  
Phone/Fax/E-mail \_\_\_\_\_  
Signature \_\_\_\_\_

(Authorized Representative)

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please mail this form to:

Samuel Brush  
Department of Environmental Resources  
North Central Texas Council of Governments  
P.O. Box 5888  
Arlington, TX 76005-5888

or fax to the attention of Sam Brush at 817/640-7806

**Cost Share Allocations**

<b>Contributing Entity</b>	<b>Amount Requested for FY99</b>
<i>Cities</i> (Population Range per 1990 Census)	
100,000 - 50,000 population	\$4,500
10,000-50,000 population	\$2,400
Less than 10,000 population	\$1,000
<i>Counties</i>	\$3,000

Note: The region's seven largest cities and TxDOT district offices are already participating in the Regional Strategy