

AGENDA



**WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, NOVEMBER 9, 2005
6:30 P.M.**

1. **Call to Order**
2. **Roll Call**

Discussion of the following:

3. **Presentation by Arizona Elks Association State New Lodge Chairman Don Zelechowski and Chairman of the North District New Lodge Glenn Smith and discussion of a proposal to establish an Elks Lodge in Camp Verde to assist with community projects and events.**
4. **Discussion and update on the Verde Lakes Drive/Clear Creek Crossing project.**
5. **Discussion and monthly update by the Finance Director concerning financial and personnel matters.**
6. **Adjournment**

Posted by:

A handwritten signature in cursive script, appearing to read "J. Paulsen".

Date/Time:

11/4/05 8:45 AM

Note: Pursuant to A.R.S. §38-431.03.A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

STAFF REPORT

Council meeting of:	Wednesday, Nov. 2, 2005
Title:	Discussion, consideration and direction to staff on the Verde Lakes Drive/West Clear Creek restoration.
Budgeted item:	No
Description of Item:	On Sept. 7, 2005, council directed staff to "move forward" with a recommended time line and address the change in the engineer's work regarding the Verde Lakes Drive/Clear Creek Restoration project. This agenda item is in response to that request.
Staff Recommendation:	<p><i>Break this multi-layered and costly project into steps . . .</i></p> <p>Step One: Request flood dollar funding from Yavapai County to get started on the recommended 404 permit, pay for engineering costs, and the Environmental Review Record (ERR) process, which will take a minimum of five months.</p> <p>Step Two: Establish final costs to complete the project. Costs to include all environmental requirements that are recommended as a result of the ERR.</p> <p>Step Three: Determine which grant sources to use and identify appropriate application deadlines.</p> <p>Step Four: Council/engineer/staff to hold at least one neighborhood meeting in Verde Lakes to explain the process, costs, what residents can expect.</p> <p>Step Five: If CDBG or SSP is used, a special survey must be conducted. Complete survey requirements.</p> <p>Step Six: Budget matching funds in upcoming fiscal cycle; and/or identify and establish what other match-fund sources can be used.</p> <p>Step Seven: Begin the grant application process and submit application(s).</p>
Comments:	<p>Caution: This project is going to take time and must be well planned. Jumping the gun before all costs are established could present the Town with financial liabilities.</p>
Attachments:	<ul style="list-style-type: none">• Chart of potential funding sources with timelines• Memo from Arizona Engineering dated Sept. 20 & subsequent correspondence.• Map of project area.
Prepared by:	Bill Lee, Town Manager

SOURCE	AMOUNT AVAILABLE	MATCH	COMBINED W/OTHER SOURCES	Application Deadline	Obstacles	Other
<p align="center">HMGP</p> <p align="center">(Hazard Mitigation Grant Program)</p> <p align="center">FEMA</p>	<p align="center">\$900,000</p>	<p align="center">Yes 25 %</p> <p align="center">(can include in-kind)</p>	<p align="center">Yes w/CDBG</p>	<p align="center">Jan. 06</p>	<p>1. The CV Hazard Mitigation Plan must be finished, approved by FEMA, and must include this project within its scope.</p> <p><i>(In working progress).</i></p> <p>2. Small pot of money available that is allocated because of special needs and is not part of a normal grant funding cycle. Qualifiers can include victims of flood, windstorms, fire, etc.</p> <p>3. Grantee must pass with a "greater than one" on a "Benefit Cost Analysis." The BCA is complicated to do. Ken Spedding, County Flood Control, cautioned that they've had a difficult time getting small rural communities to qualify (Nick agreed). FEMA rep from Phoenix was more optimistic indicating that they sometimes bring in BCA guru to help find data that is necessary for recipient to qualify.</p>	<p align="right">CONTACT: Porti Nalley, Mitigation Program Specialist (602) 231-6379</p>

SOURCE	AMOUNT AVAILABLE	MATCH	COMBINED W/OTHER SOURCES	Application Deadline	Obstacles	Other
<p align="center">PDM (Pre-Disaster Mitigation)</p> <p>FEMA-related; State administered</p>	<p align="center">\$3 million</p>	<p align="center">25%</p>	<p align="center">Yes w/CDBG</p>	<p align="center">Jan. 06</p>	<ol style="list-style-type: none"> 1. Competitive annual electronic grant that is nationwide. 2. The pending Hazard Mitigation Plan for CV must be in place with this project included in scope. 3. Town must pass the cost benefit analysis (see above #3 of HMGP). 4. Funding might be difficult w/FEMA because alternate route is available per Ken Spedding. 5. Property acquisition questionable. 	<p>Focus: Should be flood damage mitigation of property/homes, lives.</p> <p align="right">CONTACT: Porti Nalley, Mitigation Program Specialist (602) 231-6379</p>
<p>Possible Yavapai County Partnership</p>	<p align="center">?? \$50K collected for flood tax (generally a 60-40 split, but Town could apply for all)</p>	<p align="center">??</p>	<p align="center">Yes</p>	<p>Prior to County's fiscal year June-July 06/07</p>	<p align="center">??</p>	<p>Could use this money to get started on 40% permit, engineering costs, and ERR process</p> <p align="right">Contact: Ken Spedding, 639-810 (Development Services)</p>

SOURCE	AMOUNT AVAILABLE	MATCH	COMBINED W/OTHER SOURCES	Application Deadline	Obstacles	Other
<p>US Army Corp of Engineers</p>	<p>Section 206 <i>Aquatic Ecosystem Restoration</i></p> <p>National competition.</p> <p>100 % for study of \$10K.</p> <p>If qualifies; next step is feasibility study which is funded at 65/35 percent establishes scope;</p> <p>3. Project funded up to \$5 million 65-35 match includes IGA between Town and Corps</p>	<p>No in-kind allowed; lands or cash ONLY</p>	<p>No cash match can come from another federal source.</p> <p>However, land acquisition might be eligible; but would have to be determined ahead of time through legal team.</p>	<p>Initiated with request from Town to district engineer in Los Angeles.</p> <p>Next possible timeframe is: Fiscal of 2007 which starts Oct 1-Sept. 30.</p>	<p>1. There's only \$25 million nationwide including Congressional earmarks.</p> <p>2. Competition is national and difficult to obtain. Example: Avondale is currently doing study; no funding available for construction yet.</p>	<p>Impact of Katrina on funding is still unknown, but might be not at all.</p> <p>All acquisitions and costs responsibility of Town. Can be part of the 35 percent match Utilities also.</p> <p>CONTACT: Kim Gavigan, Phoenix (602) 640-2015, ext. 251</p>



ARIZONA
ENGINEERING
COMPANY

Civil Engineering
Land Surveying

October 14, 2005

Bill Lee
Town Manager
Town of Camp Verde
395 South Main Street
Camp Verde, AZ 86322

Project Number: 04TOCV03
Project Name: Verde Lakes Drive

Dear Bill,

Due to the recent flooding Verde Lakes Drive experienced over this past winter, the Town of Camp Verde has asked Arizona Engineering Company to summarize the closures experienced due to high flows and to analyze how proposed improvements may have affected the number of days that the road would have been closed. The information is summarized as follows:

- Total number of days Verde Lakes Drive was closed this past winter (October 2004-March 2005). Table A
- Range of dates that Verde Lakes Drive was closed. Table A
- Measured flows in cubic feet per second (cfs) experienced during those days including average (mean) and maximum.
- The capacity of the proposed box culvert based on the Verde Lakes Drive Design Report dated July 7, 2004 prepared by Arizona Engineering Company
- The number of additional days Verde Lakes Drive may have remained open if the proposed box culvert was in place this past winter.
- The range of dates that Verde Lakes Drive would have been closed if the box culvert was installed.

Verde Lakes Drive Closure Summary

The closures experienced by Verde Lakes Drive are summarized in Table A. The closures dates shown are based on the Town's observations of the days Verde Lakes Drive was closed and flow information obtained from the United States Geological Survey (USGS). The flow information shown in Table A was obtained from the USGS for West Clear Creek at Stream Gage Station 09505800. The data are based on daily stream flow averages and "are provisional and subject to change until published by the USGS." Based on a comparison of the USGS average flows and observed closure days we estimate that the current flow capacity of the drainage structures crossing Verde Lakes Drive is approximately 150 cfs, with resultant closures of 52 days.

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Flagstaff, Arizona 86001-4631

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Bill Lee
 October 17, 2005

Table A			
Range of actual closure dates for Verde Lakes Drive	Total Days Closed	Average Flow (cfs)	Maximum Flow (cfs)
November 21, 2004 - November 23, 2004	3 days	518	751
December 29, 2004 - January 18, 2005	21 days	886	6180
January 20, 2005 - February 1, 2005	13 days	440	1790
February 11, 2005 - February 25, 2005	15 days	1428	6360
TOTAL	52 days		

Verde Lakes Drive Closures with Proposed Improvements

The estimated closures Verde Lakes Drive may have experienced with the proposed improvements are summarized in Table B. The estimated capacity of the proposed box culvert is 900cfs. The increased flow capacity will handle all but the larger flows. Based on the estimated culvert capacity and the USGS average daily flows Verde Lakes drive may have been closed approximately 13 days.

Table B			
Range of anticipated closure dates for Verde Lakes Drive	Total Days Closed	Average Flow (cfs)	Maximum Flow (cfs)
December 29, 2004 - December 30, 2005	2 days	4620	6180
January 4, 2004	1 day	1310	1310
January 11, 2005 - January 12, 2005	2 days	1640	1890
January 27, 2005 - January 28, 2005	2 days	1400	1790
February 12, 2005 - February 13, 2005	2 days	4610	6360
February 19, 2005 - February 20, 2005	2 days	2465	3160
February 22, 2005 - February 23, 2005	2 days	1335	1510
TOTAL	13 days		



Bill Lee

October 17, 2005

Conclusion

Verde Lakes Drive was closed approximately 52 days last year. Based on the stream flow data from last year Verde Lakes Drive may have been open an additional 39 days if the proposed improvements had been installed. It is important to note that Verde Lakes Drive would still be closed during flooding with flows larger than 900 cfs. Last year West Clear Creek experienced 13 days that had flows larger than 900 cfs.

This summarizes our analysis of the historical closures of Verde Lakes Drive and the anticipated closures of Verde Lakes Drive with the proposed improvements. Please call us if you have any questions or if you need any assistance presenting the data to the Town Council or at a public meeting.

Very truly yours,

ARIZONA ENGINEERING COMPANY



Caleb Lanting, E.I.T.

Attachments:

- USGS National Water Information for West Clear Creek Station 09505800 Average Daily Flow Values from 10-1-2004 to 9-30-2005
- Verde Lakes Drive Closure Graph

UNITED STATES GEOLOGICAL SURVEY <http://water.usgs.gov/>
 NATIONAL WATER INFORMATION SYSTEM <http://water.usgs.gov/data.html>
 DATA ARE PROVISIONAL AND SUBJECT TO CHANGE UNTIL PUBLISHED BY USGS
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 STATION AGENCY="USGS " NUMBER="09505800 " TIME_ZONE="MST" DST_FLAG=N
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 LOCATION NUMBER=0 NAME="Default"
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 DD LABEL="Discharge, IN cfs"
 PARAMETER CODE="00060" SNAME="Discharge"
 PARAMETER LNAME="Discharge, cubic feet per second"
 STATISTIC CODE="00003" SNAME="MEAN"
 STATISTIC LNAME="MEAN VALUES"
 RANGE START="2004-10-01" END="2005-09-30"

DATE	USGS Recorded Flows (cfs)	Current Verde Lakes Drive Flow Capacity (150 cfs)	Estimated Verde Lakes Drive Flow Capacity with Proposed Improvements (900 cfs)
10/1/2004	14	150	900
10/2/2004	14	150	900
10/3/2004	13	150	900
10/4/2004	13	150	900
10/5/2004	13	150	900
10/6/2004	13	150	900
10/7/2004	13	150	900
10/8/2004	13	150	900
10/9/2004	13	150	900
10/10/2004	13	150	900
10/11/2004	14	150	900
10/12/2004	13	150	900
10/13/2004	13	150	900
10/14/2004	13	150	900
10/15/2004	13	150	900
10/16/2004	13	150	900
10/17/2004	13	150	900
10/18/2004	14	150	900
10/19/2004	14	150	900
10/20/2004	14	150	900
10/21/2004	15	150	900
10/22/2004	16	150	900
10/23/2004	15	150	900
10/24/2004	15	150	900
10/25/2004	14	150	900
10/26/2004	14	150	900
10/27/2004	15	150	900
10/28/2004	273	150	900
10/29/2004	161	150	900
10/30/2004	79	150	900
10/31/2004	30	150	900
11/1/2004	19	150	900
11/2/2004	16	150	900
11/3/2004	15	150	900
11/4/2004	15	150	900
11/5/2004	15	150	900
11/6/2004	15	150	900
11/7/2004	15	150	900
11/8/2004	15	150	900
11/9/2004	15	150	900
11/10/2004	15	150	900
11/11/2004	15	150	900
11/12/2004	15	150	900
11/13/2004	15	150	900
11/14/2004	15	150	900
11/15/2004	15	150	900
11/16/2004	15	150	900
11/17/2004	15	150	900
11/18/2004	15	150	900
11/19/2004	15	150	900
11/20/2004	15	150	900
11/21/2004	640	150	900
11/22/2004	751	150	900
11/23/2004	163	150	900

DATE	USGS Recorded Flows (cfs)	Current Verde Lakes Drive Flow Capacity (150 cfs)	Estimated Verde Lakes Drive Flow Capacity with Proposed Improvements (900 cfs)
11/24/2004	108	150	900
11/25/2004	87	150	900
11/26/2004	61	150	900
11/27/2004	53	150	900
11/28/2004	47	150	900
11/29/2004	41	150	900
11/30/2004	36	150	900
12/1/2004	32	150	900
12/2/2004	30	150	900
12/3/2004	28	150	900
12/4/2004	27	150	900
12/5/2004	26	150	900
12/6/2004	22	150	900
12/7/2004	22	150	900
12/8/2004	22	150	900
12/9/2004	22	150	900
12/10/2004	22	150	900
12/11/2004	22	150	900
12/12/2004	22	150	900
12/13/2004	22	150	900
12/14/2004	22	150	900
12/15/2004	21	150	900
12/16/2004	20	150	900
12/17/2004	20	150	900
12/18/2004	24	150	900
12/19/2004	26	150	900
12/20/2004	25	150	900
12/21/2004	23	150	900
12/22/2004	22	150	900
12/23/2004	21	150	900
12/24/2004	19	150	900
12/25/2004	20	150	900
12/26/2004	20	150	900
12/27/2004	20	150	900
12/28/2004	20	150	900
12/29/2004	6180	150	900
12/30/2004	3060	150	900
12/31/2004	579	150	900
1/1/2005	100	150	900
1/2/2005	75	150	900
1/3/2005	800	150	900
1/4/2005	1310	150	900
1/5/2005	385	150	900
1/6/2005	198	150	900
1/7/2005	117	150	900
1/8/2005	87	150	900
1/9/2005	384	150	900
1/10/2005	709	150	900
1/11/2005	1890	150	900
1/12/2005	1390	150	900
1/13/2005	488	150	900
1/14/2005	239	150	900
1/15/2005	170	150	900
1/16/2005	147	150	900
1/17/2005	150	150	900
1/18/2005	150	150	900
1/19/2005	144	150	900
1/20/2005	186	150	900
1/21/2005	233	150	900
1/22/2005	367	150	900
1/23/2005	382	150	900
1/24/2005	306	150	900
1/25/2005	279	150	900
1/26/2005	195	150	900
1/27/2005	1790	150	900
1/28/2005	1010	150	900
1/29/2005	448	150	900
1/30/2005	156	150	900
1/31/2005	210	150	900
2/1/2005	157	150	900
2/2/2005	86	150	900
2/3/2005	66	150	900
2/4/2005	47	150	900
2/5/2005	43	150	900

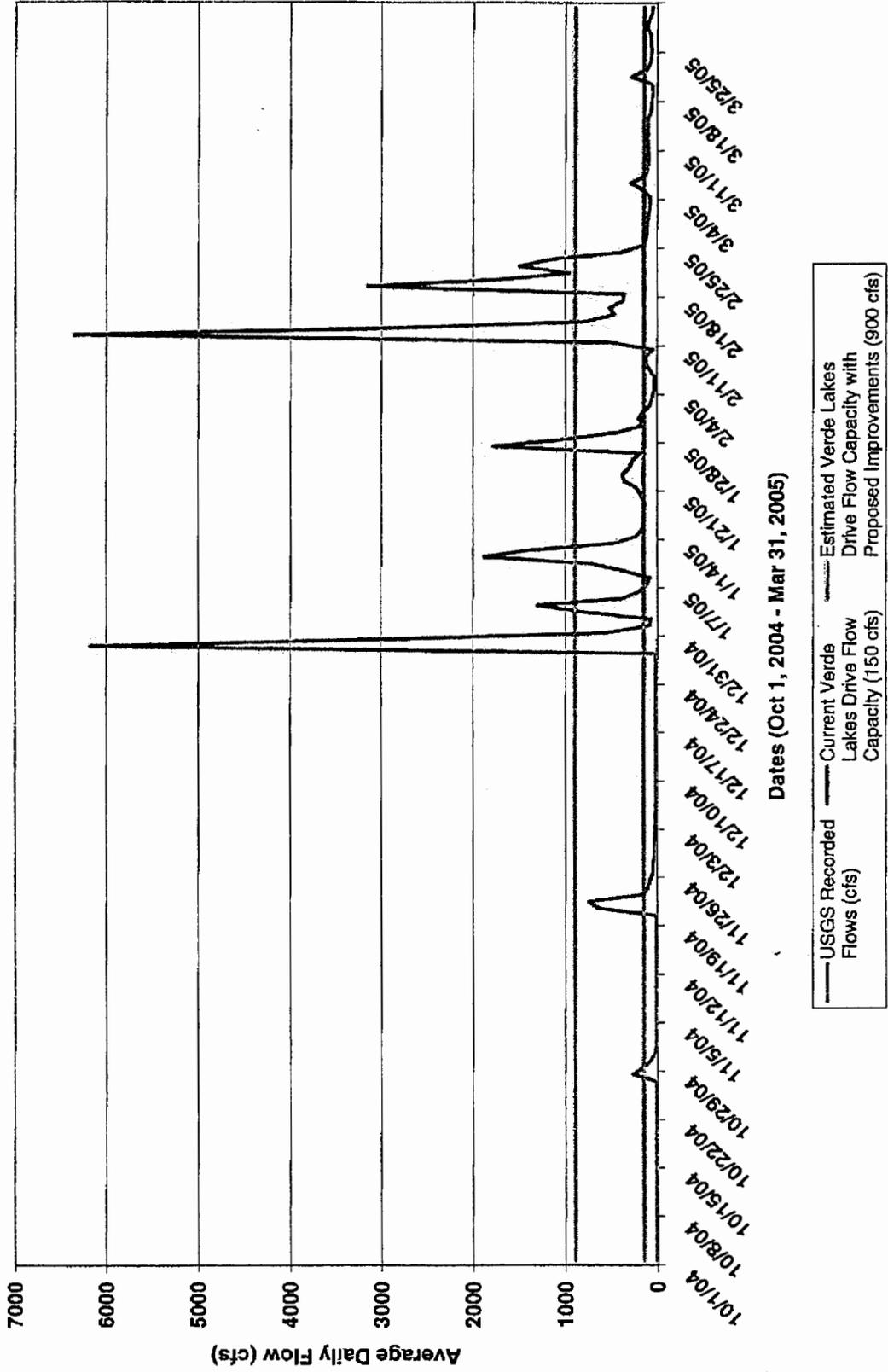
DATE	USGS Recorded Flows (cfs)	Current Verde Lakes Drive Flow Capacity (150 cfs)	Estimated Verde Lakes Drive Flow Capacity with Proposed Improvements (900 cfs)
2/6/2005	40	150	900
2/7/2005	87	150	900
2/8/2005	134	150	900
2/9/2005	131	150	900
2/10/2005	57	150	900
2/11/2005	514	150	900
2/12/2005	6360	150	900
2/13/2005	2860	150	900
2/14/2005	809	150	900
2/15/2005	472	150	900
2/16/2005	527	150	900
2/17/2005	380	150	900
2/18/2005	368	150	900
2/19/2005	3160	150	900
2/20/2005	1770	150	900
2/21/2005	970	150	900
2/22/2005	1510	150	900
2/23/2005	1160	150	900
2/24/2005	391	150	900
2/25/2005	166	150	900
2/26/2005	132	150	900
2/27/2005	125	150	900
2/28/2005	120	150	900
3/1/2005	112	150	900
3/2/2005	97	150	900
3/3/2005	89	150	900
3/4/2005	90	150	900
3/5/2005	166	150	900
3/6/2005	290	150	900
3/7/2005	140	150	900
3/8/2005	114	150	900
3/9/2005	103	150	900
3/10/2005	103	150	900
3/11/2005	115	150	900
3/12/2005	112	150	900
3/13/2005	108	150	900
3/14/2005	112	150	900
3/15/2005	115	150	900
3/16/2005	77	150	900
3/17/2005	73	150	900
3/18/2005	65	150	900
3/19/2005	59	150	900
3/20/2005	72	150	900
3/21/2005	291	150	900
3/22/2005	121	150	900
3/23/2005	87	150	900
3/24/2005	72	150	900
3/25/2005	71	150	900
3/26/2005	81	150	900
3/27/2005	80	150	900
3/28/2005	110	150	900
3/29/2005	100	150	900
3/30/2005	70	150	900
3/31/2005	60	150	900
4/1/2005	52	150	900
4/2/2005	46	150	900
4/3/2005	44	150	900
4/4/2005	41	150	900
4/5/2005	43	150	900
4/6/2005	41	150	900
4/7/2005	40	150	900
4/8/2005	35	150	900
4/9/2005	36	150	900
4/10/2005	39	150	900
4/11/2005	38	150	900
4/12/2005	36	150	900
4/13/2005	34	150	900
4/14/2005	32	150	900
4/15/2005	32	150	900
4/16/2005	31	150	900
4/17/2005	31	150	900
4/18/2005	30	150	900
4/19/2005	30	150	900
4/20/2005	30	150	900

DATE	USGS Recorded Flows (cfs)	Current Verde Lakes Drive Flow Capacity (150 cfs)	Estimated Verde Lakes Drive Flow Capacity with Proposed Improvements (900 cfs)
4/21/2005	29	150	900
4/22/2005	29	150	900
4/23/2005	29	150	900
4/24/2005	110	150	900
4/25/2005	95	150	900
4/26/2005	94	150	900
4/27/2005	81	150	900
4/28/2005	48	150	900
4/29/2005	38	150	900
4/30/2005	35	150	900
5/1/2005	31	150	900
5/2/2005	29	150	900
5/3/2005	29	150	900
5/4/2005	27	150	900
5/5/2005	25	150	900
5/6/2005	24	150	900
5/7/2005	24	150	900
5/8/2005	23	150	900
5/9/2005	23	150	900
5/10/2005	22	150	900
5/11/2005	21	150	900
5/12/2005	21	150	900
5/13/2005	21	150	900
5/14/2005	21	150	900
5/15/2005	20	150	900
5/16/2005	21	150	900
5/17/2005	21	150	900
5/18/2005	20	150	900
5/19/2005	20	150	900
5/20/2005	20	150	900
5/21/2005	19	150	900
5/22/2005	19	150	900
5/23/2005	19	150	900
5/24/2005	19	150	900
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5/26/2005	19	150	900
5/27/2005	19	150	900
5/28/2005	19	150	900
5/29/2005	19	150	900
5/30/2005	20	150	900
5/31/2005	19	150	900
6/1/2005	19	150	900
6/2/2005	19	150	900
6/3/2005	19	150	900
6/4/2005	19	150	900
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6/7/2005	18	150	900
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6/23/2005	16	150	900
6/24/2005	16	150	900
6/25/2005	15	150	900
6/26/2005	15	150	900
6/27/2005	15	150	900
6/28/2005	15	150	900
6/29/2005	15	150	900
6/30/2005	15	150	900
7/1/2005	15	150	900
7/2/2005	15	150	900
7/3/2005	15	150	900

DATE	USGS Recorded Flows (cfs)	Current Verde Lakes Drive Flow Capacity (150 cfs)	Estimated Verde Lakes Drive Flow Capacity with Proposed Improvements (900 cfs)
7/4/2005	15	150	900
7/5/2005	15	150	900
7/6/2005	14	150	900
7/7/2005	14	150	900
7/8/2005	15	150	900
7/9/2005	15	150	900
7/10/2005	14	150	900
7/11/2005	15	150	900
7/12/2005	15	150	900
7/13/2005	15	150	900
7/14/2005	15	150	900
7/15/2005	15	150	900
7/16/2005	15	150	900
7/17/2005	15	150	900
7/18/2005	15	150	900
7/19/2005	16	150	900
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7/21/2005	16	150	900
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7/23/2005	16	150	900
7/24/2005	17	150	900
7/25/2005	19	150	900
7/26/2005	16	150	900
7/27/2005	21	150	900
7/28/2005	17	150	900
7/29/2005	17	150	900
7/30/2005	17	150	900
7/31/2005	20	150	900
8/1/2005	25	150	900
8/2/2005	19	150	900
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8/5/2005	16	150	900
8/6/2005	18	150	900
8/7/2005	46	150	900
8/8/2005	48	150	900
8/9/2005	27	150	900
8/10/2005	56	150	900
8/11/2005	49	150	900
8/12/2005	29	150	900
8/13/2005	54	150	900
8/14/2005	149	150	900
8/15/2005	91	150	900
8/16/2005	37	150	900
8/17/2005	31	150	900
8/18/2005	25	150	900
8/19/2005	29	150	900
8/20/2005	28	150	900
8/21/2005	28	150	900
8/22/2005	22	150	900
8/23/2005	19	150	900
8/24/2005	19	150	900
8/25/2005	19	150	900
8/26/2005	19	150	900
8/27/2005	16	150	900
8/28/2005	15	150	900
8/29/2005	15	150	900
8/30/2005	15	150	900
8/31/2005	15	150	900
9/1/2005	15	150	900
9/2/2005	16	150	900
9/3/2005	16	150	900
9/4/2005	16	150	900
9/5/2005	16	150	900
9/6/2005	15	150	900
9/7/2005	15	150	900
9/8/2005	16	150	900
9/9/2005	15	150	900
9/10/2005	16	150	900
9/11/2005	16	150	900
9/12/2005	15	150	900
9/13/2005	15	150	900
9/14/2005	15	150	900
9/15/2005	15	150	900

DATE	USGS Recorded Flows (cfs)	Current Verde Lakes Drive Flow Capacity (150 cfs)	Estimated Verde Lakes Drive Flow Capacity with Proposed Improvements (900 cfs)
9/16/2005	15	150	900
9/17/2005	15	150	900
9/18/2005	15	150	900
9/19/2005	15	150	900
9/20/2005	15	150	900
9/21/2005	16	150	900
9/22/2005	16	150	900
9/23/2005	16	150	900
9/24/2005	16	150	900
9/25/2005	16	150	900
9/26/2005	16	150	900
9/27/2005	16	150	900
9/28/2005	16	150	900
9/29/2005	15	150	900
9/30/2005	15	150	900

Verde Lakes Drive Closures



Dates (Oct 1, 2004 - Mar 31, 2005)

— USGS Recorded Flows (cfs)
 — Current Verde Lakes Drive Capacity (150 cfs)
 - - - Estimated Verde Lakes Drive Flow Capacity with Proposed Improvements (900 cfs)