

**Programs, Projects & Operations
Subcommittee Meeting
May 8, 2007
7:00 p.m.
Agenda**

Programs, Projects & Operations:

John Conley, Chairman
Rich Tesar, Vice-Chairman
Fred Conley
David Klug
Rick Kolowski

Alternate Members: Dorothy Lanphier
Jim Thompson

Staff Liaison: Gerry Bowen *
Martin Cleveland
Ralph Puls
Dick Sklenar
Paul Woodward

1. Meeting Called to Order – Chairperson John Conley
2. Notification of Open Meetings Act Posting and Announcement of Meeting Procedure – Chairperson John Conley
3. Quorum Call
4. Adoption of Agenda
5. Proof of Publication of Meeting Notice
6. Review and Recommendation on Papillion Creek Watershed Partnership Stage IV Agreement for Professional Services with HDR Engineering – Paul Woodward and Lyle Christensen, HDR Engineering, Inc.
7. Review and Recommendation on Forest Run Channel Improvement Agreement – Paul Woodward
8. Review and Recommendation on FEMA Floodplain Mapping Grant Submittal for Dakota County – Paul Woodward
9. Review and Recommendation on Interlocal Agreement with Newport Hill (SID #544) for Trail and Storm Sewer Connections to Prairie View – Gerry Bowen

10. Review and Recommendation on Equipment Purchases/Replacements for FY 2008 – Martin Cleveland
11. Review and Recommendation on Security System for the Natural Resources Center *[Executive Session, if needed]* – Trent Heiser
12. Adjourn

Memorandum

To: Programs, Projects and Operations Subcommittee

Re: Papillion Creek Watershed Partnership, Stage IV Study Contract with HDR Engineering

Date: April 30, 2007

From: Paul Woodward, Water Resources Engineer

In April of 2005, the Board approved a Stage III contract with HDR Engineering on behalf of the Papillion Creek Watershed Partnership (PCWP). HDR has completed the tasks outlined in Stage III which included facilitation of workgroups formed to make decisions concerning Stormwater Management Policies. The NRD Board and several other communities within the Partnership have approved these policies.

Recently, funding under Stage III has been exhausted and a new contract is needed to provide technical support and analysis of the Stormwater Management Policies in addition to ongoing NPDES Permit support. HDR and members of the Partnership worked together to prepare the enclosed scope of services, and below is a summary of each task and cost:

- Project management including attending Partnership meetings (\$45,767)
- Public Involvement Assistance (\$51,853)
- Hydrologic, Hydraulic and Water Quality Evaluations (\$186,864)
- Technical Materials and Watershed Plan Report (\$65,422)

Hydrologic, hydraulic and water quality evaluations will include the analysis of Low Impact Development strategies and/or regional detention within the watershed. Conservation Design Forum (CDF) will assist HDR in evaluating Low Impact Development scenarios. After initial modeling and input from a project advisory group, public forums will be held to gather input on conceptual watershed plan scenarios. HDR and CDF will then utilize public input to refine technical results and cost estimates for a preferred watershed plan prior to final public forums. During the course of the project, technical results will be summarized (visually if possible) and provided to IMS to aid in preparing public outreach materials.

In conclusion, the total cost of Stage IV services provided by HDR would be \$349,900 and the contract would be handled by P-MRNRD staff on behalf of the PCWP. Services would begin immediately and require a 1 year performance period. A copy of the proposed professional services contract with HDR, including a detailed scope, cost estimate, and schedule, is enclosed for your consideration.

Management recommends that the Subcommittee recommend to the Board that the General Manager be authorized to execute a professional services contract on behalf of the Papillion Creek Watershed Partnership with HDR Engineering, Inc. for the Papillion Creek Watershed Stage IV Study for a maximum fee of \$349,900, subject to changes deemed necessary by the General Manger and approved as to form by District Legal Council.

Memorandum

To: PPO Subcommittee

Re: Agreement for Forest Run Channel Improvement near Gretna, NE

Date: April 30, 2007

From: Paul Woodward, Water Resources Engineer

The Board previously requested that staff investigate the potential for a channel improvement project through the Forest Run Subdivision near Gretna, NE to alleviate flooding problems. Since then, Lamp, Rynearson & Associates (LRA) has analyzed a proposed channel improvement and provided the enclosed preliminary design and cost estimate.

Several District Board members and staff have met with representatives from the City of Gretna and Sarpy County along with homeowners from Forest Run to discuss the merits of the project and potential solutions. Based on the outcome of these meetings, the enclosed interlocal agreement was prepared to outline cooperation between the NRD, Gretna, Sarpy County and the Forest Run and Lyman Highlands Homeowners' Associations.

Provisions in the agreement provide for the District to construct the channel improvement as designed within the existing drainage easement. Soil excavated from the channel will need to be hauled offsite to a nearby location. Sarpy County has agreed to assist the District in excavating and hauling the soil away by providing additional equipment and operators. As another provision in the agreement, the Forest Run Homeowners' Association would be responsible for providing additional temporary easements needed during construction and making sure all utilities are relocated. Homeowners would also be responsible for providing ongoing maintenance of the as-built channel until such time that the City of Gretna annexes the subdivision. Upon annexation, the City of Gretna would take over responsibility of properly maintaining the channel as it is designed.

To summarize, the NRD and Sarpy County plan to begin construction of the channel improvement sometime in July provided the agreement is approved by all parties, all right-of-way is secured and utilities have been relocated. Following construction, homeowners and eventually the City of Gretna will be responsible for maintaining the channel.

Management recommends that the Subcommittee recommend to the Board that the General Manager be authorized to execute the Forest Run Channel Improvement Agreement with Sarpy County, the City of Gretna, Forest Run Homeowners' Association, and Lyman Highlands Homeowners' Association, subject to minor changes deemed necessary by the General Manager and approved as to form by District legal counsel.

Memorandum

To: PPO Subcommittee

Re: Cooperating Technical Partners Grant Application and Agreements for Floodplain Mapping update in Dakota County

Date: April 30, 2007

From: Paul Woodward, Water Resources Engineer

In August of last year, the Board approved a floodplain map scoping project agreement and grant application with FEMA to study and determine what floodplains need updating in Douglas, Sarpy, Washington and Dakota County. This effort is part of an ongoing Cooperating Technical Partner (CTP) program with FEMA to create and maintain accurate, up-to-date flood hazard data within the District.

To complete this scoping, the District hired HDR Engineering in February. Since February, HDR, District staff and FEMA have held initial meetings with all the communities and counties to receive their input on what local needs they have for new or updated floodplain maps. In addition, FEMA currently has federal grant dollars available to complete work in Dakota County. Therefore, based on a prioritized list of needs for Dakota County, HDR prepared the attached Mapping Activities Statement (MAS) which outlines the work to be completed by the District in return for receiving the grant from FEMA. The result of this proposed project will be a complete digital county-wide map for Dakota County including the following updates:

- Inclusion of Approximate Zone A restudy being performed by the Corps of Engineers on all streams except the Missouri River.
- Inclusion of updated floodplain analysis performed by the Corps of Engineers on the Missouri River.
- Inclusion of updated floodplain study done on Elk Creek for the Village of Jackson following a tornado in 1999.
- Inclusion of all letters of map revision previously approved by FEMA, including updated done on Omaha Creek within the Village of Homer by the USGS.
- Utilizing 2 foot topography, perform a new detailed study on an open drainageway and the old Missouri River oxbow which form the Crystal Lake area along the west side of South Sioux City.
- Redelineation of some existing detailed floodplains on Omaha, Elk, and Pigeon Creek using 4 foot topography utilized by the Corps in their Missouri River restudy.

In order to fund this project, FEMA sent the attached March 19, 2007 letter inviting the District to submit an application to receive CTP Grant funds. Based on Time and Cost Estimates for the Dakota County project, the anticipated funding from the grant is \$138,000 with local funds from the District estimated at \$45,000, a cost-share of about 25%. However, District staff has also been working with the City of South Sioux and it is anticipated that they would agree to pay half of this local match as part of the District's Floodplain Mapping Assistance program. Applications for Federal funding will be completed online.

It is estimated that this project would start sometime around September once FEMA has allocated their funding and the NRD has selected a contractor to provide the necessary professional services. A proposed schedule is attached.

BE IT RESOLVED by the Board of Directors of the Pappio-Missouri River Natural Resources District, that the District should apply to the Federal Emergency Management Agency (FEMA) under the FEMA Cooperating Technical Partners (CTP) Program, for CTP grants in the maximum obtainable amount (presently estimated to be \$138,000) towards the cost of activities needed to produce digital floodplain maps for Dakota County, and should apply for technical assistance, training, data and other assistance available from FEMA under the CTP Program to support such mapping activities; and, be it further resolved, that the General Manager of the District is hereby authorized to carry out the Dakota County Floodplain Mapping project and to execute, for and on behalf of the District, Applications for Federal Assistance for such FEMA CTP grants, a CTP Cooperative Agreement with FEMA, CTP Mapping Activity Statements, and such other applications, assurances, certificates, reports and other documents, and amendments thereto, as the General Manager determines necessary to obtain such CTP grants and other mapping activity assistance from FEMA.

Memorandum

To: Programs, Projects, and Operations Subcommittee

Subject: Interlocal Agreement with Newport Hill Subdivision

Date: May 4, 2007

From: Gerry Bowen

The District considered this agreement in April and decided to delay action on it until Douglas County and NRD staffs had approved the low impact development best management practices planned by the developer.

Since that time, Douglas County staff has indicated that the plans include the measures sought by them so that they could cede jurisdiction to the City of Bennington. It is anticipated that the interlocal agreement between Douglas County and Bennington will be approved by the County on May 8, 2007.

NRD staff, however, has some issues that the developer and engineer need to address before a recommendation of approval of the interlocal agreement can be made. At the time of this writing, these issues have not been addressed.

It is anticipated that the issues will be resolved by the Subcommittee meeting and Management will make a recommendation on this item.

Agenda Item 10

MEMORANDUM

TO: Programs, Projects and Operations Subcommittee

SUBJECT: Equipment Replacement/Purchase Request for FY 2008

DATE: April 25, 2007

FROM: Jean Friends Tait, Purchasing Agent

Attached is a chart of equipment items identified for purchase/replacement in FY 2008. The process to identify and prioritize equipment items most needed by the District was determined by a staff Equipment Committee comprised of Jerry Herbster, Martin Cleveland, Bill Warren, Trent Heiser and me. Each section within the NRD identified their equipment requirements and the equipment committee reviewed each item and made recommendations to the General Manager for purchase. The GM then reviewed the Committee's recommendations and made further changes/cuts to the chart. The chart reflects the final recommendations and identifies the sole source/brand name purchases as requested by the Board.

The FY 2007 equipment budget was \$388,469. The FY 2008 equipment budget request is \$274,084. State statute allows for a maximum 2.5% increase in restricted funds (to include general operational costs, i.e. salaries, equipment, insurance, etc., does not include project expenditures, i.e. construction, land rights, etc.). The Board can approve an additional 1% increase for a total of 3.5% increase in restricted funds, if required.

Management recommends approval of the FY 2008 Equipment Requirements subject to FY 2008 Budget as listed in this memo.

Agenda Item 11

Memo for the following agenda item is posted under “Confidential”

11. Review and Recommendation on Security System for the Natural Resources Center