

CARSON CITY STORM DRAINAGE ADVISORY COMMITTEE

Minutes of the January 14, 2002 Meeting

Page 1

A regular meeting of the Carson City Storm Drainage Advisory Committee was scheduled for 6:00 p.m. on Monday, January 14, 2002 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Russell Plume
Vice Chairperson Howard Anderson
Bob Fredlund
Tony Marangi
Delacy Perry

STAFF: Larry Werner, City Engineer
John Givlin, Senior Project Manager
Randy Bowling, Consultant
Hector Cyre, Consultant
Chas Macquarrie, Consultant
Tom Young, Consultant
Kathleen King, Recording Secretary

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Plume. A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during regular business hours.

A. CALL TO ORDER, DETERMINATION OF A QUORUM (1-0001) - Chairperson Plume called the meeting to order at 6:07 p.m. Roll was called; a quorum was present. Member Aldean was absent. Member Marangi arrived at 6:15 p.m.

B. ACTION ON APPROVAL OF MINUTES - November 19, 2001 (1-0008) - Vice Chairperson Anderson discussed the reference to Ash Canyon Creek in the first paragraph of page 2. He advised that funding for maintenance of the creek was discussed with former Utilities Director Dorothy Timian-Palmer a few days following the 1997 flood. Ms. Timian-Palmer advised that funding would be set aside for maintenance of the creek. Vice Chairperson Anderson advised that former Development Services Manager Mahmood Azad made the same assurances. He commented that there is nothing wrong with setting aside maintenance funding, and that doing so does not favor the residents of Ash Canyon. Chairperson Plume clarified that his intent was to ensure no single project is specified in the storm water master plan. Vice Chairperson Anderson agreed, but expressed a concern that the maintenance of Ash Canyon Creek will be postponed and the funding used for another project.

Chairperson Plume provided an overview of the discussion of item F-1 at the November 19, 2001 meeting. Mr. Givlin explained the reference to Ash Canyon Creek in the scope of work, and advised that consensus of the Committee was to ensure there were no specific projects identified within the scope of work. He clarified his reference to Ash Canyon Creek as reflected in the minutes, and advised that an easement is required to access the property and maintain the channel. Vice Chairperson Anderson advised that Attorney Todd Russell has offered to assist in getting permission from the appropriate property owner(s). Mr. Givlin explained that one property owner, David Leid, did grant a right of entry for Lumos and Associates to survey the property and for City staff to enter the property for a specified period of time. Mr. Leid and other property owners in the area have indicated they will consider granting easements and Mr. Givlin advised that City staff will pursue the same independent of the master plan. In response to a question, Mr. Givlin advised that maintenance of Ash Canyon Creek will not be part of the master plan scope of work, but an independent project that City staff will continue to pursue. In response to a further question, Chairperson Plume assured Vice Chairperson Anderson that the minutes do

CARSON CITY STORM DRAINAGE ADVISORY COMMITTEE

Minutes of the January 14, 2002 Meeting

Page 2

not reflect a consensus by the Committee that Ash Canyon Creek should not be maintained. Vice Chairperson Anderson advised that area residents are concerned about maintaining the creek in a fashion that would prevent the same damage as was done during the 1997 flood. Mr. Werner indicated that the City has no ownership of the creek and, therefore, no obligation to maintain it. He indicated that the storm water management program will address such issues, but the City has no authority, without the property owners' invitation, or funding to address maintenance of the creek. In response to a question, Mr. Werner advised that the measures taken during the 1997 flood were done as a part of the City's emergency response system. In response to a further question, Mr. Givlin indicated that the references to Ash Canyon Creek accurately reflect his statements during the November 19, 2001 meeting in the context of the discussion which was taking place at that time. He reiterated that the City is not attempting to do away with the project. Chairperson Plume noted that no action was taken on the subject agenda item. **Member Perry moved to approve the minutes. Member Fredlund seconded the motion. Motion carried 3-0-1, Vice Chairperson Anderson abstaining.**

C. **MODIFICATION OF AGENDA** (1-0261) - None.

D. **PUBLIC COMMENT** (1-0264) - None.

E. **DISCLOSURES** (1-0272) - None.

F. **PUBLIC MEETING ITEMS**

F-1. DISCUSSION AND POSSIBLE ACTION ON THE REVISED SCOPE OF WORK FOR THE CARSON CITY STORMWATER MASTER PLAN (1-0277) - Mr. Givlin advised that the scope of work had been revised in accordance with the discussion which took place at the last meeting. Mr. Werner advised that once the Committee is satisfied with the scope of work, the next step is for staff to determine the timing of the master plan. He explained that GIS coordination among the master planning elements has yet to be determined. A meeting is scheduled at the end of January to discuss this matter and scheduling modifications may result. The main content of the scope of work will remain the same, however.

Mr. Givlin indicated that City staff is satisfied that the issues addressed by the Committee and staff are included within the scope of work. Modifications to the level of effort may be necessary with regard to using City staff to fulfill some of the obligations. Mr. Givlin acknowledged that modifications to the schedule may be necessary as a result. He advised that a separate consultant will do the GIS element of the master plan, and City staff has yet to meet with the entire consultant team. Mr. Werner anticipates that the schedule will be extended.

Chairperson Plume expressed agreement with the overall scope of work, but advised of a concern that monthly updates to the Committee may result in micromanagement of the master plan process. He suggested that the consultants and City staff wait to involve the Committee until a draft document is complete. Member Marangi agreed and expressed a preference for completing the project as soon as possible. Mr. Macquarrie suggested reporting back to the Committee at "milestone" points. Mr. Werner agreed and suggested that the Committee meetings could be scheduled around the milestone dates. He advised that Committee input will be needed regarding the master plan and the rate structure, and suggested that meetings can be called accordingly. Consensus of the Committee was to meet at milestone points rather than monthly.

Member Fredlund expressed a concern regarding the time frame for addressing water quality problems. Rob Saunders, of the Nevada Department of Environmental Protection ("NDEP"), advised that a permit will not be required until 2003. In response to a question, Mr. Macquarrie advised that strategies for solving the problems will be developed by 2003. Mr.

CARSON CITY STORM DRAINAGE ADVISORY COMMITTEE

Minutes of the January 14, 2002 Meeting

Page 3

Werner indicated that the plan will be implemented over the subsequent four to five years. Mr. Saunders acknowledged that this will satisfy the NDEP requirements. Mr. Givlin anticipates that the specific tasks directed at water quality and the water quality requirements of NPDES Phase II will be developed into an element which can be separately presented to the Board of Supervisors. In response to a question, Mr. Givlin explained that low flows usually carry higher concentrations of contaminants. He advised that the wells in Ash and Kings Canyons are properly sealed to prevent surface water contamination.

Mr. Werner acknowledged that the Committee was being asked to accept the scope of work contingent upon the possibility of modifying the schedules in coordination with the other master planning elements. Mr. Macquarrie acknowledged that the proposal is based on the content of the scope of work and not necessarily the work schedule. Mr. Werner acknowledged that the Committee will be notified if the scope of work content changes.

Member Marangi noted that the scope of work was thoroughly reviewed and discussed at the November 19, 2001 meeting, and indicated that the product presented appears to be a result of that discussion. In response to a question, Mr. Werner advised that the Storm Drainage Advisory Committee will not be involved in emergency management. An emergency management committee, which meets on a regular basis, exists within the City. In response to a further question, Mr. Werner advised that emergency management will be addressed independent of the scope of work.

With regard to Task 9(c), Mr. Saunders inquired as to whether Lumos and Associates will be studying the impacts of Wal-Mart. Mr. Givlin indicated that this was not the intent of Task 9(c), and explained that Carson City is a stakeholder in the Clear Creek Erosion Assessment Project funded by the Nevada Department of Transportation ("NDOT"). Project specific information will be generated during the assessment and provided to Lumos and Associates to address concerns related to the master plan element. **Member Fredlund moved to accept the scope of work. Member Marangi seconded the motion. Motion carried 5-0.** Member Fredlund requested staff to update the project schedule at Committee meetings.

Vice Chairperson Anderson inquired as to whether Task 9(c) includes an assessment of the erosion which will result from the new housing development upstream of Costco and Wal-Mart. Mr. Givlin advised that the NDOT scope of work for the project indicates that the Clear Creek basin tributary areas will be studied to identify sources of erosion on U.S. Forest Service property, private property, the Highway 50 corridor, etc. In response to a question, Mr. Givlin advised that the consultant hired by NDOT will identify possible projects to deal with the erosion sources. Projects which cannot or will not be funded by NDOT will need to be folded into the storm water master plan. Mr. Macquarrie acknowledged that Lumos and Associates will coordinate the resources of the assessment into the master plan. Mr. Givlin acknowledged that Douglas County is represented in the assessment project, and advised that Douglas County representatives have indicated they have every intention of restoring Clear Creek to a vital stream. Mr. Saunders advised that Douglas County will be included with Carson City in the storm water permitting process on the basis of the highly developed area right next to Carson City. In response to a question, Member Fredlund advised that he is participating in the Clear Creek Watershed Council as a member of the public.

F-2. DISCUSSION AND POSSIBLE ACTION ON STORMWATER MANAGEMENT PROGRAM USER CHARGE DETAILED RATE STUDY INFORMATION (1-0810) - Mr. Givlin reviewed the memo and its attachments, which were included in the agenda materials. Consensus of the Committee was that no formal action was necessary.

Mr. Cyre advised that this portion of the process will need to move quickly, and acknowledged that the June time frame represents a tight schedule. He commented that as the rate study becomes more apparent to the members of the

CARSON CITY STORM DRAINAGE ADVISORY COMMITTEE

Minutes of the January 14, 2002 Meeting

Page 4

community, they will want answers to questions regarding numbers. He advised that the objective is to develop cost information. Water Resources Associates, Inc. will be working on the cost element of the rate model and AMEC will be working on the rate base element of the rate model. The revenue/expenditure analysis will then result from the rate model. Mr. Cyre advised of other projects on which he is working with AMEC and provided background information on AMEC's main focus.

Mr. Bowling commented that much work is needed prior to inviting questions from the public. He discussed the process and timetable for including informational inserts in utility billings, and then scheduling a public workshop. Additionally, discussions have taken place regarding posting information to the City's website and establishing a telephone bank to process questions.

In response to a question, Mr. Cyre explained the three elements of a rate study: cost, rate base, and a product of the costs in context with the rate base. The third element is analyzed to extrapolate revenue/expenditures over the next five years. Mr. Cyre acknowledged that he is working toward a budget derived as a cost of service analysis. Mr. Werner explained that a preliminary inventory of systems has been developed, maintenance costs will be applied, and the information will be provided to Mr. Cyre to develop operating costs over a specified period of time, in addition to administrative, regulatory, public education, and capital costs. He acknowledged that capital outlay will consist of small projects at first. Once capital programs in the master plan and the CIP program are defined, additional sources of funding will be considered. Mr. Cyre pointed out that actual construction of capital improvements usually takes place 2-3 years after the storm water master plan is implemented. Remedial repairs to existing infrastructure and initiation of the water quality program are usually done in the initial couple of years. He cautioned the Committee to not become concerned regarding the timing, and advised that Carson City's master plan will be accomplished more quickly than most because it is already underway.

In response to a question, Mr. Cyre indicated that he anticipates a simplified rate for single-family residences. He discussed the method for analyzing the single-family residential stock in the community to determine if a single value is adequately representative. Discussion took place with regard to the same.

F-3. STATUS REPORT ON THE CARSON CITY FREEWAY DRAINAGE PROJECT (1-1166) -

Mr. Givlin reviewed the memorandum and the attached site plans included in the agenda materials. Chairperson Plume commented on the projects at the Silver Oak Golf Course, and recalled one of the first items the Committee ever voted on was to cooperate with NDOT in developing these drainage facilities. Mr. Givlin and Mr. Werner responded to questions regarding the infrastructure and route of Silver Oak Drive, and the ability of the improvements in this area to handle potential development such as the hospital.

Mr. Werner advised that the City has acquired the Eagle Basin from Silver Oak and that an offer will be made to the Eagle Valley Children's Home later in the week. He explained that construction will coincide with construction of the freeway ramps because material from the basin will be used. This will complete the Eagle Creek Drainage Basin. Bids will be solicited on the Timberline/Combs drainage structures once CLOMR approval is received. In response to a question, Mr. Werner advised that the Eagle Creek Drainage Basin will be designated as a wetlands/riparian area. Discussion took place regarding the flow route from Carson Street to the Carson River and negotiations with the Lompa family regarding easements across their property. Mr. Givlin advised of a reinforced concrete box culvert on Broadleaf Lane which will connect the Silver Oak Drainage Basins and, therefore, complete the upper portion of the storm drainage system. In addition, a 48" reinforced concrete pipe has been installed at Arrowhead Drive east of Carson Street. Mr. Givlin advised that the remaining underground work will be completed during phase 1B of the freeway construction. He discussed the wetlands mitigation which is a part of the Eagle Creek Drainage Basin project.

CARSON CITY STORM DRAINAGE ADVISORY COMMITTEE

Minutes of the January 14, 2002 Meeting

Page 5

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

G-1. FUTURE AGENDA ITEMS (1-0760) - Member Fredlund requested staff to agendize discussion of the activities of the Clear Creek Watershed Council ("CCWC"). (1-1355) Mr. Givlin suggested that Member Fredlund could serve as a Committee liaison to the CCWC. Member Fredlund agreed to consider this suggestion but expressed a preference for the direct involvement of City staff. Discussion took place regarding the quality of the creek and storm water discharge from the Wal-Mart development. Chairperson Plume requested staff to agendize a history, discussion of issues, and plans for Ash Canyon Creek. Member Perry requested a status report on the list of problems developed during the public information meetings conducted by the Committee two years ago. Discussion took place with regard to the same. Member Fredlund requested information on modifications to FEMA maps as a result of the freeway drainage facilities and the storm water master plan. Discussion took place with regard to the same.

H. ACTION ON ADJOURNMENT (1-1654) - Member Marangi moved to adjourn the meeting at 7:32 p.m. Member Fredlund seconded the motion. Motion carried 5-0.

The Minutes of the January 14, 2002 Carson City Storm Drainage Advisory Committee meeting are so approved this _____ day of March, 2002.

RUSSELL PLUME, Chairperson