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## CITY OF KELSO

Public Works Department  
203 S. Pacific Ave., Suite 205  
PO Box 819  
Kelso, WA 98626

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### Stormwater Advisory Committee Meeting

October 28, 2009

#### **Call to Order:**

Steffanie Taylor called the meeting to order at 4:13 p.m., at City of Kelso City Hall Council Chambers, 203 S. Pacific Ave.

#### **Those present were as follows:**

##### **Advisory Committee Members:**

Gloria Nichols  
Tim Wines  
Steffanie Taylor  
Dan Howell  
Don Lemmons  
Dylan Olson

##### **Staff:**

Van McKay, City of Kelso  
Stephanie Helem, City of Kelso

Excused Absence: Gary Fredricks

##### **Also in attendance:**

Josh Johnson, City of Longview

#### **Approval of Minutes:**

Dan Howell made the motion, seconded by Gloria Nichols to approve the minutes of September 30, 2009. Motion carried, all in favor.

#### **Unfinished Business:**

1. Kelso Engineering Design Manual Chapter 4 Stormwater Drainage Review

Written Comments were open for discussion and a review of the preliminary draft of the KEDM Chapter 4 was done page by page with Van McKay giving a broad overview of revisions/definitions. The draft copy provided had been revised from previous version presented at the September 30, 2009 meeting. Start of review began on page 4-24. The following items were discussed:

I. Page 4-24 Section D Collection

- Section D.2.a - Discussion of revision made from previous meeting - verbiage "in no case shall the spacing be greater than 400 feet" from the end of the sentence of Section D.2 and added to the end of the sentence in Section D.2.a.
- Brief discussion on Director leeway accepting designs to spec.

It is the Mission to: Plan, Prioritize, Construct, Operate and Maintain Public Infrastructure in Order to Provide Continuous Health and Safety While Positively Impacting Citizen's Quality of Life by Efficiently and Innovatively Maximizing Available Resources Within the City so that we Provide High Quality Services for the Public.

- Suggestion made to move “unless approved by the Director” in Section D.2.a to be included in sentence in D.2.
- Page 4-25
- II. Page 4-25 Section D Collection
  - Section D.2.b. - Discussion on curb return intersection. Curb inlet/combination curb inlet difference.
  - Section D.5 – Discussion on necessity to specifically include 7000 sq.ft.
- III. Page 4-26 Section 4.13 Private Drainage
  - Section A.1 – Change “public easement” to “stormwater easement”
  - Discussion regarding fencing and the issues with accessibility and responsibility of owner, city maintenance, easements. Tim Wines has suggested at time of plat recording add stormwater easement? He does believe city needs easement, not sure how wording should be addressed in chapter.
- IV. Page 4-27 Section 4.16 Tracts & Easements
  - Section 4.16.B – Change “...access by maintenance vehicles.” to “...access for maintenance.”
  - Section 4.16.C – Discussion on centering storm drains in easement. Add the following verbiage at the end of sentence to read “...however, drains can be offset due to site conditions.”
  - Section 4.16.D.5 – Brief discussion on Maintenance Agreement.
    - i. Change “though” to “through”.
- V. Page 4-28 Section 4.16 Tracts & Easements
  - Section 4.16.D.5 – KMCXX.XX will be filled in. Verification needed of correct chapter to use.
  - Section E.1 – Change 36 inches to 24 inches and 20 feet to 15 feet.
  - Section E.2 – Change 36 inches to 24 inches.
- VI. Page 4-28 to Page 4-29 Section 4.17 Stormwater Performance Bond
  - Formatting issues – Leading paragraph needs full justification.
  - Discussion on:
    - i. Performance bond necessary?
    - ii. Performance Bond on Public Property vs. Private Property.
    - iii. Performance Bond and what does it cover?
    - iv. Alternative to a Performance Bond?
    - v. 125% Performance Bond? Change percentage?
    - vi. Possible change in language/clarify premature downfall of project.
    - vii. Van McKay suggested Tim Wines write alternative language for Performance Bond section and provide at next KSAC Meeting.
- VII. Page 4-29 Section 4.18 As-Built Plans
  - Formatting issues – Paragraph needs full justification.
- VIII. Page 4-29 Section 4.19 Dedication of Facilities
  - Discussion on new language for opening paragraph.
- IX. Page 4-31 Section 4.20.D. Maintenance Escrow Requirement
  - Should a cost percentage be put on this? Suggestion that City needs to have maintenance bond pertaining more to the private side.
  - Van will check on formula. Recalls seeing chart/graph on Stormwater Facility Maintenance Bond.
- X. Page 4-31 Section H Education for LID
  - Would LID’s be dedicated to City?
  - Can CC&R’s (Covenants, Conditions and Restrictions) be recorded? Discussion if CC&R’s is an adequate educational measure. Suggestion made to create document/brochure listing CC&R’s or something that can be recorded to pass onto from property owner to property owner. Follow-up on ideas to create this document/brochure. Possible Appendix Item.
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Committee members were requested to bring written comments and ideas of revisions for KEDM Chapter 4 in preparation for the next scheduled meeting.

Timeline - Development Ordinance, KEDM Chapter 2 and KEDM Chapter 4 will be presented at the January 19, 2010 Council Meeting for the 1<sup>st</sup> Reading. 2<sup>nd</sup> Reading of the Ordinances will be presented at the February 2, 2009 Council Meeting and upon approval will be effective 5 days after this date.

**Future Meeting:**

November and December's KSAC meetings will be combined and scheduled to take place on Wednesday, November 18, 2009. Due to the challenging deadlines this meeting may run longer and a December meeting may be determined at that time.

Tentatively scheduled January's meeting for January 6, 2010 at 4:00.

**Next Meeting:**

November 18, 2009 @ 4:00 – 6:00 p.m., Kelso City Hall Council Chambers.

Meeting adjourned at 6:13pm.

Approved:



Steffanie Taylor, Chairperson



Stephanie Helem, Recording Secretary