

CARSON CITY STORM DRAINAGE ADVISORY COMMITTEE

Minutes of the December 11, 2000 Meeting

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A regular meeting of the Carson City Storm Drainage Advisory Committee was scheduled for 6:00 p.m. on Monday, December 11, 2000 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Russell Plume
Vice Chairperson Howard Anderson
Jay Aldean
Bob Fredlund
Tony Marangi
Rob Saunders

STAFF: Larry Werner, City Engineer
John Givlin, Senior Project Manager
Randy Bowling, Consultant
Hector Cyre, Consultant
Paul Lumos, Consultant
Kathleen King, Recording Secretary
(SDAC 12/11/00; Tape 1-0001)

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, ROLL CALL AND DETERMINATION OF QUORUM (1-0001) - Chairperson Plume called the meeting to order at 6:00 p.m. Roll was called; a quorum was present. Member Perry was absent.

B. APPROVAL OF MINUTES - NOVEMBER 13, 2000 (1-0009) - Following discussion of the minutes, Member Marangi moved to accept the minutes as written. Member Aldean seconded the motion. Motion carried 6-0-1-0.

C. MODIFICATION OF AGENDA (1-0046) - None.

D. PUBLIC COMMENT (1-0051) - None.

E. DISCLOSURES (1-0056) - Member Marangi advised of a discussion regarding the storm water management plan with Lou deBottari. He read notes from the conversation into the record. Vice Chairperson Anderson advised of a conversation with Todd Russell regarding a neighborhood meeting. He indicated that if access cannot be gained to the private property above Ash Canyon, a neighborhood meeting will be scheduled. At the request of Mr. Werner, Mr. Givlin explained the situation.

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F. PUBLIC MEETING ITEMS

F-1. DISCUSSION AND POSSIBLE ACTION REGARDING STORM WATER MANAGEMENT PROGRAM ISSUES

a. PROGRAM PRIORITY POSITION PAPER (1-0116) - Chairperson Plume

reviewed the action taken at the November meeting regarding program issue No. 1. Discussion took place regarding the revisions requested to program issue No. 1 to add public education to the program mission. Mr. Werner advised that the requested revision had been made. Mr. Cyre explained the purpose of the policy paper and policy statement in the Policy Resolution Process. The policy paper is drafted to provide background information and initial analysis of the policy issue. It is for the Committee's review, discussion and action. The policy statement is a 1-2 page product of that process, includes the Committee's recommendation, and is forwarded for review by the Board of Supervisors. Mr. Cyre advised that he has used the policy statements as a compendium in order that the entire process can be reviewed prior to forwarding a recommendation to the governing body. The program issues will be presented to the Committee one or two at a time in a logical manner so that the process flows. This will ensure that the recommendation forwarded to the Board of Supervisors is prudent.

Discussion took place regarding the method by which to implement public education, and Member Saunders displayed a *Capitol City Focus* article on stormwater management. Member Aldean pointed out that inclusion of public education in program issue No. 1 establishes a goal of the stormwater management program. The mechanism will be developed at a later time.

Mr. Givlin advised that staff anticipates presenting policy issue No. 1, the Program Mission with the revision requested by the Committee, and policy issue No. 2 to the Board of Supervisors at their January 18, 2001 meeting. Discussion took place regarding the presentation to the Board of Supervisors. Member Aldean discussed the need for an endorsement by the Board of Supervisors. Mr. Werner indicated that a status report will be provided and that the program issue papers will be included as part of that presentation.

Mr. Givlin explained staff's recommended action for Program Issue No. 2. Discussion took place regarding the funding mechanism as related to the program and the program priorities. Mr. Lumos explained that the position papers define the elements of the program; then an action plan is developed. With regard to the time table, Mr. Cyre anticipated the process for reviewing the policy papers will move quickly enough that necessary portions of the program can be integrated into next year's budget process. The implication of that is some components of the program will be implemented in the next fiscal year, beginning July 1st. Implementation of funding mechanisms may take 1-2 years beyond that.

Mr. Givlin pointed out that staff is working with several consulting teams. The intent is to present everything to the Committee as it becomes available before it is presented to the Board of Supervisors. **Member Aldean moved that the Committee approve position paper number 2. Member Marangi seconded the motion. Motion carried 6-0-1-0.**

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Further discussion took place regarding the requested revision to program issue no. 1. Mr. Givlin suggested that staff could submit the revision to the Chairperson for review prior to including it in the status report which will be presented to the Board of Supervisors. Mr. Bowling clarified that the inclusion of public education in policy paper no. 1 is in reference to the established stormwater management program. Discussion took place regarding the public meetings conducted by the Committee last year.

b. TENTATIVE POSITION PAPER IDENTIFICATION AND SCHEDULE (1-0915) - Mr. Cyre listed the position paper identification schedule, as follows:

- Mission **T**
- Priorities **T**
- Funding philosophy
- Extent, scope, and level of service

Mr. Cyre advised that because funding philosophy and extent, scope, and level of service are related, these position papers will most likely be presented and discussed at the same time. He continued listing the schedule, as follows:

- Organization/staffing
- Cost of program
- Funding details

Mr. Cyre explained that as the process moves forward, the Committee will need to consider storm water utility and service fees. Funding details includes discussion of rate structure analysis, cost of service in a formal sense, rate studies, special assessments, continuing to utilize portions of the State-allocated gas tax for maintenance of drainage systems in road rights-of-way, etc.

Mr. Cyre advised that the funding philosophy policy issue paper will address whether the Committee will want to fund the program primarily on the basis of the demands that individual properties make on the storm water systems and on the program, or on the basis of the benefits derived from the program. He explained that the taxation funding philosophy is key to municipal government; however, there is no relationship between the source of the funds and what they are used for. Service fees are earmarked and dedicated specifically to the purposes for which they are received.

With regard to the extent, scope, and level of service policy paper, Mr. Cyre explained that there are two dimensions: One is geographical, and includes questions such as how large an area should the stormwater program be responsible for? The second includes questions regarding how much of the physical system the City should take responsibility for, i.e., storm water systems in roadways? Outside roadways but only to the degree of established easements and rights of entry? Beyond that? Scope deals with "where do you do it?" and "what do you do?" A great deal of this is already spelled out by the mission and priorities policy papers. Level of service is "how much of it?" and there are various ways to describe level of service. It also includes "how often?" or "what condition standards?"

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With regard to Organization and Staffing, Mr. Cyre explained that discussion will take place regarding the implications of the first four policy issues, and what changes need to be made. It deals with whether or not the capability to implement the program should be developed within the organization or whether outside contractors should be used. Member Aldean provided the example of the Regional Transportation Commission. Mr. Cyre indicated that there are different concepts for organization and staffing such as the brokerage concept, which he explained.

Cost of program involves “big round numbers” and includes the cost of administration, operations, capital improvements over the next five years, etc. Mr. Cyre indicated that, at this point, the Committee may decide to review the extent, scope, and level of service policy. Funding details will include discussions regarding utilizing impervious area, total area, special assessments, etc. Mr. Cyre discussed the process for structuring special assessments.

With regard to a time frame, Mr. Cyre indicated that the policies would be presented in order because the decisions made by the Committee will sequentially affect some of the later policy papers. He commented that of the 125 communities in which he has helped to develop stormwater management plans, no two have been the same. He indicated that the Committee members will have at least a week to review each of the draft policy papers. Discussion took place regarding additional meetings, and Mr. Cyre indicated that meeting in one-month intervals allows him to work most efficiently. He anticipated wrapping up the Policy Resolution Process by March or April of 2001. He indicated that staff and the consultants will attempt to structure review of the policy papers so that matters important to the budget process can be reviewed and discussed in a timely manner. Mr. Werner indicated that tentative meeting dates will be assigned to the program papers. He commented that the schedule could be changed by public perception, and discussion took place with regard to the same.

c. PRESENTATION BY RANDY BOWLING ON “STORM WATER MASTER PLAN PUBLIC PARTICIPATION” (1-1465) - Mr. Bowling advised that public involvement has been discussed among the consultants. He referred to the memorandum from Larry Werner included in the Committee members’ agenda materials, and commented that the Committee does not want a group of individuals debating the stormwater management program at the time it is presented to the Board of Supervisors. The goals, therefore, are to speak with and educate the public and key stakeholders.

Mr. Bowling indicated that presentations to the public involve a responsibility to present information and invite dialogue. Whether or not the public offers comments, asks questions, or provides interest is entirely up to them; the Committee has no control over the public’s response to the presentation. The Committee does have control over providing opportunity to the public. Use of public meetings and press releases are two ways to provide information to the public. Mr. Bowling pointed out that too many public meetings will result in “diluted” interest. He suggested two, and a maximum of three, public meetings to present a series of the various policies the Committee approves. Press releases can be issued on a more frequent basis.

With regard to key stakeholders, Mr. Bowling presented four alternatives, as follows: (1) Use of focus groups; (2) Expanding the Committee membership; (3) Inviting key stakeholders to the Committee meetings; and (4) Meeting personally with key stakeholders. After discussion of the alternatives among

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staff and the consultants, consensus was that a major disadvantage of focus groups is that they could ultimately operate separate from or in an adversarial position to the Committee. The major disadvantage to expanding the Committee's membership was the time frame necessary to pass an ordinance through the Board of Supervisors. The most beneficial alternatives discussed would be to invite key stakeholders to the Committee meetings and to meet with them personally. Discussion took place with regard to the same.

Member Aldean suggested asking the Nevada *Appeal* to allow the Committee to write a weekly column on the stormwater management program, and an extensive discussion took place with regard to the same. Committee consensus was to request staff to check with the Nevada *Appeal* regarding the feasibility of the suggestion. Mr. Givlin suggested utilizing the *Capitol City Focus* as well, and discussion ensued with regard to the same.

Member Aldean moved that the Committee approve the presentation given by Randy Bowling on the stormwater master plan public participation program as amended with the investigation of also doing concurrent weekly columns in the local Nevada *Appeal* newspaper and also an article to be included in every issue of the *Capitol City Focus* for a period not less than six months; staff will bring back any problems concerning funding for this amendment; and that the Nevada *Appeal* articles begin around the first of the year in commemoration of the 1997 flood. Member Fredlund seconded the motion. Motion carried 6-0-1-0.

Member Aldean left the meeting at 7:45 p.m. A quorum was still present.

Mr. Bowling listed key stakeholders, as follows:

KEY STAKEHOLDERS	
GOVERNMENT AGENCIES/CHURCHES	CONTACT
Carson City School District	Mike Mitchel - Facilities
Churches	Ministerial Association
Carson City Airport	Yvonne Weaver, Manager
State Agencies - NDOT, Buildings and Grounds, Budget, Western Nevada Community College, Division of State Lands (Capitol Complex/ Stewart Indian School)	Pam Wilcox, Administrator, Division of State Lands
Federal agencies - Post Office, federal building	Kit Weaver, Carson City Assessor
Carson City Parks	Steve Kastens, Parks and Recreation Director Juan Guzman, Open Space Manager
Carson-Tahoe Hospital	Roger Sedway

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KEY STAKEHOLDERS		
BUSINESSES	CONTACT	
Commercial/Shopping Centers	Tom Johnson, Gold Dust Properties Doug Hone <input checked="" type="checkbox"/> Roger Shaheen <input checked="" type="checkbox"/> John Serpa <input checked="" type="checkbox"/> Shelly Aldean <input checked="" type="checkbox"/>	Builders Association
Hotel/Casino	Clark Russell/Steve Bilyeu (Carson Station) Dwight Millard (The Plaza) Brian Smith (The Nugget) Al Fiegehen/Don Lehr (Ormsby House)	
Industrial	Del White Al Fiegehen Nevada Manufacturer's Association	
Chamber of Commerce	Larry Osborne, Executive Vice President	
Northern Nevada Development Association	Kris Holt	
Agriculture	Ira Andersen Bill Goni Kit Weaver, Assessor	

In response to a question, Mr. Cyre provided estimated fee comparisons between home owners and business owners. Mr. Bowling acknowledged that the list is a "working list." He commented that consolidating meetings may prove to be most efficient. Chairperson Plume thanked Mr. Bowling for his presentation.

F-2. DISCUSSION AND POSSIBLE ACTION REGARDING THE STATUS REPORT ON THE FREEWAY DRAINAGE PROJECT (1-2830) - Mr. Werner advised that there have been no changes since last month's report. A meeting is scheduled tomorrow between City staff and NDOT consultants. Mr. Werner commented that "things at this stage are essentially stopped." NDOT staff is attempting to complete 60% design from Fifth Street north; and 30% design for freeway and drainage from Highway 50 to Clearview Drive. This information will be used to set the right-of-way deeds on the Lompa property. Once this is determined, projects will begin to move forward again. Projects which were already underway continue to progress.

In response to a question, Mr. Werner advised that design is complete for the Vicee Canyon project. Projects in design review include Timberline/Combs and Eagle Creek. Mr. Werner anticipated that work will begin in the spring. Discussion took place with regard to Vicee Canyon, and Chairperson Plume requested that staff agendize this for further discussion at a future meeting.

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G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - None.

G-1. FUTURE AGENDA ITEMS - None.

H. ADJOURNMENT (1-3400) - Member Marangi moved to adjourn the meeting at 8:30 p.m. Member Saunders seconded the motion. Motion carried 5-0.

The Minutes of the December 11, 2000 meeting of the Carson City Storm Drainage Advisory Committee are so approved this _____ day of January, 2001.

RUSSELL PLUME, Chairperson