

MEETING NOTICE

Truckee Meadows Stormwater Permit Coordinating Committee

DATE: March 25, 2021
TIME: 9:00 am
PLACE: **MEETING VIA TELECONFERENCE**

Posting: Public Notice: Pursuant to Section 3 of the Declaration of Emergency Directive 006 (“Directive 006”), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate has been suspended. Moreover, pursuant to Section 3 of Directive 006, the requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada has likewise been suspended. See, http://gov.nv.gov/uploadedFiles/govnewnv.gov/Content/News/Emergency_Orders/2020/DeclarationofEmergencyDirective006reOML.3-21-20.pdf. This agenda has been electronically posted in compliance with NRS 241.020(3) at <http://www.reno.gov>, and NRS 232.2175 at <https://notice.nv.gov/>. To obtain further documentation regarding posting, please contact Tara Aufiero; aufierot@reno.gov.

Order of Agenda: Section titles on this agenda are for convenience and reference purposes and are not intended to define, govern, limit, modify or in any manner affect the titles of the items listed for consideration by the committee. A time listed next to a specific agenda item indicated that the specific item will not be heard before that time – it does not indicate the time schedule of any other item. Items on the agenda may be removed, postponed, taken out of order and the public body may combine two or more agenda items for consideration.

Accommodations: We are pleased to make reasonable accommodations for members of the public who are disabled. If you should require special arrangements for any meeting, please contact our office at (775) 343-6288, 24 hours prior to the date of the meeting.

Pursuant to Section 5 of Directive 006, the requirement contained in NRS 241.020(3)(c) that physical locations be available for the public to receive supporting material for public meetings has been suspended. Staff reports and supporting material for the meeting are available on the City’s website at <http://www.reno.gov/meetings>. Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the Committee.

IT IS ANTICIPATED THAT ALL OF THE MEMBERS OF THE COMMITTEE WHO APPEAR WILL PARTICIPATE BY TELEPHONE CONFERENCE. PURSUANT TO THE NEVADA GOVERNOR’S DECLARATION OF EMERGENCY DIRECTIVE 006, SECTION 2, PUBLIC COMMENT MAY BE MADE BY EMAIL PRIOR TO THE MEETING TO: jonest@reno.gov and will be made part of the public record. Public comment received during the meeting will be provided to the Committee for review prior to adjournment, and entered into the record. Public Comment will not be read into the record.

AGENDA

1. Call Meeting to Order.
2. Roll Call.
3. PUBLIC COMMENT – This item is for either public comment on any action item or for general public comment and is limited to no more than **three (3) minutes** for each commentator.
4. Approval of Agenda. (For Possible Action)
5. Approval of Meeting Minutes for February 25, 2020 SWPCC meeting. (For Possible Action)
6. Review and possible approval for payment of below invoice. The City will pay the invoices and seek 75% reimbursement from the Water Management Fund from the Western Regional Water Commission and 25% reimbursement from the Nevada Department of Transportation per the Interlocal Agreements. (For Possible Action)
 - a) Balance Invoice #213136-0221, dated February 25, 2021, in the amount of \$7,680.79 related to Stormwater Monitoring for FY20/21
7. Review and possible approval for payment of below invoices and receipt. The City will seek reimbursement from the Water Management Fund from the Western Regional Water Commission per the Interlocal Agreement. (For Possible Action)
 - a) A-#1 Chemical Invoice/Order No. 56733/00 (025892), dated March 12, 2021, in the amount of \$2,495.01 for purchase of 21 cases of dog waste bags for donation to Truckee Meadows Parks Foundation, for FY20/21.
8. Review and discussion of proposed Balance Scope of Work to continue the stormwater monitoring program for FY 21/22 and possible approval and direction to enter into an agreement with Balance. (For Possible Action)
9. Review of NDEP comments to 19/20 Annual Report and possible direction thereon. (For Possible Action)
10. Approval to purchase storm drain stencils for stenciling kits to be used at various public outreach events. Purchase amount not to exceed \$2000. (For Possible Action)
11. Standing Agenda Item: Update on Stormwater Management Program activities including but not limited to Construction, Industrial, Monitoring, Public Outreach, Maintenance, IDDE, and Post Construction elements in support of the Truckee Meadows Storm Water Program as set forth below.
 - a) Stencil equipment moved back to Maintenance Yard, restocking in progress.

- b) Preparing outreach pamphlet and new logo, for distribution through TMWA water bill and/or with social media.
- c) Preparing for updating TRIG (Truckee River Info Gateway) website with updated water quality data.
- d) Updated tmstormwater.com with upcoming events, Annual Monitoring Report, IDDE PSAs, etc.
- e) Daniel Moss reaching out to KTMB & NDEP to pursue watershed education training programs.
- f) Attending Carrie Jensen's public presentations of River-Friendly Landscaping, and Promoting Pollinators.

12. Standing Agenda Item: Updates on Source Water and Watershed Protection Stakeholder effort, Watershed Management and Protection Plan for Tributaries to the Truckee River activities, One Truckee River activities, and other efforts.
13. Standing Agenda Item: Update on Nevada Division of Environmental Protection's activities regarding federal, state, and local matters.
14. Standing Agenda Item: Update on Nevada Department of Transportation activities regarding MS4 activities.
15. Standing Agenda Item: Updates on grants and funding opportunities and projects, public presentations, volunteer opportunities and events, trainings, workshops, and conferences.
16. Discussion and possible direction on setting the next regular meeting for April 22, 2021. (For Possible Action)
17. PUBLIC COMMENT – This is for general public comment limited to items that do not appear on the agenda and is limited to no more than **three (3) minutes** for each commentator. Pursuant to NRS 241.020, no action may be taken upon a matter raised under this item until the matter has been specifically included in an agenda.
18. Adjournment. (For Possible Action)

MEETING MINUTES
TRUCKEE MEADOWS STORMWATER PERMIT
COORDINATING COMMITTEE

Thursday, February 25, 2021

The regular meeting of the Truckee Meadows Storm Water Permit Coordinating Committee (SWPCC) was held via Zoom and conducted the following business:

1. Call Meeting to Order

The meeting was called to order by Chair Pehrson at 9:01 a.m. and a quorum was present.

2. Roll Call

Members Present: Theresa Jones, SWPCC Coordinator; James Pehrson, Chair; Cody McDougall; Walter West; Jennifer Heeran

Members Absent: Kevin Porter

Staff and Guests Present: Susan Ball Rothe, Legal Counsel; Daniel Moss, City of Reno Project Coordinator; Carrie Jensen, Urban Ecology Solutions; Sarah Holcombe, Truckee Meadows Parks Foundation; Ben Trustman, Balance Hydrologics; Birgit Widegren, NDEP; Lynn Zonge, RCI; Sarah Davenport, NCE

3. Public Comment

Coordinator Jones introduced Daniel Moss as Nick Brother's replacement as Project Coordinator.

4. Approval of Agenda (For Possible Action)

COORDINATOR JONES MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY CHAIR PEHRSON. THE MOTION CARRIED UNANIMOUSLY WITH FIVE (5) MEMBERS PRESENT.

5. Approval of Meeting Minutes for December 17, 2020 SWPCC meeting (For Possible Action)

MEMBER WEST MADE A MOTION TO APPROVE THE DECEMBER 17, 2020 MEETING MINUTES, SECONDED BY MEMBER MCDOUGALL. THE MOTION CARRIED UNANIMOUSLY WITH FIVE (5) MEMBERS PRESENT.

6. Review and possible approval for payment of below invoices. The City will pay the invoices and seek 75% reimbursement from the Water Management Fund from the Western Regional Water Commission and 25% reimbursement from the Nevada Department of Transportation per the Interlocal Agreements. (For Possible Action)

- a) Balance Invoice #213136-1220, dated December 31, 2020, in the amount of \$20,624.62 related to Stormwater Monitoring for FY20/21
- b) Balance Invoice #213136-0121, dated February 2, 2021, in the amount of \$11,079.86 related to Stormwater Monitoring for FY20/21

MEMBER WEST MADE A MOTION TO APPROVE, SECONDED BY MEMBER HEERAN. THE MOTION CARRIED UNANIMOUSLY WITH FIVE (5) MEMBERS PRESENT.

7. Review and possible approval for payment of below invoices. The City will seek reimbursement from the Water Management Fund from the Western Regional Water Commission (WRWC) per the Interlocal Agreement. (For Possible Action)

- a) USGS Invoice #90871144, dated January 14, 2021, in the amount of \$3,087.50 related to FY20/21 Stormwater Monitoring on the North Truckee Drain, Big Fish Drive gage

COORDINATOR JONES MADE A MOTION TO APPROVE, SECONDED BY MEMBER WEST. THE MOTION CARRIED UNANIMOUSLY WITH FIVE (5) MEMBERS PRESENT.

- b) Cardno Invoice #306175, dated January 27, 2021, in the amount of \$150.00 related to Structural Controls & LID Manual Technical Training
- c) Cardno Invoice #306176, dated January 27, 2021, in the amount of \$350.00 related to Structural Controls & LID Manual Technical Training Expanded Scope
- d) Cardno Invoice #307197, dated February 15, 2021, in the amount of \$393.75 related to the Structural Control & LID Manual Technical Training Expanded Scope
- e) Cardno Invoice #307199, dated February 15, 2021, in the amount of \$232.50 related to the Structural Control & LID Manual Technical Training Truckee Meadows SWPCC

COORDINATOR JONES MADE A MOTION TO APPROVE, SECONDED BY MEMBER HEERAN. THE MOTION CARRIED UNANIMOUSLY WITH FIVE (5) MEMBERS PRESENT.

8. Presentation by Carrie Jensen contracted with One Truckee River to launch a River-Friendly Landscaping adult education initiative.

Carrie Jensen presented an overview of the River-Friendly Landscaping adult education initiative program.

Coordinator Jones expressed support for this program discussing the potential benefits and stated it could fit well in an LID training. She asked about how the program is promoted and the process to sign up.

Ms. Jensen explained that she has been partnering with co-hosts and posting on social media. The specific process for promoting and signing up depends on the partner she is co-hosting with.

Coordinator Jones discussed ideas for getting that message out. She suggested working with Reno's Communication Department and adding a link on the SWPCC website. She discussed a specific example of a homeowner being fined by their homeowner's association when they used unapproved rocks to help prevent decomposed granite erosion in their yard.

Ms. Jensen stated she has not yet reached out to homeowners associations but she is interested in expanding in that area.

Susan Ball Rothe, Legal Counsel, stated all homeowner's associations have to have public meetings so it would be easy to see when their meetings are and get on an agenda.

Member McDougall asked if Ms. Jensen had reached out to landscaping companies.

Ms. Jensen explained that her grant funding is supposed to target home owners. She has started developing some more professional trainings and would be happy to expand into that in the future.

Member West suggested looking into using the residential tab on the SWPCC website to promote this program.

Coordinator Jones stated that Ms. Jensen offered to promote the upcoming LID training and suggested adding a landscaping element to that.

Daniel Moss, City of Reno Project Coordinator, stated he would like to see more companies like the River School Farm doing landscaping services.

Ms. Jensen discussed the UNR program that started a couple of years ago and stated that their curriculum does cover basic watershed principles and keeping water on site as well as diving in deeper on the irrigation side. She is promoting using people that have been certified through that program.

9. Presentation and request by Truckee Meadows Parks Foundation for donation of bags for the Doggie Ambassador Program. (For Possible Action)

Sarah Holcombe, Truckee Meadows Parks Foundation, presented an update on the Doggie Ambassador Program.

Coordinator Jones stated that our partnership with Truckee Meadows Park Foundation complies with our public outreach obligations and we have supported the Doggie Ambassador Program in the past and provided waste bags for them. There are funds available under the miscellaneous stormwater support part of the budget to support purchasing 21 cases of dog waste bags, which is estimated to cost \$2,478.

Member West stated this program is source control and expressed his support.

COORDINATOR JONES MADE A MOTION TO APPROVE THE PURCHASE OF 21 CASES OF DOGGIE WASTE BAGS TO DONATE TO THE TRUCKEE MEADOWS PARKS FOUNDATION, WITH A NOT-TO-EXCEED COST OF \$3,000.00, SECONDED BY CHAIR PEHRSON. THE MOTION CARRIED UNANIMOUSLY WITH FIVE (5) MEMBERS PRESENT.

10. Update by Balance Hydrologics on stormwater sampling activities to date and possible considerations and direction for FY21/22 scope of work. (For Possible Action)

Ben Trustman, Balance Hydrologics, presented an update on the stormwater sampling activities. He discussed the success they have had sampling smaller storms at the urban outfalls. Some of the feedback from the Nevada Department of Transportation (NDOT) on the annual report was looking at trends. Another aspect NDOT discussed was the 10-day dry period for sampling and the possibility of using a 72-hour dry period. Another topic was whether or not to do more sampling.

Coordinator Jones discussed the need for trends analysis and stated the Northern Nevada Water Planning Commission (NNWPC) has questioned her in the past about what we are doing with all of the stormwater data and they wanted to see trends. At that time we only had data for a couple of years and you can't get an accurate trend given that it is so variable so a long-term data set is needed. NDOT has suggested the need for trends data as well. Regarding the 10-day dry period, a 72-hour dry period for sampling might run up against our allocated budget fairly quickly in wet years. We do have the ability to waive the 10-day dry period when needed.

Member McDougall agreed that the trends analysis is important.

Member West also agreed about the need for trends analysis.

There was discussion regarding possible nesting, or rotating of sample sites. Coordinator Jones stated she is not sure that would work for stormwater sampling because the watershed assessments

are fairly static. We can track those trends every other year but stormwater sampling is so variable throughout the years that we really need that long-term data set.

Mr. Trustman agreed with Coordinator Jones.

Coordinator Jones suggested that this fiscal year we focus on our trends analysis and that would help inform us on whether we need additional sampling sites. She also suggested keeping the 10-day dry period since we have the option to waive it.

Mr. Trustman agreed again with Coordinator Jones. If there is a desire to do more sampling, he suggested allocating some budget to just sample and maybe get a third sample at the urban outfalls.

Coordinator Jones asked for an estimate on cost to add the trends analysis and sampling for one or two more storm events at the urban outfalls.

Mr. Trustman did not have access to his computer to provide an estimate due to a power outage. He stated that he will send an email with an estimate when the power comes back on.

Coordinator Jones suggested having Mr. Trustman bring a scope of work back to the SWPCC that includes a trends analysis and one more sample of the outfalls.

Member West stated that looking at the trends would be a good thing and he would be fine with more sampling if Coordinator Jones thinks it's necessary.

Coordinator Jones stated she does think it is necessary as the data is so variable.

COORDINATOR JONES MADE A MOTION TO HAVE BALANCE HYDROLOGICS BRING BACK A SCOPE OF WORK AND A BUDGET BREAKDOWN FOR A ONE OFF TRENDS ANALYSIS AND AN ADDITIONAL SAMPLING SET AT OUR CURRENT OUTFALLS, SECONDED BY MEMBER WEST. THE MOTION CARRIED UNANIMOUSLY WITH FIVE (5) MEMBERS PRESENT.

11. Review of 2nd Quarter FY20/21 annual budget and review and discussion of annual roadmap and outstanding items for the remaining year. (For Possible Action)

Coordinator Jones reviewed the 2nd Quarter Budget. About 34% of the total budget has been spent. The total remaining budget is \$203,000. She also summarized information included in the meeting packet on the roadmap and outstanding items for the remaining year. She discussed the need for a SWPCC logo for our documents and stated that Mr. Moss is looking into what it would take to develop a logo. Another item that she would like to consider on the agenda next month is informational inserts in utility billings.

No action was taken.

12. Standing Agenda Item: Update on Stormwater Management Program (SWMP) activities including but not limited to Construction, Industrial, Monitoring, Public Outreach, Maintenance, IDDE, and Post Construction elements in support of the Truckee Meadows Storm Water Program.

Coordinator Jones reported that Cardno is working on our LID training and we augmented their scope to focus on the water quality worksheets in the LID Manual. We are looking for real world examples of the water quality worksheets.

13. Standing Agenda Item: Updates on Source Water and Watershed Protection Stakeholder effort, Watershed Management and Protection Plan for Tributaries to the Truckee River activities, One Truckee River activities, and other efforts.

Birgit Widegren with NDEP and Lynn Zonge with RCI discussed and demonstrated the online tool.

Sarah Davenport, NCE, provided an update on the Watershed Management and Protection Plan for Tributaries to the Truckee River. They are waiting for more feedback from the Environmental Protection Agency (EPA) to be able to finalize.

14. Standing Agenda Item: Update on Nevada Division of Environmental Protection's activities regarding federal, state, and local matters.

No update provided.

15. Standing Agenda Item: Updates on grants and funding opportunities and projects, public presentations, volunteer opportunities and events, trainings, workshops, and conferences.

Coordinator Jones mentioned the Nevada Water Resource Association put out an email today about scholarship opportunities. The Center for Watershed Protection Virtual Annual Conference is April 13 through April 16. Sarah Davenport and Coordinator Jones are going to be presenting the tributary watershed update at the Tri State Seminar August 9 through August 12.

16. Discussion and possible direction on setting the next regular meeting for March 25, 2021. (For Possible Action)

The next regular meeting date was confirmed for March 25, 2021.

17. Public Comment

Daniel Moss introduced himself.

18. Adjournment (For Possible Action)

The meeting was adjourned at 10:55 a.m.

Respectfully submitted by,
Christine Birmingham, Recording Secretary



Invoice

Theresa Jones
City of Reno
1 East First Street
7th Floor
Reno, NV 89501

Terms: Due Upon Receipt

Invoice #	Date	Amount Due
213136-0221	02/25/21	\$ 7,680.79

Project Manager: Benjamin Trustman
Project Number: 213136:Ph7
Job Description: City of Reno Stormwater
Billing Through: 02/20/21
Contract/PO#:

SUMMARY OF CHARGES	Amount
02 Stormwater Sampling	\$3,395.00
04 Streamflow gaging (5 gages)	\$3,245.00
05 Committee Meetings and Presentations	\$420.00
06 Project Management and Correspondence	\$393.75
Expenses	\$227.04
Amount Due This Invoice:	\$7,680.79

Task 2. Stormwater Sampling

- 1) Weather analysis and storm on-call coordination
- 2) YSI Calibration
- 3) ISCO set up
- 4) ISCO shut down
- 5) Obs logs updates from dry run
- 6) Meet with RTC for keys

Task 4 Streamflow gaging

- 1) Flow measurements at all stations
- 2) Data downloads and data transfer
- 3) Flow sheet work up and QA/QC
- 4) Obs logs updates
- 5) Review flow data for Chalk Creek and Alum Creek at request of client
- 6) Compile all Chalk Creek and Alum Creek data for transfer to client/TMWA

Task 5 Committee Meetings and Presentations

- 1) Prep powerpoint for storm water sampling update for SWPCC meeting

Task 6 Project management and correspondence

- 1) Project management
- 2) Meeting with client to discuss FY22 scope of work

Expenses: Field supplies, including ice for sampling, extra key copies for Yori Drian; mileage reimbursement; Lab analysis fees

PLEASE REMIT TO THE BERKELEY ADDRESS ABOVE

Questions regarding progress of work may be directed to the Project Manager (name above). Questions regarding billing, payment and certificates of insurance should be directed to Rachel Boitano @ (510) 704-1000 x245.



Invoice

Theresa Jones
City of Reno
1 East First Street
7th Floor
Reno, NV 89501

Invoice #	Date	Amount Due
213136-0221	02/25/21	\$ 7,680.79

Project Manager: Benjamin Trustman
Project Number: 213136:Ph7
Job Description: City of Reno Stormwater
Billing Through: 02/20/21
Contract/PO#:

Terms: Due Upon Receipt

BREAKDOWN OF TIME CHARGES	Rate	Hours	Amount
Principal	\$220.00	0.25	\$55.00
Project Professional	\$180.00	1.50	\$270.00
Staff Professional	\$140.00	50.25	\$7,035.00
Senior Project Administrator	\$125.00	0.75	\$93.75
Total Time Charges:			\$7,453.75

BREAKDOWN OF EXPENSES	Quantity	Rate	Amount
Field Supplies	2.00	\$9.20	\$18.40
Mileage Reimbursement - Truck	326.00	\$0.640	\$208.64
Total Expenses:			\$227.04

PLEASE REMIT TO THE BERKELEY ADDRESS ABOVE

Questions regarding progress of work may be directed to the Project Manager (name above). Questions regarding billing, payment and certificates of insurance should be directed to Rachel Boitano @ (510) 704-1000 x245.

Truckee Meadows Stormwater Monitoring
 City of Reno
 Balance Project # 213136 PH7

Tasks & Allocation of Budget

Task	\$ Allocated	Previous	This Invoice	Total Expended		Budget Remaining	
		Expenditures	(#213136-0221)	\$ amt	\$ amt	\$ amt	%
01 Data Analysis and Annual Report (FY2020)	\$40,450.00	\$40,520.00		\$40,520.00	100%	-\$70.00	0%
02 Stormwater Sampling (outfalls and tributaries)	\$42,350.00	\$19,870.00	\$3,395.00	\$23,265.00	55%	\$19,085.00	45%
03 Tributary Ambient Sampling (2x)	\$10,400.00	\$3,990.00		\$3,990.00	38%	\$6,410.00	62%
04 Streamflow Gaging (4 gages)	\$20,870.00	\$3,430.00	\$3,245.00	\$6,675.00	32%	\$14,195.00	68%
05 Committee Meetings and Presentations	\$6,120.00	\$1,455.00	\$420.00	\$1,875.00	31%	\$4,245.00	69%
06 Project Management and Correspondence	\$8,200.00	\$4,153.75	\$393.75	\$4,547.50	55%	\$3,652.50	45%
Total Labor	\$128,390.00		\$7,453.75	\$80,872.50	63%	\$47,517.50	37.0%
Direct Costs	\$3,286.00	\$2,248.96	\$227.04	\$2,476.00	75%	\$810.00	25%
Analytical Costs	\$20,800.00	\$10,560.72		\$10,560.72	51%	\$10,239.28	49%
Contingency	\$10,271.20	\$4,880.00		\$4,880.00	48%	\$5,391.20	52%
		\$17,689.68	\$7,680.79	\$98,789.22	61%		
Total Allocated (including contingency)	\$162,747.20						
Total Expended (including current invoice)				\$98,789.22			
Total remaining						\$63,957.98	

213136



Save Mart

525 Keystone Ave
(775) 785-2150
Try Our Pharmacy At (775) 329-2981
Store:553

Cashier: FastLane2

02/01/21 09:41:26

Member card number: XXXXXX3322
DAIRY-DELI-FROZEN
2 @ 1/4.59
ICE-GLCR CRSHD 20# 9.18TF
SUBTOTAL 9.18
Sales Tax .76
TOTAL 9.94
DEBIT TENDER TENDER 9.94

Acct:XXXXXXXXXXXX1426
APPRVL CODE 122564
Cas Ref# 16964
CASH CHANGE .00

NUMBER OF ITEMS 2

Save Mart #553
525 Keystone Avenue
Reno NV 89503
(775)785-2150

02/01/2021 09:42:18
Debit Card Entry Method:Cntctless
CARD #: XXXXXXXXXXXXXXX1426
PURCHASE - APPROVED
AUTH CODE:122564

Mode: Issuer
AID: A0000000980840
TVR: 0000000000
IAD: 1F4A016EA000000001003027300000
00040000000000000000000000000000
TSI: 0000
TC: 0E721B3F4B06396D
MID: 992464 TID: 001 SEQ: 227103

Total: USD\$ 9.94

PIN VERIFIED
THANK YOU FOR
SHOPPING AT SAVE MART!

Trx:5 Term:22 Store:553 09:42:21

213136

THANK YOU FOR SHOPPING AT
MOUNTAIN HARDWARE & SPORTS
PO BOX 2913
11320 DONNER PASS RD
TRUCKEE CA, 96161
(530) 587-4844

***** THANK YOU FOR SHOPPING *****
MOUNTAIN HARDWARE AND SPORTS
01/22/21 8:15AM JG 565 SALE

050001 3 EA \$2.09 EA
SINGLE SIDED KEY \$6.27

SUB-TOTAL:\$ 6.27 TAX:\$.52
TOTAL:\$ 6.79
BC AMT:\$ 6.79

BK CARD#: XXXXXXXXXXXXXXX1426
MID:*****0888 TID:***2545
AUTH: 161756 AMT:\$ 6.79
Host reference #:654826 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F4A0131A00000000010030273000000
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name :
ATC :0044
AC : FC7E46053DDC288A
TxnID/ValCode: 242283

Bank card USD\$ 6.79



====> JRNL#G54826 <<===
CUST NO:*5
ACE REWARDS ID # 1979248334

Acct: CASH CUSTOMER AT TRUCKEE

Customer Copy

Store #10486



A-#1 Chemical Inc
P.O. BOX 671482
 DALLAS, TEXAS 75267-1482
 (214)341-2122 • (800)527-4126
Email: AR@winzerusa.com

INVOICE			
CUST NO.	INVOICE NO.	INVOICE DATE	CUST P.O. NO.
340967	6831129	3/12/21	
ORDER NO.	ORDER DATE	SALESPERSON	TERMS
56733/00 (025892)	3/11/21	150	Net 30
		PAGE	DUE DATE
		1	4/11/21

BILL TO:

CITY OF RENO PUBLIC WORKS
 PO BOX 1900
 RENO NV 90501

SHIP TO:

TRUCKEE MEADOWS PARK FOUNDATIO
 6800 PEMBROKE DR
 RENO NV 89502

PRODUCT NUMBER	DESCRIPTION	QTY ORDERED	QTY SHIPPED	QTY B/O	TAX	EXTENDED PRICE
865.005	DOG WASTE BAG 6000/CS Certain restrictions apply to the return of COVID-related items. Please contact your Winzer franchise for more information. Date: 03/15/2021 Vendor: 6 Account: 40000-4000-4040-7300-0000-I70021-09000 = \$2,495.01 Commodity Code: 265 Approved: <u> <i>Kerri W. Lanza</i> </u>	21	21		Y	2,495.01
		SUB TOTAL	TRANSIT	TAX	PAY THIS AMOUNT	
		2,495.01	.00	XXX.XX	XX,XX,XX.XX	

 Please Return This Portion With Payment

Please Make Check Payable And Remit To:



A-#1 Chemical Inc
P.O. BOX 671482
 DALLAS, TEXAS 75267-1482
 (214)341-2122 • (800)527-4126
Email: AR@winzerusa.com

INVOICE
 CUSTOMER NO.
 AMOUNT DUE
 AMOUNT PAID

6831129
340967
XXX,XXX.XX

To Ensure Proper Credit, Please Include Account Number On Your Check

Exhibit A

Scope of Services and Anticipated Budget for Truckee Meadows Regional Storm Water Quality Monitoring City of Reno, Nevada, Fiscal Year 2022 (July 2021-June 2022)

March 15, 2021

Balance Hydrologics

Balance Hydrologics (Balance) continues to implement the Truckee Meadows Stormwater Quality Monitoring Program. The fiscal year (FY)2021 program is currently being carried out per the Project Sampling and Analysis Plan (SAP; Balance, 2021), and per the scope of work outlined in our current contract, dated July 22, 2020. This scope of services and anticipated budget is proposed for the new fiscal year, FY2022, beginning July 1, 2021.

A timeline of activities/tasks as they relate to the fiscal year, calendar year, and water year is shown in Figure 1.

Task Description	2021						2022										
	Water Year 2021		Water Year 2022									Fiscal Year 2023					
	FY2021		Fiscal Year 2022									Fiscal Year 2023					
	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
New Contract (Requested by July 1, 2021)																	
Task 1. Data Analysis and Annual Report (FY2021)																	
Task 2. Stormwater Sampling (FY2022)																	
Task 3. Tributary Ambient Sampling (FY2022)																	
Task 4. Streamflow Gaging																	
Task 5. Committee Meetings and Presentations			★		★		★		★		★		★				
Task 6. Project Management and Correspondence																	

Figure 1. Timeline of Tasks, Truckee Meadows Stormwater Monitoring Program, FY2022

The remainder of this memo describes a scope of work for FY2022.

Task 1: Update SAP, Data Analysis, and FY2021 Annual Report

Balance will update the SAP with any changes in the monitoring program for FY2022 (SAP was last updated in 2020). Balance will complete analysis of analytical results, field measurements and observations completed during the FY2021 monitoring period (July 1, 2020 – June 30, 2021). Data will also be QA/QC'd by a Balance senior staff member or professional (as per the 2020 SAP) and included in a draft annual report. Streamflow records will be provided in the annual report to further evaluate and prioritize tributaries based on flow volume and constituent concentrations. The annual report will follow the format and level of detail similar to previous annual reports, and will be submitted for review by the Stormwater Committee with a presentation of the findings at a committee meeting. In addition to previous reports, the FY2021 report will also include a trends analysis of past years data that has been requested by the Stormwater Committee. Following that review, Balance will address all comments received, revise the report if necessary, and issue a final FY2021 Annual Monitoring Report.

Deliverables:

- Updated SAP: August 2021 (present at August Committee Meeting)
- FY2021 draft report: October 15, 2021 (approximate)
- FY2021 final report: January 15, 2022 (approximate)

Task 2: FY2022 Stormwater Sampling**(Outfalls and Tributaries)**Pre-event Preparation

Laboratory bottles will be ordered, labeled and organized in preparation for a storm event under this task. Automated samplers located at 4 urban outfalls and 4 tributaries will be programmed prior to each storm event for sample collection using a flow-weighted method, if feasible.

Storm Event Sampling

In accordance with the current SAP, up to two stormwater samples will be collected at all stations during two separate storm events with an additional sample collected from a third storm at the 4 urban outfalls. At sites instrumented with automated samplers, efforts will be taken to collect up to 24 individual samples to represent different components of the storm hydrograph. These samples will then be composited into 4 samples that are representative of different components of the hydrograph: (a) first flush, (b) rising limb, (c) peak flow, and (d) falling limb, and submitted to the laboratory for analysis. At all other monitoring stations, a grab sample will be collected targeting the first flush or rising limb of the storm hydrograph, if feasible.

Time and budget are also allocated under this task for the following items:

- Weather analysis and sampling team coordination
- Storm documentation and weather summary
- Coordination with Western Environmental Testing Laboratory (WETLAB)
- Water quality meter calibrations and repair
- Observer log updates, and field notes duplication in preparation for quality assurance and quality control review

We will respond to storms that occur within the monitoring year with the following exceptions: (a) Thanksgiving Day, (b) Christmas Eve, (c) Christmas Day, (d) between midnight and 5:00 am, and (e) during times when field staff safety may be compromised.

Equipment Maintenance

In-field instruments require periodic maintenance during the course of the year. Time and budget under this task have been allocated for quarterly station visits for ISCO testing, cleaning, battery and desiccant replacement, and repairs due to flooding, vandalism or age.

Deliverables:

- Copies of analytical reports.

Task 3: FY2022 Characterization of Ambient Water Quality in Tributaries (Summer and Winter Ambient Sampling)

Balance will collect samples representing ambient baseflow conditions at designated tributary sampling stations twice annually: once in the summer and once in the winter. Ambient samples collected at: (1) North Truckee Drain at Big Fish Drive, (2) Steamboat Creek at Clean Water Way, (3) Boynton Slough at Steamboat Creek, and (4) Yori Drain at Steamboat Creek. Samples will be collected using automated samplers programmed for hourly sampling and composited into 4 subsamples from 6-hour periods. We differentiate between winter and summer baseflow due to the influence of irrigation returns to both tributaries during the summer season.

Deliverables:

- Copies of analytical reports.

Task 4: Continuous Streamflow Gaging (5 gages)

In 2016, the Committee approved instrumentation of three tributaries for near-continuous streamflow data collection: (1) Alum Creek at Truckee River, (2) Thomas Creek at South Meadow Parkway, and (3) Chalk Creek at Chalk Bluff. In 2017 and 2018, the Committee approved the installation of near-continuous streamflow instrumentation at two additional tributaries to Steamboat Creek: (4) Boynton Slough at Steamboat Creek and (5) Yori Drain at Steamboat Creek. In 2019, beaver activity in Chalk Creek affected our ability to accurately gage streamflow, so the Chalk Creek gage was relocated to S. Evans Creek at Kietzke Lane in April 2020. The extent of beaver activity also prohibited relocation of the gage within the lower watershed. As such, we adjusted the sampling program to collect instantaneous grab samples with flow measurements at the time of collection to calculate instantaneous loads on Chalk Creek.

At each station, continuous (15-minute) stream depths are recorded and converted to a record of streamflow using manual measurements of streamflow and observation of stage in accordance with USGS methods. Streamflow records are used in unison with stormwater and baseflow constituent concentrations to compute instantaneous loads.

In FY2022, we will continue to provide monthly maintenance and calibration of these gages to improve stage-to-discharge rating curves, apply stage shifts, and provide a continuous record of streamflow for FY2022.

These data will also be used to recommend future sampling and analysis approaches and assist in prioritizing tributaries for further assessment (i.e., Tributary Assessments, Watershed Protection and Management Plan) or implement stormwater improvements or restoration.

Deliverable:

- Daily streamflow hydrographs for each gaging station.

Task 5: Committee Meetings and Presentations

Balance staff will attend up to 6 Stormwater Committee meetings to present results of individual storm sampling, provide progress reports, and present annual reports. Additional meetings can be attended upon separate request and authorization.

Deliverables:

- Copies of each presentation will be given to the City of Reno Stormwater Committee Project Manager in advance of the meeting.

Task 6: Project Management and Correspondence

Balance will administer this contract, budget, and billings and coordinate with the City of Reno project manager regarding project management and direction. We will provide monthly progress reports with information about work conducted, budget spent, and remaining budget and details regarding any deviations from this scope (if they occur).

Deliverables:

- Monthly Progress Reports with invoices

Assumptions and Contingency

We recognize that storm and water quality sampling in a semi-arid region includes the chance of missing storms. We will continue to do our best to meet the objectives of the program, but experience dictates that at least one sampling deployment may result in incomplete results. This scope assumes that storms to be sampled will be easily identified, targeted, and successfully sampled at all targeted locations. If forecasts are incorrect, or 'dry runs' are made, additional work will be required. Similar to our previous scope, we have provided an 8 percent 'contingency' budget to be used only with authorization from the City of Reno project manager, in the case that runoff during a targeted event is not as anticipated and additional runs are warranted. Contingency may also be used to attend additional Committee or City Council meetings or for other unforeseen purposes, if/as requested.

Requests of the City of Reno

To facilitate implementation of the FY2022 monitoring program, we would kindly request the following:

- Assistance in coordinating with the City of Sparks for ‘clean out’ of Mary Wahl Drain at sampling location prior to a sampling event; anticipated 2-3 times over the fiscal year.
- Assistance in facilitating report review among members of the committee.

Anticipated Costs

Our anticipated staff assignments and labor costs for this scope of work are shown in Table 1 and analytical costs, equipment rental fees, and cost of materials/shipping are shown in Tables 2 and 3. We will bill on a time-and-expenses basis against this allocation, guided by the estimated assignments and costs shown in Tables 1, 2, and 3.

Anticipated Schedule

We understand this scope of work and budget require review and approval by both the Stormwater Committee (anticipated review March 25, 2021) and City Council (anticipated review in May or June 2021). Upon those approvals and your authorization to proceed, we will continue work on this project beginning the first day of the new fiscal year, July 1, 2021.

Table 1. Anticipated Staff Hours by Task
213136 Truckee Meadows Stormwater

Task Number and Description	Hourly Rate	Sr. Principal	Principal II	Principal I	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS/CADD Senior Analyst	GIS/CADD Analyst	GIS/CADD Assistant Analyst	Sr. Proj Admin	Sr. Report Specialist	Report Specialist	Hydrologic Tech	Labor Costs For Task
		\$245	\$220	\$210	\$190	\$180	\$165	\$140	\$130	\$125	\$135	\$125	\$105	\$125	\$105	\$95	\$95	
			DS			BKH/PK		JJ/BT/NP							RB			
Task 1. Data Analysis and Annual Report (FY2020)																		
Update the 2021 SAP			2			4		8							2			\$2,490.00
Data analysis and QA/QC						30		56										\$13,240.00
Trends Analysis			4			10		50										\$9,680.00
Draft report (October 2021)			6			16		60						2	6			\$13,480.00
Final report (January 2022)			6			6		18						2	6			\$5,800.00
Presentation						4		22										\$3,800.00
Task 2. FY2021 Stormwater Sampling (outfalls and tributaries)																		
ISCO maintenance and repairs								60										\$8,400.00
Pre-event preparations (ISCOs)								68										\$9,520.00
Storm event sampling and lab coordination (outfalls)						20		70										\$13,400.00
Storm event sampling and lab coordination (tributaries)						20		70										\$13,400.00
Storm event coordination and documenting								20										\$2,800.00
Task 3. FY2020 Tributary Ambient Sampling																		
Summer baseflow--Sampling (August-September)						4		32										\$5,200.00
Winter baseflow--Sampling (February-March)						4		32										\$5,200.00
Task 4. FY2020 Streamflow gaging (5 gages)																		
Gage maintenance and data management						18		130										\$21,440.00
Task 5. Committee Meetings and Presentations																		
Assume 6 committee meetings						6		36										\$6,120.00
Presentation Preparation								24										\$3,360.00
Task 6. Project Management and Correspondence																		
Project management tasks and correspondence			4			4		28						4				\$6,020.00
Subtotal Hours			22			146		784						8	14			
Total Hours			974															
Notes:																		
																		TOTAL LABOR \$143,350.00
																		Expenses from Table 2 \$27,336.00
																		Contingency from Table 2 \$11,468.00
																		GRAND TOTAL \$182,154.00

Table 2. Estimated Costs
213136 Truckee Meadows Stormwater

Professional Fees	Rate	Hours	Allocation
Sr. Principal	\$245	0	\$0.00
Principal	\$220	22	\$4,840.00
Associate Principal	\$210	0	\$0.00
Senior Professional	\$190	0	\$0.00
Project Professional	\$180	146	\$26,280.00
Senior Staff Professional	\$165	0	\$0.00
Staff Professional	\$140	784	\$109,760.00
Assistant Professional	\$130	0	\$0.00
Junior Professional	\$125	0	\$0.00
GIS/CADD Senior Analyst	\$135	0	\$0.00
GIS/CADD Analyst	\$125	0	\$0.00
GIS/CADD Assistant Analyst	\$105	0	\$0.00
Senior Project Administrator	\$125	8	\$1,000.00
Senior Report Specialist	\$105	14	\$1,470.00
Report Specialist	\$95	0	\$0.00
Hydrologic Technician	\$95	0	\$0.00
Labor Subtotal (Table 1)			\$143,350.00
Expenses			
Direct Expenses			
Mileage	2400 miles @	\$0.64	\$1,536.00
Mileage, 4-Wheel Drive*	miles @	\$0.67	\$0.00
Vehicle Rental			\$0.00
Equipment Costs (see Table 3)			\$1,250.00
Per Diems	@		\$0.00
Reimbursable Costs			
Other Travel, Subsistence	trips @		\$0.00
Express Mail, Deliveries			\$0.00
Maps and Aerial Photos			\$0.00
Outside Copying, Blueprint			\$0.00
Outside Consultants			\$0.00
Analytical Laboratory Fees	(includes mark-up of 10%)		\$23,550.00
Materials and Supplies	(ice for ISCO and coolers, dessicant)		\$1,000.00
Permits, Licenses or Agency Inspection fees	client responsibility		\$0.00
Printing ⁺			\$0.00
Other			\$0.00
Expenses Subtotal			\$27,336.00
ESTIMATED TOTAL			\$170,686.00
Contingency			\$11,468.00
TOTAL w/ CONTINGENCY			\$182,154.00
Notes			

* 4WD rates apply only if required by site conditions. See Balance policy re 4WD.

Project-related expenses will be bill at cost plus 10%; including work by outside consultants and analytical or testing laboratories.

**Table 3. Equipment Rental Costs
213136 Truckee Meadows Stormwater**

	Cost/ day	# of days	Cost/ week	# of weeks	Cost/ month	# of months	Cost/ season	# of seasons	Cost/ year	# of years	Cost
Field Equipment											
Current meter and flow-measuring equipment	\$45		\$100		\$150		\$300	1	\$350		\$300
Acoustic Doppler Current Profiler	\$750										
SCT or conductivity meter	\$30		\$50		\$75		\$200	1	\$250		\$200
Dissolved oxygen meter	\$35		\$60		\$100		\$250	1	\$300		\$250
Turbidity meter/probe	\$35		\$60		\$100		\$250	1	\$300		\$250
pH meter	\$15		\$30		\$75		\$150		\$200		
Electrical water-level indicator ("sounder")	\$25		\$50		\$75		\$150		\$200		
Water-level recorders											
Datalogger with two transducers	\$200		\$400		\$800		\$1,600		\$2,000		
Additional transducers	\$75		\$100		\$200		\$300		\$400		
Specific conductance + temperature sensor option	\$60		\$75		\$150		\$200		\$250		
Standard 6 in. Rain gage for use with water-level datalogger	\$20		\$35		\$50		\$150		\$200		
Solar power option	Cost determined based on site needs										
Cell modem + realtime data access							\$250 + \$30/mo		\$350 + \$30/mo		
Self-contained datalogger (pressure and temp.)	\$25		\$50		\$100		\$250		\$350		
Self-contained datalogger (pressure + SCT)	\$50		\$100		\$200		\$550		\$700		
Barometric pressure logger (to use with self-contained log.)	\$25		\$50		\$100		\$250		\$350		
Self-contained datalogging rain gage	\$25		\$50		\$100		\$250		\$350		
<i>Othersensors, specialty enclosures, etc. available upon request</i>											
Samplers											
Hand-held suspended-sediment sampler (DH-48; DH59)	\$40		\$80		\$120		\$250	1			\$250
High-flow suspended-sediment sampler (D49, D74)	\$100		\$200		\$240		\$400				
Hand-held bedload sampler (Helley-Smith)	\$40		\$80		\$120		\$250				
High-flow bedload sampler (Helley-Smith)	\$100		\$200		\$240		\$400				
Automated water quality sampler	On request										
Hand-auger soil-sampling array (mud and multiple barrels)	\$80		\$100		\$120						
Soft-sediment core sampler	\$45		\$150		\$150						
Water quality sampler (DH-81)	\$40		\$120		\$120		\$250				
Field filtering equipment	\$18		\$60		\$60		\$80				
Surveying equipment											
Level-transit or automatic level, tripod, rod	\$70		\$210								
Total station	\$100		\$280								
Differential GPS	at cost		at cost								
T-LiDAR	at cost		at cost								
Hand level	\$20		\$60		\$120						
Miscellaneous, less commonly used items											
Cutthroat portable flume	\$50		\$80		\$100		\$200				
Drone Rental	\$250										
Piezometers	Will vary by site										

Other Equipment

Total Rental Charges \$1,250

Notes:

Rates for other equipment or for other rental periods are available (see Balance form 305).

Discounts are sometimes given on projects with extensive instrumentation or for multi-year projects.

Rates may vary for certain projects depending upon field conditions, precision requirements, and anticipated exposure to weather.