



# HYBRID MEETING NOTICE

## Truckee Meadows Stormwater Permit Coordinating Committee

**DATE:** June 22, 2023  
**TIME:** 9:15 A.M.  
**PLACE:** CITY OF RENO, CITY HALL  
6<sup>TH</sup> FLOOR CONFERENCE ROOM  
1 EAST FIRST STREET  
RENO, NEVADA 89501  
(There is parking available in Parking Garage  
above the First Floor)

### Members

Alex Mayorga, Chair  
Robert Wimer  
Theresa Jones  
James Pehrson  
Kevin Porter  
Cody McDougall

### Public Notice

This agenda has been physically posted in compliance with NRS 241.020(3)(notice of meetings) at Reno City Hall – 1 East First Street, Washoe County Administration Building – 1001 East 9<sup>th</sup> Street and Sparks City Hall – 431 Prater Way. In addition, 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 at [aufierot@reno.gov](mailto:aufierot@reno.gov).

Members of the Committee may participate in this meeting using the zoom video conference platform.

Members of the public may participate in the meeting by registering through the below zoom link which will provide the meeting ID number and call-in phone number.

Virtual link: <https://us06web.zoom.us/j/781111111111>

In Person: 1 East First Street, 6th Floor Conference Room

### Accommodations

Reasonable efforts will be made to assist and accommodate individuals with disabilities attending the meeting. Please contact Tara Aufiero at (775) 333-7751 at least 48 hours in advance so that arrangements can be made.

### Supporting Materials

Staff reports and supporting material for the meeting are available by contacting Tara Aufiero at (775) 333-7751 or [aufierot@reno.gov](mailto:aufierot@reno.gov) and on the City's website at Reno.Gov. Pursuant to NRS 241.020(9), supporting material is made available to the general public at the same time it is provided to the public body.

### Order of Business

The presiding officer shall determine the order of the agenda and all questions of parliamentary procedure at the meeting. Items on the agenda may be taken out of order. The public body may combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda at any time. See, NRS 241.020(2)(c)(6). Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.

### In Person Public Comment

Public comment, whether on items listed on the agenda or general public comment, is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. No action may be taken

on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken.

## **Virtual Public Comment**

No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item.

Pursuant to NRS 241.023, those wishing to submit public comment may do so by contacting Theresa Jones by sending an email to [jonest@reno.gov](mailto:jonest@reno.gov) or by leaving a voicemail at 775-334-3311, or at the meeting during virtual public comment. Public comment is limited to three (3) minutes per person. Comments received prior to 4:00 p.m. on the day preceding the meeting will be transcribed, provided to the Board/Commission/Committee for review, and entered into the record. Comments received after 4:00 pm on the day preceding the meeting will be provided to the Board/Commission/Committee for review prior to adjournment, and entered into the record.

### **A. Introductory Items**

#### **A.1 Call To Order/Roll Call**

**A.2 Public Comment** – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

**A.3 Approval Of The Agenda (For Possible Action)** – June 22, 2023

**A.4 Approval Of The Minutes (For Possible Action)** – May 25, 2023

### **B. Business Items**

**B.1** 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)

- (i) Balance Hydrologics Invoice # 213136-0523, dated June 13, 2023, in the amount of \$4,769.94 related to Stormwater Monitoring for FY22/23.

**B.2** Nomination and election of chair for next fiscal year, to commence at the July 2023 SWPCC meeting. (For Possible Action)

### **C. Standing Agenda Items (Not For Action)**

**C.1** 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.

- (i) Prepare to provide Annual Report data in July/August.

**C.2** Update on Nevada Division of Environmental Protection's activities regarding federal, state, and local matters.

**C.3** Update on Nevada Department of Transportation activities regarding MS4 activities.

**C.4** Updates on grants and funding opportunities and projects, public presentations, volunteer opportunities and events, trainings, workshops, and conferences.

- (i) Reno-Sparks Water Palooza, June 9, 2023
- (ii) Great Basin Outdoor School classes, June 2023

**D.** Discussion and possible direction on setting the next regular meeting for July 27, 2023 at

9:15 a.m. (For Possible Action).

**E. 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.

**F. Adjournment** (For Possible Action)

**MEETING MINUTES**  
**TRUCKEE MEADOWS STORMWATER PERMIT**  
**COORDINATING COMMITTEE**

**Thursday, May 25, 2023**

The regular meeting of the Truckee Meadows Stormwater Permit Coordinating Committee (SWPCC) was held virtually and in person in the City Hall 6<sup>th</sup> Floor Conference Room at 1 East First Street, Reno, Nevada, and conducted the following business:

**A. Introductory Items**

**A.1 Call to Order/Roll Call**

The meeting was called to order by Chair Mayorga at 9:15 a.m. and a quorum was present.

*Members Present:* Alex Mayorga, Chair; Theresa Jones, SWPCC Coordinator; Cody McDougall; James Pehrson; Kevin Porter; Robert Wimer

*Members Absent:* None

*Staff and Guests Present:* Susan Ball Rothe, Legal Counsel; Daniel Moss, City of Reno; David Lake, City of Reno; Dustin Water, City of Reno; Ashley Elson, City of Sparks; Marina McCreary, Keep Truckee Meadows Beautiful (KTMB); Matt DeBray, Truckee Meadows Parks Foundation (TMPF); Brenda Hermes, City of Reno; Birgit Widegren, Western Regional Water Commission (WRWC); Mitch Cowles, Nevada Division of Environmental Protection (NDEP); Debra Lemke, NCE; Victoria Jeffery, Nevada Department of Transportation (NDOT); Kara Steeland, Truckee Meadows Water Authority (TMWA)

**A.2 Public Comment**

None

**A.3 Approval of Agenda (For Possible Action) – May 25, 2023**

COORDINATOR JONES MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY MEMBER WIMER. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

**A.4 Approval of the Minutes (For Possible Action) - April 27, 2023**

MEMBER PORTER MADE A MOTION TO APPROVE THE MINUTES, SECONDED BY COORDINATOR JONES. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

**B. Business Items**

**B.1 Review and possible approval for payment of below invoice(s). The City will pay the invoice(s) and seek 75% reimbursement from the Water Management Fund from the Western Regional Water Commission (WRWC) and 25% reimbursement from the Nevada Department of Transportation per the Interlocal Agreements. (For Possible Action)**

- (i) USGS Invoice # 91062063, dated April 12, 2023, in the amount of \$3,380.00 related to Stormwater Monitoring for FY22/23
- (ii) Balance Hydrologics Invoice # 213136-0423, dated May 8, 2023, in the amount of \$11,280.42 related to Stormwater Monitoring for FY22/23

MEMBER PORTER MADE A MOTION TO APPROVE THE INVOICES, SECONDED BY MEMBER PEHRSON. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

**B.2 Review, discussion and possible approval of the purchase of cleaning equipment and chemical for reusable storm drain stencils, from Amazon.com and Home Depot, for FY22/23, in an amount not to exceed \$100. (For Possible Action)**

COORDINATOR JONES MADE A MOTION TO APPROVE THE PURCHASE OF CLEANING EQUIPMENT AND CHEMICALS FOR CLEANING THE STENCILS, SECONDED BY MEMBER PEHRSON. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

**B.3 Review, discussion and possible approval of the purchase of dog waste bags for the Truckee Meadows Parks Foundation (TMPF), for FY22/23, in an amount not to exceed \$2,499.00. (For Possible Action)**

Coordinator Jones stated the SWPCC has purchased and donated dog waste bags for the past three or four years for the Truckee Meadows Parks Foundation's Doggie Ambassador Project.

Matt DeBray, TMPF, gave a presentation on their Doggie Ambassador Project.

COORDINATOR JONES MADE A MOTION TO APPROVE THE PURCHASE OF DOG WASTE BAGS, SECONDED BY MEMBER MCDUGALL. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

**B.4 Review, discussion, and possible approval of a \$2,000 reimbursement to KTMB for their continued partnership with SWPCC to host storm drain stenciling events, and maintain other educational partnerships and direction to enter into a memorandum of understanding. (For Possible Action)**

Marina McCreary, KTMB, presented information on the storm drain stenciling program.

Coordinator Jones discussed the importance of raising awareness through this program.

CHAIR MAYORGA MADE A MOTION TO APPROVE, SECONDED BY MEMBER PORTER. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

**B.5 Review, discussion, and possible selection of a consultant to develop scope of work for the 2023 Watershed Assessments for Tributaries to the Truckee River to bring to NNWPC/WRWC for special project funding. (For Possible Action)**

Coordinator Jones asked that the SWPCC start thinking about this item for next month to put a scope of work together with a consultant for the annual tributary watershed assessments. CDM did assessments in 2015, 2016, and 2017 and after that the SWPCC was focused on updating the Watershed Management Plan for tributaries to the Truckee River and no assessments were done during that time. Last year NCE did tributary assessments. For the next assessment she is hoping

Washoe County, Reno, and Sparks can come up with what they would like assessed based on past reports and any known deficiencies.

No action was taken.

**C. Standing Agenda Items (Not For Action)**

**C.1 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 Stormwater Program.**

No report.

**C.2 Update on Nevada Division of Environmental Protection's (NDEP) activities regarding federal, state, and local matters.**

Mitch Cowles, NDEP, reported they are working on getting the Las Vegas Valley MS4 Permit to the public for comment. He recommended that the SWPCC members look at that when it is available to the public for review as most of the language will be used in the Truckee Meadows MS4 Permit as well. He also reported they will be working with City of Reno staff to do enforcement on one of the City of Reno construction sites.

**C.3 Update on Nevada Department of Transportation (NDOT) activities regarding MS4 activities.**

Victoria Jeffery, NDOT, stated she has nothing to report and noted they are planning to attend the City of Sparks Water Palooza.

**C.4 Updates on grants and funding opportunities and projects, public presentations, volunteer opportunities and events, trainings, workshops, and conferences.**

(i) NWRA Truckee River Tour, May 4-5, 2023

Mr. Moss reported that he helped present for the Truckee River Tour on water restoration projects.

(ii) TMWA Smart About Water Day, May 6, 2023

Mr. Moss reported that he had a table at the Smart About Water Day event and talked to about 25 people. TMWA plans to work hard next year on outreach to kids and young adults.

(iii) Snapshot Day, May 19, 2023

Member McDougall reported on Snapshot Day. Great Basin Outdoor School had a representative with Mountain View Montessori School. They had about 40 students on Whites Creek. He was able to sample 12 or 13 other locations. He will share the data from those samples once it is available.

(iv) Reno-Sparks Water Palooza, June 9, 2023

Mr. Moss reported this is a new program that will take place at a school with hundreds of elementary and middle school kids cycling through. There will have 10 minutes to present information to each group of students as they cycle through.

(v) Great Basin Outdoor School classes, June 2023

Mr. Moss reported that Great Basin Outdoor School has invited him to come and give a presentation to their students. He will be doing two 50-minute sessions there in June.

**D. Discussion and possible direction on setting the next regular meeting for June 22, 2023 at 9:15 a.m.** (For Possible Action)

COORDINATOR JONES MADE A MOTION TO APPROVE, SECONDED BY MEMBER PORTER. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

**E. Public Comment**

Member Porter stated he will be leaving the City of Sparks this summer and introduced Ashley Elson who will be stepping in to his place.

**F. Adjournment** (For Possible Action)

COORDINATOR JONES MADE A MOTION TO ADJOURN AT 9:55 AM, SECONDED BY MEMBER MCDOUGALL. THE MOTION CARRIED UNANIMOUSLY WITH SIX (6) MEMBERS PRESENT.

Respectfully submitted by,  
Christine Birmingham, Recording Secretary



Approved for payment upon approval by SWPCC on 06/22/23

*Theresa Jones*

880 Bancroft Way • Suite 101 • Berkeley, CA 94710 • (510) 704-1000  
www.balancehydro.com • email: office@balancehydro.com

## Invoice

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

**Terms: Due Upon Receipt**

<b>Invoice #</b>	<b>Date</b>	<b>Amount Due</b>
213136-0523	06/13/23	<b>\$ 4,769.94</b>

**Project Manager:** Brian K. Hastings  
**Project Number:** 213136:Ph9  
**Job Description:** City of Reno Stormwater  
**Billing Through:** 05/20/23  
**Contract/PO#:**

<b>SUMMARY OF CHARGES</b>	<b>Amount</b>
<b>01 Data Analysis and Annual Report (FY2022)</b>	\$98.00
<b>02 Stormwater Sampling</b>	\$1,313.75
<b>04 Streamflow gaging (5 gages)</b>	\$1,200.00
<b>05 Committee Meetings and Presentations</b>	\$682.50
<b>06 Project Management and Correspondence</b>	\$1,286.25
<b>Expenses</b>	\$189.44
<b>Amount Due This Invoice:</b>	<b>\$4,769.94</b>

Task 1  
1) Report reformatting per request

Task 2  
1) storm monitoring  
2) team coordination

Task 4  
1) Round of gaging observations, measurements, downloads  
2) data management

Task 5  
1) attend committee meeting

Task 6  
1) correspondence with City of Reno  
2) project management activities

Expenses: AT&T; miles

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
213136-0523	06/13/23	<b>\$ 4,769.94</b>

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**Project Number:** 213136:Ph9  
**Job Description:** City of Reno Stormwater  
**Billing Through:** 05/20/23  
**Contract/PO#:**

**Terms: Due Upon Receipt**

<b>BREAKDOWN OF TIME CHARGES</b>	<b>Rate</b>	<b>Hours</b>	<b>Amount</b>
<b>01 Data Analysis and Annual Report (FY2022)</b>			
Report Specialist	\$98.00	1.00	<u>\$98.00</u>
			<b>\$98.00</b>
<b>02 Stormwater Sampling</b>			
Principal	\$230.00	0.25	\$57.50
Senior Professional	\$195.00	3.75	\$731.25
Staff Professional	\$150.00	3.50	<u>\$525.00</u>
			<b>\$1,313.75</b>
<b>04 Streamflow gaging (5 gages)</b>			
Staff Professional	\$150.00	8.00	<u>\$1,200.00</u>
			<b>\$1,200.00</b>
<b>05 Committee Meetings and Presentations</b>			
Senior Professional	\$195.00	3.50	<u>\$682.50</u>
			<b>\$682.50</b>
<b>06 Project Management and Correspondence</b>			
Principal	\$230.00	1.00	\$230.00
Senior Professional	\$195.00	4.25	\$828.75
Senior Project Administrator	\$130.00	1.75	<u>\$227.50</u>
			<b>\$1,286.25</b>
<b>Total Time Charges:</b>			<b>\$4,580.50</b>

<b>BREAKDOWN OF EXPENSES</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>
Field Phone	1.00	\$13.76	\$13.76
Mileage Reimbursement - Personal Vehicle	68.00	\$0.720	\$48.96
Mileage Reimbursement - Truck	176.00	\$0.720	<u>\$126.72</u>
<b>Total Expenses:</b>			<b>\$189.44</b>

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 PH9  
 Through March 18, 2023

**Tasks & Allocation of Budget**

Task	\$ Allocated	Previous	Invoice	Total Expended		Budget	
		Expenditures	(#213136-0523)	\$ amt	\$ amt	\$ amt	%
01 Data Analysis and Annual Report (FY2022)	\$44,895	\$48,200.25	\$98.00	\$48,298.25	108%	-\$3,403.25	-8%
02 Stormwater Sampling (outfalls and tributaries)	\$48,650	\$43,011.50	\$1,313.75	\$44,325.25	91%	\$4,324.75	9%
03 Tributary Ambient Sampling (2x)	\$10,800	\$14,732.50		\$14,732.50	136%	-\$3,932.50	-36%
04 Streamflow Gaging (5 gages)	\$29,608	\$18,487.50	\$1,200.00	\$19,687.50	66%	\$9,920.00	34%
05 Committee Meetings and Presentations	\$11,610	\$3,551.25	\$682.50	\$4,233.75	36%	\$7,376.25	64%
06 Project Management and Correspondence	\$6,940	\$8,956.25	\$1,286.25	\$10,242.50	148%	-\$3,302.50	-48%
<b>Total Labor</b>	\$152,502.50	\$136,939.25	\$4,580.50	\$141,519.75	93%	\$10,982.75	7%
<b>Direct Costs</b>	\$3,936.00	\$2,992.49	\$189.44	\$3,181.93	81%	\$754.07	19%
<b>Analytical Costs</b>	\$23,550.00	\$27,367.94		\$27,367.94	116%	-\$3,817.94	-16%
<b>Contingency</b>	\$11,798.00	\$5,992.50		\$5,992.50	51%	\$5,805.50	49%
		<b>\$173,292.18</b>	<b>\$4,769.94</b>	<b>\$178,062.12</b>	<b>93%</b>		
<b>Total Allocated (including contingency)</b>	<b>\$191,786.50</b>						
<b>Total Expended (including current invoice)</b>				<b>\$178,062.12</b>			
<b>Total remaining</b>						<b>\$13,724.38</b>	



Page: 2 of 13  
Issue Date: May 12, 2023  
Account Number: 995679142  
Foundation Account: 02637349  
Invoice: 995679142X05202023

## Service activity

### Wireless

Number	User	Page	Monthly charges		Company fees & surcharges	Government fees & taxes	Total
			Plan	Add-ons			
510.387.2921	213136 RENO	7	\$5.00	\$6.00	\$1.51	-	\$12.51

Wireless continues...