

CARSON CITY STORM DRAINAGE ADVISORY COMMITTEE

Minutes of the November 19, 2001 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, November 19, 2001 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Russell Plume
Jay Aldean
Tony Marangi
Rob Saunders

STAFF: John Givlin, Senior Project Manager
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 AND DETERMINATION OF A QUORUM (1-0003) - Chairperson Plume called the meeting to order at 6:02 p.m. Roll was called; a quorum was present. Vice Chairperson Anderson and Members Fredlund and Perry were absent.

B. APPROVAL OF MINUTES - AUGUST 13, 2001 (1-0025) - Member Marangi moved to accept the minutes as written. Member Saunders seconded the motion. Motion carried 4-0.

C. MODIFICATION OF AGENDA (1-0043) - None.

D. PUBLIC COMMENT (1-0044) - At the request of Chairperson Plume, Charles Macquarie and Tom Young, of Lumos and Associates, introduced themselves for the record.

E. DISCLOSURES (1-0058) - None.

F. PUBLIC MEETING ITEMS

F-1. DISCUSSION AND POSSIBLE ACTION ON THE "DRAFT" SCOPE OF WORK FOR THE CARSON CITY STORMWATER MASTER PLAN (1-0067) - Mr. Givlin provided background information on the process of selecting consultants for the Water Supply and Distribution Master Plan, Sewage Collection System Master Plan, Storm Drainage Master Plan, and Storm Water Rate Analysis. He advised that Lumos and Associates was selected to develop a scope of work for the Storm Drainage Master Plan. In response to a question, he advised that AMEC was selected as the rate consultant, and that the scope of work will be very limited. He explained that the master plan documents require three separate contractors and an additional contractor for the GIS element. Mr. Givlin referred to the Scope of Work included in the agenda materials, and explained that time lines for the tasks and the contract will be developed after the scope of work is finalized.

Mr. Young reviewed the Scope of Work and the associated tasks. With regard to Task 5, Mr. Givlin acknowledged that WRC will complete the HEC-1 hydrologic model. He provided background information on Lumos & Associates' NPDES Phase II consultant, Gray & Osborne, and circulated a master

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plan prepared by them. In response to a question, Mr. Young and Mr. Givlin explained the reason for referring specifically to improvements for Ash Canyon Creek in Task 14. In response to a further question, Mr. Givlin provided a cost estimate for the project and discussion took place with regard to the same. Mr. Macquarie discussed funding available through the Carson Water Subconservancy District ("CWSD"). Chairperson Plume expressed a concern regarding the perception that the Ash Canyon Creek project was singled out. Mr. Givlin explained that the project has been "on the back burner" as a small project to address a very small area when, in fact, it is more proper to address the entire reach. Chairperson Plume suggested presenting the task differently, and discussion took place with regard to the same. Mr. Givlin explained that the purpose of Task 14 is to include additional reaches of the channel, broaden the scope of the project, cancel any remaining work under the CWSD grant, return the grant funding until such time as a more inclusive project can be developed, and reapply for CWSD grant funding at that time. Member Saunders commented on the benefit of incorporating the Ash Canyon Creek project into the master plan.

In response to a question, Mr. Givlin advised that the City is negotiating a purchase agreement with the Western Nevada Community College for acquisition of the property upon which the detention facility is located. Part of the agreement includes improvements on and around the campus, and the City will be responsible for operation and maintenance of the detention facility.

Additional discussion took place regarding the language of Task 14, and Mr. Macquarie suggested incorporating Task 14 as an extension of the existing contract between the City and Lumos & Associates. Mr. Young and Mr. Macquarie responded to questions regarding the proposed number of project meetings, and discussion took place with regard to language revisions to Task 2. With regard to Task 4, Mr. Givlin advised that a separate GIS element will be developed by a separate consultant. Once the GIS database is in place, it will be used to develop possible scenarios without changing the database information. Mr. Givlin inquired as to how the infrastructure inventory and data collection will be coordinated. Mr. Young indicated that the answer will be revealed in the next two months as the City's GIS consultant is hired and meets individually with the other consultants. Lumos and Associates will then establish a protocol to gather the data. Mr. Givlin explained that each of the master plans will include all the work developed by the consultants and a GIS component. Extensive discussion took place regarding the proposed modeling software and the purpose for the same. Mr. Macquarie pointed out that a sufficient amount of analysis needs to take place in order to determine cost effective alternatives, and discussed various methods to accomplish the same. He suggested discussing this matter with City staff and the GIS consultant. Mr. Givlin advised that the group of contractors met once with HDR representatives, and that additional meetings will take place to work out details such as these. Consensus of the Committee was that a certain level of hydraulic analysis is necessary to determine proposed solutions, and that the question is whether integrating the studies into the GIS system is the most appropriate direction.

With regard to Tasks 6 and 7, Mr. Macquarie acknowledged that Lumos and Associates will identify problem areas, determine problem sources, and develop solutions. With regard to Task 8, Member Aldean suggested restructuring the language to specifically address federal and state requirements for storm water. Discussion took place regarding revisions to Tasks 8 and 9, the elements of Task 10, the time frame for the Capital Improvement Plan, and the rate study. With regard to Task 11, Mr. Givlin suggested that Chapters 11 and 12 of the Carson City Municipal Code will need to be updated. He referred to the sample storm water master plan, produced by Gray & Osborne, and an example of the ordinance which will be used as a pattern for the Carson City ordinance. Discussion took place regarding the storm water master plan and, in response to a question, Mr. Givlin advised that a storm drainage layer will be included in the City's GIS

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depicting every existing pipe. He further advised that methods will be developed to determine priorities for constructing new facilities. In response to a further question, he discussed the elements of the master plan which will define the facilities necessary to carry storm water to the Carson River. Mr. Givlin advised that two public workshops will be scheduled at appropriate times during the process. No formal action was taken.

F-2. STATUS REPORT ON STORMWATER MANAGEMENT PROGRAM USER CHARGE RATE BASE STUDY (1-2365) - Mr. Givlin advised that a RFQ was sent out and received several responses. City staff has determined that the work will be done in-house as much as possible. The principal consultant for this process will be Hector Cyre, who has been retained under a separate contract. The two defined tasks, which include subtasks, are as follows: (1) Describe the impervious areas and create an impervious layer within the GIS; and (2) Begin gathering data for a master account file. Mr. Givlin advised that AMEC is a nationally-recognized expert in this field and works very well with Mr. Cyre. He anticipates that the AMEC contract will be signed in the near future. Mr. Cyre's contract is already in place in addition to that of Randy Bowling, who will be handling the public outreach portion. Mr. Givlin anticipates having the consultant work completed within the next 4-5 months and the master plan in place for the next fiscal year.

Member Aldean suggested deferring the rate study until the other consultants complete their work. He commented that it will be impossible to establish a rate until the cost of capital improvements and the time frame in which they will be completed is determined. Mr. Givlin provided an overview of the rate study and discussed the method by which residential and commercial rates will be determined. Discussion took place regarding public perception of the rate study, the purpose for the user charge, funds currently being used to maintain the existing storm water system and to pay for capital improvement projects, the Committee's recommendation to the Board of Supervisors and the Board's subsequent direction to City staff. In response to a question, Mr. Givlin provided a status report on the rate study. Once the rate study is complete, City staff will submit the findings to the Committee for review and a determination regarding the appropriate structure. If necessary, additional policies can be developed prior to submitting a proposed ordinance to the Board of Supervisors. Additional discussion took place regarding the per-residence user charge estimated by Mr. Cyre. Member Aldean discussed the procedure for selling bonds and reiterated his concern that a rate cannot be established until capital improvement costs are determined. Mr. Givlin indicated that the Board of Supervisors intends to implement a user charge but will be politically sensitive to the amount. Discussion took place regarding the importance of adequate facilities and maintenance. In response to a question, Mr. Givlin advised that the City's contract with Mr. Cyre extends to the end of the fiscal year. The contract with AMEC will extend over a period of four months once it is entered into. Mr. Givlin acknowledged that Mr. Cyre will be assisting with the rate analysis.

F-3. STATUS REPORT ON THE CARSON CITY FREEWAY DRAINAGE PROJECT (1-3495) - Mr. Givlin advised that the eight bids for the Northwest Drainage Project were opened today. The low bid is in the process of being certified and will be submitted to the Board of Supervisors at their next meeting. In response to a question, Mr. Givlin advised that the bid amount was below the engineer's estimate. He acknowledged that the contractor is familiar to the City, and that the bid is solid. The contract will include the crossings at Arrowhead and Broadleaf, the pipe to the detention basins along Silver Oak Drive, the berms, an interconnection between the Fairway Detention Basin and the Driving Range Detention Basin, and the 48" RCP along Eagle Valley Ranch Road opposite the Eagle Creek Detention Basin. He clarified that the City is providing the 48" RCP, the reinforced concrete box culvert, and other

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materials which helped to offset the cost. In response to a further question, he advised that the time frame for the project includes limitations placed on the golf course and the traffic control parameters established by NDOT.

Mr. Givlin advised that the Timberline-Combs project is awaiting approval of the CLOMR by FEMA. With regard to the Eagle Creek Detention Basin, NDOT has recommended a temporary construction easement instead of a right of entry. City staff received approval from the Eagle Valley Children's Home for a right of entry but has now requested the change to a temporary construction easement. Thus, the wetlands project will begin soon. NDOT representatives have indicated that they will begin excavation of the Eagle Basin as early as next fall. In response to a question, Mr. Givlin advised that City staff is negotiating with Garth Richards regarding acquisition of property and easements. He further advised that Carson-Tahoe Hospital representatives are fully aware of the negotiations.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - None.

G-1. FUTURE AGENDA ITEMS (1-3740) - Chairperson Plume suggested agendaizing an update on the rate study, especially the impervious area and what may be done for capital improvements; and a report from Lumos & Associates. Discussion took place with regard to scheduling the next meeting.

H. ADJOURNMENT (1-3860) - Member Aldean moved to adjourn the meeting at 8:45 p.m. Member Marangi seconded the motion. Motion carried 4-0.

The Minutes of the November 19, 2001 meeting of the Carson City Storm Drainage Advisory Committee are so approved this _____ day of January, 2002.

RUSSELL PLUME, Chairperson