



STAFF REPORT

Item No. 5C

Report To: Utility Finance Oversight Committee

Meeting Date: 06/20/2017

Staff Contact: Darren Schulz, Director of Public Works (dschulz@carson.org)

Agenda Title: For Information Only: Presentation of a report from David Bruketta, Utility Manager for the Carson City Public Works Department, concerning updates on budget revenues and expenditures and the progress of projects that have an impact on the City's water fund. (David Bruketta; dbruketta@carson.org)

Staff Summary: This is an informational only update on the FY18 water fund budget revenues and expenditures; the progress of water fund capital projects; water leak repairs; and the summer watering schedule.

Agenda Action: Other/Presentation

Time Requested: 15 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact:

Alternatives

Committee Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)



To: Utility Finance Oversight Committee

From: David Bruketta, Utility Manager

Regarding: 5.C: Report from David Bruketta, Utility Manager for the Carson City Public Works Department, concerning updates on budget revenues and expenditures and the progress of projects that have an impact on the City's water fund.

Date: 6/20/2017

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1. The FY18 Water Fund budget revenues and expenditures.
 - Update as of May 22, 2017 (Attachment 5C-1).
 2. Progress of Water Fund capital projects.
 - Update as of May 22, 2017 (Attachment 5C-2).
 3. Update on water leak repairs.
 - Update as of June 8, 2017 (Attachment 5C-3)
 4. Summer watering schedule.
 - Summer watering schedule (Attachment 5C-4)

Attachment: 5C-1

DATE UPDATED 9-Jun-17
 % OF YEAR ELAPSED 94.23%

Department				
CAMPO	Engineering	Facilities Maintenance	Fleet	Fleet Radios
GIS	Infrastructure Tax	Landfill	RTC	Sewer Capital
Sewer Maintenance	Sewer WWRP	Sewer/WWRP Revenue	Stormwater	Street Maintenance
Transit	Water			

CASH BALANCE	FYTD2017
Cash Balance - Water	4,371,891.70
Grand Total	4,371,891.70

Type	Revenue				
REVENUE	FY16 Actual	FY17 Budget	FY17 YTD	FY17 (Under)/Over	
Charges for Services					
.01-00 Establishme	25,740.00	25,000	24,320.00	X	(680.00)
.01-00 Service Cha	5,963,229.42	6,386,588	5,851,231.89	X	(535,356.11)
.03-00 Meter Rese	152.86	-	152.86	✓	152.86
.04-00 Reconnecti	275.00	500	125.00	X	(375.00)
.04-00 User Fees	7,385,457.52	7,713,644	7,020,723.65	X	(692,920.35)
.04-01 User Fees -	30,711.35	30,000	-	X	(30,000.00)
.05-00 Tapping Fee	13,041.00	1,500	27,096.30	✓	25,596.30
.09-00 Private Hyd	96,240.12	50,000	190,916.88	✓	140,916.88
.10-00 Meter Box	44,761.50	16,000	66,089.70	✓	50,089.70
.11-00 Complete L	13,786.50	10,000	25,210.35	✓	15,210.35
.50-01 ISC: Genera	16,055.00	17,000	-	X	(17,000.00)
.50-15 ISC: RTC Fu	3,833.00	-	-	✓	-
.50-17 ISF: Streets	55,103.00	-	-	✓	-
.50-53 ISC: Stormw	1,837.00	1,800	-	X	(1,800.00)
.50-54 ISC: Sewer I	7,070.70	100,000	37,062.90	X	(62,937.10)
.62-00 Penalties ar	167,309.25	160,000	135,531.35	X	(24,468.65)
.69-00 Inspection F	530.25	-	-	✓	-
.75-00 Miscellanec	58.32	-	(33.02)	X	(33.02)
.75-00 Other Charç	1,037.40	500	1,835.40	✓	1,335.40
.75-01 Right of Wa	-	-	125,877.49	✓	125,877.49
.06-00 Departmen	3,635.82	-	-	✓	-
Charges for Services Tot	13,829,865.01	14,512,532	13,506,140.75	X	(1,006,391.25)
Bond Proceeds					
.03-00 Bond Proce	3,493,592.17	5,000,000	831,455.38	X	(4,168,544.62)
Bond Proceeds Total	3,493,592.17	5,000,000	831,455.38	X	(4,168,544.62)
Investment Income					
.02-00 Interest Inc	7,978.24	15,000	23,989.77	✓	8,989.77
.03-00 Net Increas	10,719.53	-	-	✓	-
Investment Income Tot:	18,697.77	15,000	23,989.77	✓	8,989.77
Miscellaneous					
.05-00 Refunds/Re	1,316.48	-	-	✓	-
.11-01 Real Proper	-	-	913,503.89	✓	913,503.89
.15-00 Refunds/Re	5,000.00	5,000	1,581.84	X	(3,418.16)
.16-00 Miscellanec	69.03	-	-	✓	-
Miscellaneous Total	6,385.51	5,000	915,085.73	✓	910,085.73
Sale of Capital Assets	27,958.50	-	19,760.00	✓	19,760.00
Capital Contributions					
.05-01 Connection	10,849.34	6,050	32,156.57	✓	26,106.57
.05-02 Connection	35,185.00	19,985	141,455.00	✓	121,470.00
.10-00 Developer C	265,243.86	-	-	✓	-
.20-01 Capital Con	4,144.92	-	-	✓	-
Capital Contributions Tc	315,423.12	26,035	173,611.57	✓	147,576.57

Type	Expenditure				
EXPENDITURES	FY16 Actual	FY17 Budget	FY17 YTD	FY17 Under/(Over)	FY17 % Spent
Salaries and Wages					
.01-01 Salaries	1,378,206.59	1,542,214	1,299,001.18	✓	243,212.82 84%
.01-02 Hourly/Seasonal	66,333.31	85,000	86,125.00	X	(1,125.00) 101%
.01-06 Management Leave Pay	6,947.70	-	5,059.39	X	(5,059.39) 0%
.01-07 Annual Leave Payoff	4,400.00	-	(136.38)	✓	136.38 0%
.01-08 Sick Leave Payoff	14,377.75	-	-	✓	- 0%
.01-09 Workers' Compensatory Leave	2,997.95	-	-	✓	- 0%
.01-11 Overtime	45,533.68	53,342	48,695.47	✓	4,646.53 91%
.01-12 Call Back Pay	26,946.35	32,000	20,098.59	✓	11,901.41 63%
.01-13 Standby Pay	37,700.66	42,000	37,491.20	✓	4,508.80 89%
.01-14 F L S A	455.93	-	448.87	X	(448.87) 0%
.01-16 Holiday Pay	7,855.34	1,020	8,191.93	X	(7,171.93) 803%
.01-99 Grant Fund Allocation	-	-	(16,733.23)	✓	16,733.23 0%
Salaries and Wages Total	1,591,755.26	1,755,576	1,488,242.02	✓	267,333.98 85%
Employee Benefits					
.02-25 Medicare	20,962.10	24,294	19,580.27	✓	4,713.73 81%
.02-30 Retirement	344,530.27	378,279	319,984.01	✓	58,294.99 85%
.02-40 Group Insurance	309,138.89	343,461	306,150.93	✓	37,310.07 89%
.02-50 Workers' Compensation	24,832.17	28,929	25,655.89	✓	3,273.11 89%
.02-60 Education Incentive	567.50	525	200.00	✓	325.00 38%
.02-65 Clothing Allowance	7,341.00	8,000	4,706.15	✓	3,293.85 59%
.02-66 Foul Weather Allowance	3,225.00	3,233	3,300.00	X	(67.00) 102%
.02-68 Tool Allowance	975.00	1,207	1,062.50	✓	144.50 88%
.02-70 Car Allowance	-	-	-	✓	- 0%
.02-71 Phone Allowance	4,389.00	3,682	4,425.75	X	(743.75) 120%
.02-72 Mobile Device Allowance	540.00	543	495.00	✓	48.00 91%
.02-86 OPEB Cost	148,764.00	163,640	-	✓	163,640.00 0%
.02-57 Domestic Partner Insurance Benefit	154.25	-	(270.33)	✓	270.33 0%
.02-87 GASB 69 Pension Expense	(56,365.00)	-	-	✓	- 0%
Employee Benefits Total	809,054.18	955,793	685,290.17	✓	270,502.83 72%
Services and Supplies					
.03-09 Professional Services	170,856.20	125,000	98,983.90	✓	26,016.10 79%
.03-12 Auditing Fees	22,732.00	24,000	21,690.00	✓	2,310.00 90%
.03-30 Training	9,512.30	18,000	7,616.26	✓	10,383.74 42%
.03-45 Data Processing	8,095.17	8,000	8,223.56	X	(223.56) 103%
.03-49 Contractual Services	1,500.00	2,000	-	✓	2,000.00 0%
.03-62 Unemployment Compensation	-	-	510.44	X	(510.44) 0%
.03-72 USGS Stream Monitoring	48,050.00	75,000	48,585.00	✓	26,415.00 65%
.04-30 Equipment Repair & Maintenance	63,986.12	85,273	71,018.72	✓	14,254.28 83%
.04-33 Software Maintenance	14,030.12	12,000	20,541.50	X	(8,541.50) 171%
.04-34 Building Repair & Maintenance	33,736.27	50,000	4,950.55	✓	45,049.45 10%
.04-35 Vehicle Repair & Maintenance	57,474.63	25,000	44,250.83	X	(8,541.50) 177%
.04-36 Facility Repair & Maintenance	76,753.32	139,000	61,320.12	✓	77,679.88 44%

Type	Revenue				
	REVENUE	FY16 Actual	FY17 Budget	FY17 YTD	FY17 (Under)/Over
Federal Interest Subsidy					
.01-01 Build Ameri		224,721.31	217,420	224,181.00	✓ 6,761.00
Federal Interest Subsidy		224,721.31	217,420	224,181.00	✓ 6,761.00
Capital Grant		125,000.00	-	62,500.00	✓ 62,500.00
Grand Total		18,041,643.39	19,775,987	15,756,724.20	✗ (4,019,262.80)

Type	Expenditure					
	EXPENDITURES	FY16 Actual	FY17 Budget	FY17 YTD	FY17 Under/(Over)	FY17 % Spent
.04-44 Office Equipment Rental		1,027.56	2,000	1,571.62	✓ 428.38	79%
.04-45 Equipment Rental		384.00	4,500	-	✓ 4,500.00	0%
.04-46 Fire Suppression		37,500.00	37,500	37,500.00	✓ -	100%
.04-49 Water Meters & Services		615,969.76	200,000	139,450.76	✓ 60,549.24	70%
.04-50 Water Purchase/Lease Payment		-	-	-	✓ -	0%
.04-51 Water Purchase - Lyon County		34,321.44	25,000	20,148.00	✓ 4,852.00	81%
.04-52 Water Purchase - State Monthly		145,188.00	145,188	145,188.00	✓ -	100%
.04-53 Water Purchase - State Usage		390,350.58	376,784	206,778.01	✓ 170,005.99	55%
.04-54 Water Purchase - Douglas County		693,163.75	595,668	596,010.25	✗ (342.25)	100%
.04-55 Water Purchase - State Pump Service Fee		429,103.80	429,104	429,104.00	✗ (0.00)	100%
.04-56 Water Purchase - State System Wide Improvements		183,287.52	183,288	183,288.00	✓ 0.00	100%
.04-57 Water Purchase - Ash/Kings Canyon		-	-	-	✓ -	0%
.04-65 Water Line Repair & Maintenance		277,993.68	160,000	174,957.13	✗ (14,957.13)	109%
.04-66 Tank Repair & Maintenance		13,392.18	20,000	10,096.56	✓ 9,903.44	50%
.04-67 Telemetry Repair & Maintenance		42,803.96	50,000	37,744.94	✓ 12,255.06	75%
.04-90 Fees and Permits		29,581.24	40,000	29,095.83	✓ 10,904.17	73%
.05-42 Printing/Advertising		17,670.13	15,000	6,259.06	✓ 8,740.94	42%
.05-45 Membership/Publications		6,975.35	8,000	6,698.15	✓ 1,301.85	84%
.05-80 Travel		9,232.02	10,000	11,444.44	✗ (1,444.44)	114%
.06-01 Office Supplies		2,193.80	3,000	4,031.94	✗ (1,031.94)	134%
.06-02 Postage/Shipping		32,730.86	50,000	52,152.01	✗ (2,152.01)	104%
.06-25 Operating Supplies		79,499.78	90,000	76,732.09	✓ 13,267.91	85%
.06-36 Laboratory Expense		91,991.08	125,000	68,257.96	✓ 56,742.04	55%
.06-37 Chemicals		109,700.92	150,000	121,293.39	✓ 28,706.61	81%
.06-45 Books/Periodicals		847.44	700	489.91	✓ 210.09	70%
.06-60 Vehicle Fuel/Oil		56,726.89	70,000	51,893.38	✓ 18,106.62	74%
.06-74 Small Tools/Instruments		2,120.53	14,000	5,324.80	✓ 8,675.20	38%
.06-75 Small Furnishings		12,589.58	15,000	3,076.31	✓ 11,923.69	21%
.07-10 Telephone		12,574.54	15,000	11,369.49	✓ 3,630.51	76%
.07-12 Power		652,338.83	800,000	495,199.00	✓ 304,801.00	62%
.07-13 Heating		9,801.59	13,000	9,491.76	✓ 3,508.24	73%
.09-01 ISC: General Fund		1,219,308.00	1,200,319	1,100,297.00	✓ 100,022.00	92%
.09-15 ISC: Insurance Fund		157,500.00	157,500	157,500.00	✓ -	100%
.09-50 ISC: Fleet Management		146,250.00	157,903	157,903.00	✓ -	100%
.09-55 ISC: Radios		6,668.00	4,430	4,430.00	✓ -	100%
.12-99 Grant Allocation/Direct Bill		(87,467.85)	-	(29,493.09)	✓ 29,493.09	0%
.24-05 Leak Detection Program		-	3,000	2,995.00	✓ 5.00	100%
.24-30 Refunds & Reimbursements		-	10,000	-	✓ 10,000.00	0%
.24-50 Cash Short/Over		53.90	-	104.33	✗ (104.33)	0%
.06-76 Technical Equipment		25,801.64	10,000	3,117.52	✓ 6,882.48	31%
.05-87 Click-2-Gov Fees		330.40	-	2,165.92	✗ (2,165.92)	0%
Services and Supplies Total		5,966,231.03	5,754,157	4,721,357.35	✓ 1,032,799.65	82%
Operating Transfer Out						
.72-83 Group Medical Fund		-	-	-	✓ -	0%
.72-75 Fleet Management Fund		-	-	-	✓ -	0%
Operating Transfer Out Total		-	-	-	✓ -	0%
Capitalized Assets						
.50-00		(4,563,957.19)	-	-	✓ -	0%
Capitalized Assets Total		(4,563,957.19)	-	-	✓ -	0%
Depreciation		3,319,901.67	3,500,000	-	✓ 3,500,000.00	0%
Capital Projects						
.70-20 Design		-	-	-	✓ -	0%
.70-40 Construction		3,823,430.64	2,404,000	383,822.41	✓ 2,020,177.59	16%
.70-50 Project Services		-	-	-	✓ -	0%
.70-70 Labor		198,856.42	-	13,207.82	✗ (13,207.82)	0%
.73-04 Well Redevelopment		-	-	-	✓ -	0%
.73-10 Water Rights Purchases		-	-	-	✓ -	0%
.73-33 Emergency Generator Program		-	-	-	✓ -	0%
.73-50 Hte Fixed Assets		-	-	-	✓ -	0%

Type	Revenue			
REVENUE	FY16 Actual	FY17 Budget	FY17 YTD	FY17 (Under)/Over

Type	Expenditure				
EXPENDITURES	FY16 Actual	FY17 Budget	FY17 YTD	FY17 Under/(Over)	FY17 % Spent
.73-95 Replace Pumps/Motor	23,950.00	200,000	78,220.65	✓ 121,779.35	39%
.74-01 Land Acquisition	-	-	-	✓ -	0%
.77-15 Computer Equipment	2,380.00	-	-	✓ -	0%
.77-75 Equipment	337,250.00	133,000	131,804.02	✓ 1,195.98	99%
.78-07 Regional Pipeline Project	-	-	-	✓ -	0%
.78-09 N/S Transmission Main	-	-	-	✓ -	0%
.78-10 E/W Transmission Main	-	-	-	✓ -	0%
.78-46 Facility Addition	11,715.00	-	-	✓ -	0%
.78-61 Prison Hill Storage Tank	-	-	-	✓ -	0%
.78-74 Costco Connection	-	-	-	✓ -	0%
.78-77 Prison Hill Tank Power	-	-	-	✓ -	0%
.78-84 Well #50-H2O Line Project	-	-	-	✓ -	0%
.78-93 NDOT Bypass Non-Reimburse	-	-	-	✓ -	0%
.78-94 NDOT Bypass Reimburseible	-	-	-	✓ -	0%
.77-25 Radio System Upgrade	8,420.05	-	-	✓ -	0%
.48-75 Loss on Disposal of F.A.	2,559.60	-	-	✓ -	0%
.76-05 Facility Improvements	150,385.51	100,000	5,925.00	✓ 94,075.00	6%
.73-05 Well Redrilling	-	750,000	-	✓ 750,000.00	0%
Capital Projects Total	4,558,947.22	3,587,000	612,979.90	✓ 2,974,020.10	17%
Debt Service	2,076,556.60	5,405,642	4,223,284.60	✓ 1,182,357.40	78%
Bond Issuance Costs	1,581.25	152,000	1,331.25	✓ 150,668.75	1%
Grand Total	13,760,070.02	21,110,168	11,732,485.29	✓ 9,377,682.71	56%

Attachment: 5C-2

FY 2017-21 Capital Improvement Plan, Water						
Description	Annual Expenditures					
	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY20/21	5 Yr Total
Capital Projects Funded by Rate Revenue	Year 4	Year 5				
Communications-Fiber-SCADA	90,000	30,000	30,000	30,000	30,000	210,000
Equipment Replacement	133,000	68,000	264,000	390,000	180,000	1,035,000
Facility/Building Rehabilitation	100,000	100,000	100,000	100,000	100,000	500,000
Fuel Facility	60,000	60,000	-	-	-	120,000
Replace Pumps/Motors Program	200,000	250,000	-	250,000	250,000	950,000
Total	583,000	508,000	394,000	770,000	560,000	2,815,000
Capital Projects Funded by System Reinvestment						
Emergency Generator Program	-	300,000	150,000	-	200,000	650,000
Quill Treatment Plant Rehabilitation	250,000	-	250,000	-	250,000	750,000
Foothills East Booster	114,000	453,000	-	-	-	567,000
Tank Maintenance Program	-	400,000	-	450,000	450,000	1,300,000
Water Line Replacement/Rehabilitation Program	100,000	300,000	150,000	300,000	300,000	1,150,000
Well Redrilling	750,000	-	750,000	-	-	1,500,000
Well Rehabilitation Program	250,000	-	150,000	-	250,000	650,000
Total	1,464,000	1,453,000	1,450,000	750,000	1,450,000	5,617,000
Capital Projects Funded by Bond Proceeds						
Costco Connection	-	-	-	-	-	-
E/W Transmission Main	1,600,000	2,000,000	1,400,000	-	-	5,000,000
Water Line Replacement/Rehabilitation Program	-	-	-	-	-	-
Total	1,600,000	2,000,000	1,400,000	-	-	5,000,000
TOTAL CIP	3,647,000	3,961,000	3,244,000	1,520,000	2,010,000	13,432,000

Attachment: 5C-3



Media RELEASE

For Immediate Release

Date: April 6, 2017
Contact: David Bruketta, Utility Manager
Phone: (775) 283-7357
Fax: (775) 887-2164
Email: dbruketta@carson.org

WATER MAIN BREAK REPAIRS UNDERWAY ON BATH STREET

Carson City, NV – Carson City Public Works experienced a water main break on Bath Street between Mountain Street and Division Street at approximately 5:30 a.m. April 6, 2017. Public Works' crews have restored normal water system operation as of 8:00 a.m. Temporary street repairs to Bath Street are currently underway and are expected to be completed by the end of business today.

Residents in the general area bounded by Ivy Street, Division Street, Long Street and Mountain Street may expect to experience discolored water through the afternoon of April 6, 2017. The discoloration is caused by naturally occurring minerals which accumulate in the water system; it is not harmful. Residents should avoid washing light colored laundry if their water is discolored.

Fritsch Elementary School is closed to students today, but open to staff. Bethlehem Lutheran School is closed today. For more school information, please call the appropriate school. Fritsch Elementary School: (775) 283-1401; Bethlehem Lutheran School: (775) 882-5252.

Residents may call Carson City Public Works at (775) 887-2355 for more information.

For further information, please contact David Bruketta, Utility Manager, at (775) 283-7357.

- END -



7/22/2011

CARSON CITY PUBLIC WORKS



2017 Water Quality Report

Flushing our system to remove sediments and color

There are several reasons for flushing:

1. It removes stale water, water with lower chlorine residual and water containing higher disinfection by-products.
2. It moves out the sediments which collect in areas of low water use or flow and dead ends. These sediments can cause taste, odor and color problems.
3. It helps prolong the useful life of the system by scouring out excess build-up that can cause reduced water flow and pipe deterioration.
4. Flushing, even in drought conditions, is a necessary part of maintaining our water distribution system and the quality of the water within it. Fortunately, the water flushed from the mains in the distribution system accounts for only a very small portion of the total water used in Carson City.



During periods of flushing, the water in certain areas may become discolored as it moves out of the system. This water may be drawn into customers' homes, and although discolored and aesthetically unappealing it is safe for consumption. We try to notify every customer who may be affected by discolored water during the spring flushing. We use several methods, including notifications in local media, signboards by roadways, and the Code Red communications system. You can sign up for Code Red notifications via home phone, cell phone, text or email at Carson.org/alerts.



Quill Surface Water Treatment Plant

How does our water system work? Where does the water at my house come from?

The Carson City Water System is composed of approximately 260 miles of pipe, thousands of valves, 15 pressure zones, 15 booster pumps, 49 pressure reducing valves, three surface sources running into one surface water treatment plant, one wholesale source, 30 wells and 15 above-ground storage tanks with over 26 million gallons of storage capacity. The wholesale water source is a groundwater system pumping water up from the Town of Minden. The surface water plant is located on the west side of Carson City and is fed by Kings Creek, Ash Creek and the Marlette – Hobart Lakes state-run water system. The 30 wells normally used within the system are located all around town (west, south and east) with no wells located in the northern industrial area. One of the wells pumps directly into the Arsenic Removal Treatment Plant, which removes arsenic and chlorinates the water before the water is sent to the system. The rest of the wells are chlorinated at the well site before the water enters the system. Chlorination is required as our system is classified as a surface water system, meaning the surface water enters the system after treatment, with no separation between the surface water and the well water. State and federal safe drinking water regulations require chlorine to be detectable throughout the system. The wells pump directly into the piping network, pressurizing the system. Any water not used throughout the system is fed into storage tanks, keeping the supply constant to our homes and businesses.

Who makes sure our water is safe to drink?

The quality of the water produced by the Carson City Water System is regulated by the Environmental Protection Agency (EPA), under the Safe Drinking Water Act (SDWA). The EPA has given primary responsibility in regulating water systems to the State of Nevada Division of Environmental Protection, Bureau of Safe Drinking Water (NDEP BSDW). This means that our water and our system must meet all federal and state regulatory requirements for operations and quality. Note that drinking water standards only apply to public water systems (not individual private wells) and drinking water standards may apply differently based on the type and size of public water systems.

Nevada Division of Environmental Protection, Bureau of Safe Drinking Water

In 1978, the Nevada State Health Division was granted primary enforcement authority for the SDWA in Nevada. The Bureau of Consumer Health Protection began a statewide inventory process for all types of public water systems and set up monitoring programs for community and non-community water systems. In 2005, the Nevada Legislature moved the Safe Drinking Water Program from the Division of Health to the Division of Environmental Protection.

Regulatory oversight for the Public Water System Supervision Program (PWSSP) is provided by the staff of the Nevada Division of Environmental Protection, Bureau of Safe Drinking Water. NDEP BSDW staff monitors water sample analysis reports; performs sanitary surveys of public water systems; reviews and approves plans for water system projects; provides and participates in public water system training; maintains essential records; revises, adopts and enforces all regulations; and maintains primacy for the PWSSP.

Carson City Public Works Environmental Control Authority

The Carson City Public Works Environmental Control Authority (ECA) performs all required sampling within the Carson City Water System, as well as numerous additional samples that help make us aware of the quality of the water within the system and make treatment or operations adjustments as necessary. ECA takes 15 bacteriological and chlorine residual tests per week, at sites chosen to cover the entire system on a weekly basis. In addition, ECA samples for 15 inorganic contaminants, 51 organic contaminants, four radionuclides and disinfection by-products, based on the schedules set by the NDEP BSDW and EPA. ECA must report results of the testing monthly to NDEP BSDW.



What are the drinking water standards?

The EPA sets regulations to control the level of contaminants in the nation's drinking water. The regulations also require water monitoring schedules and methods to measure contaminants in water.

The standards are part of the Safe Drinking Water Act's "multiple barrier" approach to drinking water protection, which includes:

- ▶ Assessing and protecting drinking water sources
- ▶ Protecting wells and collection systems
- ▶ Making sure water is treated by qualified operators
- ▶ Ensuring the integrity of distribution systems (for example, minimizing leaks and maintaining adequate water pressure)
- ▶ Making information available to the public on the quality of their drinking water

There are two categories of drinking water standards:

- ▶ National primary drinking water regulations (NPDWR or primary standard), which are legally-enforceable standards that apply to public water systems and protect drinking water quality by limiting the levels of specific contaminants and specify treatment techniques.
- ▶ National secondary drinking water regulations (NSDWR or secondary standard), which are non-enforceable guidelines for contaminants that may cause cosmetic effects (such as skin or tooth discoloration) or aesthetic effects (such as taste, odor, or color) in drinking water.

The EPA recommends secondary standards to water systems but does not require systems to comply. However, states may choose to adopt them as enforceable standards.

Further information can be found at the EPA website at:

<https://www.epa.gov/ground-water-and-drinking-water>

and the NDEP BSDW website at:

<http://www.ndep.nv.gov/bsdw/index.htm>

as well as Carson City's website at:

<http://www.carson.org/government/departments-g-z/public-works/water>

El informe contiene información importante sobre la calidad del agua en su comunidad. Tradúzcalo o hable con alguien que lo entienda bien.

We'll be happy to answer any questions about Carson City Water and our water quality.
For more information contact Kelly Hale at 775-283-7376 or Rit Palmer at 775-887-2355
Learn more about the Carson City Public Works at www.carson.org



Overall Picture of Carson City Water System at population of 54,742

4 Groundwater Basins:

Carson Valley Dayton Valley
Eagle Valley Washoe Valley

4 Surface Water Sources:

Ash Canyon 1.3–8.0 NTU
Kings Canyon 0.3–4.1 NTU
Carson River (used as groundwater)
Marlette / Hobart 0.2–9.0 NTU

Purchased groundwater from Town of Minden,
Sunridge Booster

32 Municipal Production Wells

2016 — Total Daily Maximum Production

16,930,000 gallons (from 30 Wells and
Treatment Plant)

2016 — Total Storage Capacity

26,108,000 gallons (15 above-ground Tanks)

Average Water Demands

(MGD = Million Gallons per Day):

Average Winter Demand 5.8 MGD
Average Summer Demand 15.1 MGD
Peak Day Demand 19.9 MGD

Carson City currently owns 17,633.81 Acre-Feet (Ac-Ft) of water which, to date 16,660.81 are “usable” water rights. Presently, the City uses approximately 14,000 Ac-Ft. per year. At a population of 75,000 it is predicted that the City’s water usage will be approximately 16,500 Ac-Ft. The Water Utility also has available 3,200 Ac-Ft. of drought storage water rights, which cannot be assigned to new development, but can only be used for emergency purposes and system safety factors, such as in times of severe drought (State Engineer Order 1140).

Source Water Protection

Carson City’s Wellhead Protection Plan was updated in 2014, and adopted by the Board of Supervisors on March 5, 2015. The plan’s goal is to establish a partnership between the public, private and community interests to protect the watershed, public health and the environment through an aggressive all-inclusive protection program. The program will focus on preventative rather than a reactive response to protecting our vital water resources.

Other Monitoring

In addition to the testing we are required to perform, our water system voluntarily tests for many additional substances and microscopic organisms to make certain the water is safe and of high quality.

Nevada Source Water Assessment Program Summary

State of Nevada Division of Environmental Protection

Bureau of Safe Drinking Water

Summary Date: 05/26/2006 Assessor: State

The Federal Safe Drinking Water Act was amended in 1996 and requires states to develop and implement source water assessment programs to analyze existing and potential threats to the quality of public drinking water throughout the state. A summary of the Carson City Public Works Water Systems susceptibility to potential sources of contamination was initially provided by the State of Nevada in 2005. The summary of this source water assessment was first included in the Carson City 2006 Water Quality Report and now may be accessed by calling Carson City Public Works at 775-887-2355 or online at www.carson.org.

Water System Contact Information:

- Water System Name: Carson City Public Works Water System
- County: Carson City
- BSDW System ID Number: NV0000015
- Number of Connections: 17,577
- Population Served: 55,274
- Owners Rep: Darren Schulz, Public Works Director
- Phone: 775-887-2355
- Fax: 775-887-2164
- Email: dschulz@carson.org
- Address: Carson City Public Works Water System, 3505 Butti Way, Carson City NV 89701
- Operator: Rit Palmer, Water Operations Supervisor
- Phone: 775-887-2355
- Fax: 775-887-2164
- Email: rpalmer@carson.org
- Address: Carson City Public Works, Water System, 3505 Butti Way, Carson City NV 89701

Information pertaining to the initial findings of the source water assessment is also available for viewing in person at the offices of the Bureau of Safe Drinking Water, 901 South Stewart Street, Suite 400, Carson City, NV 89701. Appointments are suggested; please call (775) 687-9520. Office hours are 8 a.m. to 5 p.m., Monday through Friday.

Current Programs and Projects

Carson City values its natural resources and has implemented a variety of programs for their protection.

These programs include:

- Groundwater recharge
- Carson City Source Water Protection Plan
- Annual leak protection (approx. 30 miles per year)
- Treated wastewater reuse (for irrigation)
- Conjunctive use management
- Cross Connection Control Program
- Automatic meter reading
- Customer education
- Ultra-low water use plumbing fixture ordinance
- Three-day-a-week watering, no watering on Mondays
- Pretreatment Program
- Septic abatement
- Industrial waste disposal
- Solid waste management
- Household Hazardous Waste Disposal Program
- Spills and complaints investigations
- Shallow groundwater monitoring
- School Education Program
- Annual Distribution System Flushing Program

2016 and 2017 Public Works projects

- The Carson City Water Resource Recovery Facility Improvements Phase 1A has begun and is scheduled to be completed before December 2018.
- The Division Street and Nevada Street Utility Replacement Project has commenced, replacing 1,700 feet of water line.
- New subdivisions are under construction in Silver Oak and Schulz Ranch, with additional ones coming to Little Lane, Lompa Ranch and Mills Landing beginning in 2017.
- Water and sewer lines will be replaced on North Nevada Street in 2017.
- A new booster station will be built at Prison Hill Tank, pumping to two other boosters to improve system resiliency.
- Flood related activities such as drainage and road repairs are taking place throughout the city.

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

INORGANIC CONTAMINANTS ⁶									
Analyte	year tested	Units	Ave	Min	Max	MCL	MCLG	Notes and Major Sources	Violation
Aluminum	2016	ppb	7.88	0.00	39.00	50 - 200		Secondary MCL, Naturally occurring mineral that can cause discolored water	No
Apparent Color	2016	ACU	10.00	0.00	20.00	15.00		Secondary MCL	No
Arsenic Total ICAP/MS ¹	2016	ppb	6.17	0.00	14.00	10.00		Erosion of natural deposits, compliance based on locational running annual average for some sources, all averages were below the MCL.	No
Barium	2016	ppb	17.29	10.00	34.00	2000.00		Secondary MCL, erosion of natural deposits	No
Calcium Total ICAP	2016	ppm	32.46	6.70	110.00			provided as information only	No
Chloride	2016	ppm	5.46	0.00	20.00	250.00		Secondary MCL	No
Chromium Total ICAP/MS	2016	ppb	0.17	0.00	1.20	100.00			No
Fluoride	2016	ppm	0.24	0.00	1.30	2.00	4.00	Natural Deposits	No
Iron Total ICAP	2016	ppm	0.23	0.00	1.70	0.60		Secondary MCL	No
Magnesium Total ICAP	2016	ppm	4.20	0.73	6.70			provided as information only	No
Manganese Total ICAP/MS	2016	ppb	2.04	0.00	14.00	50.00		Secondary MCL	No
Nitrate as Nitrogen by IC	2016	ppm	1.05	0.00	4.70	10.00		runoff from fertilizer, leaching from septic tanks, sewage, natural deposits	No
Odor at 60 C (TON)	2016	TON	1.25	0.00	2.00	3.00		Secondary MCL	No
PH	2016	Units	7.94	7.70	8.40	6.5 to 8.5		Secondary MCL	No
Potassium Total ICAP	2016	ppm	2.14	0.00	3.10			provided as information only	No
Sodium Total ICAP	2016	ppm	24.51	6.60	85.00			provided as information only	No
Sulfate	2016	ppm	101.42	0.97	340.00	500.00		Secondary MCL	No
Total Dissolved Solids (TDS)	2016	ppm	207.00	76.00	680.00	1000.00		Secondary MCL	No
Total Hardness as CaCO ₃ by ICP (calc)	2016	ppm	98.25	20.00	290.00			provided as information only	No
Zinc Total ICAP/MS	2016	ppb	7.13	0.00	32.00	5000.00		Secondary MCL	No

LEAD & COPPER ²									
Analyte	year tested	Units	90th percentile	AL**	Sites over AL	Major Sources	Violation		
Copper Total ICAP/MS	2014	ppm	0.005	0.015	3	Corrosion of household plumbing, Erosion of natural deposits	No		
Lead Total ICAP/MS	2014	ppm	0.430	1.30	3	Corrosion of household plumbing, Erosion of natural deposits	No		

** AL is the Action Level, if the 90th percentile sample is over the AL the system must take action to make the water less corrosive.

The next lead and copper sampling will be in 2017.

MICROBIOLOGICAL CONTAMINANTS									
Analyte	year tested	Units	Ave	Min	Max	MCL	MCLG	Major Sources	Violation
Turbidity ³	2016	NTU	0.36	0.16	0.52	5.00	1.00	Decay of natural and manmade deposits. Turbidity is a measure of the cloudiness of water. It is used to indicate water quality and filtration effectiveness (e.g., whether disease-causing organisms are present). Higher turbidity levels are often associated with higher levels of disease-causing microorganisms such as viruses, parasites and some bacteria. These organisms can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.	No
Total Coliform ⁴	2016	present or absent	0.4	0	2	4 samples or repeat samples confirmed present/month	0	Naturally present in the environment, Not a health threat in itself; it is used to indicate whether other potentially harmful bacteria may be present	No
Chlorine Residual ⁵	2016	ppm	0.74	0.31	1.93	4		Additive for disinfection of water.	No

RADIOACTIVE CONTAMINANTS ⁶									
Analyte	year tested	Units	Ave	Min	Max	MCL	MCLG	Major Sources	Violation
Alpha, Gross	2016	pCi/L	2.70	-7.90	14.00	15	0	Erosion of natural deposits	No
Beta, Gross	2016	pCi/L	7.06	0.00	17.00	50***	0	Erosion of natural deposits	No
Radium 226	2016	pCi/L	0.02	0.00	3.30		0	Erosion of natural deposits	No
Radium 228	2016	pCi/L	0.00	0.00	0.00		0	Erosion of natural deposits	No
Uranium ICAP/MS	2016	ppb	19.46	2.90	48.00	30	0	Erosion of natural deposits	No

* Compliance with MCL was based on annual average which was always below the MCL

** Because the beta particle results were below 50 pCi/L, no testing for individual beta particle constituents was required.

*** The MCL for beta particles is 4 mrem/year. EPA considers 50 pCi/L to be the level of concern.

VOLATILE ORGANIC CONTAMINANTS / SYNTHETIC ORGANIC CONTAMINANTS									
Analyte	year tested	Units	Ave	Min	Max	MCL	MCLG	Major Sources	Violation
Hexachlorocyclopentadiene	2016	ppb	0.06	0.00	0.12	50	50	Discharge from chemical factories, flame retardants.	No

DISINFECTION BYPRODUCTS ⁷									
Analyte	year tested	Units	Ave	Min	Max	MCL	MCLG	Major Sources	Violation
Total Haloacetic Acids (HAA5)	2016	ppb	24.10	0.00	99.00*	60		By-Products of drinking water chlorination for disinfection	No
Total Trihalomethanes	2016	ppb	22.29	0.00	100.00*	80		By-Products of drinking water chlorination for disinfection	No

* Compliance with MCL was based on annual average which was always below the MCL

An Explanation of the Water Quality Data Table

The table above shows the results of our water quality analysis for 2016. The table contains the name of each substance, the highest level allowed by regulation [the Maximum Contaminant Level (MCL), the ideal goals for public health], Maximum Contaminant Level Goal (MCLG), the amount detected, the usual sources of such contamination, footnotes explaining our findings, and a key to the abbreviations used.

ARSENIC¹ — Carson City has seven wells whose output has arsenic levels above the 10 µg/L standard set in 2006. The arsenic levels in the water supplied to our customers has been successfully managed through well use management and blending between well sources, as well as the use of the Arsenic Treatment Removal Plant on Fifth Street. Compliance with the MCL regulation is based on a running annual average at specific sample sites where samples are taken monthly. While your drinking water meets EPA's standard for arsenic, it does contain low levels of arsenic. EPA's standard balances the current understanding of arsenic's possible health effects against the costs of removing arsenic from drinking water. EPA continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems.

LEAD & COPPER² — Compliance with the Action Level for lead and copper is based on the 90th percentile level, meaning if the level at the 90th percentile is over the Action Level the system must take actions to reduce lead and / or copper in the system. The results of the 90th percentile in the 2014 round of sampling were below the Action Levels for both lead and copper. If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Carson City is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline (1-800-426-4791) or at www.epa.gov/safewater/lead.

TURBIDITY³ — The MCL allowable for turbidity is dependent on the treatment used. Carson City uses Diatomaceous Earth filtration, so the MCL for turbidity in our treated water is 1.0 NTU. Turbidity has no health effects, however turbidity can interfere with the disinfection of the water as well as provide a medium for microbial growth.

TOTAL COLIFORM⁴ — Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, bacteria may be present. There were no MCL

violations for total coliform in 2016.

CHLORINE RESIDUAL⁵ — Chlorine residual is measured at the Quill Water Treatment Plant under the Surface Water Treatment Rule, and throughout the system weekly under the Total Coliform Rule. Under the Surface Water Treatment Rule the water leaving the Quill Water Treatment Plant cannot be less than 0.2 mg/L chlorine for more than 4 hours, and cannot exceed 4 mg/L. The water in the distribution system must have a minimum of 0.05 mg/L chlorine for greater than 97% of the samples taken each month.

RADIOACTIVE CONTAMINANTS⁶ — Compliance with the standard is based on a running annual average from specific sample sites where samples are taken from monthly. All of the water reaching our customers in 2016 was in compliance with the Radionuclide Rule standards. Certain minerals are radioactive and may emit forms of radiation known as photons and beta radiation. Some people who drink water containing beta and photon emitters in excess of the MCL over many years may have an increased risk of getting cancer. Certain minerals are radioactive and may emit a form of radiation known as alpha radiation. Some people who drink water containing alpha emitters in excess of the MCL over many years may have an increased risk of getting cancer. Some people who drink water containing uranium in excess of the MCL over many years may have an increased risk of getting cancer and kidney toxicity.

DISINFECTION BY-PRODUCTS⁷ — Carson City began sampling for the Disinfection By-Product Rule 2 in October of 2012. Compliance is based on a running annual average of 60 µg/L for Haloacetic Acids and 80 µg/L for Total Trihalomethanes. Eight quarterly samples are taken from around Carson City and averaged. Results in 2016 varied from 0 to 99 µg/L for Haloacetic Acids with the average value of 24.1 µg/L. The results for Total Trihalomethanes ranged from 0 to 100 µg/L with the average result at 22.3 µg/L. Some people who drink water containing Haloacetic Acids and Trihalomethanes in excess of the MCL over prolonged periods may be at a higher risk for developing cancer, with Trihalomethanes also putting them at greater risk for developing problems with the kidneys, liver or central nervous system.

Key Abbreviations

MCL = Maximum Contaminant Level. The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology. The MCLs are set by the Environmental Protection Agency (EPA) and Nevada Department of Environmental Protection Bureau of Safe Drinking Water (NDEP BSDW).

MCLG - Maximum Contaminant Level Goal. The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

NTU = Nephelometric Turbidity Units. This unit is a measure of the turbidity of the water as scattering of light, using an instrument and method approved by EPA and NDEP BSDW.

pCi/L – Picocuries per Liter. Picocuries is a measure of radioactivity.

ppm = mg/L = parts per million, or milligrams per liter

ppb = µg/L = parts per billion, or micrograms per liter

ADDITIONAL HEALTH INFORMATION

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (1-800-426-4791).

It is also important that residents have their private wells tested to ensure safe drinking water.

Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally occurring or result from urban storm runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, stormwater runoff and residential uses.
- Organic chemical contaminants, including synthetic and volatile organics, which are by-products of industrial processes, petroleum production and can also come from gas stations, urban stormwater runoff and septic systems.
- Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities. In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

AT-RISK POPULATION

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV / AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

Concerning Arsenic in Our Water: Carson City has seven wells whose output has arsenic levels in excess of the 10 parts per billion standard set on January 23, 2006. The arsenic level in the water supplying our customers has been successfully managed through well management and blending with other sources. All water supplied to our customers in 2016 was in compliance with the arsenic standard. While your drinking water meets EPA's standard for arsenic, it does contain low levels of arsenic. EPA's standard balances the current understanding of arsenic's possible health effects against the costs of removing arsenic from drinking water. EPA continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems (40 CFR141.154(b)(1)).

Concerning Fluoride: The State of Nevada has set forth a more stringent MCL of 2.0 mg/L for fluoride than the federal limit of 4.0 mg/L assigned nationally. Some people who drink water containing fluoride in excess of the MCL over many years could develop bone disease, including pain and tenderness of the bones. Fluoride in drinking water at half the MCL or more may cause mottling of the teeth of children, usually in children younger than 9 years old. Mottling, also known as dental fluorosis, may include brown staining and/or pitting of the teeth, and occurs only in developing teeth before they erupt from the gums.

Concerning Lead in Our Water: Carson City Public Works Water Department conducted the required tap sampling for lead and copper in July, August and September of 2014, with the help of 30 of our customers. The sampling was accomplished through the cooperation of the homeowners and residents, who were asked to sample their water from a kitchen or bathroom faucet. We thank these customers for their help in meeting our regulatory obligations. These samples were taken to determine the contribution of distribution system pipes, faucets, fixtures and household plumbing and/or solder to the lead and copper levels in the water. We had three sites over the action level for lead and/or copper in 2014, and those homeowners were notified. Compliance with the standards for lead and copper sampling is based on the 90th percentile sample results coming in under the action level for both lead and copper. The samples taken in 2014 indicated continued compliance with the standards for lead and copper. Our next lead and copper sampling will be in 2017.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Carson City Public Works Water Department is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your drinking water, you may wish to have your water tested. Information on lead in drinking water, testing methods and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline 1-800-426-4791 or on the web at <http://www.epa.gov/safewater/lead>.

Concerning Nitrate in Our Water: Nitrate in drinking water at levels above 10 ppm is a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause "blue baby syndrome." Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.

Attachment: 5C-4

When to Water

Carson City Public Works asks that you be water smart.

Per Carson City Municipal Code Ordinance #12.01.130 water regulations are in effect from **June 1 to September 30**. During this time frame there is no watering between **10 a.m.** and **6 p.m.** daily and no watering on Mondays. Make sure you water on your assigned days and hours.

Odd addresses water on
Tuesday, Thursday and **Saturday**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
-----	----------------	------	-----	-------	-----	-----

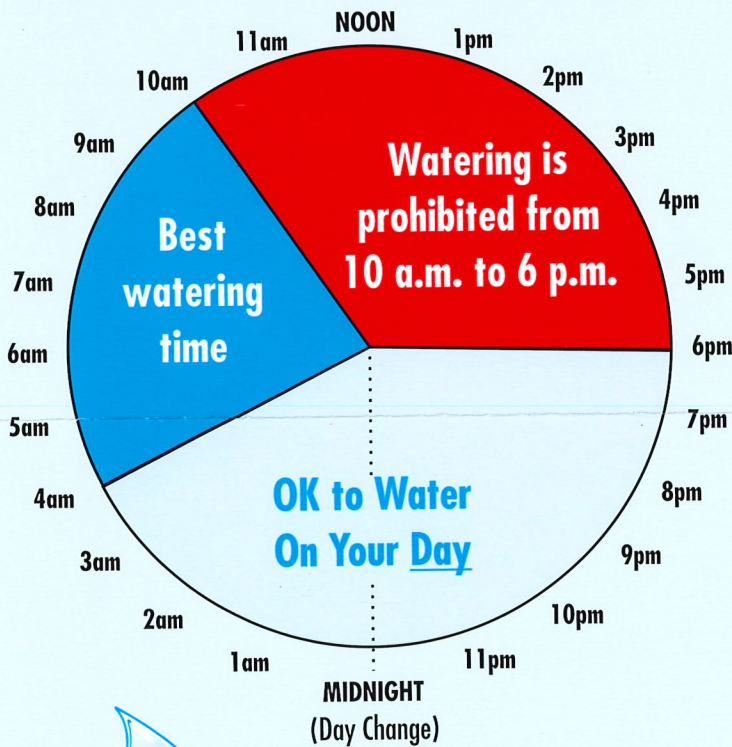
Even addresses water on
Sunday, Wednesday and **Friday**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
-----	----------------	------	-----	-------	-----	-----

Last number of your address determines odd or even status.

NO WATERING ON MONDAYS

Please don't water when temperatures are too high or conditions are windy.



Excessive watering can cause waste. City ordinance #12.01.120 prohibits waste of water running along the street, gutter or storm drain. Hand watering is allowed when flowers, shrubs and vegetables need a little extra. Remember, there is **NO watering on Mondays**. Make sure you make every drop count!



**For information, please call
 775-887-2355**

**CARSON CITY
 PUBLIC WORKS**

BE WATER SMART



STAFF REPORT

Item No. 5D

Report To: Utility Finance Oversight Committee

Meeting Date: 06/20/2017

Staff Contact: Darren Schulz, Director of Public Works (dschulz@carson.org)

Agenda Title: For Information Only: Presentation of a report from David Bruketta, Utility Manager for the Carson City Public Works Department, concerning updates on budget revenues and expenditures and the progress of projects that have an impact on the City's storm water fund. (David Bruketta; dbruketta@carson.org)

Staff Summary: This is an informational only update on: the FY18 storm water fund budget revenues and expenditures; the progress of storm water fund capital projects; and the MS4 renewal process.

Agenda Action: Other/Presentation

Time Requested: 30 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact:

Alternatives

Committee Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



To: Utility Finance Oversight Committee

From: David Bruketta, Utility Manager

Regarding: 5.D: Report from David Bruketta, Utility Manager for the Carson City Public Works Department, concerning updates on budget revenues and expenditures and the progress of projects that have an impact on the City's storm water fund.

Date: 6/20/2017

-
1. The FY18 Storm Water Fund budget revenues and expenditures.
 - Update as of May 22, 2017 (Attachment 5D-1).
 2. Progress of Water Fund capital projects.
 - Update as of May 22, 2017 (Attachment 5D-2).
 3. Update on the MS-4 permit renewal process
 - Update as of June 6, 2017 (Attachment 5D-3)

Attachment: 5D-1

Department				
CAMPO	Engineering	Facilities Maintenance	Fleet	Fleet Radios
GIS	Infrastructure Tax	Landfill	RTC	Sewer Capital
Sewer Maintenance	Sewer WWRP	Sewer/WWRP Revenue	Stormwater	Street Maintenance
Transit	Water			

CASH BALANCE	FYTD2017
Cash Balance - Stormwater	733,105.50
Grand Total	733,105.50

Type	Revenue				
	REVENUE	FY16 Actual	FY17 Budget	FY17 YTD	FY17 (Under)/Over
Charges for Services					
.10-00 Service Charges	1,391,061.63	1,393,881	1,238,279.37	✗	(155,601.63)
.70-00 Refunds/Reimbur:	-	-	-	✓	-
.06-00 Department Char	40.00	-	1,762.60	✓	1,762.60
Charges for Services Total	1,391,101.63	1,393,881	1,240,041.97	✗	(153,839.03)
Bond Proceeds					
.03-00 Bond Proceeds	670,768.28	1,212,377	305,455.54	✗	(906,921.46)
Bond Proceeds Total	670,768.28	1,212,377	305,455.54	✗	(906,921.46)
Intergovernmental	-	-	-	✓	-
Investment Income					
.02-00 Interest Income	1,947.60	500	3,049.66	✓	2,549.66
.03-00 Net Increase in Fa	848.83	-	-	✓	-
Investment Income Total	2,796.43	500	3,049.66	✓	2,549.66
Operating Transfer In	-	-	-	✓	-
Capital Contributions					
.10-00 Developer Contrib	112,140.00	-	-	✓	-
.20-01 Capital Contributi	21,516.16	-	-	✓	-
Capital Contributions Total	133,656.16	-	-	✓	-
Grand Total	2,198,322.50	2,606,758	1,548,547.17	✗	(1,058,210.83)

Type	Expenditure					
	EXPENDITURES	FY16 Actual	FY17 Budget	FY17 YTD	FY17 Under/(Over)	FY17 % Spent
Salaries and Wages						
.01-01 Salaries	121,332.89	129,995	98,283.08	✓	31,711.92	76%
.01-03 Administrative Pay	-	-	12.87	✗	(12.87)	0%
.01-06 Management Leave Pay	473.86	-	298.60	✗	(298.60)	0%
.01-07 Annual Leave Payoff	(897.31)	-	887.78	✗	(887.78)	0%
.01-08 Sick Leave Payoff	8,806.78	-	-	✓	-	0%
.01-09 Workers' Compensatory Leave	381.15	-	-	✓	-	0%
.01-11 Overtime	4,921.65	8,000	8,612.30	✗	(612.30)	108%
.01-12 Call Back Pay	701.37	2,500	3,127.60	✗	(627.60)	125%
.01-13 Standby Pay	1,862.90	5,000	1,295.47	✓	3,704.53	26%
.01-14 F L S A	67.51	-	159.55	✗	(159.55)	0%
.01-16 Holiday Pay	1,045.01	-	589.49	✗	(589.49)	0%
Salaries and Wages Total	138,695.81	145,495	113,266.74	✓	32,228.26	78%
Employee Benefits						
.02-25 Medicare	1,766.90	1,994	1,536.71	✓	457.29	77%
.02-30 Retirement	26,799.83	29,817	20,678.29	✓	9,138.71	69%
.02-40 Group Insurance	25,313.50	27,040	21,301.66	✓	5,738.34	79%
.02-50 Workers' Compensation	1,324.02	1,414	1,267.15	✓	146.85	90%
.02-65 Clothing Allowance	2,048.85	2,000	1,086.90	✓	913.10	54%
.02-66 Foul Weather Allowance	322.50	315	247.50	✓	67.50	79%
.02-71 Phone Allowance	136.00	145	140.00	✓	5.00	97%
.02-72 Mobile Device Allowance	15.00	15	13.75	✓	1.25	92%
.02-86 OPEB Cost	9,838.00	10,822	-	✓	10,822.00	0%
.02-87 GASB 69 Pension Expense	(5,655.00)	-	-	✓	-	0%
Employee Benefits Total	61,909.60	73,562	46,271.96	✓	27,290.04	63%
Services and Supplies						
.03-09 Professional Services	18,653.58	42,000	-	✓	42,000.00	0%
.03-12 Auditing Fees	1,136.60	1,200	1,084.00	✓	116.00	90%
.03-30 Training	1,030.00	2,500	2,938.00	✗	(438.00)	118%
.03-62 Unemployment Compensation	-	-	-	✓	-	0%
.04-33 Software Maintenance	117.00	2,000	-	✓	2,000.00	0%
.04-35 Vehicle Repair & Maintenance	11,980.95	5,000	7,418.56	✗	(2,418.56)	148%
.04-45 Equipment Rental	-	2,000	-	✓	2,000.00	0%
.04-46 Fire Suppression	37,500.00	37,500	37,500.00	✓	-	100%
.04-47 Contribution to Tahoe Conservation District	-	2,000	-	✓	2,000.00	0%
.05-42 Printing/Advertising	717.70	-	-	✓	-	0%
.05-80 Travel	90.00	2,000	2,657.68	✗	(657.68)	133%
.06-01 Office Supplies	1,536.37	500	1,158.78	✗	(658.78)	232%
.06-02 Postage/Shipping	3,164.72	9,000	7,090.11	✓	1,909.89	79%
.06-25 Operating Supplies	21,832.71	25,000	20,842.60	✓	4,157.40	83%

Type	Revenue			
REVENUE	FY16 Actual	FY17 Budget	FY17 YTD	FY17 (Under)/Over

Type	Expenditure				
EXPENDITURES	FY16 Actual	FY17 Budget	FY17 YTD	FY17 Under/(Over)	FY17 % Spent
.06-60 Vehicle Fuel/Oil	6,096.89	10,000	6,365.57	✓	64%
.07-10 Telephone	285.91	800	243.23	✓	30%
.09-01 ISC: General Fund	358,836.00	265,705	243,562.00	✓	92%
.09-15 ISC: Insurance Fund	26,250.00	26,250	26,250.00	✓	100%
.09-20 ISC: Sewer Fund	1,225.00	-	-	✓	0%
.09-24 ISC: Water Fund	1,837.00	-	-	✓	0%
.09-50 ISC: Fleet Management	33,187.50	27,002	27,002.00	✓	100%
.09-55 ISC: Radios	234.00	174	174.00	✓	100%
.12-99 Grant Allocation/Direct Bill	(35,241.56)	-	(4,484.87)	✓	0%
.05-87 Click-2-Gov Fees	165.20	-	1,082.96	✗	0%
Services and Supplies Total	490,635.57	460,631	380,884.62	✓	83%
Operating Transfer Out					
.72-83 Group Medical Fund	-	-	-	✓	0%
.72-91 Grant Fund	-	-	-	✓	0%
.72-75 Fleet Management Fund	-	-	-	✓	0%
Operating Transfer Out Total	-	-	-	✓	0%
Capitalized Assets					
.50-00	(520,604.34)	-	-	✓	0%
Capitalized Assets Total	(520,604.34)	-	-	✓	0%
Depreciation	287,058.79	282,000	-	✓	0%
Capital Projects					
.70-40 Construction	442,678.47	1,191,965	182,829.25	✓	15%
.70-70 Labor	27,217.87	-	90.91	✗	0%
.77-50 HTE Fixed Assets	-	-	-	✓	0%
.77-75 Equipment	50,708.00	-	-	✓	0%
.48-75 Loss on Disposal of F.A.	56,827.77	-	-	✓	0%
Capital Projects Total	577,432.11	1,191,965	182,920.16	✓	15%
Debt Service	125,655.84	627,531	150,524.08	✓	24%
Bond Issuance Costs	250.00	1,000	-	✓	0%
Grand Total	1,161,033.38	2,782,184	873,867.56	✓	31%

Attachment: 5D-2

FY 2017-21 Capital Improvement Plan, Stormwater						
Description	FY2017	FY2018	FY2019	FY2020	FY2021	Total
2014 SRF BOND FUNDED						
Kings Canyon Channel Maintenance Project	8,000	-	-	-	-	8,000
W.Washington Pipe Improvements	3,535	-	-	-	-	3,535
CARSON STREET SYSTEM IMPROVEMENTS- Downtown Streetscape	89,095	-	-	-	-	89,095
CORRIDOR PROJECTS	482,435	-	-	-	-	482,435
Total Stormwater CIP	583,065	-	-	-	-	583,065

Attachment: 5D-3

NOTICE OF INTENT

**CARSON CITY
NPDES PHASE II PERMIT COMPLIANCE
STORMWATER MANAGEMENT PLAN UPDATE**



May 2016

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STAFF REPORT

Item No. 5E

Report To: Utility Finance Oversight Committee

Meeting Date: 06/20/2017

Staff Contact: Darren Schulz, Director of Public Works (dschulz@carson.org)

Agenda Title: For Information Only: Presentation and discussion on the water and sewer information that was presented to the Planning Commission, acting as the Growth Management Commission on May 31, 2017, as it relates to the Growth Management Commission's recommendation to the Board of Supervisors a Resolution: establishing the maximum number of residential building permit allocations under the Growth Management Ordinance for the years 2018 and 2019 and estimating the maximum number of residential building permits for the years 2020 and 2021; establishing the number of building permit allocations with the Development and General Property Owners categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (David Bruketta; dbruketta@carson.org)

Staff Summary: The Committee will be presented with the staff report and supporting information that was presented to the Planning Commission acting as the Growth Management Commission on 5/31/2017 as part of the growth management agenda item. Staff will discuss and answer questions related to water and sewer connections, building permits and water forecast.

Agenda Action: Other/Presentation

Time Requested: 15 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact:

Alternatives

Committee Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

Attachment: 5E-1

**STAFF REPORT FOR THE GROWTH MANAGEMENT COMMISSION MEETING OF
MAY 31, 2017**

FILE NO: GM-17-045

AGENDA ITEM: 4-A

STAFF AUTHOR: Lee Plemel, AICP, Community Development Director

REQUEST: Action to recommend to the Board of Supervisors approval of a Resolution for the establishment of the number of Growth Management residential building permit entitlements and the commercial and industrial average daily water usage threshold for 2018 pursuant to the Carson City Municipal Code (CCMC) 18.12, Growth Management Ordinance.

RECOMMENDED MOTION: "I move to recommend to the Board of Supervisors approval of a maximum of 658 residential building permit entitlements for 2018, with an allocation of 283 entitlements for the general property owner category and 375 entitlements for the development category, and to continue the commercial and industrial development annual average water usage threshold of 15,000 gallons per day for Growth Management Commission review, and distribution and allocations for future years as further provided in the draft Board of Supervisors Resolution."

BACKGROUND:

The Planning Commission serves as the Growth Management Commission per the Carson City Municipal Code Title 18, Chapter 18.12 (Growth Management Ordinance). The Growth Management Commission is responsible for annually reviewing the information provided by various affected city departments and outside agencies and submitting a recommendation to the Board of Supervisors to:

1. Establish a fixed number of residential building permits to be made available in the following two calendar years (2018 and 2019, on a rolling calendar basis) and estimate the number to be made available in the third and fourth years (2020 and 2021).
2. Establish a distribution of the total building permit entitlements between the "general property owner" and "development project" (31 or more lots or units) categories.
3. Establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review.

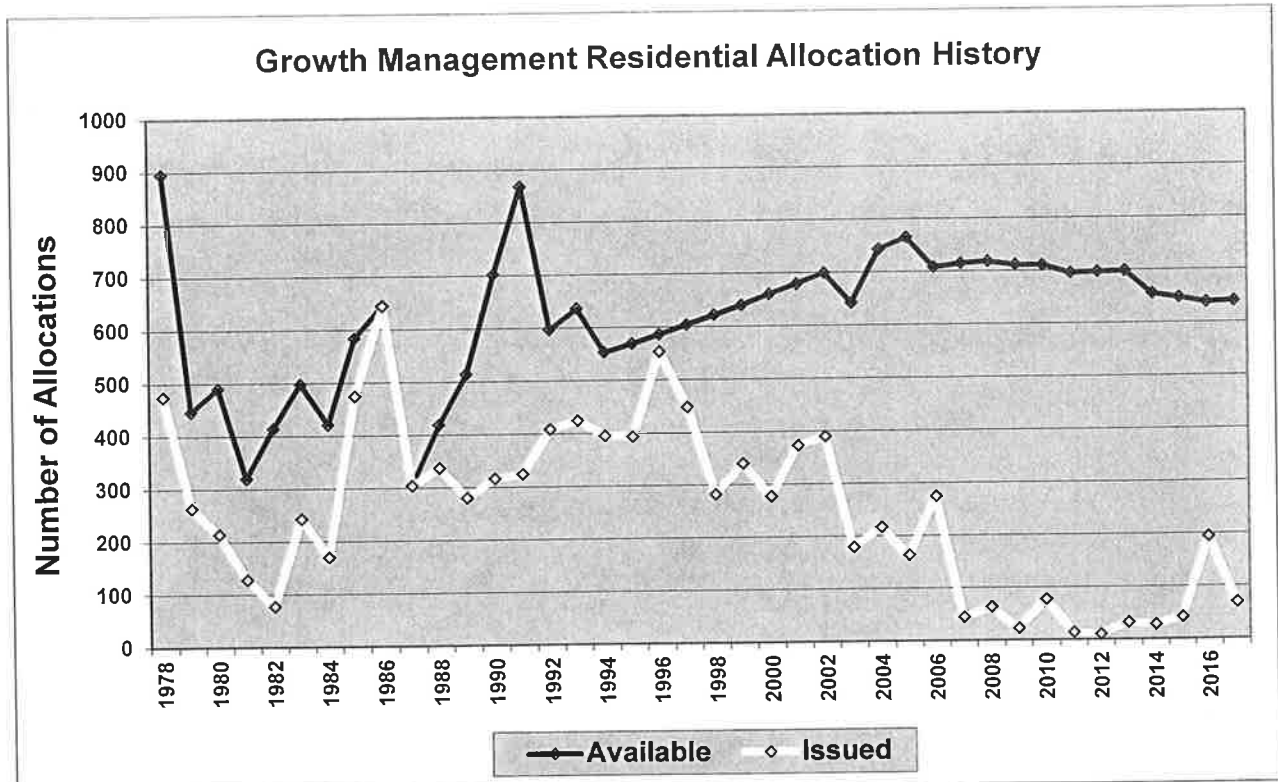
Section 18.12.050 (Purpose) of the Carson City Municipal Code, Growth Management Ordinance, states, in applicable part:

2. *The board declares that the following essential resources shall be considered for the managed growth of Carson City:*
 - a. *City water: quantity, quality, supply, capacity, infrastructure;*
 - b. *City sewer: treatment and disposal capacity; system or infrastructure ability to transport sewage from a residential dwelling unit of the treatment system;*
 - c. *Sheriff protection services;*
 - d. *Fire protection services;*
 - e. *Traffic and circulation;*
 - f. *Drainage and flooding;*
 - g. *School enrollment and capacity;*

- h. *Parks and recreation; and*
- i. *Other resources or services as determined by the board.*

The Growth Management Ordinance was originally implemented in the late-1970's to address the City's ability to provide the necessary water and sanitary sewer infrastructure to keep pace with growth at that time. For most of the Growth Management program's history, the total number of building permit entitlements in a given year has been roughly based upon a maximum growth rate of 3%. Entitlements have historically been allocated between the "general property owner" and "development project" (owners/developers with 31 or more lots/units) categories in a 43%-57% split, respectively.

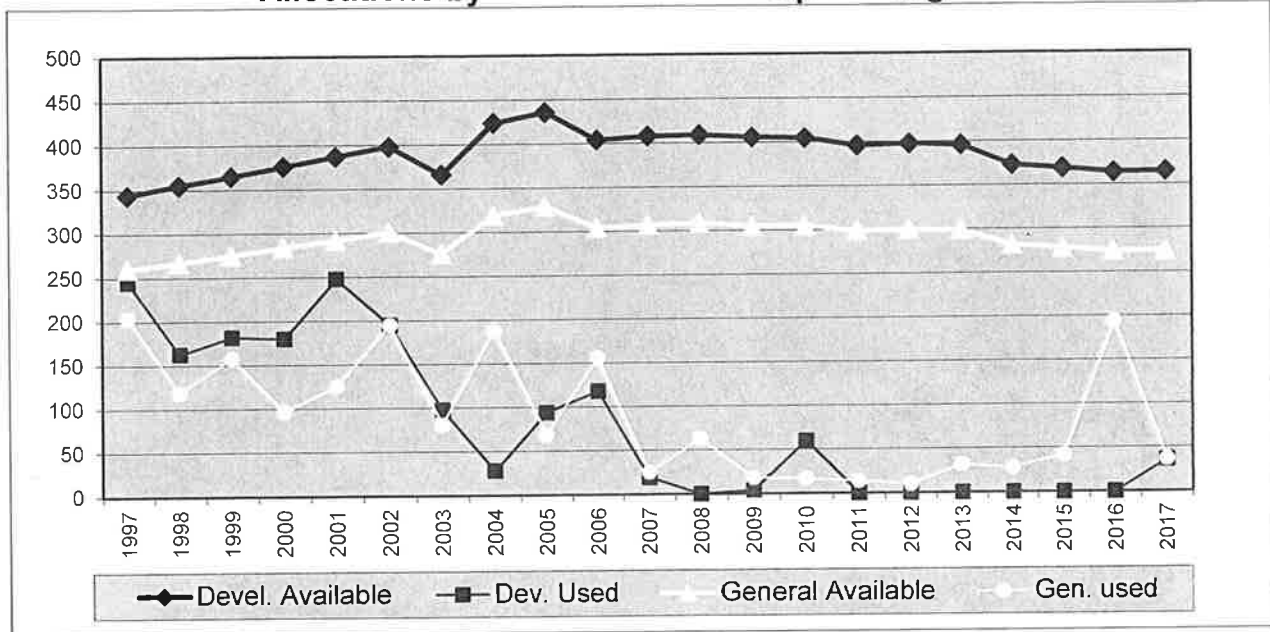
The following graphs provide historical data regarding the number of permits available, the number of permits used by the general property owner and development categories, and permits used by type of residence.



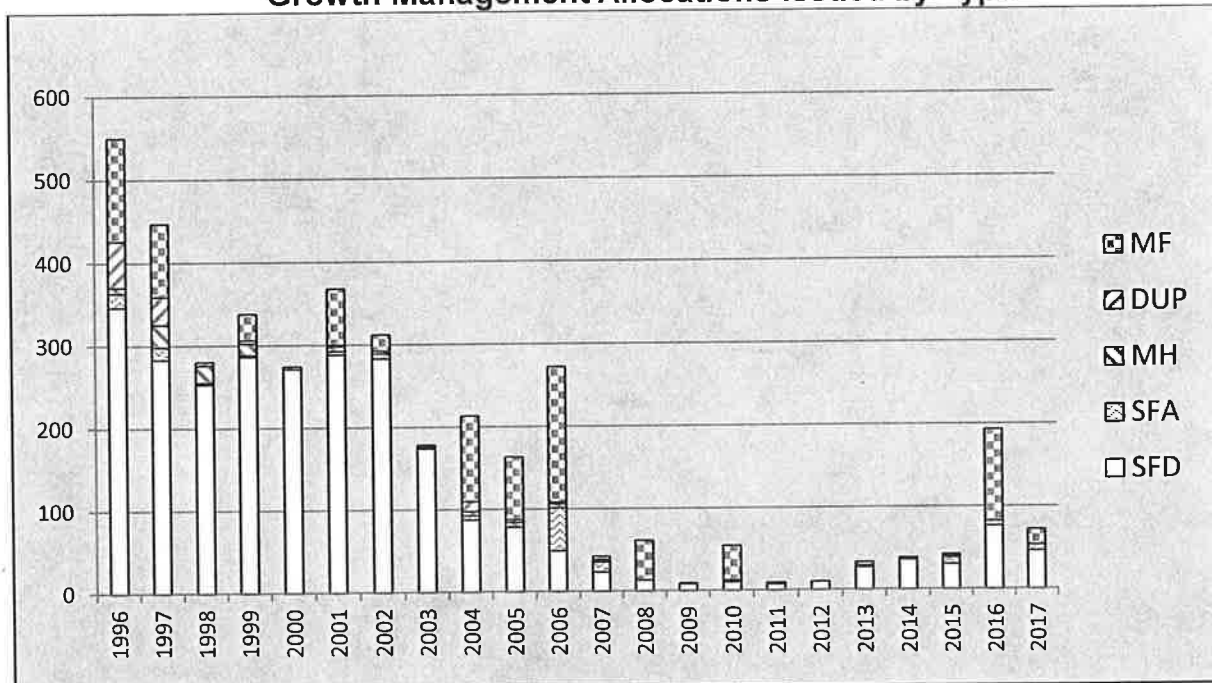
Through April 2017 (Source: Carson City Building Division)

	Avg. Issued/yr.	Max. Issued/yr.
1987-2016 (30 years)	235	553 (1996)
1997-2016 (20 years)	168	449 (1997)
2007-2016 (10 years)	54	194 (2016)
2012-2016 (5 years)	63	194 (2016)

Allocations by General and Developer Categories



Growth Management Allocations Issued by Type



Through April 2017 (Source: Carson City Building Division)

SFH – Single Family Detached
 SFA – Single Family Attached
 MH – Mobile Home

DUP – Duplex
 MF – Multi-family attached (3+ units, single ownership)
 Conv – Conversion of existing unit from well to water system

DISCUSSION:

The Planning Division has solicited comments from various City departments, the Carson City School District, Carson Tahoe Hospital, and various agencies regarding their ability to accommodate growth within Carson City and, if applicable, what limits should be set on the issuance of residential permits for 2018. Written comments received are attached to this staff

report. Though City departments continue to note limitations in their ability to accommodate City growth at current staffing levels, no City Department or other agency comments include a recommendation to reduce the number of residential permits to be made available in 2018. The Board of Supervisors continues to incrementally address City staffing needs as City revenues recover. Please refer to the attached comments for more detail.

The Planning Division annually provides various informational data for the Commission’s and Board of Supervisors’ review and consideration in determining the number of residential allocations that will be made available, as well as the average daily water usage threshold for Growth Management review. The following information is provided for consideration.

- Where does the City currently stand in relation to residential “build out” capacity?

Carson City land use, water, sewer, and transportation long-range planning has been based on an estimated “build out” population of 75,000 to 80,000. Carson City currently has approximately 23,700 residential units (per 2010 US Census and Assessor’s data), with a population of approximately 55,182 (2016 State Demographer’s estimate). Approximately 29,500-31,500 residential units would be required to accommodate a population of 75-80,000 (assuming approximately 2.54 persons per unit per 2010 US Census data). This leaves approximately 5,800 to 7,800 residential units—about one-quarter to one-third of our current residential unit count—remaining to be constructed before the City’s planned build out population is reached.

The total of pending subdivision lots to be recorded and pending multi-family apartment project units is 2,211 units. This excludes vacant lots that have already been recorded but do not have a building permit for construction of a residence. A Growth Management allocation will ultimately be required for each of these units as well as for other residential units constructed throughout the City.

The following tables show approved subdivision with lots remaining to be recorded and pending multi-family apartment projects that have either Major Project Review or Special Use Permit approval:

Subdivisions with Tentative Maps/Parcels Pending to be Recorded

Development Name	Parcels Approved	Parcels Remaining to Record	Location and Notes
Silver Oak	1,088	482	N. of Winnie Lane, west of N. Carson Street.
Schulz Ranch	424	219	Race Track Road vicinity
Clearview Ridge	73	73	West side of Cochise St., west of Roventini Way
Schulz Investments	6	6	Highway 50 West vicinity
Ross Park PUD	23	23	Snyder Ave., California St. & Appion Way
Jackson Village PUD	41	41	Eagle Station Lane
Arbor Villas	147	93	Little Lane east of Roop Street
Mills Landing	105	105	West side of State St., north of William St.
Vintage	212	212	Mountain St. and Ormsby Dr. vicinity
Lompa/Blackstone 1	189	189	Saliman Lane south of Carson High School

Total: 1,443

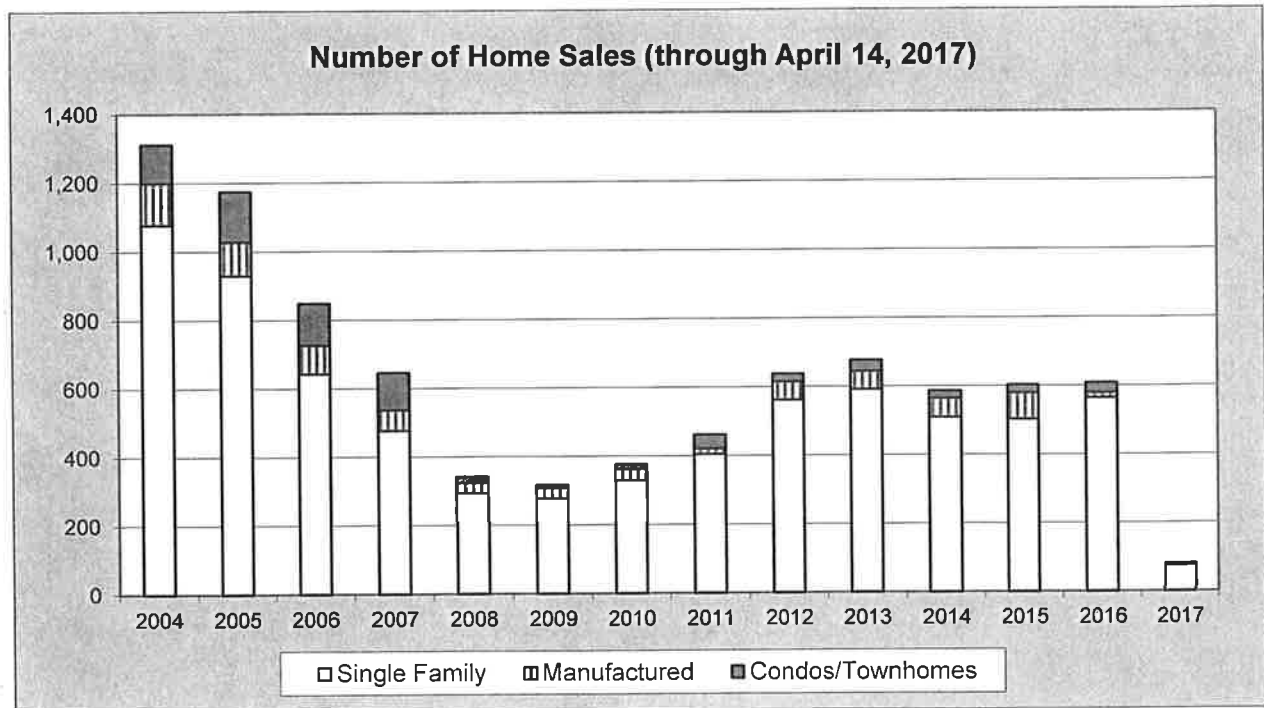
Pending Multi-Family Apartment Projects

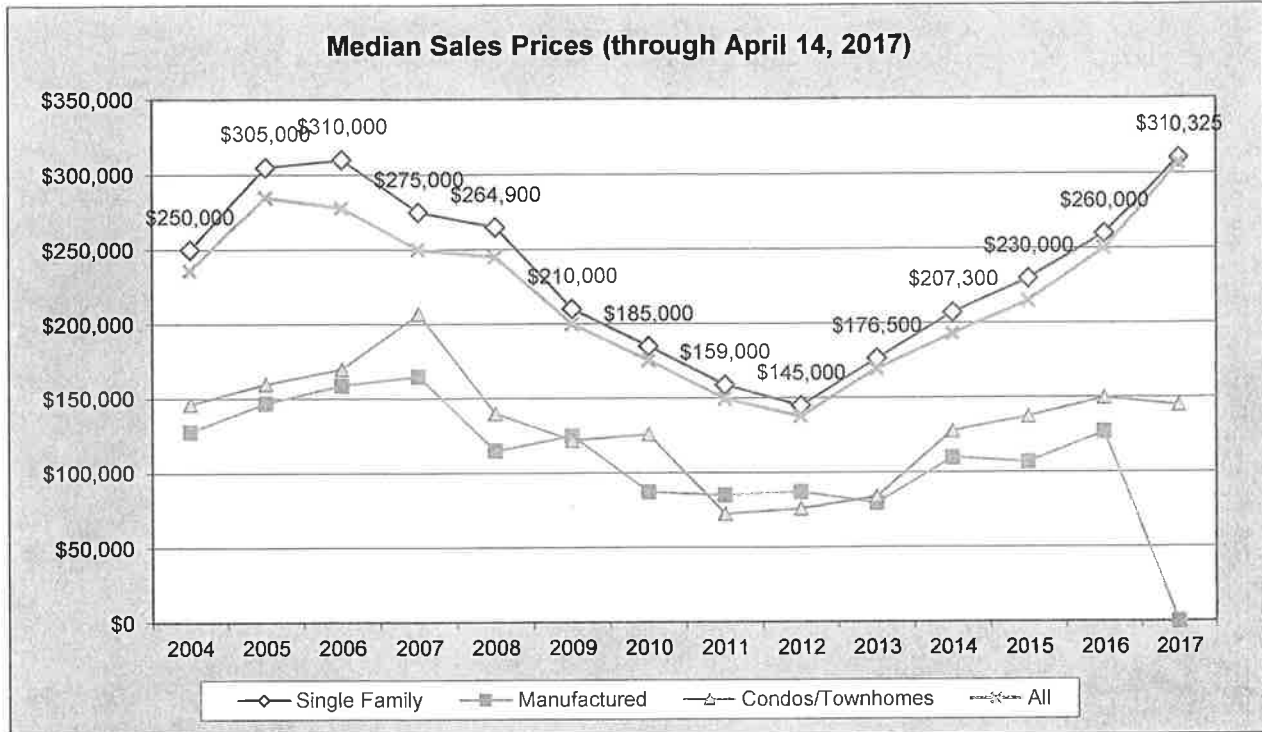
	MF Units Approved	Location and Notes
	90	Silver Oak, GS Richards Blvd.
	300	Curry St./Clearview Dr. (Galaxy Theater vicinity)
	228	Centennial Ridge (Centennial Park vicinity)
	150	GS Richards Blvd. #2 (SUP at May PC)

Total: 768

It is anticipated that the approved residential units will be constructed over a number of years. For example, the roughly 600 units that have been constructed within the Silver Oak subdivision to date have occurred over a span of approximately 23 years. The pending apartment projects each consist of multiple buildings, which are typically phased in over time. The associated Growth Management allocations for each unit are correspondingly spread out over time with the various phases.

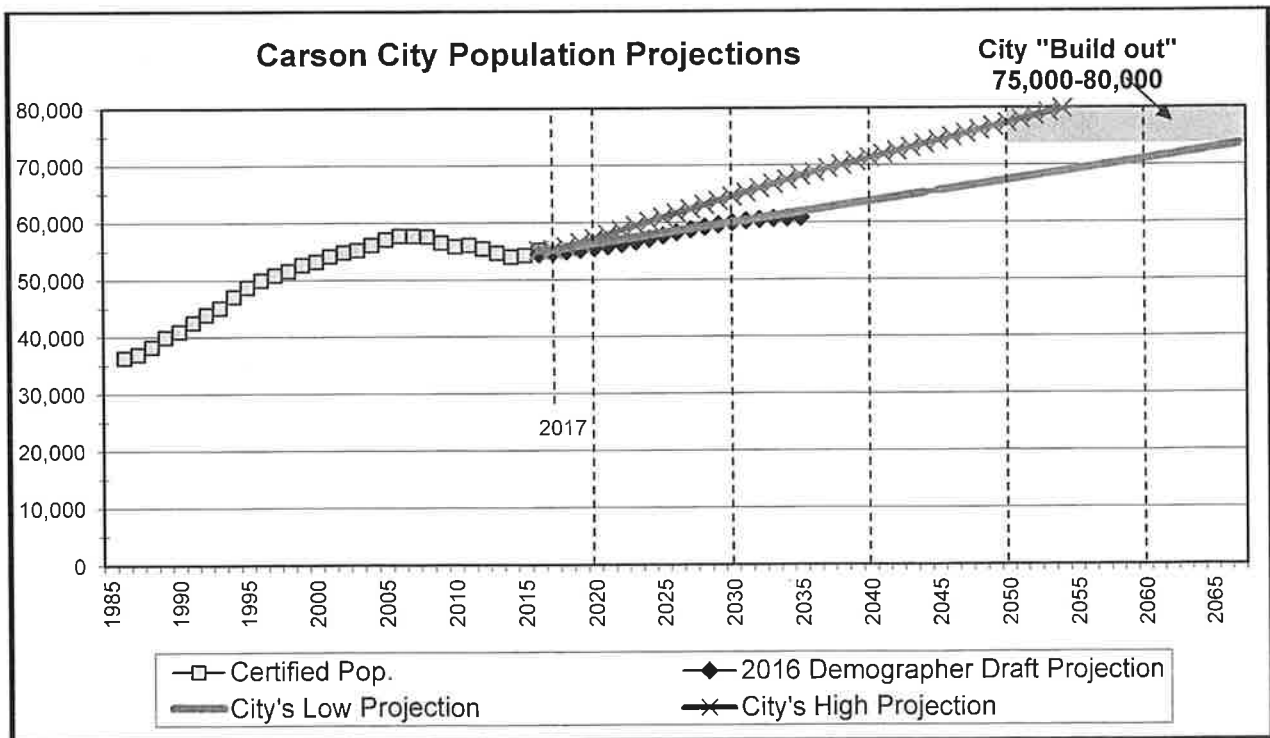
The number of home sales can have an impact on the demand for construction of new homes. Slower home sales can slow demand for new construction, but increased sale prices could make new construction economically feasible and lead to more construction. The following two graphs show that total home sales have leveled off the last five years, while the median single-family home sales price has increased each year since bottoming out in 2012.





Source: Carson City Assessor's Office

The following table shows population projections provided by the State Demographer as well as projections used by Carson City for long-range planning purposes. The City uses these projections for long-range regional transportation plans, and water and sewer capacity planning. For planning purposes, Carson City is anticipating average long-term growth of approximately 0.7%-1.3%.



- Given current City staffing levels, does City staff have the capacity to process 658 permits and accommodate that much growth if the maximum amount were submitted in any given year?

The building permit center is an “enterprise fund,” meaning it uses revenues directly generated by permits to fund the permit center functions. When more permits are submitted, this immediately generates revenues that can be used to ensure that appropriate staff is hired to handle the permit processing workload. This includes funding the time for staff in the Community Development, Public Works, Fire, and Health Departments to review and inspect building permit plans.

Some City departments have noted that they cannot accommodate growth while maintaining current levels of service at existing staffing levels. However, the growth would also bring with it additional City revenues to be able to pay for additional resources to meet the growth demand. Significant growth in the residential sector of the economy would be an indicator that the overall economy is significantly improving, which would also result in additional City revenues. It should also be noted that there would be a delay of a few months between the issuance of a building permit and the completion and occupancy of a residence, delaying the associated population growth impacts. Limiting the number of available permits could have a suppressive effect on the Carson City economy.

- How is the number of available allocations determined each year?

The Growth Management Ordinance does not specify how to determine the number of allocations that should be made available each year, only that “essential resources” must be considered in determining that number. For most of the Growth Management Ordinance’s history, a general rule of allowing up to 3% growth has been used.

Various methods of determining the exact number of allocations to be made available have been used over the program’s history, resulting in a wide range of allocation maximums over the years, particularly before 1992. Unused allocations were carried over to the following years during a certain period, with adjustments made every few years. During a period in the 1990’s, the available allocations were increased by 3% each year, even though actual population growth was occurring at a slower rate during that same period. The Growth Management files from prior to 2006 do not indicate the exact methodology used in determining the number of allocations.

In 2006, the current method of determining the number of allocations was established. This method uses the most recent available State Demographer population estimates for Carson City (usually one year behind) as the base for establishing the number of permits that would, in theory, result in 3% growth. This method also uses the latest available Census data for the average number of persons per household (2.54) to calculate the allocations. The details of the methodology used in determining the recommended allocations for 2018 are included in Attachment D. The methodology has been included in each report since 2006 to establish a consistent method that can be tracked through time.

While the ordinance requires establishing the number of allocations to be made available in the second year and estimating the number for the third and fourth years, the ordinance also requires that these numbers be evaluated and set annually. Therefore, if certain service capacity issues arise in any given year, the estimated number of allocations for future years can be adjusted. Also, the number of allocations can only approximate how much actual growth will

occur in the City. For example, the State Demographer estimated that the City's population decreased slightly through the recent recession years, primarily due to employment impacts, even though new residential units were constructed during that time. Potentially, the City could see an actual growth rate of more than 3% in any given year even though all of the available residential allocations are not used.

- Is the annual Growth Management residential limitation necessary even if it is not anticipated that the full allocation will be utilized?

The Growth Management program was developed in response to a moratorium by the State Division of Water Resources on new subdivisions in Carson City in the 1970's due to wastewater and water capacity issues. The program was developed in cooperation with the State to address their issues. Those specific issues were addressed by the City years ago.

Even during times of slow growth when there are no apparent, imminent capacity issues, staff believes the program should remain in place, in part, to stay in good standing with the State on water- and wastewater-related issues. The current potential growth and development pressures emphasize the need to continue the Growth Management program so that the impacts of residential growth can continue to be monitored and appropriately limited.

- Is the Carson City School District able to support additional growth?

"School enrollment and capacity" is one of the essential City resources that must be considered as part of the Growth Management allocation process. As growth occurs in the City, the School District must continue to increase overall capacity. The School District convened a master plan committee to guide the School Board regarding future expenditures to address current school needs and future capacity issues. As of the writing of this staff report, City staff had not received written comments from the School District. Any comments received before the Planning Commission meeting will be forwarded to the Commission as late material. The Carson City School District will give a presentation to the Planning Commission at the May 31 meeting regarding the current school capacity and plans for accommodate growth within the District.

Commercial and Industrial Average Daily Water Usage Threshold

The Commission is also required to establish the average daily water usage threshold for Growth Management Commission review. A threshold of 15,000 average gallons per day was adopted in 2016, up from 7,500 gallons that was used for years prior to that. To give an idea of how much water this is, 7,500 gallons per day is approximately the average amount used by a large restaurant, including landscape irrigation. With recent and continued improvements to the water system and additional water resources being produced and delivered from the Carson Valley, Public Works staff recommends retaining the average daily water usage threshold at 15,000 gallons. In addition to the water infrastructure improvements, the City's development standards and building codes have improved over the years to where water conservation measures, such as low-flow fixtures, are included as part of the standard requirements for new commercial and industrial development. The Public Works Department has the ability to require improvements with building permits that are necessary to meet water demands for each project without Growth Management Commission review.

Public Works staff will provide a more detailed presentation regarding water supply, demand and forecasts at the Planning Commission meeting.

ALTERNATIVES AND CONCLUSION:

Per the Growth Management Ordinance, the Growth Management Commission must recommend the total number of available permits and the distribution between categories for the years 2018 and 2019 and recommend an estimated number of total permits available for 2020 and 2021. A distribution of 43% to the “general property owner” category and 57% to the “development project” category has historically been established and is recommended by staff to continue. The following table shows allocation alternatives for various growth rates and how these rates would affect the number of available allocations.

Permit Allocation Alternatives

Rate	Category	2017	2018	2019	2020
3.0%	Total	658	677	698	719
	General	283 (43%)	291 (43%)	--	--
	Development	375 (57%)	386 (57%)	--	--
2.5%	Total	548	562	576	590
	General	236 (43%)	242 (43%)	--	--
	Development	312 (57%)	320 (57%)	--	--
2.0%	Total	438	447	456	465
	General	189 (43%)	192 (43%)	--	--
	Development	250 (57%)	255 (57%)	--	--

Carson City has historically based the number of available permits in a given year on allowing a maximum growth rate of 3%. Note that future allocation estimates assume a continued actual growth rate of 3% and are adjusted each year based on actual estimated population growth figures—i.e. actual growth of less than 3% would result in fewer allocations in future years.

Staff recommends continuing the allocation system based upon a maximum growth rate of 3%. Refer to Attachment C to see how the allocations would be distributed throughout the year per the requirements of the Growth Management ordinance. While the actual number of permits issued has not approached the number allocated since 1996, the recommended allocation would allow the maximum flexibility in providing building permits as new development occurs. Unnecessarily limiting the number of building permits could have a negative impact on the ability of developers to obtain financing for proposed developments and have a generally suppressive effect on the Carson City economy.

Carson City is still recovering from the reduction in revenues coming into the City in recent years that resulted in reduction in staff and resources to accomplish various departments’ missions. Growth without City revenue increases for additional City service demands would certainly have a negative impact on service levels. While increased resources are needed to accommodate growth, an increase in residential construction would be a positive indicator in economic recovery and an increase in City revenues to pay for the necessary resources.

Please contact Lee Plemel in the Planning Division at 283-7075 or lplemel@carson.org if you have any questions regarding the Growth Management program.

Attachments:

- A) Agency comments
- B) Draft Resolution
- C) Building Permit Distribution Table for 2013 (3%)
- D) Methodology, Number of Available Permits



CARSON CITY NEVADA
Consolidated Municipality and State Capital
PUBLIC WORKS

MEMORANDUM

TO: Carson City Planning Commission
FROM: Darren Schulz, Public Works Director
DATE: May 11, 2017
SUBJECT: Growth Management Report 2017

Thank you for the opportunity to inform you of the status of our operations and our ability to serve Carson City at a projected growth rate up to 3% through 2017.

The operational reports are as follows:

WATER OPERATIONS:

Carson City's existing usable water rights are 18,272 acre-feet per year.

Carson City must allocate approximately 1,445 acre-feet to remaining approved undeveloped lots. As required by the State Engineer's Office, additional parceling is also being accounted for. It is estimated that in 2016, Carson City's water usage will be approximately 11,186 acre-feet. This number includes State, commercial and industrial usage.

Subtracting the predicted 2017 water usage of 11,186 acre-feet and outstanding water commitments of 1,445 acre-feet from Carson City's usable water rights of 18,272, leaves a balance of approximately 5,641 acre-feet, which may be allocated towards new development.

Carson City continues to utilize conjunctive use water management. During the year of 2016, Carson City met its annual water needs from 65% groundwater and 35% surface sources. It is the goal of Public Works to provide the equipment for and operate the water system so that Carson City's needs can be fulfilled utilizing a combination of groundwater and surface sources dependent upon availability, allowing true conjunctive use water management.

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CARSON CITY NEVADA
Consolidated Municipality and State Capital
PUBLIC WORKS

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The Water Resource Recovery Facility (WRRF) is permitted to process a sewage flow of 6.9 million gallons per day (MGD). The 2016 average flow was 4.4 MGD. With respect to the planned growth, a potential development rate of 3% through 2018 could be accommodated by the WRRF and sewer operations.

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The Landfill has a projected life expectancy of approximately 45 years. With respect to the planned growth, a potential development rate of 3% through 2018 could be accommodated by the Landfill.

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Public Works' staff, who serve both the Carson City Regional Transportation Commission (CCRTC) and the Carson Area Metropolitan Planning Organization (CAMPO), are familiar with



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PUBLIC WORKS

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One of the important tools available for these evaluations is a travel demand model developed and maintained as part of CAMPO responsibilities. This model, based on existing and forecasted land use and socio-economic data developed in cooperation with the Carson City Planning Division, forecasts traffic volumes to the year 2040. The model was updated and extended in 2016 and is undergoing improvements in 2017. This model allows for evaluations of the impacts of changes in the land use base, the transportation network, or both. The model is can be used to support subarea analyses as needed.



Memorandum

"Action. Urgency. Excellence"

To: Lee Plemel, Community Development Director

From: Asst. Sheriff Ken Sandage

Date: May 16, 2017

Subject: Growth Management Response

The members of the Carson City Sheriff's Office are committed to excellence in law enforcement and are dedicated to the people and diversity of our city. In order to protect life and property, prevent crimes and reduce the fear of crime, we will provide service with understanding, response with compassion, performance with integrity and law enforcement with a vision.

As the city begins to rebound with new subdivisions, apartment complexes, housing, and businesses springing up virtually in all directions comes the challenge of providing the community with outstanding police services. The growth of our city is greatly welcomed, and strategic police staffing planning is a necessity to provide for the protection and to bridge a safe community partnership.

The Sheriff's Office staffing lost twelve positions in FY 2011 as a result of mandated budget cuts. It is desired to increase staffing to accommodate the growth, such as;

1. *Increase patrol officers by 5 FTEs*

The passage of recreational marijuana sales will have a detrimental impact as it relates to impaired driving. As of recent, the CC District Attorney's Office as seen an increase in impaired driving case load. Additionally, residential growth will require staffing calls for service, traffic accidents, and enforcement. Moreover, our schools will increase with pupil population, concentrating our effort on enforcement, leadership, safety, and education, especially for our vulnerable middle-school age group.

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The daily inmate population continues to grow each year, especially trending with females. The Uniform Crime Report favorably suggests Carson City as a safe community. This is mainly attributive to the Sheriff's Office aggressive no-tolerance to criminal behavior and the relentless effort of suppressing gang-related activity. With this said, the care of inmates is a constitutional directive, and the safety of our officers are paramount. Since 2009, the inmate (male/female) capacity has remained above 80% of its original design. Accordingly, staffing adjustments of an additional deputy is optimum to provide oversight and safety to inmates. Additional civilian employees assigned to the jail will alleviate certain superfluous tasks so that our officers can focus on mandated custodial functions and legal responsibilities.

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As mentioned previously, a detective position was cut in FY 2011. By reinstating this positioned, more focus to cyber crimes, homeland security, and fraud cases can be better apportioned. Most of all cases assigned to Investigations are labor intensive and by increasing staffing would ensure a timely investigation for victims, businesses and the community as a whole.

Best Regards,

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Ken Sandage, Asst. Sheriff



CARSON CITY FIRE DEPARTMENT

"Service with Pride. Commitment. Compassion"

May 23, 2017

Lee Plemel, Planning Director
Carson City Planning Division
Carson City Planning Commission
108 E. Proctor St.
Carson City, NV 89701

Dear Lee and Commission Members,

The mission of the Carson City Fire Department is to serve the community with pride, commitment, and compassion.

The Carson City Fire Department is the busiest fire department per capita in northern Nevada. The Fire Department is experiencing an increase in call volume of approximately 5% per year. The Fire Department has not seen an increase in resources in over 18 years and during that time period emergency responses have increased by over 108%. This call volume growth has occurred with very slow growth in the Municipality. With the current growth rate of emergency responses, and no additional resources to meet the demand, Carson City Fire will be challenged to provide the same excellent service we provide today. The Fire Department is becoming more reliant on our mutual aid partners to meet the increase in emergency responses.

As the population in Carson City grows we expect the annual call volume to increase at a greater rate than what we are currently experiencing. The Fire Department does support growth and development in the community; however, population growth without additional resources will place a greater stress on an already strained response system. In order to meet the expected increase in demand, the Fire Department will need to increase the number of personnel and resources. To accommodate the anticipated increase in emergency call volume the Fire Department requests the following:

- (1) One additional fire station with:
 - a. One Quint Ladder Truck and (9) FTEs
 - b. One Rescue Ambulance and (6) FTEs

This resource request is in line with the Abbey Groups (2001) Study and the Accompanying Citizens Ad Hoc Committee to Study Public Safety Services (2008). Both studies recommend additional resources and staffing for the Fire Department in order to meet the increased demand on services. This request could be phased in as growth and call demand dictate.

Please contact me if you need any additional information.

Sincerely,

Sean P. Slamon
Fire Chief



CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

To: Lee Plemel, Community Development Director

From: Nicki Aaker, Director *NA*
Dustin Boothe, Disease Control and Prevention Manager *DB*

Date: May 23, 2017

Subject: Growth Management for 2018 Residential Allocations and Commercial Average Daily Water Usage.

1. Does your department or agency have any extraordinary service capacity issue that would be negatively impacted by residential growth in 2017-18? If so, identify the issues.

None identified at this time.

2. Do you recommend limiting the number of residential building permits (new construction) that will be made available for the 2018 calendar year to address these issues? If so, what limit, and how will this limit on residential growth help resolve your service capacity problem?

No issues identified at this time.

3. What is needed by your department or agency to solve any service capacity issue identified above?

No issues identified at this time.

Carson City Health & Human Services

900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired-Use 711

Clinical Services (775) 887-2195 Fax: (775) 887-2192	Public Health Preparedness (775) 887-2190 Fax: (775) 887-2248	Human Services (775) 887-2110 Fax: (775) 887-2539	Disease Control & Prevention (775) 887-2190 Fax: (775) 887-2248	Chronic Disease Prevention & Health Promotion (775) 887-2190 Fax: (775) 887-2248
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CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

To: Lee Plemel, Community Development Director

From: Jennifer Budge, CPRP, Parks and Recreation Director

Subject: Growth Management Impacts on Parks and Recreation Services

Date: May 15, 2017

From 2007-2011, Carson City's Parks and Recreation budget sustained significant reductions throughout the recession, reducing staff, supplies, and ultimately the level of service to the community. The impact of these cuts placed great strain on staff resources and eliminated many preventative maintenance practices.

With the generous support of the voters passing Question 18 more than 20 years ago, the City has acquired over 7,300-acres of open space to enhance the quality of life in Carson City for future generations. While the majority of acquisitions are complete, the city's maintenance responsibilities are only increasing due to the impacts of a growing population. Question 18 was an innovative effort, but unfortunately even during healthy economic times, it does not generate enough funding to address our deferred park maintenance and capital project needs.

The Parks staff has done a tremendous job in keeping the City's parks system functioning, while the demand for services has increased by 35% (facility reservations) since 2015 alone. With over 64-acres of developed park acreage per Park Maintenance Worker and a lack of investment in addressing aging infrastructure preservation and deferred maintenance, the City's parks facilities are significantly deteriorating.

With an anticipated population growth rate of 3%, there will be significant impacts on the community services provided by the Parks, Recreation and Open Space Department for Carson City residents. As new subdivisions are constructed, additional neighborhood parks will be funded partially through Residential Construction Tax (RCT) as outlined in Nevada Revised Statutes. While RCT contributes positively to new park development, it doesn't generate enough funds to adequately construct parks without a significant contribution from developers to supplement the RCT. In addition, RCT is not a sustainable funding source, as it does not contribute to deferred maintenance and infrastructure preservation needs.

Increased growth will also contribute to an already existing shortage of recreation facilities, especially athletic fields. The lack of sufficient athletic fields represents one of our most serious service challenges. To accompany the demand for field use from local youth and adult sports is a significant increase in traveling tournaments, which contributes significantly to the City's economic vitality. In addition, an increase in growth will most likely lead to an increase in demand for recreation and cultural programs, aquatics, and regional trail connectivity. Since the Department staff has not increased since the recession, additional staff and facilities will be needed. There is also a need for additional recreation facility diversity including dog parks and large scale interactive splash/spray parks. Should the growth occur, it is encouraged to buildout existing parks such as Pete Livermore and Centennial Sports Complexes, rather than acquire additional lands.





CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

Given the state of the economy and the City's limited staff and financial resources, it is encouraged to not limit residential permits, as it would be counterproductive toward economic recovery. This is subject to a sustainable maintenance program for new parks facilities. Maintenance and infrastructure preservation should be 100% funded by Homeowners or Maintenance Associations to not further create additional burden on the city's general fund.

Additional growth in parks and recreation will also have impacts to the community's water system. Efforts should be made to reduce turf, incorporate low impact development best management practices, utilize artificial turf, install recycled water systems, and utilize reclaimed/effluent water resources.



Lee Plemel

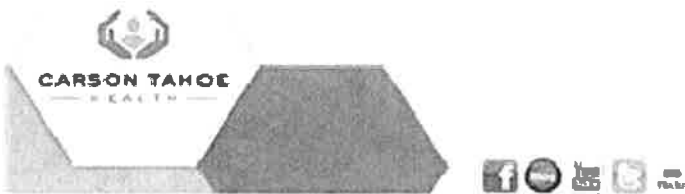
From: Epperson, Ed <ed.epperson@carsontahoe.org>
Sent: Wednesday, May 03, 2017 4:23 PM
To: Lee Plemel
Subject: Carson City Growth Projections

This message originated outside of Carson City's email system. Use caution if this message contains attachments, links, or requests for information.

Hi Lee, I am in receipt of your letter asking about the impacts on Carson Tahoe Health (CTH) from the population growth scenarios. CTH is able to accommodate the Low Projection and the High Projection projections. As of early this year we updated our master plan and that in turns provides the framework to grow facilities as the population needs. Let me know if you have any additional questions. Thank you, Ed.

Ed Epperson
President/CEO

Carson Tahoe Health
Administration
1600 Medical Parkway
Carson City, NV 89703
P: 775-445-8669
F: 775-888-3200



RESOLUTION NO. 2017-R-___

A RESOLUTION AMENDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2018 AND 2019 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2020 AND 2021; ESTABLISHING THE NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN THE DEVELOPMENT PROJECT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.

WHEREAS, Carson City Municipal Code Section 18.12 requires the Board of Supervisors of Carson City to establish a fixed number of residential building permits on a two year rolling basis, to establish the number of residential building permit allocations available within the Development Project and General Property Owner categories, and to establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review in order to manage growth within Carson City; and

WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth Management Commission met in a duly noticed public hearing on May 31, 2017, and recommended the maximum number of residential building permits to be made available for calendar years 2018 and 2019, and the Commission estimated the maximum number of residential building permits for calendar years 2020 and 2021; and

WHEREAS, the Board of Supervisors finds and declares pursuant to Carson City Municipal Code Section 18.12 that city water and wastewater treatment capacity are essential resources that limit the available residential building permits authorized by this resolution; and

NOW, THEREFORE, the Board of Supervisors hereby resolves:

A. Beginning on the first city working day in January 2017, the Building Division shall make available a total of **658** residential Growth Management allocations for building permits. The 2017 year-end balance of unused allocations shall be voided and returned to the utility manager. The allocations for residential building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **283** residential permits (43% of total residential building permit allocation). A property owner may apply for a maximum of 30 residential building permits in Period 1 (January through March 2018) subject to the availability of building permits.

2. For the development project category, a subtotal of **375** residential building permits (57% of total residential building permit allocation). Individual development projects qualified for inclusion on the project list shall be entitled to apply for an equal share of building permits during Period 1 based on the number of qualified development projects that have applied to the Building Division for development project status as of the first City working day in January 2018. Where a development project has less lots or units than the total share of building permits allocated to it, the remaining building permits shall be

distributed equally among the remaining development projects. Additional development projects may be added to the list during Period 1 and use any remaining building permits. If no additional permits are available in Period 1 in this category, development projects not on the list at the beginning of Period 1 may only apply for building permits from the general property owner category during Period 1 in accordance with the limitations set forth above and may be added to the development category anytime during Period 2 (April through June 2018).

3. Any residential building permits remaining from Period 1 shall be made available in Periods 2 (April through June) and 3 (July through December 2017) in accordance with Carson City Municipal Code Section 18.12.055.

B. Beginning on the first city working day in January 2019, the Building Division may upon Board of Supervisors' approval make available pursuant to Carson City Municipal Code Section 18.12 a maximum total of **677** residential building permits, assuming three percent growth in 2018. The building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **291** residential building permits may be made available. General property owners shall be entitled to apply for a maximum of 30 residential building permits in Period 1 subject to the availability of building permits.

2. For the development project category, a subtotal of **386** residential building permits may be made available. Development projects qualified for inclusion on the project list shall be entitled to apply for building permits in accordance with paragraph A(2), above.

3. Any building permits remaining from Period 1 shall be made available for Periods 2 and 3 in accordance with Carson City Municipal Code Section 18.12.

C. For calendar year 2020, it is estimated that the Board of Supervisors may make available a maximum of 698 residential building permits, assuming continued three percent growth.

D. For calendar year 2021, it is estimated that the Board of Supervisors may make available a maximum of 719 residential building permits, assuming continued three percent growth.

E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of building permits, any commercial or industrial projects proposed in 2018 that exceed the threshold of **15,000 gallons per day water usage** must have the Growth Management Commission's review and approval to assure water availability.

F. Any building permits made available by this resolution shall be subject to all of the requirements of Carson City Municipal Code Chapter 18.12 (Carson City Growth Management Ordinance).

G. This resolution supersedes all prior resolutions establishing growth management allocations and shall have the full force and effect of law and be incorporated by this reference into Carson City Municipal Code Chapter 18.12.

**2018 Building Permit Distribution Table (3% alternative)
Per CCMC 18.12.055(1)**

	Period 1 January, February & March	Period 2 April, May & June	Period 3 July – December
Total Available	658 allocations available	Any remaining permits available	Any remaining available
Development Category (31 or more lots or units)	<p>375 building permits available (57%)</p> <p>Permits divided equally among the qualified development projects on the list as of January 2.</p> <p>Where a development project has less units or lots than the total number of building permits allocated to it, the remaining units shall be divided equally among the remaining development projects.</p> <p>Additional development projects may be added to the list during Period 1 and use any remaining building permits if the units or recorded lots of the qualifying projects on the list total less than the number of building permits allocated to the development category.</p>	<p>A maximum cumulative total of 562 permits (50% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	<p>Any remaining building permits available on a first come, first served basis</p>
General Category	<p>283 building permits available (43%)</p> <p>A maximum of 30 permits may be issued to an individual property owner during this period.</p>	<p>A maximum cumulative total of 566 permits (100% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	<p>Any remaining building permits available on a first come, first served basis</p>

Methodology for Determining Number of Residential Allocations

Assumptions:

- The 2016 certified Carson City population estimate is 55,182. (The most current State Demographer population estimate.)
- This certified 2016 population estimate is used as the "baseline" for establishing 2018 residential allocations
- 2.54 persons per household is assumed per 2010 US Census.
- 2016 Allocations Issued = 194

Methodology:

- 1) (2016 pop.) + (2016 allocations issued x 2.54) = 2017 pop. est.
- 2) (2017 pop.) x (% growth rate) = 2018 population estimate
- 3) (2018 pop.) - (2017 pop.) = 2018 pop. growth estimate
- 4) (2018 pop. growth) ÷ (2.54 pop./unit) = **Number of 2018 allocations**

2016 Population:

55,182

2016 Res. Permits Issued:

194

At 3.0% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.03 (3.0%) = 57,345
- 3) 57,345 - 55,675 = 1,670 persons
- 4) 1,670 / 2.54 = **658 allocations**

Subsequent Years

2019	677 at 3%
2020	698 at 3%
2021	719 at 3%

At 2.5% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.025 (2.5%) = 57,067
- 3) 57,067 - 55,675 = 1,392 persons
- 4) 1,392 / 2.54 = **548 allocations**

Subsequent Years

2019	562 at 2.5%
2020	576 at 2.5%
2021	590 at 2.5%

At 2.0% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.02 (2.0%) = 56,788
- 3) 56,788 - 55,675 = 1,113 persons
- 4) 1,113 / 2.54 = **438 allocations**

Subsequent Years

2019	447 at 2%
2020	456 at 2%
2021	465 at 2%



CARSON CITY NEVADA
Consolidated Municipality and State Capital
PUBLIC WORKS

MEMORANDUM

TO: Carson City Planning Commission
FROM: Darren Schulz, Public Works Director
DATE: May 11, 2017
SUBJECT: Growth Management Report 2017

Thank you for the opportunity to inform you of the status of our operations and our ability to serve Carson City at a projected growth rate up to 3% through 2017.

The operational reports are as follows:

WATER OPERATIONS:

Carson City's existing usable water rights are 18,272 acre-feet per year.

Carson City must allocate approximately 1,445 acre-feet to remaining approved undeveloped lots. As required by the State Engineer's Office, additional parceling is also being accounted for. It is estimated that in 2016, Carson City's water usage will be approximately 11,186 acre-feet. This number includes State, commercial and industrial usage.

Subtracting the predicted 2017 water usage of 11,186 acre-feet and outstanding water commitments of 1,445 acre-feet from Carson City's usable water rights of 18,272, leaves a balance of approximately 5,641 acre-feet, which may be allocated towards new development.

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3505 Butti Way, Carson City, NV 89701 (775) 887-2355 FAX (775) 887-2112

Operations: Water, Sewer, Streets, Wastewater, Landfill, Environmental
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CARSON CITY NEVADA
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PUBLIC WORKS

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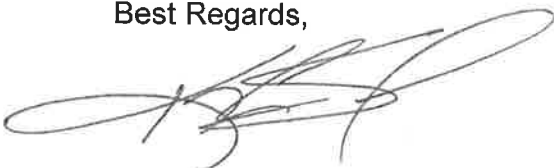
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Best Regards,

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Ken Sandage, Asst. Sheriff



CARSON CITY FIRE DEPARTMENT

"Service with Pride, Commitment, Compassion"

May 23, 2017

Lee Plemel, Planning Director
Carson City Planning Division
Carson City Planning Commission
108 E. Proctor St.
Carson City, NV 89701

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The mission of the Carson City Fire Department is to serve the community with pride, commitment, and compassion.

The Carson City Fire Department is the busiest fire department per capita in northern Nevada. The Fire Department is experiencing an increase in call volume of approximately 5% per year. The Fire Department has not seen an increase in resources in over 18 years and during that time period emergency responses have increased by over 108%. This call volume growth has occurred with very slow growth in the Municipality. With the current growth rate of emergency responses, and no additional resources to meet the demand, Carson City Fire will be challenged to provide the same excellent service we provide today. The Fire Department is becoming more reliant on our mutual aid partners to meet the increase in emergency responses.

As the population in Carson City grows we expect the annual call volume to increase at a greater rate than what we are currently experiencing. The Fire Department does support growth and development in the community; however, population growth without additional resources will place a greater stress on an already strained response system. In order to meet the expected increase in demand, the Fire Department will need to increase the number of personnel and resources. To accommodate the anticipated increase in emergency call volume the Fire Department requests the following:

- (1) One additional fire station with:
 - a. One Quint Ladder Truck and (9) FTEs
 - b. One Rescue Ambulance and (6) FTEs

This resource request is in line with the Abbey Groups (2001) Study and the Accompanying Citizens Ad Hoc Committee to Study Public Safety Services (2008). Both studies recommend additional resources and staffing for the Fire Department in order to meet the increased demand on services. This request could be phased in as growth and call demand dictate.

Please contact me if you need any additional information.

Sincerely,

Sean P. Slamon
Fire Chief

777 S. Stewart Street, Carson City, Nevada 89701
Business Phone (775) 887-2210 • Fax (775) 887-2209 • www.carsonfire.org



CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

To: Lee Plemel, Community Development Director

From: Nicki Aaker, Director *NA*
Dustin Boothe, Disease Control and Prevention Manager *DS*

Date: May 23, 2017

Subject: Growth Management for 2018 Residential Allocations and Commercial Average Daily Water Usage.

1. Does your department or agency have any extraordinary service capacity issue that would be negatively impacted by residential growth in 2017-18? If so, identify the issues.

None identified at this time.

2. Do you recommend limiting the number of residential building permits (new construction) that will be made available for the 2018 calendar year to address these issues? If so, what limit, and how will this limit on residential growth help resolve your service capacity problem?

No issues identified at this time.

3. What is needed by your department or agency to solve any service capacity issue identified above?

No issues identified at this time.

Carson City Health & Human Services

900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired-Use 711

Clinical Services (775) 887-2195 Fax: (775) 887-2192	Public Health Preparedness (775) 887-2190 Fax: (775) 887-2248	Human Services (775) 887-2110 Fax: (775) 887-2539	Disease Control & Prevention (775) 887-2190 Fax: (775) 887-2248	Chronic Disease Prevention & Health Promotion (775) 887-2190 Fax: (775) 887-2248
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CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

To: Lee Plemel, Community Development Director
From: Jennifer Budge, CPRP, Parks and Recreation Director
Subject: Growth Management Impacts on Parks and Recreation Services
Date: May 15, 2017

From 2007-2011, Carson City's Parks and Recreation budget sustained significant reductions throughout the recession, reducing staff, supplies, and ultimately the level of service to the community. The impact of these cuts placed great strain on staff resources and eliminated many preventative maintenance practices.

With the generous support of the voters passing Question 18 more than 20 years ago, the City has acquired over 7,300-acres of open space to enhance the quality of life in Carson City for future generations. While the majority of acquisitions are complete, the city's maintenance responsibilities are only increasing due to the impacts of a growing population. Question 18 was an innovative effort, but unfortunately even during healthy economic times, it does not generate enough funding to address our deferred park maintenance and capital project needs.

The Parks staff has done a tremendous job in keeping the City's parks system functioning, while the demand for services has increased by 35% (facility reservations) since 2015 alone. With over 64-acres of developed park acreage per Park Maintenance Worker and a lack of investment in addressing aging infrastructure preservation and deferred maintenance, the City's parks facilities are significantly deteriorating.

With an anticipated population growth rate of 3%, there will be significant impacts on the community services provided by the Parks, Recreation and Open Space Department for Carson City residents. As new subdivisions are constructed, additional neighborhood parks will be funded partially through Residential Construction Tax (RCT) as outlined in Nevada Revised Statutes. While RCT contributes positively to new park development, it doesn't generate enough funds to adequately construct parks without a significant contribution from developers to supplement the RCT. In addition, RCT is not a sustainable funding source, as it does not contribute to deferred maintenance and infrastructure preservation needs.

Increased growth will also contribute to an already existing shortage of recreation facilities, especially athletic fields. The lack of sufficient athletic fields represents one of our most serious service challenges. To accompany the demand for field use from local youth and adult sports is a significant increase in traveling tournaments, which contributes significantly to the City's economic vitality. In addition, an increase in growth will most likely lead to an increase in demand for recreation and cultural programs, aquatics, and regional trail connectivity. Since the Department staff has not increased since the recession, additional staff and facilities will be needed. There is also a need for additional recreation facility diversity including dog parks and large scale interactive splash/spray parks. Should the growth occur, it is encouraged to buildout existing parks such as Pete Livermore and Centennial Sports Complexes, rather than acquire additional lands.





CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

Given the state of the economy and the City's limited staff and financial resources, it is encouraged to not limit residential permits, as it would be counterproductive toward economic recovery. This is subject to a sustainable maintenance program for new parks facilities. Maintenance and infrastructure preservation should be 100% funded by Homeowners or Maintenance Associations to not further create additional burden on the city's general fund.

Additional growth in parks and recreation will also have impacts to the community's water system. Efforts should be made to reduce turf, incorporate low impact development best management practices, utilize artificial turf, install recycled water systems, and utilize reclaimed/effluent water resources.



Lee Plemel

From: Epperson, Ed <ed.epperson@carsontahoe.org>
Sent: Wednesday, May 03, 2017 4:23 PM
To: Lee Plemel
Subject: Carson City Growth Projections

This message originated outside of Carson City's email system. Use caution if this message contains attachments, links, or requests for information.

Hi Lee, I am in receipt of your letter asking about the impacts on Carson Tahoe Health (CTH) from the population growth scenarios. CTH is able to accommodate the Low Projection and the High Projection projections. As of early this year we updated our master plan and that in turns provides the framework to grow facilities as the population needs. Let me know if you have any additional questions. Thank you, Ed.

Ed Epperson
President/CEO

Carson Tahoe Health
Administration
1600 Medical Parkway
Carson City, NV 89703
P: 775-445-8669
F: 775-888-3200



RESOLUTION NO. 2017-R-___

A RESOLUTION AMENDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2018 AND 2019 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2020 AND 2021; ESTABLISHING THE NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN THE DEVELOPMENT PROJECT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.

WHEREAS, Carson City Municipal Code Section 18.12 requires the Board of Supervisors of Carson City to establish a fixed number of residential building permits on a two year rolling basis, to establish the number of residential building permit allocations available within the Development Project and General Property Owner categories, and to establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review in order to manage growth within Carson City; and

WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth Management Commission met in a duly noticed public hearing on May 31, 2017, and recommended the maximum number of residential building permits to be made available for calendar years 2018 and 2019, and the Commission estimated the maximum number of residential building permits for calendar years 2020 and 2021; and

WHEREAS, the Board of Supervisors finds and declares pursuant to Carson City Municipal Code Section 18.12 that city water and wastewater treatment capacity are essential resources that limit the available residential building permits authorized by this resolution; and

NOW, THEREFORE, the Board of Supervisors hereby resolves:

A. Beginning on the first city working day in January 2017, the Building Division shall make available a total of **658** residential Growth Management allocations for building permits. The 2017 year-end balance of unused allocations shall be voided and returned to the utility manager. The allocations for residential building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **283** residential permits (43% of total residential building permit allocation). A property owner may apply for a maximum of 30 residential building permits in Period 1 (January through March 2018) subject to the availability of building permits.

2. For the development project category, a subtotal of **375** residential building permits (57% of total residential building permit allocation). Individual development projects qualified for inclusion on the project list shall be entitled to apply for an equal share of building permits during Period 1 based on the number of qualified development projects that have applied to the Building Division for development project status as of the first City working day in January 2018. Where a development project has less lots or units than the total share of building permits allocated to it, the remaining building permits shall be

distributed equally among the remaining development projects. Additional development projects may be added to the list during Period 1 and use any remaining building permits. If no additional permits are available in Period 1 in this category, development projects not on the list at the beginning of Period 1 may only apply for building permits from the general property owner category during Period 1 in accordance with the limitations set forth above and may be added to the development category anytime during Period 2 (April through June 2018).

3. Any residential building permits remaining from Period 1 shall be made available in Periods 2 (April through June) and 3 (July through December 2017) in accordance with Carson City Municipal Code Section 18.12.055.

B. Beginning on the first city working day in January 2019, the Building Division may upon Board of Supervisors' approval make available pursuant to Carson City Municipal Code Section 18.12 a maximum total of **677** residential building permits, assuming three percent growth in 2018. The building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **291** residential building permits may be made available. General property owners shall be entitled to apply for a maximum of 30 residential building permits in Period 1 subject to the availability of building permits.

2. For the development project category, a subtotal of **386** residential building permits may be made available. Development projects qualified for inclusion on the project list shall be entitled to apply for building permits in accordance with paragraph A(2), above.

3. Any building permits remaining from Period 1 shall be made available for Periods 2 and 3 in accordance with Carson City Municipal Code Section 18.12.

C. For calendar year 2020, it is estimated that the Board of Supervisors may make available a maximum of 698 residential building permits, assuming continued three percent growth.

D. For calendar year 2021, it is estimated that the Board of Supervisors may make available a maximum of 719 residential building permits, assuming continued three percent growth.

E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of building permits, any commercial or industrial projects proposed in 2018 that exceed the threshold of **15,000 gallons per day water usage** must have the Growth Management Commission's review and approval to assure water availability.

F. Any building permits made available by this resolution shall be subject to all of the requirements of Carson City Municipal Code Chapter 18.12 (Carson City Growth Management Ordinance).

G. This resolution supersedes all prior resolutions establishing growth management allocations and shall have the full force and effect of law and be incorporated by this reference into Carson City Municipal Code Chapter 18.12.

**2018 Building Permit Distribution Table (3% alternative)
Per CCMC 18.12.055(1)**

	Period 1 January, February & March	Period 2 April, May & June	Period 3 July – December
Total Available	658 allocations available	Any remaining permits available	Any remaining available
Development Category (31 or more lots or units)	<p>375 building permits available (57%)</p> <p>Permits divided equally among the qualified development projects on the list as of January 2.</p> <p>Where a development project has less units or lots than the total number of building permits allocated to it, the remaining units shall be divided equally among the remaining development projects.</p> <p>Additional development projects may be added to the list during Period 1 and use any remaining building permits if the units or recorded lots of the qualifying projects on the list total less than the number of building permits allocated to the development category.</p>	<p>A maximum cumulative total of 562 permits (50% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	Any remaining building permits available on a first come, first served basis
General Category	<p>283 building permits available (43%)</p> <p>A maximum of 30 permits may be issued to an individual property owner during this period.</p>	<p>A maximum cumulative total of 566 permits (100% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	Any remaining building permits available on a first come, first served basis

Methodology for Determining Number of Residential Allocations

ATTACHMENT D

Assumptions:

- The 2016 certified Carson City population estimate is 55,182. (The most current State Demographer population estimate.)
- This certified 2016 population estimate is used as the “baseline” for establishing 2018 residential allocations
- 2.54 persons per household is assumed per 2010 US Census.
- 2016 Allocations Issued = 194

Methodology:

- 1) (2016 pop.) + (2016 allocations issued x 2.54) = 2017 pop. est.
- 2) (2017 pop.) x (% growth rate) = 2018 population estimate
- 3) (2018 pop.) – (2017 pop.) = 2018 pop. growth estimate
- 4) (2018 pop. growth) ÷ (2.54 pop./unit) = **Number of 2018 allocations**

2016 Population:

55,182

2016 Res. Permits Issued:

194

At 3.0% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.03 (3.0%) = 57,345
- 3) 57,345 - 55,675 = 1,670 persons
- 4) 1,670 ÷ 2.54 = **658 allocations**

Subsequent Years

2019	677 at 3%
2020	698 at 3%
2021	719 at 3%

At 2.5% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.025 (2.5%) = 57,067
- 3) 57,067 - 55,675 = 1,392 persons
- 4) 1,392 ÷ 2.54 = **548 allocations**

Subsequent Years

2019	562 at 2.5%
2020	576 at 2.5%
2021	590 at 2.5%

At 2.0% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.02 (2.0%) = 56,788
- 3) 56,788 - 55,675 = 1,113 persons
- 4) 1,113 ÷ 2.54 = **438 allocations**

Subsequent Years

2019	447 at 2%
2020	456 at 2%
2021	465 at 2%