**Objective**: Develop guidance to assist permittees in developing appropriate procedures for the purpose of determining the TSS and TP treatment effectiveness of all permittee owned/operated ponds constructed and used for the collection and treatment of stormwater.

**Task A**. Contractor meets with MPCA staff to identify procedures that can be used to satisfy the permit requirement. Procedures may include, but are not limited to, drainage area assessment, site assessment, water quality monitoring, and modeling. It is assumed that a total of four procedures will be identified for further evaluation for the purposes of estimating costs.

**Task B**. For each procedure identified in Task A, develop guidance MS4 permittees can use to complete the procedure. Examples include, but are not limited, to the following.

* Drainage area assessment
* Identify components of a site assessment (e.g. presence of short-circuiting, percent of design volume filled with sediment, etc.) and include methods for addressing each component.
* Develop appropriate water quality sampling and monitoring procedures
* Identify applicable models and provide guidance on model inputs

**Task C**. For each procedure identified in Task A, provide one case study or example. The case study or example should include the following, where applicable:

* a physical description of the site, including but not limited to characteristics of the pond and the area contributing to the pond;
* a summary of procedures used, including methods, inputs, and assumptions;
* data collected and interpretation of data;
* summary of costs and time required to complete the procedures, on a per pond basis.

**Task D:** Gather feedback from stormwater professionals.

**Subtask 1:** Contractor will work with MPCA PM to form a technical team of 8 to 10 stormwater professionals. The technical team will provide information and feedback on Pond Assessment Procedures. Communication is expected to be through email, phone, and one 2-hour in-person meeting. The in-person meeting will consist of a review and discussion of the draft guidance. The MPCA will make arrangements for the meeting.

**Subtask 2:** Contractor will send draft pond assessment guidance to the technical team for review. The Contractor will work with the MPCA PM and the technical team to address comments and make necessary revisions.