

## **A Charter for the Ad Hoc Stormwater Advisory Committee Lake Tahoe Watershed, NV & CA**

The ad hoc Stormwater Advisory Committee (SWAC) was established as a part of the Stormwater Feasibility Study by Nevada Tahoe Conservation District (NTCD) for Task 1 of the work plan.

---

**Mission:** The Mission of the ad hoc SWAC is to review information presented by the Stormwater Implementation Team\*, advise the Implementation Team of any suggested changes and provide opinions and/or suggestions as to whether or not it makes sense for the 12 jurisdictions, two counties, multiple HOAs and other entities to pool resources for regional stormwater management options for Nevada Lake Tahoe which will be used to inform larger Basin-wide stormwater master planning activities.

**Purpose:** This committee is non-regulatory and has no authority to make policy changes. Ancillary to this, the committee shall share information generated with peer agencies throughout the Tahoe Basin. The SWAC should consider the general completeness, scientific accuracy, politician acceptability, and socio-economic equity of the products generated. In general, the committee will work to create more understanding and help inform stormwater management throughout the Lake Tahoe Basin. It is recognized that several topics being researched and discussed in this project are of significant technical or environmental importance throughout the Basin and further discussion might be better served as a part of the Stormwater Quality Improvement Committee (SWQIC), the BMP Retrofit Steering Committee and other such Basin-wide planning efforts.

**Governance:** NTCD is the organizing body of this committee. The committee shall work in partnership with NTCD. NTCD is a non-regulatory, technical support agency that as a sub-division of the State of Nevada provides technical assistance, education and leadership for the protection and restoration of Lake Tahoe.

The committee shall have a chairperson and co-chairperson elected for the duration of the Stormwater Feasibility Assessment Project. The chairperson is an administrative leader among co-equal members of the committee. The chairperson

---

\* The Stormwater Implementation Team shall consist of staff from US Army Corps of Engineers (US ACE), Nevada Division of Environmental Protection (NDEP), Nevada Division of State Lands (NDSL), NTCD and Douglas and Washoe Counties' public works staff and Tahoe Regional Planning Agency (TRPA). Their role is to gather and present unbiased data to the SWAC for review and consideration.

shall be responsible for working with NTCD staff in planning meetings, presiding over the meetings, communicating with the SWAC, the Technical Implementation Team and the general body of associated Stakeholders.

The co-chairperson shall be responsible for filling in for the chairperson as necessary in addition to obtaining necessary documentation, submitting documentation to the committee, and maintaining necessary records.

Consensus shall be the preferred committee decision making process. The consensus gauge below shall indicate the degree of agreement that can be used by any member in any committee related decision. If the committee is in the range of 1 through 4, the group is in consensus and no further discussion is needed. If several individuals are at a '4' then additional discussion may be needed.

1. The proposed decision is fully acceptable. Support the committee's decision,
2. The proposed decision is acceptable with minor reservations. Support the committee's decision,
3. The proposed decision is acceptable, even with major reservations but it is the best decision at this time and will support the committee's decision,
4. Stand aside/abstain; won't block but can't offer support,
5. Cannot support the decision (must be able to offer an alternative), and
6. Need more information (must be able to identify the information needed)

In the event the committee cannot come to consensus on a key issue, the committee shall identify that issue as NO CLEAR CONCENSES with an accounting of the reasons and opinions from the members. Individual members may provide a white paper or formal written statement citing their reasoning behind their decision.

Committee decisions will be weighted primarily in terms of the needs identified for Nevada Lake Tahoe and the rest of the Lake Tahoe Basin as secondary. The committee's intent is then replicate and share information for Basin-wide stormwater master planning where appropriate with peer agencies. The committee will collaborate with California peer agencies to exchange information and increase understanding about regional stormwater management options for Lake Tahoe Basin.

The committee shall work cooperatively to the greatest extent possible only seeking general direction from the NTCD District Staff, the Technical Implementation Team and the broader stakeholder group as needed. The committee shall have the opportunity to report back, and seek advice from, and review pertinent data associated

with the feasibility study in order to make decisions regarding stormwater utility development for Nevada Lake Tahoe.

The committee will meet for a minimum of four (4) meetings corresponding with each of the 4 tasks of this phase. Each meeting will allow for public comments from the broader stakeholder base which the committee will incorporate into their decision-making.

Sub-committees can be formed at the discretion of the Chair as a manner to gain expertise, resolve specific issues and/or complete specific sub-tasks.

Deadlines will be set by the Chair Person; if responses are not made within the set time-frame, it is to be assumed that that committee member or peer agency has no comment to the request and will follow the consensus from those who've responded within the allotted time-frame.

Individual agencies and jurisdictions retain the authority to determine their level of involvement in this committee and their level interaction with the Stormwater Initiative Project. This is a non-biding committee and at any time agencies and jurisdictions can decide not to participate. Both the agencies and the District will also maintain their independence in their respective decision-making functions. The committee reserves the option to establish formal bylaws at a future time. The committee requests letters of resignation in writing.

---

**Committee Membership:** Members shall be invited to participate from various agencies and jurisdictions. Representatives from mid to high level staff positions will work on the committee with the expectation that each will have an active level of participation to conduct activities of the committee. Alternates are allowed and encouraged to ensure consistent representation on the committee.

The term "stakeholder(s)" shall signify the diverse interest groups throughout the Lake Tahoe Basin which may be impacted by the development or non-development of regional stormwater management options. Stakeholders from a broader spectrum of the Lake Tahoe Basin are invited to attend the meetings and provide public comments in both verbal and written form.

The term “committee” shall signify all stakeholders who will actively participate in committee activities and provide input into decisions and/or recommendations regarding regional stormwater management options.

Committee membership will have a balanced representation that includes at a minimum representation from California, Nevada, Tahoe Regional Planning Agency (TRPA), Federal government, local governments (i.e., counties, HOAs and GIDs) and the District and local private organizations and businesses. Initially invited agencies/members include representatives from:

- Bureau of Reclamation
- CA Public Utility Districts
- CA Tahoe Conservancy
- City of South Lake Tahoe – Public Works
- Douglas and Washoe Counties
- General Improvement Districts (GIDs)
- Homeowners Associations (HOAs)
- Lahontan Regional Water Quality Control Board
- Natural Resources Conservation Service
- Nevada Department of Transportation
- Nevada Division of Environmental Protection
- Nevada Division of State Lands
- Nevada Tahoe Conservation District
- Other private organizations
- Placer and El Dorado Counties
- Tahoe Regional Planning Agency
- UNR Cooperative Extension
- US Army Corps of Engineers
- US Environmental Protection Agency
- US Forest Service Lake Tahoe Basin Management Unit

---

**Communication:** Communication is the key to the success of this committee and will happen at multiple levels among the members and between the committee and the District as well as the general public. While the committee shall communicate both formally and informally with District staff and the Technical Implementation Team, as well as the broader stakeholders, it remains the responsibility of each representative to insure that pertinent information is fully communicated from the executives to their respective constituents.

Public outreach and education activities conducted in association with this project are independent from each individual peer agency’s work; however, at any time a specific agency would be identified in a public message (i.e. press release or

presentation) the committee reserves the right to approve that message prior to its public release.

Public Communications represented as coming from the Committee will only occur after consensus is obtained a meeting. Specific agency communication is not precluded, however, all committee members are encouraged to be aware and sensitive to issues raised as a part of this project and are encouraged to be respectful of each respective peer agency's mission.

Members of the committee have the responsibility to communicate and solicit input from respective constituency groups and any other stakeholders as agreed to by the committee. NTCD is responsible for sharing information generated at SWAC meetings with peer agencies and local and regional decision-making bodies.

Members of the committee have the responsibility to communicate with their respective executives on committee activities prior to SWAC meetings. All committee members share the responsibility to share information gathered in various committee meetings Basin-wide to help better inform decisions regarding stormwater management. Additionally, NTCD is responsible to share SWAC progress with other peer agencies via presentations and committee meetings.

In addition to committee meetings, the committee chair and co-chair may plan regular dialogue and/or sub-committee meetings with the I Team, other peer agencies or staff to maximize opportunities for science and public outreach coordination.

The committee will develop a communication strategy as a part of Task 2 to be approved by the committee and used to insure agencies, jurisdictions and Basin-wide stakeholders are afforded the opportunity to have their respective concerns incorporated into public messaging. This shall include the means to identify opportunities for soliciting local jurisdiction and peer agency needs, identification of target audience(s), development of communication goals and messages, and process for committee outreach to agencies and the format for reviewing and accepting those agency identified needs.

---

**Committee Meetings:** The committee will meet a minimum of four (4) times between December 2006 and June 2007 unless circumstances dictate otherwise. Committee meetings will allow time for public comment to ensure representation and integration with all Basin-wide stormwater master planning activities.