

City of Sultan

Grant Funded Project Status Report

July 2009



By Donna Murphy – Grants and Economic Development Coordinator

On July 2, 2009 the City of Sultan received notice of \$1.3 million available state-wide for construction-ready projects. The Department of Ecology is accepting applications for a new (one-time only) grant program for projects that will prevent flood damage. The criteria is:

- The applicant and project must be in an area that is at risk to flooding.
- Those applicants least able to fund mitigation projects with local resources will have higher priority.
- Those applicants most ready to proceed with construction of the project will have higher priority.
- Applicants will be selected with consideration of achieving a balance of needs of different regions of the state.
- **No match is required.**
- Applications are due to Ecology on July 30, 2009.

During review with Mayor Eslick and Public Works Director Dunn, direction was given to look into purchasing the Reiner property next to the Waste Water Treatment Plant. Upon doing so, it was determined by the funding source that project would score very low because the property does not flood. In a follow-up question if the property located at 107 2nd Street would be a better candidate, the answer was “yes.”

The property located at 107 2nd Street has already been approved by Council to apply for a different Repetitive Flood Loss Property Grant, but the property owner, who is a willing seller commented that he can't wait the required time frame and will most likely let the property go into foreclosure.

This particular grant is part of President Obama's Stimulus Package and the funds will be available in September 2009. Upon talking to the property owner, the City was told that is a reasonable timeline and he would be able to work with that.

It is staff recommendation to apply to this funding source to purchase the property at 107 2nd Street for demolition of the structure and create City parkland for perpetuity.

ATTACHMENTS:

Flood Damage Prevention Grant Criteria

Flood Damage Prevention Grant Application

Pending Grant	Date Applied	Department	Amount Pending	Amount Not Funded	Amount Funded	Project Status
STP (rural) Grant US 2/Sultan Basin Rd.	May 2009	Public Works	\$876,100			Construction funds for Phase III – Stage I. Need to obligate
Congressional High Priority Request US 2/Sultan Basin Rd.	April 2009	Public Works	\$1,221,880			
Rural Town Corridors US 2 & Sultan Basin Rd. Phase III	March 2007	Public Works			\$250,000 June 2007	Design funds for Phase III. Need to obligate
STP® for Sultan Basin Road Phase III	2007	Public Works			\$1,009,164	Project on schedule
STP® Sultan Basin Rd.	2008	Public Works			\$68,000	Tech. Corrections Bill – Transfer funds from 5 th St. Signal
Federal Appropriations for US 2 & Sultan Basin Rd. – Senator Murray Senator Cantwell Congressman Larsen	Feb. 2009	Public Works	\$1,601,560			

Pending Grant	Date Applied	Department	Amount Pending	Amount Not Funded	Amount Funded	Project Status
CPG Cleanup & Recycling Day	Sept. 2007	Public Works			\$4,735 Nov. 2007	This is a 2 Year Program – 2008 & 2009. Closing Out
State Legislative Proviso for WWTP	2007	Public Works			\$500,000	Partial funding for WWTP Centrifuge
SRF Loan Application WWTP	2009	Public Works		\$275,000		
Federal Appropriations Request for WWTP – Senator Murray Senator Cantwell Congressman Larsen	Feb. 2009	Public Works		\$1,325,000		
State Appropriations Request for WWTP Rep. Kirk Pearson Dan Kristensen Senator Val Stevens Hans Dunshee	Feb. 2009	Public Works	\$1,325,000			
Vactor Services – Partner Grant with Snohomish County	2008	Public Works			FUNDED	Scheduling vactor services with Snohomish County

Pending Grant	Date Applied	Department	Amount Pending	Amount Not Funded	Amount Funded	Project Status
Hazard Mitigation Repetitive Flood Loss Purchase of 105 Alder	November 2006	Parks			\$278,800 Nov. 2007	Project 99% complete. Site restoration needs to be complete.
Flood Damage Prevention – * Please see note above	July 2009	Parks	TBD			Purchase 107 2 nd Street for Repetitive Flood Loss
Rural Business Enterprise Grant	January 2009	Economic Development		\$82,807		
Records Management Purchase file cabinets for maps and plans	July 2007	Clerk/Finance			\$6,356	Project complete
COPS Technology Federal Grant	2007	Law Enforcement			\$117,000	Waiting for COPS Office to approve revised budget
Graffiti Abatement Grant – Multi- Jurisdiction Application	July 2008	Volunteer & Law Enforcement			\$12,000	Project Complete
Justice Assistance Grant (JAG)	July 2009	Community Policing			\$9,999	Project on Schedule



[Ecology home](#) > [SEA Program home](#) > Flood Damage Prevention Grants

Flood Damage Prevention Grants

2009–2011 Biennium (September 1, 2009 to June 30, 2011)

Background

The 2009 Legislature provided the Department of Ecology (Ecology) with \$1,350,000 in the capital budget for the 2009-11 Biennium for grants to local governments for projects that will prevent flood damage. (These funds are not designated as Flood Control Assistance Account Program (FCAAP) monies).

Project Selection

The legislation provides specific criteria that Ecology must use to select projects for this funding:

1. The applicant and project must be in an area that is at risk of flooding.
2. Those applicants least able to fund such mitigation projects with local resources shall have higher priority.
3. Those applicants most ready to proceed with construction of the project shall have higher priority.
4. Applicants will be selected with consideration for achieving a balance of the needs of different regions of the State.
5. No match is required, but matching funds are welcome.

Eligibility

A county, city, town, or tribal government is eligible to apply for these funds if:

- The jurisdiction is currently enrolled in the National Flood Insurance Program (NFIP).
- The jurisdiction or its project is in an area at risk of flooding.
- Either the project has been previously identified in a local Comprehensive Flood Hazard Management Plan or Hazard Mitigation Plan, or the applicant can document that the project has the approval of the county engineer for its jurisdiction.
- The jurisdiction is ready to proceed with the project in a timely manner.
- The jurisdiction certifies that the project cannot be implemented solely with local resources during the 2009-11 Biennium.

Schedule

July 1, 2009:	Applications available from this website.
July 30, 2009:	Applications due to Ecology by 4:30 p.m.
August 14, 2009:	Grant awards announced.
September 1, 2009:	Effective date for selected grant agreements.

Funding Limits

Although the Legislature did not define any funding limits, we suggest that the project cost range from \$200,000–\$500,000. However, more costly projects will be considered. Ecology

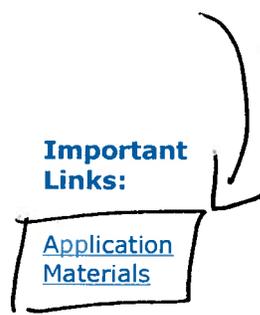
Important Links:

[Application Materials](#)

[Supplemental Information](#)

[Related Links](#)

[Contacts](#)



does not require a match, but will accept any matching funds. Projects selected for grant funding will meet the criteria established in the legislation.

Application Process

- [Click for Application Materials](#)

Applicants must use Ecology's form "Application for Flood Damage Prevention Projects" provided by Ecology. All local jurisdictions must submit applications directly to Ecology. Special districts (such as flood control zone districts, diking districts, and ports) must submit their applications through their county engineer. The application review committee will be selected by Ecology. It will be made up of persons with expertise in evaluating flood damage protection projects.

Applicants must also provide:

- a. Problem statement and analysis.
- b. Technical feasibility.
- c. Economic justification.
- d. Legal permissibility.
- e. Consistency with the CFHMP or plan recommendations.
- f. Priority of project as identified in the plan.
- g. Impacts to any ESA listed fisheries habitat.
- h. ESA checklist and mitigation strategy.
- i. Provide a description of the project benefits which describe how the project will mitigate flood damages and describe development which exists on adjacent and nearby lands which are protected by the facility.
- j. Identify itemized costs for labor, material, and equipment for each project.
- k. Availability of qualified personnel or resources for project construction purposes.
- l. Permit status (if applicable).
- m. Projects involving construction must have plans and specifications signed by an engineer who is licensed in the State of Washington.

NOTE: Grant recipients must submit copies of plans, specifications, and all required permits to Ecology prior to initiating work.

Examples of Flood Damage Prevention Projects:

- Biotechnical streambank stabilization projects to protect river banks in a manner more compatible with the natural river system.
- Shore protection by building a mound system to prevent damage of a waste water treatment plant.
- Replacement of an undersized culvert with a bridge to reduce backwater flooding and improve fish passage.
- Installation of flood warning systems.
- Acquisition of flood-prone properties to provide open space for floodplain function.
- Installation of water-tight access lids to prevent infiltration of storm water into the sewer system.
- Cost-share of Corps of Engineers feasibility studies to reduce flooding and erosion.
- Repair of dikes to reestablish original flood protection capabilities for critical facilities.
- Removal of existing dikes/levees and construction of a setback system that improves flood protection and helps to restore natural functions.

Endangered Species Act

Due to the Endangered Species Act (ESA) listings of salmonids in Washington’s waters, flood grant applicants must determine whether their proposed project will affect ESA-listed or candidate salmon stocks.

Inherent in any floodplain activity is furthering these efforts toward recovery of (ESA-listed) fisheries resources. Wherever possible, proposals that preserve, restore, or enhance those resources through planning or flood damage prevention projects will receive higher priority in the evaluation process. This can be achieved through Comprehensive Flood Hazard Management plans or flood damage prevention projects (such as culvert or tide-gate replacement to encourage fish passage; placement of groins to slow the velocity of flood water and provide habitat and resting areas for fish; or biotechnical streambank stabilization for improved habitat).

As part of the application process, we encourage local jurisdictions to look at non-structural possibilities. Then within their planning process, they can decide whether those possibilities are viable enough to be implemented.

In the course of planning a project, applicants must identify all potential impacts to salmonids and describe the mitigation measures that will be used to avoid, minimize, or compensate for those impacts. Failure of an applicant to disclose ESA impacts, or to demonstrate adequate mitigation for impacts, will result in delays or disqualification for funding.

Construction projects will receive the most scrutiny in this regard. For these projects, Ecology has provided the “ESA-Listed Salmonids Checklist / Mitigation Strategy Form” as part of this application packet. Any construction project with potential impacts to salmonid species listed under the ESA will require completion of this form to document how identified impacts will be mitigated.

The National Flood Insurance Program

The role of the National Flood Insurance Program (NFIP) is to make affordable flood insurance available to communities and to stimulate sound floodplain management. To qualify, a community must adopt approved floodplain management regulations at least as stringent as the federal minimum standards established by the Federal Emergency Management Agency (FEMA). Once a community enrolls, insurance is made available to all within that community. Ecology requires that general purpose units of government participate in the NFIP in order to be eligible for financial assistance grants. For more information on the National Flood Insurance Program, please contact the regional Flood Team Member for your jurisdiction (see below).

Contacts

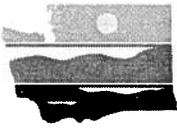
Ecology’s Flood Team shares a commitment to providing technical assistance to grant recipients through a partnership approach. This concept applies to prospective applicants. By speaking with applicants directly on their individual projects, staff gain a better understanding of the intended project and can field questions during the evaluation process. **We strongly encourage you to contact our Flood Team whenever we can provide assistance on flood related issues** - from pre-application stage to project completion; from technical to grant administrative questions.

Name, email, phone #	Technical Expertise	Counties Served
Kevin Farrell 360-407-7253	FCAAP Plans, projects and NFIP technical assistance	Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Klickitat, Lewis, Mason, Pacific, Pierce, Wahkiakum, Skamania, Thurston
Jerry	Mapping: FEMA / GIS	All

Franklin 360-407-7470		
Bev Huether 360-407-7254	Grant Administration	All
Ted Olson 509-456-2862	FCAAP Plans, projects, NFIP technical assistance and engineering assistance	Adams, Asotin, Benton, Columbia, Douglas, Ferry, Franklin, Garfield, Grant, Lincoln, Pend-Oreille, Spokane, Stevens, Walla-Walla, Whitman
Patricia Olson 360-407-7540	Hydraulic / hydrologic technical assistance Biotechnical bank stabilization projects	All
Dan Sokol 360-407-6796	Flood Policy and NFIP technical assistance	All
Chuck Steele 425-649-7139	FCAAP Plans, projects and NFIP technical assistance	Chelan, Island, King, Kitsap, Kittitas, Okanogan, San Juan, Skagit, Snohomish, Whatcom, Yakima

Our Flood Team routinely consults with other Ecology staff and agencies, both state and local, on issues such as fisheries resources; wetlands acquisition, preservation, and restoration; Shoreline Master Programs; and water quality, to provide local governments with comprehensive technical assistance.

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County: _____

Recipient: _____

Grant Application for a Flood Damage Prevention Construction Project



2009–2011 Biennium (Project Period: July 1, 2009 to June 30, 2011)

Supported by funds from the Washington State Legislature 2009–11 Capital Budget, Section 3055, offered through the Department of Ecology's Shorelands and Environmental Assistance Program.

- **An electronic version of this document must also be submitted to Bev Huether at bhue461@ecy.wa.gov .**
- **All applications must include the "Certification" (see LAST page of Part 3, Scope of Work).**

Project Title _____

Part 1: Recipient Information

1. **Recipient** (county, city, town, special district, or tribe) _____
2. **Department/Division** _____
3. **Address** _____
 City _____ State _____ Zip Code + 4 _____
4. **County** _____
5. **Contact Person for Project** (indicate Mr. or Ms.) _____
 Title _____ Email Address _____
 Phone _____ FAX _____
6. **Name of Fiscal Contact Person** (if different from project contact person)
 _____ Phone number _____ E-mail Address _____

7. To whom would checks be made payable? _____

Mail checks to this address: _____

8. Legislative District*

Number _____ / _____ percentage of project within district

Number _____ / _____ percentage of project within district

Number _____ / _____ percentage of project within district

(*Percentage of districts must total 100%.)

9. Federal Congressional District Number*

Number _____ / _____ percentage of project within district

Number _____ / _____ percentage of project within district

Number _____ / _____ percentage of project within district

(*Percentage of districts must total 100%.)

10. Water Resources Inventory Area (WRIA) number* _____

Number _____ / _____ percentage of project within WRIA

Number _____ / _____ percentage of project within WRIA

Number _____ / _____ percentage of project within WRIA

(*Percentage of WRIAs must total 100%.)

GPS coordinates, if available _____

11. Name of water body: _____ River mile: _____

12. Is the proposal site:

Owned Leased

13. Estimated total proposal cost: _____ State share _____

14. Anticipated start date _____ and completion date _____

15. Will you be contracting with a consultant for this project?

Yes No

If yes, when will your contract be finalized? _____

Expected cost of consultant: _____

16. Please list the permits required for this project and the status of each.

17. Do you expect other Ecology programs or state or federal agencies to be involved in this project?

Yes No

If yes, provide agency, program, contact person, and phone number: _____

Part 2: Project Description

18. Is this project identified in a Comprehensive Flood Hazard Management Plan or local Hazard Mitigation Plan?

Yes No

If yes, please identify the plan by title and where the project is found in the plan.

19. Is the project site in an area that contains Endangered Species Act (ESA) listed species?

Yes No

If yes, what steps have you taken to ensure that the project will not result in a "take" of endangered species?

20. Can this project be funded using solely local resources during the 2009–11 Biennium?

Yes No

21. Please provide:

a. A brief proposal description: _____

b. The potential for public benefit: _____

c. A problem statement and analysis: _____

d. The impact of this proposal to adjacent and nearby lands/development: _____

e. How does your proposal use or benefit from previous studies or planning efforts performed in the subject jurisdiction? Please specify the study(s) and date(s) performed.

Part 3 - Construction Scope of Work Form

The scope of work and budget for this project must be submitted in the outline format below.

When developing the scope of work, **be concise**, but include the "who, how, what, when, where" of each task; schedules; task-specific deliverables; and a budget matrix.

Project Title _____

Description (Brief Overview) _____

Location Latitude: _____ Longitude _____ River: _____ River mile: _____

Section _____ Township _____ Range _____ GPS Coordinates _____

Work Program The Recipient shall perform the following work tasks:

(Add more Tasks, Deliverables, and Due Dates below as needed to adequately describe the scope of work.)

Task 1 Project Coordination

The Recipient will coordinate throughout the grant period with Ecology and other state agencies and Indian tribes as applicable. In its commitment to provide technical assistance throughout the grant period, Ecology will meet with the jurisdiction to present and discuss approaches to floodplain construction issues before work begins.

Deliverables: Quarterly Progress Reports per Special Terms and Conditions of this agreement.

Dates Due: 20 days after the end of each quarter

Task 2: _____

Deliverables: _____

Due Date: _____

Task 3: _____

Schedule

Task	2009				2010												2011					
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
1	<input type="checkbox"/>																					
2	<input type="checkbox"/>																					
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Budget

Budget Conditions

1. **Permits:** Before receiving funding, the Recipient must obtain all required permits. In addition, failure to comply with required permits constitutes a breach of contract, which may result in termination of this agreement.

2. **Project Administration:** The Recipient must follow the current edition of the *Administrative Requirements for Ecology Grants and Loans* (Yellow Book).

3. **Invoicing:**
 - Expenditures will be monitored by the Ecology Fiscal Office for compliance with the PROJECT LEVEL BUDGET (listed below) .
 - The Recipient must **maintain complete backup documents**, including but not limited to all invoiced costs and time sheets, signed and dated by employee and supervisor. The Recipient must keep these expenses in grant files according to budget task for a period of three years after project completion and make them available at any time for inspection by Ecology.
 - **Budget deviations** from the line-item EXPENDITURE budget (listed below) are allowed, but under no circumstance may the Recipient exceed the total project cost. If deviations exceed 10% within any task, the Ecology Project Officer may require a written budget redistribution
 - When submitting invoices to Ecology, the Recipient must **itemize all costs by task** and provide subtotals by task on Ecology's Form C2, Voucher Support Form. All payment requests must have Forms A, B, and C (and D if applicable).

NOTE: For payment requests, the Recipient must use the Ecology forms contained in the Yellow Book. Otherwise, we will return requests to the Recipient for submittal on the correct forms.

- All payment requests must be accompanied by a commensurate progress report, and receive Ecology Project Officer approval before payment can be released.
 - The Recipient must submit requests for reimbursement at least quarterly, but not more than once per month. Requests must be made using state invoice voucher forms.
 - The indirect rate must not exceed 25 percent of direct (staff) labor and benefit costs. The indirect rate covers space utilities, miscellaneous copying, telephone, motor pool, janitorial services, records storage, rental, county fiscal and legal services, etc. Items not included in this list must be reported with the first payment request and must remain consistent for the life of the grant.
 - The rate for in-kind (voluntary services) is valued at \$15.00/individual/hour. See the *Administrative Requirements for Ecology Grants and Loans* (Yellow Book) for the "Valuation of Donated Property or Services."
4. **Estimates:** An estimate is the dollar amount you expect to request from Ecology for project costs incurred through June 30, 2011, and have not yet submitted for reimbursement. Ecology must have an estimate to ensure enough funds are in reserve to reimburse you for expenditures. You must notify Ecology's Project Officer of that estimate amount by June 30, 2011, to ensure payment of the final invoice for the biennium.
5. **Final Payment:** Before Ecology can release the final payment, the Recipient must notify Ecology in writing of the project's completion, submit all deliverables and arrange for final inspection of the project by Ecology.
6. **Expenditure Budget:** (for Recipient reporting and Ecology tracking purposes):

Maximum Eligible Project Cost: \$ _____

Maximum State Grant Share: \$ _____

State Maximum Cost Share Rate: _____ % UP TO a maximum State Share of _____.

7. (Sample) Budget for Construction Projects:

Work Item	Unit	Quantity	Unit Cost	Cost
Labor				
Sub-Sub Total				
Equipment				
Sub-Sub Total				
Materials				
Sub-Sub Total				
Subtotal				
Other				
Administration				
TOTAL PROJECT COST				

CERTIFICATION

I certify to the best of my knowledge that the information provided above is true and correct, and that I am legally authorized to sign and submit this information on behalf of the applicant.

 Signature Date

 Printed Name and Title

 Local Government Jurisdiction