



**FLOOD PROJECT COORDINATING COMMITTEE
FINANCE SUBCOMMITTEE**

NOTICE OF MEETING

AND

AGENDA

THURSDAY – NOVEMBER 12, 2009 – 11 A.M.

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

Finance Subcommittee Members

Robert Larkin, Chair
Ron Smith, Vice Chair
Jessica Sferrazza

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

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.

Finance Subcommittee Meeting Agenda – November 12, 2009

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 October 8, 2009.
3. * **ANNOUNCEMENTS**
4. * **PUBLIC COMMENT** - For all items on or off the agenda, limited to 3 minutes per person
5. **FINANCE SUBCOMMITTEE ITEMS**

A. **UPDATE ON FORMATION OF A JOINT POWERS AUTHORITY FOR THE FLOOD PROJECT**

Lisa Gianoli, Flood Project Consultant

Naomi Duerr, Director, Truckee River Flood Project

Update on the October 13, 2009 and November 2, 2009 Manager's JPA Oversight Meetings regarding drafting the JPA Cooperative Agreement. Discussion about the procedures and tasks for establishing a Joint Powers Authority to operate and manage the Truckee River Flood Management Project and possible action to provide instructions or guidance regarding possible membership, governance, administration and powers of the JPA; the construction, ownership operation (including risk management) and maintenance of flood facilities; the assessment and collection of rates and fees to pay for the project; and/or the financing of the project.

B. **RESOLUTION AUTHORIZING THE DIRECTOR OF THE TRUCKEE RIVER FLOOD MANAGEMENT PROJECT TO GRANT CERTAIN EASEMENTS, LICENSES, RIGHTS OF ENTRY AND TEMPORARY USE PERMITS FOR PROPERTIES ACQUIRED FOR THE BENEFIT OF THE TRUCKEE RIVER FLOOD MANAGEMENT PROJECT**

Mimi Fujii-Strickler, Project Supervisor, Truckee River Flood Project

Discussion and possible action to forward for consent a resolution by the Board of County Commissioners authorizing the Director to grant certain easements (necessary for construction and operation of flood project facilities), revocable licenses, non-exclusive rights of entry (limited to three years) and temporary use permits (limited to 90 days) on property held by Washoe County for the benefit of the Flood Project. Currently, that power is delegated to the Public Works Director for the County.

C. RELOCATION CLAIM AMENDMENT

Mimi Fujii-Strickler, Project Supervisor, Truckee River Flood Project

Possible action to authorize an amendment to a tenant relocation payment for 125 Edison Way in the amount of \$151,454.74.

D. FUTURE MEETING DATES FOR FINANCE SUBCOMMITTEE

Naomi Duerr, Director, Truckee River Flood Project

Discussion and possible action regarding changing future meeting dates and times.

E. 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.

F. 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



**FLOOD PROJECT COORDINATING COMMITTEE
FINANCE SUBCOMMITTEE**

PROVISIONAL MINUTES

THURSDAY – OCTOBER 8, 2009 – 9 A.M.

1. CALL TO ORDER AND ROLL CALL - Determination of a Quorum

Chair Larkin called the meeting to order at 9:05; a quorum was established.

VOTING MEMBERS PRESENT: Robert Larkin, Chair, Ron Smith Vice Chair (arrived at 10:06 a.m.), Shaun Carey, Donna Dreska, Katy Simon

VOTING MEMBER EXCUSED: Jessica Sferrazza

OTHERS PRESENT: JoAnn Meacham, Dan St. John, Wayne Seidel, Todd Welty

FLOOD PROJECT STAFF PRESENT: Naomi Duerr, Jay Aldean, Laura Bayer, Lisa Diebler, Lisa Gianoli, Mimi Fujii-Strickler, Danielle Henderson, Greg Salter, Paul Urban

2. APPROVAL OF MINUTES - Provisional Minutes of Finance Subcommittee Meeting of September 10, 2009.

MOTION: Member Simon moved to accept the minutes of September 10, 2009 as submitted; Member Dreska seconded and the motion carried unanimously.

3. * ANNOUNCEMENTS

Director Duerr asked to take up *Item 5G Carmen Group Update* at 10 a.m.

4. * PUBLIC COMMENT - For all items on or off the agenda, limited to 3 minutes per person

Chair Larkin asked for Public Comment and hearing none, closed this item.

5. FINANCE SUBCOMMITTEE ITEMS

- A. UPDATE ON FORMATION OF A JOINT POWERS AUTHORITY (JPA) FOR THE FLOOD PROJECT** *Update on the Manager's September 11, 2009 meeting regarding drafting the JPA Cooperative Agreement. Discussion about the procedures and tasks for establishing a joint powers authority to operate and manage the Truckee River Flood Management Project and possible action to provide instructions or guidance regarding possible membership, governance,*

administration and powers of the JPA; the construction, ownership operation (including risk management) and maintenance of flood facilities; the assessment and collection of rates and fees to pay for the project; and/or the financing of the project.

Ms. Gianoli stated the Flood Funding Study Oversight Committee has reconvened and identified eight policy questions to address. They have met three times and are about one-third of the way through the policy matrix. The next meetings are scheduled for October 13 and 27, 2009. The Managers will meet today after the Finance Subcommittee meeting to review the Oversight Committee's progress to date. Director Duerr added that there had been a Managers' Meeting after the last Finance Subcommittee meeting as well. Ms. Gianoli stated staff is now taking minutes for both of these meetings.

In response to a question, Director Duerr stated that the timeframe is to present the draft JPA agreement to the FPCC in January, noting that the Managers will receive a preliminary draft in December. Once the JPA is formed, the rate structures will be discussed. Chair Larkin directed staff to continue providing the Finance Subcommittee with updates on the progress of the Oversight Committee and the Managers' JPA Committee.

MOTION: Member Simon moved to accept the report; Member Dreska seconded and the motion carried unanimously.

- B. PROPERTY MANAGEMENT RECOMMENDATIONS** *Review and discuss staff recommendations for management, repair, use, leasing, demolition and/or other disposition of all Truckee River Flood Project real property. Report on TAC recommendations for management of each of the properties. Possible action to approve the staff recommendations, accept the report, and/or provide direction to staff on property management issues, and forward to the Board of County Commissioners for consent a Property Management Resolution regarding the authority of the Flood Project Director to execute leases (following FPCC approval), and easements, licenses, rights of way and similar grants of property interests on Flood Project Property.*

Chair Larkin requested holding this item until Vice Chair Smith arrives. This item was reopened at 10:39 a.m.

- C. AMEND LOCALLY PREFERRED PLAN (LPP) TO INCLUDE RECREATION PLAN** *Discussion and possible action to amend the LPP to include the Recreation Plan.*

Ms. Henderson gave a presentation (copy on file) noting that if the recreational features are added to the LPP, they would qualify for a 50/50 cost share. Ms. Henderson reviewed the attachments in the FPCC Book stating that Attachment 1 summarizes the planning process to date. She noted that the National Economic Development (NED) Plan and LPP are pretty much the same at this point, with the proposed recreational features as shown on Attachment 2.

Ms. Henderson has been working with Corps to come up with preliminary costs for the recreation plan. The conceptual recreation plan, which was broader in scope than currently proposed plan, was estimated to cost \$120 million. The currently proposed recreation plan would cost about \$46 million.

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Ms. Henderson went through the maps in the agenda book stating that no trail alignments are shown on the maps as Corps staff are still finalizing them. The Corps has split out maintenance roads which can also be used as trails; however, they will be costed under the flood reduction category. Director Duerr noted that if the maintenance roads are considered part of the flood protection element, they are cost shared at 65/35, while if they are considered purely recreational elements they are cost shared at 50/50.

Ms. Henderson said that in the Downtown Reno reach staff is planning on improving pedestrian bridges, connecting with existing trails, and adding signage about the comprehensive trail system.

Ms. Henderson noted that the location of each feature can change; what is important at this point is to get the quantities of each type of feature for the purpose of cost estimating. Once the design phase begins, she will re-convene the stakeholders to get their input on specifics.

Janet Phillips, Tahoe-Pyramid Bikeway, commented that there is no way to get from the road down to the river where McCarran Blvd. crosses the river and asked staff to put in some ramps, ideally like a clover leaf, to access the bike path.

Ms. Henderson continued, stating that the amphitheater planned for the Living River parkway is essentially a terraced turf area without any hard structures. Hard structures, such as a stage, lighting, and the like are considered betterments by the Corps and we would have to pay for them at 100%. A portable stage could be considered. Director Duerr stated that in Napa, California the Corps had constructed a very similar grassed terraced amphitheater along the river in downtown Napa.

Regarding map “McCarran-Steamboat A”, staff is in negotiations with UNR to see what can be done in terms of including recreational features in the benching areas.

Regarding map “McCarran-Steamboat B”, Director Duerr stated that the Jones Ranch homestead on the Manke property is one of the oldest sites in the area and may have historical value. We may be able to restore or preserve that site as part of the recreation plan. In response to a question from Member Simon, Director Duerr said that UNR requires special security features for the meat packing buildings and experiment station, and UNR doesn't want recreational features to be located on the property along the south bank of the river- however, that is not the consensus of the community at this point.

Regarding map “Steamboat-1st RR Bridge”, Chair Larkin asked if the Tahoe-Pyramid Bikeway organization had secured rights from Storey County for the bikeway in this area. Ms. Phillips answered that they are getting closer, but the property owners on the south side of the river have not been cooperative about providing easements. Chair Larkin cautioned that we need to get Storey County's approval for what we plan in this area. Ms. Phillips responded that Storey County's position is that if we get the property owners on board, they will be OK.

Ms. Phillips expressed support for a pedestrian bridge near the Vista Narrows, and in response to a question noted that the bridge would connect across the river from Washoe County to Washoe County, not to Storey County. Director Duerr

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noted that Clean Water Way is a public road and can provide alternative access on the south side of the river. Ms. Henderson stated that Storey County representatives had been invited to all of the recreation planning meetings.

Regarding the “Restoration Projects” maps, the features are color-coded to show what level of restoration is expected at that site. Staff is proposing five trailhead features along the lower Truckee Canyon reach at the Lockwood, Tracy Power Plant, Eagle Pitcher, Railroad Cut and Wadsworth sites. The exact location of the trailheads may depend on access issues and will be worked out in detailed design. Staff is trying to space these trailheads out along the river and avoiding highly sensitive restoration sites. The Paiute Tribe is interested in the Wadsworth restoration area and the possible placement of a trailhead there.

Ms. Henderson stated that upon approval of the Finance Subcommittee and the FPCC, the recreation alternatives will be finalized and added to the General Re-evaluation Report (GRR). Then Stantec will develop a finalized artistic rendering of the recreation plan for public outreach purposes. There is no fiscal impact of amending the LPP at this time, but the future fiscal impact is estimated at \$46 million.

Chair Larkin asked for Public Comment on this item.

Ms. Phillips stated this plan is terrific and her group is very excited about the possibility of additional partnerships. She will lend her knowledge about the river to the recreation planning team.

Mr. Dan Dugan, representing the United Futbol Academy (soccer club) indicated he has been in contact with the Great Basin Soccer league; between these two soccer clubs, they have thousands of kids to serve and not enough fields for soccer, rugby, and lacrosse. Their group supports the flat fields. There are currently too many people vying for the existing fields. It is so crowded on the existing fields that permitted teams have had to displace the general public during permitted practices. In one instance it created a stand-off where the police had to be called. In other instances, cell phones are used to call attorneys to ask permission to cut chains. Also, concentrating a lot of fields in one area (as proposed in the recreation plan) will attract out of town teams to come in for tournaments. Now fields are too spread out and logistics are too troublesome which hurts their chances to attract bigger tournaments. Mr. Dugan also pointed out that there are numerous grant opportunities for flat fields from the US Soccer Federation. They have a mandate to get artificial turf fields installed; Reno doesn't have one yet. The US Soccer Federation has grants for lights, fencing, etc. Mr. Dugan stated his organization would like to partner with staff to apply for those grants.

Vice Chair Ron Smith arrived at 10:06 a.m.

Member Carey asked if it would be possible to break out the cost of the new park features from the cost of the park features that will be used to replace existing parks that are disturbed by the construction of future flood features. Ms. Henderson explained that the park mitigation features would fall under another category of the flood plan – no costs of mitigation are included in the proposed recreation plan. Member Carey stated he is concerned about the cost of the recreation plan and asked to get a cost estimate of the park mitigation features

separate from the new park features at some point in the future. Member Dreska agreed. Director Duerr stated that where a levee would go through an existing park, we would have to mitigate for the loss of that park and that mitigation cost would be incorporated into the total cost of the levee, not the recreation plan. We could ask the Corps to break out the mitigation costs separately from the cost to construct a flood feature, but the mitigation cost will be unknown for quite some time, possibly several years from now.

Ms. Henderson explained that when the Corps gets to the MCACES (Micro-computer Aided Cost Estimating System) phase, there will be a detailed breakdown of all costs. In the design phase, staff will work with local agencies to determine how they want to see these breakdowns.

In response to an inquiry from Member Carey, Ms. Henderson explained that operation and maintenance of the whole flood project remains to be worked out in the resolution of the JPA.

Vice Chair Smith asked if changing the recreation plan will delay the flood project and what happens to the recreation plan if we build the flood project without the Corps. Director Duerr responded that dropping the rec plan would not delay the project; however without the Corps, 100% of all costs will fall to the local sponsors.

MOTION: Member Simon moved to accept the report with an indication of initial support from the Finance Subcommittee and forward the proposed plan to FPCC for review and action, with the bridge near Storey County shown as dotted; Vice Chair Smith seconded. The motion passed unanimously.

Chair Larkin declared a five minute break at 10:24 a.m.

The meeting reconvened at 10:30 a.m.

G. CARMEN GROUP UPDATE - *Update on the Carmen Group's lobbyist activities. Possible action to accept the report and/or provide direction to staff on related lobbying matters.*

Mia O'Connell joined the meeting via telephone to report that the Corps is slated to receive \$6.7 million in funding to finish the General Re-evaluation Report (GRR); Congress should approve the funding next week.

Ms. O'Connell reported that there was a vertical team meeting recently to make sure that Headquarters is connected regarding the project schedule and policy issues, and to provide advice and counsel early-on. Director Duerr indicated staff will be going over the vertical team meeting tomorrow at the FPCC meeting.

Director Duerr commended Ms. O'Connell and Marcus Faust on the funding appropriation, noting that we usually get \$5 million or less for the Corps to work on our project, and in these fiscal times, acquiring \$6.7 million is quite a feat.

Ms. O'Connell noted that the *USA Today* article on the Mustang Ranch restoration was fantastic; it resonated out in Washington, DC and put the Corps in the best possible light.

Ms. O'Connell is working hard on the Assistant Secretary of the Army's Office to get approval of the Section 113 Application for Mustang Ranch as soon as possible.

Member Simon suggested that staff consider visiting with the BLM to see if additional stimulus funds might be available for the project and Ms. Duerr said they would do so.

- B. PROPERTY MANAGEMENT RECOMMENDATIONS** *Review and discuss staff recommendations for management, repair, use, leasing, demolition and/or other disposition of all Truckee River Flood Project real property. Report on TAC recommendations for management of each of the properties. Possible action to approve the staff recommendations, accept the report, and/or provide direction to staff on property management issues, and forward to the Board of County Commissioners for consent a Property Management Resolution regarding the authority of the Flood Project Director to execute leases (following FPCC approval), and easements, licenses, rights of way and similar grants of property interests on Flood Project Property.*

This item was reopened at 10:39 a.m.

Ms. Fujii-Strickler provided a presentation on the property evaluation process and FEMA maps including FEMA definitions of terms (copy on file). Ms. Fujii-Strickler noted that 85, 105, and 125 Edison Way are proposed for demolition because they are located in the floodway and have a higher cost to bring them up to code than do some of the other buildings. By Spring 2010, all three buildings will be vacant. Once the buildings are demolished, the overflow Homeless Shelter (currently located in 85 Edison Way) would have to move, but it can stay where it is this year.

Director Duerr noted that staff recommend waiting to find out if the project will receive FEMA grant funds (notification is expected in the Spring) before moving forward with demolishing these buildings, stating that if we are not recipients of FEMA funds, staff will return to the Board to request sales tax funds for the demolition. Director Duerr stated that staff asked FEMA if the Flood Project could demolish the buildings now and get reimbursement later. FEMA says that is not allowed, however staff will continue pursuing the idea.

Director Duerr stated that the TAC recommended demolishing the buildings as soon as feasible. There was discussion about the timeline for demolition and Vice Chair Smith asked staff to get a bid soon for demolishing 85 and 105 Edison Way with the idea that bid estimates could be lower now.

Ms. Fujii-Strickler continued her presentation, recommending maintaining 195, 185, and 155 Edison Way for the next three years. She noted that 185 Edison Way has three paying tenants right now, while 195 Edison is currently vacant. Vice Chair Smith noted that the TAC concurred in the staff recommendation, but also recommended that the properties be re-evaluated in one year.

Ms. Fujii-Strickler continued her presentation, reviewing the agreements with agricultural property owners, and recommending that these remain as they are.

Ms. Fujii-Strickler noted that the Excel, Bristlecone, and the Cooperative Extension buildings are still under evaluation. Bristlecone is expected to move out of their

building by December 2010. Cooperative Extension may be moving by Summer 2010.

There was discussion about the validity of maintaining versus demolishing these buildings. Director Duerr indicated staff does not know enough about these three buildings at this time to make a recommendation, including any historical issues. Member Hill recommended during the TAC to remove any salvageable items from the building prior to demolition. In response to an inquiry from Chair Larkin, Director Duerr stated staff would bring back recommendations regarding the Cooperative Extension building in two months. Chair Larkin then recapped that staff will evaluate the Excel Building within a year, bring back recommendations on the Cooperative Extension in two months, and investigate the historic value of the Bristlecone building.

Ms. Fujii-Strickler stated that the other part of this item is a proposed resolution to give authority to the Director to sign temporary use agreements, rights of entry, and the like for flood project properties. Director Duerr noted that this is a matter of streamlining activities and aligning authority with responsibility. Member Simon stated that liability is the big issue, so if there was a written procedure, i.e., the use request goes to Risk Management, and we can document we follow it every time, she would approve of it. Director Duerr stated staff would follow the same procedures that the Public Works Director is currently following. Chair Larkin requested Mr. Salter also add language that the project have adequate staff and follow established County procedures.

MOTION: Vice Chair Smith moved to approve the staff recommendation with the change of investigating demolishing 85, 105 and 125 Edison Way immediately; Member Dreska seconded the motion; Chair Larkin and Member Simon assented, Member Carey was out of the room at the time.

Chair Larkin requested that the recommendation regarding the change in the Director's property management authority be brought back at the next Finance Meeting.

D. AMEND LPP TO INCLUDE FISH PASSAGE, FLOODPLAIN ACQUISITION, FLOOD PROOFING/HOME ELEVATION, BANK STABILIZATION AND BRIDGE ELEMENTS *Discussion and possible action to amend the LPP to include Fish Passage, Floodplain Acquisition, Flood Proofing/Home Elevation, Bank Stabilization, and Bridges.*

Director Duerr stated she wanted to introduce the proposal to amend the LPP to include a variety of new elements at this meeting, and that staff will bring this item back for action next month after vetting the proposed changes to the LPP with the TAC and Working Group.

Director Duerr reviewed the proposed changes to the Locally Preferred Plan provided in the board book, noting that virtually of these features were discussed previously over the last several years.

MOTION: Vice Chair Smith moved to accept the report and send it to the TAC; Member Simon seconded. It passed unanimously.

E. NRS 377B PLAN – AMENDMENT TO THE EXPENDITURE PLAN FOR THE 1/8% INFRASTRUCTURE SALES TAX FOR THE FLOOD PROJECT

Discussion and possible approval for forwarding to the Washoe County Board of County Commissioners for consent an amendment to the plan adopted in November 1998 regarding flood project expenditures from proceeds of the 1/8% Infrastructure Sales Tax imposed by the Board of County Commissioners in December 1998 as authorized by NRS Chapter 377B. The amendment expands the project list on which Infrastructure Tax money may be spent for the flood project, updates cost estimates and financing methods, and makes certain administrative changes.

Director Duerr provided a brief history of the NRS 377B Plan, noting that the Legislature authorized the 1/8 cent sales tax in 1997 and the Board of County Commissioners adopted the plan for sales tax expenditures in November 1998. There were five broad project elements approved in the very general 377 B plan. The plan was then amended in 2000 to address some bond issues.

In 2006, the FPCC adopted the LPP which included features not included in the NRS 377B plan, but the 377B plan was not amended at that time. The FPCC has amended the LPP a number of times since 2006 and staff will be recommending the recreation plan be added to the LPP at the October FPCC (tomorrow).

Staff will be recommending additional elements be added into the LPP at the November FPCC meeting, as well as requesting formal consideration of the 1/8 cent sales tax plan next month.

There was discussion about this item being scheduled for a public hearing and action by Board of County Commissioners (BCC) on Tuesday of next week. Members expressed concern about the wording in the report and the need to vet these concerns.

Vice Chair Smith left at 11:48 a.m.

There was discussion about the definition of terms in the proposed Second Amendment and Chair Larkin suggested the three managers work with their legal representatives to resolve their concerns over the next month.

This item was deferred and the suggestion was to remove it from the BCC agenda for Tuesday, October 13, 2009.

F. LAND EXCHANGE CONCEPTS *Discussion and possible direction to staff regarding potential land exchanges.*

This item was tabled until the next meeting.

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

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Chair Larkin asked for any questions or comments on this item and hearing none, he closed this item.

6. COMMITTEE MEMBER COMMENTS, REQUESTS AND FUTURE AGENDA ITEMS - Possible action to approve items for future agendas.

Director Duerr stated staff will reschedule the Manager's Meeting (originally slated to follow this meeting) due to the lateness of the hour

Member Dreska requested distribution of the cash flow spreadsheets prior to the Finance meeting so there is more time to review the information.

7. ADJOURNMENT – Chair Larkin adjourned the meeting at 11:59 a.m.

Respectfully submitted,
Laura J. Bayer
November 2, 2009



FLOOD PROJECT COORDINATING COMMITTEE STAFF REPORT

MEETING DATE: November 13, 2009

DATE: November 3, 2009
TO: Flood Project Coordinating Committee Members
FROM: Naomi Duerr, Director, Truckee River Flood Management Project,
850-7420, nduerr@washoecounty.us
SUBJECT: UPDATE ON FORMING A JOINT POWERS AUTHORITY FOR THE FLOOD PROJECT

SUMMARY

This item is an update on the progress of developing a new cooperative agreement to set up a Flood Management Authority (Joint Powers Agreement).

PREVIOUS ACTION AND ACTIVITIES

FPCC Meeting 8-18-06: Presentation on funding options and a scope of work for a benefits engineering study. This included discussion on potential maps for a special assessment district including the areas that flooded in 1997 and a map showing the hydrographic basins that drain into the Truckee River that could be included in a funding district based on their contribution of runoff to the Truckee River.

BCC Meeting 1-22-08: Washoe County Board of County Commissioners approves contract award to FCS Group in association with CH2MHill.

January 2008- May 2009: FCS and CH2MHILL conduct study and make monthly presentations to Finance Subcommittee

Finance Meeting 8-13-09 and FPCC meeting 8-14-09: Update on JPA and Flood Funding Study progress and proposed schedule

Finance Meeting 9-10-09 and FPCC meeting 9-11-09: Update on process to complete cooperative agreement for formation of JPA and update on status of FPC exiting contract and possible need for additional work to be completed by FCS.

Finance Meeting 10-8-09 and FPCC meeting 10-9-09: Update on progress being made in working out issues related to completing the draft cooperative agreement to form the JPA.

BACKGROUND

Flood Funding Team

The Flood Funding Oversight Committee (staff) met three times in the last month, and plans to meet two to three times per month for the next few months to work towards identifying and making recommendations on the key issues and policy questions related to forming a Joint Powers Authority (JPA). These issues, options, and recommendations are being captured in a matrix for easy review by the Managers, the FPCC and the Flood Project partner agencies. The team has made good progress to date working through the issues and making staff recommendations on the original eight policy questions. As we go through the process, we have identified additional questions and have added those to the matrix.

Managers' JPA Group

The last Managers' JPA meeting was held on October 13, 2009. The majority of this meeting was spent clarifying some of the language in the NRS 377B plan which is on the November 13, 2009 FPCC agenda for consideration. Each area of concern was addressed and the language in the document was changed to the satisfaction of all of the Managers. All the changes are included in the document in the Board Book.

The Managers plan to continue meeting at least once a month. The next meetings are scheduled for November 2 at 3:00 PM and November 17 at 10:30 AM. Two meetings are planned in November to allow ample time to go over the ownership and operations issues.

Schedule

The Flood Funding Study and JPA development schedule for FY 09/10 is summarized in the chart below. The schedule starts in August 2009 and ends with the establishment of rates in July 2010.

Schedule for the Flood Funding Study

As of November 3, 2009

August 2009	Re-convened Flood Funding Oversight Team
August 2009 – December 2009	Review cost assumptions, complete assessment of jurisdictional contributions (if to be separate), finalize FCS report
August 27, September 1, and October 1, 13 and 27, 2009	Held meetings of Oversight Team
September 10, October 13 and November 2, 2009	Held Managers' Meeting
September – December 2009	Complete legal review of FCS report
January 2010	Complete and Present Draft Cooperative Agreement
January - March 2010	Evaluate possible Rate Structures
March – April 2010	Hold Public Workshops and Hearings
July 2010	Establish rates, followed by possible judicial confirmation proceeding

FISCAL IMPACT

No fiscal impact from this agenda item.

RECOMMENDATION

It is recommended that the FPCC accept this report and provide direction to staff regarding the study and the schedule.

POSSIBLE MOTION

Motion to accept the report.



FLOOD PROJECT COORDINATING COMMITTEE

STAFF REPORT

MEETING DATE: November 13, 2009

DATE: November 3, 2009

TO: Flood Project Coordinating Committee Members

THROUGH: Naomi Duerr, Director, Truckee River Flood Management Project, 850-7420 nduerr@washoecounty.us

FROM: Mimi Fujii-Strickler, Flood Project Supervisor
850-7431, mfujii@washoecounty.us

SUBJECT: RESOLUTION AUTHORIZING THE DIRECTOR OF THE TRUCKEE RIVER FLOOD MANAGEMENT PROJECT TO GRANT CERTAIN EASEMENTS, LICENSES, RIGHTS OF ENTRY AND TEMPORARY USE PERMITS FOR PROPERTIES ACQUIRED FOR THE BENEFIT OF THE TRUCKEE RIVER FLOOD MANAGEMENT PROJECT

SUMMARY

This item is to request that the Director of the Truckee River Flood Project be delegated the authority to approve certain easements, licenses, rights of entry and temporary use permits for property acquired for the Flood Project. The goal of this delegation is to streamline the granting of property uses, improve efficiency, accountability and tracking without a diminishment in liability protection, and better align authority with responsibility.

BACKGROUND

Under the 2005 Cooperative Agreement for the Flood Project, Washoe County provides administrative services to the Flood Project, but the Flood Project Director is the Chief Administrative Officer for the project. Per Section 7 of the Agreement, the Project Director is responsible for the proper and efficient administration and implementation of the project, and per Section 6 of Exhibit A to the Cooperative Agreement, "Project Director Position Description", the Director shall "...develop appropriate recommendations to address current and proposed policies, regulations, legislation, projects and programs that impact the project."

With respect to land acquisition for the Flood Project, Washoe County purchases and holds title to and manages real property intended for inclusion in the flood project on behalf of the Flood Project. Property management has been a shared function, performed in the early

days by County Public Works staff and County Parks and Open Space staff, later by a combination of County staff and contractors, and currently by Flood Project staff.

Under County ordinance, the management of all County property (which includes temporary use agreements), is delegated to the Public Works Department Director. As a result, the Flood Project Director must obtain the approval of the Washoe County Director of Public Works in order to issue short-term, temporary use agreements for flood project property, .

As the flood project ramps up, staff are receiving and processing an increasing number of requests from the Corps of Engineers and other firms to temporarily access flood project lands and properties for geologic testing, surveying, cultural evaluations, movement of utilities, and the like, as well as requests to utilize Flood Project buildings on a temporary basis (book sales, Sheriff training, Reno Police Department's training, 4-H activities, etc.) Requiring the Public Works staff to approve each of these temporary use agreements is cumbersome and adds time to the approval process without a concomitant benefit as the Flood Project Director and Deputy District Attorney already assure that County requirements are met and appropriate protections are in place.

In order to streamline the review and approval of property access requests, increase efficiency, improve accountability and tracking, and better align authority with responsibility, staff recommends that the FPCC approve a Property Management Resolution authorizing the Director of the Flood Project to grant certain easements (necessary for construction and operation of flood project facilities), revocable licenses, non-exclusive rights of entry (limited to three years) and temporary use permits (limited to 90 days) on property held by Washoe County for the benefit of the Flood Project. If approved the resolution would be forwarded to the Board of County Commissioners for their consent.

Leases and other property interests not covered by the resolution (such as exclusive easements, permanent rights of way, and long term use permits) would still be approved by both the FPCC and BCC.

PREVIOUS ACTIONS AND ACTIVITIES

- October 8, 2009** The Resolution was presented to the Finance Subcommittee which requested additional research and suggested information regarding Washoe County ordinances and policies regarding rights-of-way, easements, licenses and temporary facility use agreements be included in the resolution.
- October 13, 2009** The resolution was discussed with the Public Works Department and a revised resolution was reviewed and approved by the Washoe County Public Works Director.

FISCAL IMPACT

There is no identified fiscal impact for this agenda item.

RECOMMENDATION

It is recommended that the FPCC approve and forward to Board of County Commissioners for consent the attached Property Management Resolution authorizing the Director of the Flood Project to grant certain easements (necessary for construction and operation of flood project facilities), revocable licenses, non-exclusive rights of entry (limited to three years) and temporary use permits (limited to 90 days) on property held by Washoe County for the benefit of the Flood Project.

POSSIBLE MOTION

Motion to approve the attached Property Management Resolution and forward the resolution to the Washoe County Board of County Commissioners for consent.

MFS:nsd

Attachment: Property Management Resolution

(Rev. 10-9-09)

RESOLUTION NO _____

A RESOLUTION AUTHORIZING THE DIRECTOR OF THE TRUCKEE RIVER FLOOD MANAGEMENT PROJECT TO GRANT CERTAIN EASEMENTS, LICENSES, RIGHTS OF ENTRY AND TEMPORARY USE PERMITS FOR PROPERTIES ACQUIRED FOR THE BENEFIT OF THE TRUCKEE RIVER FLOOD MANAGEMENT PROJECT.

WHEREAS, Washoe County has acquired and will continue to acquire real property and improvements for the benefit of and inclusion in the Truckee River Flood Management Project, a public works project as defined in NRS 338.010 (the “**Flood Project**”);

WHEREAS After acquiring property for the benefit of the Flood Project (the “**Flood Project Property**”) the County may desire to enter into agreements (such as easements, licenses, rights of entry, and temporary use permits) for its use in order to integrate it in the construction and other plans for the Flood Project;

WHEREAS The Director of the Truckee River Flood Management Project is in the best position to determine what is in the best interest of the Flood Project in integrating Flood Project Property into the Flood Project;

WHEREAS Under the Truckee River Flood Management Project Cooperative Agreement entered into between Washoe County, the City of Reno, the City of Sparks, and the University of Nevada in 2005, as amended, (the “**Cooperative Agreement**”) the Flood Project Coordinating Committee has primary responsibility for approving and forwarding to the County for consent all matters with respect to acquisition of property, construction thereon, and any agreements necessary for implementation of the Project [Paragraphs 1.F, 1.G, and 1.Q], and the County is obligated to provide administrative services to the Flood Project [Paragraph 4.B] and the granting of easements, licenses, rights of entry and temporary use permits falls within that administrative responsibility;

WHEREAS The County desires to efficiently administer the Project;

NOW THEREFORE The Board of County Commissioners of Washoe County does hereby RESOLVE:

§1. Applicability.

This resolution authorizes the granting of certain interests in property held by Washoe County for the benefit of the Truckee River Flood Management Project (**Flood Project Property**), by the “**Director**” appointed as the “Project Director” under the Cooperative Agreement.

§2. Easements, licenses, rights of entry and similar grants.

A. Subject to the following requirements, the Director is authorized to grant:

1. Any easement, license, right of entry, or temporary use agreement to the United States Army Corps of Engineers or to a contractor, subcontractor, engineer or consultant for the purpose of inspecting or testing property, or designing, constructing or operating an improvement (including ecosystem restoration) which is an approved (by the Flood Project Coordinating Committee) part of the Flood Project;
2. Any easement, license, right of entry, or temporary use agreement which is required by the terms of a Project Partnership Agreement or other agreement with the U.S. Army Corps of Engineers that has been approved by the Board of County Commissioners;
3. Any revocable license;
4. Any non-exclusive right of entry or similar agreement that terminates within three years from the date of execution; and/or
5. Any temporary use agreement which expires in 90 days.

The granting of any other right to use or interest in Flood Project Property (e.g. fee title, encumbrance, lease, rental agreement, or easement not described above) must be approved by the Board of County Commissioners.

B. In connection with any such easement, license, right of entry, temporary use permit or similar agreement, the Director shall:

1. Prepare an agreement with the grantee stating the purpose and duration of the right to use the property, requiring bonds, insurance and indemnification as directed by the County Risk Manager, which agreement must be approved by the District Attorney's Office;
2. Obtain the approval of and follow the instructions of the County Risk Manager who may require property inspections and repairs, proof of insurance, and the posting of bonds before occupancy;
3. Except for any interest granted under Subsections A.1 and A.2 above, charge appropriate compensation for the use and occupancy of the Flood Project Property (considering the value of the property and any impact on the property being caused by the use) unless otherwise approved by the Board of County Commissioners; and
4. Record all easements in the official records of Washoe County.

§3 Records. All documents shall be kept by the Director in the Flood Project records for eventual transfer to a joint powers authority being created to construct and operate the Flood Project.

APPROVED on this _____ day of _____, 2009

Vote:

Ayes _____

Nays _____

Absent or Abstain _____

David E. Humke, Chairman
Board of County Commissioners

Attest:

County Clerk



FLOOD PROJECT COORDINATING COMMITTEE

STAFF REPORT

MEETING DATE: November 13, 2009

DATE: November 3, 2009

TO: Flood Project Coordinating Committee Members

THROUGH: Naomi Duerr, Director, Truckee River Flood Management Project
850-7420 nduerr@washoecounty.us

FROM: Mimi Fujii-Strickler, Flood Project Supervisor, Truckee River Flood Management Project, 850-7431 mfujii@washoecounty.us

SUBJECT: **TENANT RELOCATION PAYMENT - 125 EDISON WAY**

Possible action to increase the tenant relocation budget of \$355,000 for Claimant #012-272-05 T-1 by \$125,406.07 for a total relocation budget of \$480,406.07; request the Board of County Commissioners to consent in this action; and authorize the Director to disburse tenant relocation claim payments as she determines to be actual, reasonable and necessary, and in compliance with the URA Regulations.

SUMMARY

In December 2008, the FPCC approved a relocation budget of up to \$355,000 for moving and related expenses for Claimant #012-272-05 T-1. Due to the actual and necessary expenses of relocating this tenant, staff requests an amendment to the relocation budget for this Claimant in the amount of \$125,406.07, for a total relocation budget of \$480,406.07.

BACKGROUND

Overview

Many of the properties being acquired by the flood project have tenants and owners who will be displaced by virtue of the project. Under state law NRS 342.045, when Washoe County acquires properties, it is required to provide relocation assistance and make relocation payments to each person, whether an owner or tenant, who is displaced from his dwelling or business establishment as a result of that acquisition in a manner substantially similar to, and in amounts equal to or greater than, those which are provided for in the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. §§ 4601 – 4655), and the regulations adopted pursuant thereto, which are set forth in 24 C.F.R Part 24 (**collectively referred to as the “URA”**). As a public project, the Truckee River

Flood Management Project must comply with the state regulations for relocation. The state regulation requires compliance with the federal regulations.

Under the URA, relocation payments are to be provided for moving expenses (no maximum), site search expenses (up to \$2,500), and reestablishment expenses (up to \$10,000) as detailed in the regulations. This law also requires that records relating to relocation claims and payments be kept confidential.

Relocation packages with budgets greater than \$100,000 are forwarded to both the FPCC and BCC for their consideration since the amount exceeds the dollar limit threshold for staff approval. A packet of backup information relating to this claim has been provided to the FPCC voting members under separate cover.

Relocation funds are only recommended for disbursement to a tenant after a thorough review of each case by a relocation consultant, flood staff, and legal counsel. Further review of these payments is overseen by the Project Director and the Comptrollers' Office.

If any tenant is dissatisfied with their relocation package, they may appeal the staff decision to the County Manager, who is not involved in making the original determination of benefits.

Claimant #12-272-05 T-1

On June 8, 2007, the Flood Project Coordinating Committee authorized acquisition of the commercial building at 125 N. Edison Way, Reno Nevada, for inclusion in the Flood Management Project. The County acquired the building on October 29, 2007.

Claimant #012-272-05 T-1 was a tenant in the commercial building at 125 N. Edison Way at the time the Flood Project initiated negotiations for the acquisition of said building and is now in the process of moving out of the building. As such the tenant is considered to be a "displaced person" and thus entitled to relocation benefits under 24 C.F.R. 24.2 (9).

The initial master relocation budget of \$2.7 million approved by the FPCC included \$700,000 to relocate this tenant.

In November of 2008, an advance partial payment of \$49,000 was issued to the tenant to adapt the replacement site to accept the machinery being moved to the site. In December 2008, the FPCC approved a relocation claim budget of up to \$355,000 for moving and related expenses for Claimant #012-272-05 T-1. Also in December 2008, relocation expenses in the amount of \$171,189.25 were issued to the claimant. Two additional claims were submitted: April 2009 in the amount of \$11,216.00 and May 2009 in the amount of \$97,546.08, for a combined total of \$328,951.33.

The final claim for reimbursement to complete the relocation for this tenant is for \$151,454.74, resulting in an aggregate total for the relocation of this tenant of \$480,406.07. This amount exceeds the approved relocation budget for this tenant by \$125,406.07, necessitating an amendment to the relocation budget approved for this tenant. The necessary funds are currently available in the appropriate flood project accounts funded by the 1/8 cent sales tax.

PREVIOUS ACTION

June 8, 2007	FPCC approves acquisition of 125 N. Edison Way
July 10, 2007	BCC approves acquisition of 125 N. Edison Way
October 29, 2007	Flood Project acquires 125 N. Edison Way
January 11, 2008	FPCC approves a master Tenant Relocation Budget of \$2.7 million
December 12, 2008	FPCC approves a Relocation Budget in the amount of \$355,000 for Claimant #012-272-05 T-1

FISCAL IMPACT

The Truckee River Flood Management Project has established a master relocation budget of \$2.7 million. Should the FPCC approve amending the individual budget for Claimant #012-272-05 T-1 and payment of the final claim, the available balance in Project # IF942005.63, Account # 710523 will be reduced by an additional \$125,406.07. Sufficient funds will remain available for payment of future claims.

RECOMMENDATION

It is recommended that the Flood Project Coordinating Committee amend the relocation budget of \$355,000 for Claimant #012-272-05 T-1 by an amount of \$125,406.07, for a total relocation budget of \$480,406.07; request the Board of County Commissioners to consent in this action; and authorize the Director to disburse tenant relocation claim payments as she determines to be actual, reasonable and necessary, and in compliance with the URA Regulations.

POSSIBLE MOTION

I move to amend the relocation budget of \$355,000 for Claimant #012-272-05 T-1 by \$125,406.07, for a total budget of \$480,406.07; request the Board of County Commissioners to consent in this action; and authorize the Director to disburse tenant relocation claim payments as she determines to be actual, reasonable and necessary, and in compliance with the URA Regulations.

MFS:nsd



FLOOD PROJECT COORDINATING COMMITTEE

STAFF REPORT

MEETING DATE: November 13, 2009

DATE: November 3, 2009

TO: Flood Project Coordinating Committee Members

THROUGH: Naomi Duerr, Director, Truckee River Flood Management Project, 850-7420 nduerr@washoecounty.us

FROM: Mimi Fujii-Strickler, Flood Project Supervisor
850-7431, mfujii@washoecounty.us

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

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 September

PREVIOUS ACTION

- March 2009** The Finance Subcommittee conducted their first 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.
- June 2009** The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
- July 2009** No Finance Subcommittee Meeting.
- August 2009** Mia O'Connell not available for the August Finance Subcommittee teleconference.
- September 2009** The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the Finance Subcommittee meeting.
- October 2009** The Finance Subcommittee conducted a teleconference with Mia O'Connell of the Carmen Group during the 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 October 2009

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

Flood Project Issues and Progress

The consultant followed up with Ms. Duerr and her team after the Vertical Team call with the Corps Headquarters and field staff to ensure progress and to determine best strategies for NED Re-Evaluation discussions. It was agreed that the sponsor and the consultant would continue to push for the most robust NED plan to ensure a solid and defensible federal interest. The consultant shared thoughts and strategies on the best approaches for encouraging the Corps to bring the NED and the Locally Preferred Plan together as best we can. The team discussed the NED Re-Evaluation and how best to use the remaining time with the Corps and others to push for best results.

Fiscal Year 2010 Appropriations

The consultant was pleased to advise Ms. Duerr that \$6,724,000 in General Investigations funding was included in the final FY 2010 Conference Agreement of the Energy and Water Development Appropriations Bill for the Truckee River Project, despite the lack of funding in the Administration's FY 2010 Budget. This is a very positive achievement and shows the strong level of support for the Project by Senator Reid and the Congress.

FY 2011 Project Capability

During the month, the consultant worked with the Corps and Ms. Duerr to secure the FY 2011 Corps capability number for the Truckee River Project. After a number of discussions it was determined by the Corps that their capability number was \$10 million in General Investigations to complete the General Re-Evaluation Report and to initiate design work for the Project in FY 2011. The consultant worked with Corps Headquarters, OMB and the Assistant Secretary of the Army's office to brief them on number and to request their assistance in including the funding in the President's FY 2011 Budget.

Washington Visit

In preparation for the County's Washington visit, the consultant visited with key Corps, OMB and ASA staff to lay the groundwork for including the FY 2011 Corps capability in the Administration's Budget and ensuring key staff understood our needs for the project.

The consultant also worked to develop a strong briefing package for the delegation showing the progress of the project and developed the key talking points and strategies for a successful visit.

The visit was very productive with key meetings with:

- Ken Zwickl, Senior Planner, U.S. Corps of Engineers
- Terry Breyman, Associate for Natural Resources, Council on Environmental Quality
- Tommy Williams, Program Examiner, Office of Management and Budget
- Senator John Ensign
- Alex McDonough, Legislative Aide, Office of Senator Harry Reid
- Congressman Dean Heller
- Bryan George, Legislative Director, Office of Congresswoman Shelley Berkley
- Karen Agostisi, Legislative Director, Office of Congresswoman Dina Titus
- Roger Cockrell, Senate E & W Appropriations Sub-Committee

The consultant developed and helped execute the strategies for the meetings, which went very well, raising the profile of the Project and putting the Project in contention for FY 2011 Budget funding and securing even stronger support from Congress, including our House delegation.

Washington Trip Follow-Up

As a result of the positive visit, Senator Reid's office has offered to assist with the Corps in pushing them to recommend support for the 100-year flood protection issue, as well as, the FY 2011 budgeting issue. The consultant has developed a letter to be sent to Senator Reid on the points and sent to the Corps. Further, the consultant will discuss key follow-up by the Senator with the White House. In addition, Congressman Heller has agreed to lead a delegation letter to the Corps urging 100-year protection recommendation by the Corps and to retain key staff and prioritize the Project at the Corps District and beyond. The consultant is also following-up with key Executive Branch decisionmakers on the budget and ASA's office on a site visit to the Project.

Truckee River Flood Project - Financial Report for July 1, 2009 - October 31, 2009

Fund 211 - Services & Supplies

Services & Supplies Detail:	Adjusted Budget 2010	Actual Expenditures	Actual + Encumbered	33.3% of year complete
				% of Actual + Encumbered Expenditures to Budget*
Professional Services	2,826,423.87	194,014.74	519,065.81	18%
Invest Pool Alloc Ex	17,540.00	5,214.61	5,214.61	30%
Service Contract	8,908.00	3,927.65	11,977.85	134%
Repairs & Maint (for purchased properties)	67,206.49	10,070.31	22,997.13	34%
Operating Supplies	1,500.00	5.00	5.00	0%
Special Dept. Expense (outreach)	30,000.00	2,236.17	2,236.17	7%
Copy Machine Expense	30,703.70	5,594.36	23,629.84	77%
Office Supplies	10,000.00	1,987.41	7,032.32	70%
Books & Subscriptions	1,500.00	776.57	776.57	52%
Express Courier	2,000.00	212.67	212.67	11%
Other Expense	1,721.33	2,499.74	2,499.74	145%
Printing	12,000.00	162.90	750.00	6%
Licenses & Permits	1,000.00			0%
Dept Insurance Deductible	150.00			0%
Network & Data Lines	16,800.00	5,793.20	16,993.20	101%
Telephone Land Lines	11,984.00	2,720.74	2,720.74	23%
Seminars & Meetings	4,000.00	2,276.00	2,276.00	57%
Auto Expense	4,000.00	535.19	535.19	13%
Cellular Phone	3,500.00	787.88	787.88	23%
Dues	1,000.00			0%
Advertising	20,000.00			0%
LT Lease-Office Space	102,194.56	42,581.00	42,581.00	42%
Food Purchases	3,000.00	333.00	333.00	11%
Utilities (for purchased properties)	46,800.00	10,833.65	10,833.65	23%
Water/Sewer (for purchased properties)	22,400.00	10,470.63	10,470.63	47%
Natural Gas (for purchased properties)	43,500.00	4,097.05	4,097.05	9%
Equip Srv Replace	2,764.92	1,041.64	1,041.64	38%
Equip Srv O&M	1,571.95	653.98	653.98	42%
Equip Srv Motor Pool	300.00			0%
ESD Fuel Charge	1,056.11	450.26	450.26	43%
Property & Liability	6,017.00	2,005.68	2,005.68	33%
Travel	30,000.00	1,546.99	1,546.99	5%
Equipment Non-Capital	20,000.00	1,516.65	1,516.65	8%
TOTAL SERVICES & SUPPLIES	3,351,541.93	314,345.67	695,241.25	21%

* At this point in the year (33.3% complete), Actuals and Encumbrances total about 21% of planned budget

