

STAFF REPORT

Date: September 11, 2019

To: Mayor and City Council

Thru: Sabra Newby, City Manager

Subject: **D.3. Staff Report (For Possible Action): Presentation, discussion and potential direction to staff regarding the North Valley Flood Control Basin Inspection Program.**

From: Michael Mischel, Engineering Manager

Summary: At the August 5, 2019, Council meeting, Council directed staff to implement an inspection program of the flood control basins that are tributary to Swan Lake. Attached is an outline of the program staff intends to implement. Also attached is a preliminary map of the basin locations as well as an inventory of the basins. The overarching goal of the basin inspection program is to assure proper maintenance of all flood control basins.

This proactive inspection program will supplement but not replace ongoing code enforcement procedures. Any residents concerned about the maintenance of flood control basins should contact Reno Direct at (775) 334-INFO(4636) or RenoDirect@Reno.gov. Reno Direct will initiate a code enforcement inspection.

Staff is developing this program and it will be important to refine it as time goes on. For instance, the map of the basin areas included in this Council presentation will ultimately be included as a citywide GIS layer. The basin inventory included in this Council presentation will be expanded as more detailed information becomes available.

All basins tributary to Swan Lake are privately owned and maintained. As such, it is ultimately the responsibility of these private property owners to maintain the basins. The ownership and maintenance entity of basins within housing developments are typically the home owners association. In the case of commercial or industrial developments it would typically be the property owner.

As outlined in the inspection program, staff intends to put property owners and HOAs on notice of their obligation to maintain their basins. Staff intends to inspect all basins at least twice a year. The initial inspection results so far indicate that some basins are in need of maintenance. Staff plans to distribute maintenance notification letters for all known basins by September 15,

2019 and request that any necessary maintenance occur by November 15, 2019.

Staff plans to expand the inspection program to other closed basins (Silver and Whites Lakes) in 2020.

Financial Implications: This inspection program will require a commitment of staff time, estimated to total about 0.25-0.5 FTEs (full time equivalent).

Legal Implications: Legal review completed for compliance with City procedures and Nevada Law.

Recommendation: Staff recommends that the staff presentation be accepted.

Proposed Motion: I move to approve staff recommendation.

Attachments:

- Basin Location Map (PDF)
- Basin Inventory (PDF)
- Basin Inspection Program Outline (PDF)