



City of Harrisonburg Stormwater Advisory Committee

Agenda: Meeting No. 11

December 3, 2014 5:00 – 6:35 p.m.

5:00 – 5:05	1. Review and Adopt Minutes
5:05 – 5:10	2. Public Comment (limited to 3 minutes per speaker)
5:10 – 5:30	3. Recap Stormwater Utility Public Input Meetings November 12, 2014 5:30 – 7:30 Thomas Harrison Middle School December 2, 2014 5:30 – 7:30 Spotswood Elementary School
5:30 – 6:15	4. DRAFT Credit Manual
6:15 – 6:20	5. Utility Fee Approval Schedule
6:20 – 6:30	6. General Questions / Discussion
6:30 – 6:35	7. Next Steps / Assignments



City of Harrisonburg Stormwater Advisory Committee

Minutes: Meeting No. 10

November 5, 2014 5:00 – 7:20 p.m.

Members in attendance: Kathy Holm, Bill Jones, Daniel Michael, J.M. Snell, Dale Chestnut, Eldon Kurtz, and William Latham.

Staff/Other in attendance: Thanh Dang, Carolyn Howard, Kelley Junco, Harsit Patel, Tom Hartman, Dan Rublee, John McGhee, and John Eckman.

Review and Adopt Minutes

Bill Jones called for a motion to adopt the November 2014 SWAC meeting minutes. The motion was made, seconded, and passed.

Public Comment

No public comment.

Revisit Budget, Review Proposed Stormwater Utility Fee, and Revenue Projections

Thanh distributed budget documents to SWAC members and gave a brief overview of each budget section and explained how the budget was broken out each year to show the General Fund and the Stormwater Utility and the total cost of each activity (O&M, CIP, MS4 Compliance, etc.). Tom explained that the projected General Fund expenditures has dropped while the projected Utility Fund expenditures has stayed consistent.

The Property Type section was reviewed and Thanh explained it was updated, and is provided only an illustration for those that are interested, but that it doesn't alter the fee since the fee is equitable to all property owners. Thanh commented that staff worked to make the budget numbers and revenue numbers as close as possible. Tom highlights the 35% bump to \$14.50/500 square feet in the second permit cycle due to TMDL load reduction requirements and that the removal credit has been changed from 5% to 15% to account for those who receive credit reductions. He also mentions that, as requested by SWAC, the third permit cycle has been cut for public view since there is too much uncertainty with the MS4 permit and Chesapeake Bay TMDL special conditions requirements. Carolyn suggests highlighting the monthly rate for residential homeowners.

J.M. Snell requests clarification for the total numbers, specifically the Operations and Maintenance (O&M) – he recognizes that O&M is approximately 25% of the grand total and Capital Improvement Projects are approximately 62% of the grand total. Tom explains what falls into the O&M category for the MS4 Program (personnel time, SWPPPs, a new street sweeper, training, etc.) and confirms that current operations are rolled into this number, and that the General Fund will not be reduced. He

reviews the MS4 Program responsibilities as well as the proposed Utility Administrator position include in the budget.

J.M. requests further information about Capital Improvement Project in anticipation of public questions at the November 12 open house meeting. Tom and Thanh provided an overview of the SLAF grant regenerative conveyance project proposed along E. Market Street, as well as the completed Stormwater Retrofit Study and a proposed Stormwater Improvement Plan in 2015. Thanh reminds everyone that there will be a public input period for the forthcoming Improvement Plan. Dan Rublee suggests that the cost per pound of removal be presented to the public. Daniel Michael asks where the grand total number came from and Tom response that it is the sum of the total year collections.

November 11 City Council Presentation

Thanh will present the proposed \$10.50/year/500 square feet utility fee to City Council. She has already supplied them with an information packet and requests that SWAC assist in distributing the public input meeting fliers to stakeholder groups they have spoken to up to this point and other citizens. J.M. asks if there have been any tough questions in the stakeholder meetings. Tom, Dan, and Kathy offer questions they have received.

Stormwater Utility Public Input Meetings – Review Boards

Tom explains the process at the public input meeting with the boards. Participants will sign in and move through a horseshoe shape. At each board a SWAC member and staff member will be available to answer questions. City staff members will be at tables to provide participants with their billing units. Tom suggests to Thanh that scrap paper or cards should be available so participants can write down their billing units to take home with them.

The public input boards were reviewed. Thanh and Carolyn explained the purpose of each board. SWAC provided feedback about spelling errors, visuals, and requested additional information on boards.

DRAFT Credit Manual

Kathy asks how a typical homeowner will be able to build a rain garden to engineering specifications. Thanh explains the Chesapeake Bay Program Urban Stormwater Workgroup guidelines which offer acceptable alternatives to engineered stormwater units and simple techniques to build rain gardens and other stormwater BMPs. Tom adds that site visits and a pre-application are proposed as a part of the credit application process. Dan Rublee presents the issue of maintenance agreements and asks about a facility built only for water quantity built 10 years ago (as an example). Tom and Thanh explain the plan for maintenance agreements only through the credit application program vs. those that will be required through the VSMP and said staff will review the water quantity vs. water quality credit incentives. Dan asks about apartment complexes and townhouses with common areas and Tom confirmed that a homeowner would receive full credit for a stormwater BMP even if they don't account for common areas.

Utility Fee Approval Schedule

Thanh reviewed upcoming dates. No additional comments were made.

- November 11 – Presentation to City Council (no votes)
- November 12 – First Open House Meeting
- December 2 – Second Open House Meeting
- December 3 – SWAC Meeting
- December 20 – Comment Period Closes
- Update & Revise Documents, as needed
- January 7 – SWAC Meeting
- February 4 – SWAC Meeting
- February 10 – Presentation to City Council, first reading
- February 24 – City Council, second reading
- Spring 2015 – Property owners review impervious areas
- July 1 – Stormwater Utility Effective

Nutrient Credits Presentation

Carolyn sketched on the smart board and explained the difference between purchasing VSMP credits for new development and Chesapeake Bay TMDL credits and that you cannot “double dip”. Dan Rublee offered input on the additional credits for VSMP new development and re-development.

General Questions/Discussion

Bill Latham asked if there was a City Policy to keep leaves off the street. Harsit Patel confirmed that there is a policy in place and that leaves must remain behind the curb until the assigned leaf collection day. He said notices have been left for those that do not comply with the Policy. John Eckman pointed out the nutrient management/lawn care credit option in the residential credit manual summary. Tom stated that with the upcoming Chesapeake Stormwater Network guidance, the City may be able to receive TMDL credit for leaf removal.

The next SWAC meeting will be held on December 3, 2014.