



## FLOOD PROJECT COORDINATING COMMITTEE FINANCE SUBCOMMITTEE

### NOTICE OF MEETING AND AGENDA

**THURSDAY— MAY 13, 2010 – 11 A.M.**

Washoe County Complex  
Caucus Room, 2nd Floor of Building A  
1001 East Ninth Street, Reno, Nevada

#### Finance Subcommittee Members

Ron Smith, Chair  
Dan Gustin, Vice Chair  
David Humke

Katy Simon  
Shaun Carey  
Donna Dreska

#### Pursuant to NRS 241.020, this notice has been posted at the following locations:

Washoe County Administration, 1001 East Ninth Street, Reno, Nevada.

Sparks City Hall - City Clerk, 431 Prater Way, Sparks, Nevada.

Reno City Hall - City Clerk, One E. First St., Reno, Nevada.

Truckee River Flood Project Office, 9390 Gateway Drive, Reno, Nevada

Truckee River Flood Project website: <http://truckeeflood.us> (Click Committees, then Meeting Agendas, then scroll down to Finance Subcommittee), **OR** go to [http://truckeeflood.us/140/meeting\\_agendas.html](http://truckeeflood.us/140/meeting_agendas.html)

**PUBLIC COMMENT:** In order to conduct orderly, efficient, effective and dignified meetings that promote a governmental purpose with a governmental process, public comment may address any agenda item or other public issue that the Committee has the authority to effectuate or exercise control over. Public comment on matters beyond the Committee's scope of authority is not relevant to the Committee's business, does not invoke a governmental process nor serve a governmental purpose, and is contrary to the effective, efficient and orderly business conducted by the Committee. Each person addressing the Committee shall fill out a request to speak form, step up to the microphone when called, give his/her name, and limit the time of his/her presentation to three (3) minutes. All public comment remarks shall be addressed to the Committee as a body, and not to any member thereof. No person, other than members of the Committee and the person having the floor, shall be permitted to enter into any discussion, either directly or through members of the Committee. No questions shall be asked of the Committee members, except through the presiding officer. The Committee reserves the right to determine during its meeting, through a vote of its members, whether to allow additional public comment, limited to one (1) minute per person, on specified individual items on the agenda.

**NOTES:** Items on the agenda may be considered in an order different than they appear on the agenda. Unless otherwise indicated by an asterisk ( \* ), all items on the agenda are action items upon which the Committee may act.

The meeting facility is accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g., sign language, interpreters or assisted listening devices) at the meeting should notify Flood Project staff at 850-7429, forty-eight (48) hours before the meeting.

1. **CALL TO ORDER AND ROLL CALL - Determination of a Quorum**
2. **APPROVAL OF MINUTES** - Provisional Minutes of Finance Subcommittee Meeting of March 11, 2010.
3. \* **ANNOUNCEMENTS**
4. \* **PUBLIC COMMENT** - For all items on or off the agenda, limited to 3 minutes per person
5. **FINANCE SUBCOMMITTEE ITEMS**
  - A. **JPA UPDATE**  
*Naomi Duerr, Director, Truckee River Flood Project*  
  
Update on the status of development of the JPA Cooperative Agreement including outreach on specific elements of the Cooperative Agreement. Possible action to accept the report or provide direction to staff.
  - B. **CARMEN GROUP UPDATE**  
*Mimi Fujii-Strickler, Flood Project Supervisor, Truckee River Flood Project*  
  
Update on the Carmen Group's lobbyist activities. Possible action to accept the report and/or provide direction to staff on related lobbying matters.
  - C. **REQUEST FOR QUALIFICATIONS (RFQ) TO HIRE ONE OR MORE STRUCTURAL ENGINEERS FOR UP TO \$300,000 TO SUPPORT THE HOME ELEVATION PROGRAM**  
*Jay Aldean, Deputy Director, Truckee River Flood Management*  
  
Request authorization to issue an RFQ to solicit firms and/or individuals to provide structural engineering services to support the Home Elevation Program. Up to four engineering firms/individuals may be hired to provide structural engineering evaluations, preliminary design services, and cost estimation services. Possible action to approve issuance of an RFQ and/or provide direction to staff.
  - D. **MONTHLY REPORTS ON FLOOD PROJECT FINANCIAL STATUS AND FINANCIAL RELATED ACTIVITIES**  
*Lisa Gianoli, Consultant, Truckee River Flood Project*  
  
Update on monthly and year-to-date revenues and expenditures and related financial activities of the Truckee River Flood Project. Discussion of cash flow projections. Possible action to accept the report and/or provide direction to staff on related financial matters.
6. **COMMITTEE MEMBER COMMENTS, REQUESTS AND FUTURE AGENDA ITEMS**  
Possible action to approve items for future agendas.
7. **ADJOURNMENT**



**TRUCKEE RIVER FLOOD PROJECT  
FINANCE SUBCOMMITTEE  
Thursday, March 11, 2010  
11 A.M.**

**DRAFT OF MINUTES**

**Finance Subcommittee Members**

Ron Smith, Chair	Katy Simon
Dan Gustin, Vice Chair	Shaun Carey
David Humke	Donna Dreska

**1. CALL TO ORDER AND ROLL CALL – Determination of a Quorum 11:05am**

The meeting was called to order by Dan Gustin on Thursday, March 11, 2010 at the Washoe County Complex Caucus Room at 1001 E 9<sup>th</sup> Street, Building A, Reno, Nevada.

Julia Ratti was present for Ron Smith, John Sherman was present for Katy Simon and Donna Dreska was not present.

Staff Present: Naomi Duerr, Director; Paul Urban, Project Manager; Mimi Fujii-Strickler, Project Supervisor; Lisa Gianoli, Flood Project Consultant; Greg Salter, Deputy District Attorney; Pat Winans, Lisa Diebler and Laura Bayer.

Others Present: Dan St. John.

**2. APPROVAL OF MINUTES – 11:07am**

Approval of provisional minutes of the Finance Subcommittee Meeting of January 19, 2010. Shaun Carey motioned to approve the minutes as submitted, David Humke seconded. The motion passed unanimously.

**3. ANNOUNCEMENTS 11:07am**

Director Duerr announced that item 5d, the briefing from the Carmen Group, would be taken out of order.

**4. PUBLIC COMMENT – Limited to three minutes per person 11:06am**

None.

**5. FINANCE SUBCOMMITTEE ITEMS**

**D. CARMEN GROUP UPDATE 11:08am**

Mia O'Connell provided the update via telephone, and spoke about the activities the Carmen Group has been involved with in the last couple of weeks in support of the Flood Project. One of the first

steps, O'Connell said, is the concept of early construction for the Flood Project, which came from the discussion at the Board Retreat. The challenge is finding a way to advance parts of the Project that are already authorized in the GRR. O'Connell said the Carmen Group has made good progress. First, O'Connell briefed Senator Reid's staff on the concept of providing funding to the Corps of Engineers in fiscal year 2011 from the Energy and Water Appropriations Bill to advance certain features of the Project. O'Connell also spent time with Director Duerr and the Flood Project team identifying elements of the project that were already authorized and already included in the GRR and could move into construction quickly. There were three elements: the Living River Parkway, the Virginia Street Bridge and the North Truckee Drain.

The Project will be seeking funding for two categories in the bill:

1. Request \$10 million dollars to continue and finish the GRR that the Corps of Engineers is currently working on.
2. Request \$20 million dollars in construction funds that would help the Corps of Engineers advance one of the aforementioned features.

Right now, O'Connell is working on compiling the technical pieces and language needed to gain that funding. O'Connell said, based on her experience, the best way to approach the situation would be to have the Corps of Engineers' lawyers draft the language.

Gustin thanked O'Connell for following up on the items discussed at the Board Retreat, and asked her for a timeline on the goals listed. O'Connell replied that the process is underway and based on what is happening in the House of Representatives, the Energy and Water Appropriations Subcommittee will go forward in drafting and approving the bill in May or June. The Senate would likely quickly follow in June or July before Congress goes on recess in August. O'Connell went on to explain that it is an earmarking issue, which is a sensitive topic.

Director Duerr explained that funding for the Corps of Engineers has never been in the President's budget which is why it has to be provided through an earmark.

O'Connell said the Assistant Secretary of the Army would be out to see the project at the end of May, with hopes of acquiring her endorsement. Director Duerr suggested arranging a community breakfast and an aerial tour of the project.

O'Connell added that the Flood Project is considering a visit to Washington DC March 25 or 26. If those dates don't work, the end of April may be the next possible timeframe. O'Connell said it is important to come in person since the Flood Project is asking for a substantial amount of funding. The objective of the visit is to gain as much support as possible from the Corps of Engineers, the Congressional delegation, and the Appropriations Committee and to raise the Project's profile in the most positive way possible.

**C. RELOCATION CLAIM FOR CLAIMANT #012-272-05-T-3**

**11:35am**

A confidential packet on the relocation was provided to committee members before the meeting.

Deputy District Attorney Salter invited Patty Paulson, President of Property Specialists, Inc., to speak about the relocation claim.

Project Staff Member Mimi Fujii-Strickler explained that the largest cost for relocation is the paint booth which must meet current emissions standards and regulations. Director Duerr reminded the Committee that the Project has completed 35 relocations and only presented three of these to the Board – the ones which potentially exceed \$100,000. Most relocations cost approximately \$20,000.

Paulson explained to the Committee that part of the relocation process is interviewing each tenant and learning about their business, their suppliers, their equipment needs, and what it will entail to move the business. It was also stated that three bids are typically required when moving both standard office equipment and various types of specialty equipment. Paulson explained that relocation is not just about replacing what the business currently uses or owns; it's about ensuring the business will be fully functional when relocated.

In regards to the relocation project at hand, Paulson researched the costs to relocate the existing paint booth and found it more costly to move the existing booth than it would be to buy a new basic booth. This was due to the fact that the current booth was “grandfathered in” when new air quality emission standards were enacted, and thus does not meet current OSHA, air quality and fire system standards. It was decided that the most cost effective approach was to go with ordering a new paint booth and having it installed to meet current regulations. The new booth will be delivered on March 30, which is when the final payment is due.

Gustin said that initially, after reading about the high cost of the new paint booth, he investigated the cost of new equipment with two firms and got a lower estimate than included in the packet. Since the Project is using taxpayer money, why are we paying so much he asked.

Paulson explained that her goal is to be cost effective with the relocation process, and asked Gustin for his source of cost information so she could validate her bids.

Ratti asked Paulson what happens if things don't go well between the tenant and the contractor. Whose obligation is it to make things right? Paulson replied that she has dealt with a couple instances where the owner-contractor relationship has fallen apart and become hostile. She went on to explain that part of relocation assistance is facilitating these problems and helping the parties work through them.

**Julia Ratti motioned to approve relocation payments, Shaun Carey seconded. The motion passed unanimously.**

**A. JOINT POWERS AUTHORITY (JPA) AGREEMENT**

**12:05pm**

Director Duerr provided the update on the JPA, saying the process is currently in review with a team of lawyers working through the language. Deputy District Attorney Greg Salter is close to being done with the legal review. In March or April the Agreement will go back to internal staff to vet the JPA and start work with the Finance Subcommittee on fees and implementation.

Gustin asked if the JPA had been approved by all three entities. Director Duerr said the lawyers are still working on the actual JPA text to incorporate the key provisions of the JPA that the Finance Committee and all the parties approved. The University of Nevada, Reno is not expected to be part of the new JPA as staff is working on developing a separate MOU with UNR regarding acquiring UNR land needed by the Flood Project (per the current Cooperative Agreement). At that time they would go off the board.

Gustin stated there is little appetite to buy land from the University. Director Duerr provided a clarification about the UNR land acquisition, explaining that the Project needs less than 200 acres of the 1000 acres of the main station at the University farm – just a strip of land along the river to do the terracing work.

Each entity (Reno, Sparks, Washoe County and the University) has contemplated donating land to project. One idea Director Duerr has been thinking about but which has not yet been formally discussed, is the concept of acquiring land from each partner and providing the value of the land as a credit against their future flood fees - making it a trade based on the appraised value of the land.

Shaun Carey encouraged additional outreach efforts on the JPA especially to the development community. Director Duerr said she has met with The Builders Association of Northern Nevada (BANN), the Associated General Contractors, and the Reno Building Advisory Committee regarding the JPA and the proposed development review role for the flood staff, but has not met specifically with anyone in Sparks. Carey appreciated the meetings and suggested showing the groups timetables on the process to explain how it will physically work.

**B. Fiscal Year 10-11 PROPOSED BUDGET**

**12:15pm**

Director Duerr gave a presentation on the proposed budget, explaining that she went over the budget on a concept level at the Board Retreat, and that the Board had already approved the infrastructure (Fund 494) part of the budget. The package provided to the Finance Committee today is a more detailed rendition of the budget. Director Duerr said she is proud of the budget because there are significant decreases in expenditures, and the overall budget has been reduced in recognition of reduced revenues. Duerr went over the budget in detail with the Committee, drawing attention to and explaining three new cost items including Repair and Replacement of Infrastructure (.5% of asset value), Indirect Cost Allocation, and Risk Management.

Carey said what is important to note is that a lot of work has been done to ensure the Project will have funds for the next fiscal year. As the Project becomes a JPA and a separate agency, the Committee will need to see more of an agency based budget. The main objectives and outcomes will be important to the public in the coming year as the staff tries to garner support for the project from the public. Carey would like to be sure the team is placing the goals in the public eye, using the goals established in the Board Retreat as a tool.

Director Duerr advised the Committee that on April 5 she would make a presentation to the Board of County Commission to ask for budget approval. Also, the staff has been preparing a community report to sum up all of the accomplishments of the FPCC over the last five years. Going forward, she will aim to have the JPA do that on an annual basis.

**John Sherman motioned to approve the budget, Julia Ratti seconded. The motion passed unanimously.**

**E. MONTHLY REPORTS ON FLOOD PROJECT FINANCIAL STATUS AND FINANCIAL RELATED ACTIVITIES**

**12:50pm**

Lisa Gianoli, Flood Project Consultant, reviewed the final attachment in the agenda packet with the Committee.

*Shaun Carey left the meeting at 12:53pm. The quorum was lost.*

**The meeting adjourned at 12:54pm.**

Minutes prepared by Vanessa Vancour; [vancour@gmail.com](mailto:vancour@gmail.com). 775.771.5879



## FLOOD PROJECT COORDINATING COMMITTEE STAFF REPORT

**MEETING DATE: May 14, 2010**

**DATE:** May 10, 2010  
**TO:** Flood Project Coordinating Committee Members  
**FROM:** Naomi Duerr, Director, Truckee River Flood Management Project,  
850-7420, [nduerr@washoecounty.us](mailto:nduerr@washoecounty.us)  
**SUBJECT:** **UPDATE ON FORMING A JOINT POWERS AUTHORITY FOR THE FLOOD PROJECT**

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### SUMMARY

Discussion and possible direction on status and timeline for the formation of a new Interlocal Cooperative Agreement between the cities of Reno and Sparks, and Washoe County to implement a new JPA (Flood Management Authority), including the financing, construction, ownership, operation and maintenance of the Truckee River Flood Management Project.

### PREVIOUS ACTION AND ACTIVITIES

Note: For a list of activities prior to 2010 see the March 2010 report.

**Finance Subcommittee 1-19-10:** Finance Subcommittee reviews the Key Provisions of the new Cooperative Agreement for the JPA

**FPC meeting 1-21-10:** FPC approves the Key Provisions for the JPA

**Council and Commission Meetings – January 25-27, 2010:** Reno and Sparks Councils and Washoe County Commission receive briefings on the Key Provisions for the JPA.

**Joint Meeting 2-1-10:** Reno, Sparks and Washoe County all approve the Key Provisions of the JPA

**FPC Meeting 2-12-10:** Update on the Drafting of the Cooperative Agreement for the JPA

**FPC Meeting 3-12-10:** Update on the Drafting of the Cooperative Agreement for the JPA

### BACKGROUND

As a part of our joint efforts to establish and build the Truckee River Flood Management Project, in early 2009, the governing bodies of Sparks, Reno and Washoe County determined that the best way to manage the project was to enter into a new Cooperative Agreement to create a Joint Powers Authority. A “Summary of Key Provisions” was developed for the draft Agreement. The Key Provisions were reviewed at the January 19, 2010 Finance Subcommittee and approved by the FPC

AGENDA ITEM #5A

at their January 21 meeting. The Key Provisions for the Cooperative Agreement were then approved by all three partner agencies at the February 1, 2010 Joint Meeting.

Legal staff have now finalized a draft of the new Cooperative Agreement for the JPA. Review by technical and financial staff is about to begin and is expected to continue through April and May. Given the current timing, the JPA document is not expected to be ready in time for the May 3, 2010 Joint Meeting. Staff now recommend that the JPA document be considered for approval at the June FPCC meeting, and then circulated individually to each jurisdiction for consideration. Alternatively, the agreement could be considered for action at the July/August Joint Meeting. A proposed timeline for completion of the JPA is shown on the next page.

On March 30, 2010, staff held a conference call with FCS to discuss work items that we feel need to be enhanced as well as areas that still need to be completed. We also discussed new work that may need to be performed to allow us to have rates in place in early 2011. Additional work in the coming month will include completion of the FCS report, close out of the agreement with the FCS Group, and development of a new agreement to support the revised rate calculations this coming summer and fall.

Regarding the JPA key provisions, over the last two months it has become clear that some members of the development community either do not understand the proposal to have flood staff review developments for their impacts on flooding and the flood project, or do understand it and are opposed to it. To that end, staff and elected officials have stepped up outreach efforts on this topic. Staff are currently planning meeting two with the Paver's Plus group, and are seeking additional opportunities to vet the agreement. Staff have also been working on a fact sheet to address frequently asked questions. A schedule of outreach meetings is under development and will be posted on the web site.

Another issue is the resolution of the UNR MOU regarding transfer of certain land assets from UNR to the Flood Project which are needed for the flood project to function. A meeting with UNR was held on May 5 to discuss the direction and progress of the MOU and its impact on finalization of the JPA. Staff subsequently amended the draft JPA language and expect to send the Draft JPA Cooperative Agreement out for staff review this week.

The timeline for approval of the JPA is listed below.

**Timeline for Development of the JPA Cooperative Agreement**

As of May 7, 2010

Date	Activity
February 1, 2010	Reno, Sparks and Washoe County governing bodies approve Key Provisions at Joint Meeting
February and March 2010	Legal Staff develop Draft of new Cooperative Agreement
May and June 2010	Technical and Financial Staff and Managers vet JPA Cooperative Agreement  Address any community issues with staff review of new developments  Complete current FCS contract and initiate new contract.

June and July 2010	Present Final JPA Cooperative Agreement for approval to FPCC Present Final JPA Cooperative Agreement for approval to the Jurisdictions Present Update on JPA to Board of Regents
July 2010	Establish and organize JPA
Summer 2010	Prepare scaled down version of project and rates that would be required. Review options for billing and collection and other administrative processes for the JPA.
Fall 2010	Update rate assumptions. Update Benefits Analyses.

**FISCAL IMPACT**

No fiscal impact from this agenda item.

**RECOMMENDATION**

It is recommended that the FPCC discuss the JPA development process and timeline, and provide possible direction to staff regarding establishing a Joint Powers Authority for the Flood Project.

**POSSIBLE MOTION**

I move to accept the report and provide possible direction on development of the Cooperative Agreement for the new JPA to implement a new Flood Management Authority.

LG:nsd



## FLOOD PROJECT COORDINATING COMMITTEE

### STAFF REPORT

**MEETING DATE: May 14, 2010**

**DATE:** May 3, 2010

**TO:** Flood Project Coordinating Committee Members

**THROUGH:** Naomi Duerr, Director, Truckee River Flood Management Project, 850-7420 [nduerr@washoecounty.us](mailto:nduerr@washoecounty.us)

**FROM:** Mimi Fujii-Strickler, Flood Project Supervisor  
850-7431, [mfujii@washoecounty.us](mailto:mfujii@washoecounty.us)

**SUBJECT: Carmen Group Federal Lobbyist Monthly Report**

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### **SUMMARY**

The Carmen Group represents an integral part of the Flood Project's overall strategy to ensure that the Truckee River Flood Management Project receives priority attention by the Army Corps of Engineers' management. The Carmen Group has effectively provided federal lobbying services to the Flood Project for the last four years and promoted our project on a daily and weekly basis with the Corps of Engineers' Headquarters staff and the Assistant Secretary of the Army. It is through the Carmen Group's assistance that our local community retains control over the project formulation process so we can effectively build our preferred plan as well as maintain an equitable cost-sharing arrangement with the Corps.

**See attached Carmen Group Monthly Status Reports for April**

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### **PREVIOUS ACTION**

**March 2009** The Finance Subcommittee conducted their first monthly teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.

**April 2009** The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.

**May 2009** No Finance Subcommittee Meeting.

<b>June 2009</b>	The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
<b>July 2009</b>	No Finance Subcommittee Meeting.
<b>August 2009</b>	Mia O'Connell not available for the August Finance Subcommittee teleconference.
<b>September 2009</b>	The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
<b>October 2009</b>	The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
<b>November 2009</b>	The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
<b>December 2009</b>	No Finance Subcommittee Meeting
<b>January 2010</b>	The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
<b>February 2010</b>	No Finance Subcommittee Meeting
<b>March 2010</b>	The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
<b>April 2010</b>	No Finance Subcommittee Meeting

**FISCAL IMPACT**

There is no identified fiscal impact for this agenda item.

**RECOMMENDATION**

It is recommended that the FPCC accept this report and provide any direction to the staff on the information presented herein.

**POSSIBLE MOTION**

Motion to accept the report and verbal update.

MFS:nsd



## Monthly Status Report

### Washoe County April 2010

During the month of April, your consultant was involved in, and advised on the following activities on behalf of Washoe County.

#### **Flood Project Issues – Early Construction**

In an effort to capitalize on the Assistant Secretary of the Army's indication that she believed elements of the Truckee River Project which were authorized in the 1988 WRDA authorization and that the Corps was currently reviewing could proceed to early construction, the consultant worked closely with Ms. Duerr, her staff and staff of Senator Reid to execute a positive strategy. Along these lines, the consultant developed the key detailed points along with Ms. Duerr, for the legislative language providing for advance construction of elements of the project, and gave these to Senator Reid's office to give to Corps Headquarters to shape a legislative draft language request to include in the FY2011 Energy and Water Development Appropriations Bill. The detailed points laid out a clear path to construction by the Corps without the need for supplemental documentation for one or more previously authorized features of the project. The consultant worked the details of the request with Ms. Duerr, than with Senator Reid's office to share with the Corps lawyers.

#### **Assistant Secretary of the Army Visit**

Once we firmed the date of May 26<sup>th</sup> for the Assistant Secretary of the Army to visit the Truckee River Project and meet with the locals with ASA's office, the consultant shared this information with Ms. Duerr, who began to plan. Later, during the month, Ms. Duerr advised that other Corps District's were requesting ASA's time thus reducing our visit with Ms. Darcy. The consultant went back to ASA's office and advised that the latest schedule would not allow the Truckee sponsor to show ASA Darcy enough of the project and requested a revision to her schedule to secure more of ASA's time dedicated to the project. As a result of the consultant's intervention, ASA's office rearranged Ms. Darcy's plans so that she now will be traveling by military plane, rather than commercial carrier so that she will have more flexibility and as a result will now be able to spend most of the day with the sponsor on the Truckee River Project. This was excellent news that the consultant shared with Ms. Duerr.

#### **FY 2011 Appropriations**

As a result of the consultant's efforts with Ms. Duerr and Senator Reid's office, the Senator requested \$20 million for design and early construction of key elements of the

project. This very significant appropriations request was submitted by Senator Reid to the Appropriations Committee. The Senator's staff also advised the Committee that it would be submitting directive language to ensure the Corps used the funding appropriately. Senator Reid's office asked the consultant to join him in a meeting with Senate Appropriations Committee staff to brief staff on the need for the funding and the language. We will be meeting shortly.

The consultant is staying in close touch with the Appropriations Committee to advise them about the latest developments on the project.

### **Community-Based Solutions**

In discussions with Ms. Duerr and her staff, we identified the upcoming ASA visit as a very significant event which we should use to change the tempo and outlook of the Corps experience for the sponsors and the community. As a result of delays and frustrations with the Corps' cumbersome planning process, we discussed recommending to ASA Darcy during her visit to the project that she consider using the Truckee River Project as a policy experiment to focus on community outcomes, rather than Corps' process. That rather than have the Corps redundantly pursue several planning paths for no obvious benefit, that the Corps just focus its limited and cost-shared dollars on the solution the community wanted and not on a phantom plan. In an effort to flesh this idea out, the consultant drafted a concept paper for Ms. Duerr to review as a basis for a presentation to Ms. Darcy for returning the program back to the communities and their needs.

### **Washington Visit Dates**

While we had firmed plans for a Washington visit in May, this ultimately could not work for our electeds schedules. Therefore, we are awaiting further word from Ms. Duerr before setting appointments.



## FLOOD PROJECT COORDINATING COMMITTEE

### STAFF REPORT

**MEETING DATE: May 14, 2010**

**DATE:** May 7, 2010

**TO:** Flood Project Coordinating Committee Members

**THROUGH:** Naomi Duerr, Director, Truckee River Flood Management Project, 850-7420 [nduerr@washoecounty.us](mailto:nduerr@washoecounty.us)

**FROM:** Jay Alden, Deputy Director, Truckee River Flood Management Project 850-7470, [jaldean@washoecounty.us](mailto:jaldean@washoecounty.us)

**SUBJECT:** **Request approval for Truckee River Flood Project staff to issue a Request for Qualifications (RFQ) to hire one or more Structural Engineers to support the Home Elevation Program.**

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### **SUMMARY**

This item requests permission to issue a Request for Qualifications (RFQ) for structural engineering investigation, preliminary design, and cost estimation services as part of the Flood Project's Home Elevation Program TRAction Project. Up to four firms would ultimately be selected to provide engineering services to the Flood Project in an amount not-to-exceed \$300,000 for all consultants.

### **PREVIOUS ACTION**

June 2009	The Nevada Legislature approved AB 54 to allow Washoe County and the Flood Project to award grants to individuals to assist with elevation of their homes.
November 13, 2009	FPCC adopted the Second Amendment to the Infrastructure Sales Tax Plan, which amended the flood project description (LPP) to include non-structural alternatives and the possibility of elevating homes in lieu of construction of a levee.
January 21, 2010	The FPCC approved the Truckee River Flood Project Home Elevation Program as a TRAction Project in an amount not to exceed \$2,000,000 for Phase I.
April 27, 2010	The BCC approved \$2,000,000 for Phase I of the Home Elevation program and the First Reading of the Ordinance to amend Chapter 40 of the Washoe County Code to add new Sections 40.450 through 40.460 creating the Truckee River Flood Protection Financial

Assistance Program to provide financial assistance to owners of public and private property in certain areas in order to make such property resistant to flood damage.

## **BACKGROUND**

The Home Elevation Ordinance was first heard on April 27, 2010 and a second reading and public workshop is scheduled for the May 25, 2010 Board of County Commissioners meeting. If the ordinance is approved, it will be important to move into the implementation of the program quickly so that homes may be elevated this summer.

A preliminary budget for the Home Elevation Program of \$2 million was approved by both the Flood Project Coordinating Committee and the Board of County Commissioners. This budget includes funds to conduct surveys, perform structural analyses, make cost estimates, conduct geotechnical testing, and elevate homes.

Approximately \$300,000 of the Home Elevation budget has been set aside to fund one or more structural consultants to provide professional engineering advice to the flood project staff regarding the suitability of individual homes for elevation based on standard engineering criteria, and to evaluate proposed elevation designs and budgets. An RFQ process will be used to generate a list of up to four firms to provide the structural engineering advice. The selected firms would be on standby to provide engineering advice as needed for each approved home elevation grant.

The process would begin with an application from a homeowner for a home elevation grant. The Flood Project would task the structural engineer to evaluate each candidate home as to its suitability for elevation. If the structural engineer approves the home for elevation, and other criteria are met, the homeowner would be awarded a grant. The homeowner's designer/architect would prepare a preliminary design and provide a cost estimate for the home elevation project. The Flood Project's structural engineer will evaluate the proposed design and cost estimate. The Flood Project's structural engineer will work for the flood project on a case-by-case basis and will be precluded from providing engineering advice to a homeowner for the same project. In effect, the structural engineer will serve as the Flood Project's representative in the quality assurance program for the specific home elevation project.

Upon approval of this request to issue an RFQ for structural engineering services, staff will work with the County Procurement office to solicit firms to apply for the structural engineering investigation contract. A team composed of Flood Project partners will rank the submittals and interview the firms. One or more firms will be selected by the team and an agreement with each will be entered into between the County and the consultant.

## **FISCAL IMPACT**

There is no direct fiscal impact from approving this RFQ. The fiscal impact will come later when the Flood Project enters into a contract to hire one or more structural engineering consultants. The total cost of the aggregate contracts will be less than \$300,000. The cost of the structural engineers is a part of the overall Home Elevation Phase I TRAction Project budget of \$2 million and funds from the 1/8-cent sales tax will be used to support this RFQ. Budget authority for this RFQ can be found in Fund 494.

**RECOMMENDATION**

It is recommended that the FPCC accept this report and provide any direction to the staff on the information presented herein.

**POSSIBLE MOTION**

Motion to accept the report and verbal update.

MFS:JLA:nsd



## Truckee River Flood Project - Financial Report for July 1, 2009 - April 30, 2010

### Fund 211 - Services & Supplies

			83.3% of year complete			
Services & Supplies Detail:			Adjusted Budget 2010	Actual Expenditures	Actual + Encumbered	% of Actual + Encumbered Expenditures to Budget*
Professional Services			2,826,423.87	551,658.97	942,289.29	33%
Invest Pool Alloc Ex			17,540.00	11,507.08	11,507.08	66%
Service Contract			8,908.00	10,134.89	23,026.70	258%
Repairs & Maint (for purchased properties)			67,206.49	25,431.39	29,416.46	44%
Operating Supplies			1,500.00	81.95	81.95	5%
Special Dept. Expense (outreach)			30,000.00	16,422.29	16,422.29	55%
Copy Machine Expense			30,703.70	15,736.73	23,731.92	77%
Office Supplies			10,000.00	6,153.50	7,407.34	74%
Books & Subscriptions			1,500.00	1,007.25	1,007.25	67%
Postage				39.76	39.76	
Express Courier			2,000.00	724.95	724.95	36%
Other Expense			1,721.33	3,229.72	3,229.72	188%
Printing			12,000.00	1,148.96	1,285.45	11%
Licenses & Permits			1,000.00			0%
Dept Insurance Deductible			150.00			0%
Network & Data Lines			16,800.00	14,666.76	17,466.76	104%
Telephone Land Lines			11,984.00	6,472.58	6,472.58	54%
Seminars & Meetings			4,000.00	3,076.00	3,076.00	77%
Auto Expense			4,000.00	1,240.59	1,240.59	31%
Cellular Phone			3,500.00	1,648.61	1,648.61	47%
Dues			1,000.00	1,127.00	1,127.00	113%
Advertising			20,000.00			0%
LT Lease-Office Space			102,194.56	85,162.00	85,162.00	83%
Food Purchases			3,000.00	955.53	955.53	32%
Utilities (for purchased properties)			46,800.00	36,110.87	36,110.87	77%
Water/Sewer (for purchased properties)			22,400.00	14,289.49	14,289.49	64%
Natural Gas (for purchased properties)			43,500.00	46,724.71	46,724.71	107%
Equip Srv Replace			2,764.92	2,604.10	2,604.10	94%
Equip Srv O&M			1,571.95	1,409.23	1,409.23	90%
Equip Srv Motor Pool			300.00			0%
ESD Fuel Charge			1,056.11	982.13	982.13	93%
Property & Liability			6,017.00	5,014.20	5,014.20	83%
Travel			30,000.00	10,274.93	10,274.93	34%
Equipment Non-Capital			20,000.00	8,727.95	8,727.95	44%
<b>TOTAL SERVICES &amp; SUPPLIES</b>			<b>3,351,541.93</b>	<b>883,764.12</b>	<b>1,303,456.84</b>	<b>39%</b>

\* At this point in the year (83.3% complete), Actuals *and* Encumbrances total about 39% of planned budget

