

# NORTHERN NEVADA WATER PLANNING COMMISSION AGENDA

Wednesday, June 4, 2014

1:30 p.m.

Washoe County Commission Chambers  
1001 East Ninth Street  
Reno, Nevada

## Notes:

1. Items on this agenda on which action may be taken are followed by the term "for possible action". Non-action items are followed by an asterisk (\*).
2. Public comment is limited to three minutes per speaker and is allowed during the public comment periods, and before action is taken on any action item. Comments are to be directed to the Commission as a whole. Persons may not allocate unused time to other speakers. The public may sign-up to speak during the public comment period or on a specific agenda item by completing a "Request to Speak" card and submitting it to the clerk.
3. Items on this agenda may be taken out of order, combined with other agenda items for consideration, removed from the agenda, or delayed for discussion at any time. Arrive at the meeting at the posted time to hear item(s) of interest.
4. Supporting material provided to the Commission for the items on the agenda is available to members of the public at the Northern Nevada Water Planning Commission ("NNWPC") offices, 4930 Energy Way, Reno, NV, from June Davis, Administrative Secretary, (775) 954-4665, and on the NNWPC website at <http://www.nnwpc.us>
5. In accordance with NRS 241.020, this agenda closes three working days prior to the meeting. We are pleased to make reasonable accommodations for persons who are disabled and wish to attend meetings. If you require special arrangements for the meeting, please call 954-4665 no later than 24 hours prior to the meeting.
6. In accordance with NRS 241.020, this agenda has been posted at the following locations: Reno City Hall (1 East First Street), Sparks City Hall (431 Prater Way), Sparks Justice Court (1675 East Prater Way), Sun Valley GID (5000 Sun Valley Blvd.), TMWA (1355 Capital Blvd.), Washoe County Administration Building (1001 E. 9th Street), Second Judicial District Court/Courthouse (75 Court Street), Washoe County Central Library (301 South Center St.), Washoe County Community Services Department (4930 Energy Way), Galena Market (19990 Thomas Creek Rd.), Galena High School (3600 Butch Cassidy Way), South Valleys Library (15650A Wedge Parkway), and the NNWPC website: <http://www.nnwpc.us>

1. Roll Call and determination of presence of a quorum. \*
2. Public Comments. \* (Three-minute time limit per person.)
3. Approval of agenda. **(For Possible Action)**
4. Approval of the minutes from the May 7, 2014, meeting. **(For Possible Action)**
5. Review and possible approval of the Western Regional Water Commission ("WRWC") Routine Operating Budget for non-staff services for Fiscal Year 2014 – 2015, and possible direction to staff – Jim Smitherman, WRWC/NNWPC Water Resources Program Manager. **(For Possible Action)**
6. Discussion regarding Washoe Evapotranspiration Project funding from the Regional Water Management Fund ("RWMF") for Fiscal Year 2014 – 2015:  
A) possible recommendation to the WRWC to approve a First Amendment to the Interlocal Agreement with the Desert Research Institute ("DRI") to add \$29,050 in funding for upgrades and installation of weather stations; and, B) authorize the

expenditure by staff of up to \$10,950 for services provided by other vendors for work related to the installation of weather stations – Chris Wessel, WRWC/NNWPC Water Management Planner. **(For Possible Action)**

7. Review, discussion and possible approval of a proposal from the Desert Research Institute (“DRI”) for supplementary precipitation gauges to quantify cloud seeding results in the Lake Tahoe and Truckee River basins; and, if approved, possible direction to staff to execute an Interlocal Agreement with DRI for phase one of the project in an amount not to exceed \$25,000 from the RWMF for fiscal year 2014 – 2015, Chris Wessel **(For Possible Action)**
8. Report and discussion concerning Regional Water Management Fund revenue and expenditure planning for future fiscal years and possible direction to staff - Jim Smitherman. **(For Possible Action)**
9. Program Manager’s Report – Jim Smitherman. \*
  - a. Report on the Status of Projects and Work Plan Supported by the RWMF;
  - b. Financial Report on the RWMF;
  - c. Report on the Truckee Meadows Regional Planning Agency (“TMRPA”) parcel-based population and employment modeling project;
  - d. Report on the pending consolidation of the South Truckee Meadows General Improvement District, Truckee Meadows Water Authority and Washoe County water utility; and,
  - e. Informational report from the NNWPC representative on the TMWA Standing Advisory Committee (“TMWA SAC”).
10. Discussion regarding possible agenda items for the July 2, 2014, NNWPC meeting, and other future meetings, and possible direction to staff – Jim Smitherman. **(For Possible Action)**
11. Commission comments. \*
12. Staff comments. \*
13. Public Comments. \* (Three-minute time limit per person.)
14. Adjournment. **(For Possible Action)**

\*Indicates a non-action item

MINUTES  
NORTHERN NEVADA WATER PLANNING COMMISSION

Wednesday, May 7, 2014, 1:30 p.m.

The regular meeting of the Northern Nevada Water Planning Commission ("NNWPC") was held in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada and conducted the following business:

The meeting was called to order by Chairman Drinkwater at 1:30 p.m.

**1. Roll Call and Determination of Presence of a Quorum**

*Voting Members Present:* Michael Drinkwater, Darrin Price (left at 2:22 p.m.), George Ball (arrived at 1:40 p.m.), Michael DeMartini, John Erwin, John Flansberg, Mickey Hazelwood, Neil Krutz, and David Solaro.

*Voting Members Absent:* Norman Harry, Danielle Henderson, and Jerry Schumacher.

*Non-Voting Members Present:* Chris Anderson.

*Non-Voting Members Absent:* Harry Fahnestock, Kim Davis, My-Linh Nguyen, and Edmund Quaglieri.

*Staff Members Present:* Jim Smitherman; Chris Wessel; June Davis; and John Rhodes, Legal Counsel.

**2. Public Comment**

None

**3. Approval of the Agenda (For Possible Action)**

COMMISSIONER SOLARO MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER PRICE. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

**4. Approval of Minutes from the April 2, 2014, Meeting (For Possible Action)**

COMMISSIONER ERWIN MADE A MOTION TO APPROVE THE APRIL 2, 2014, MINUTES, SECONDED BY COMMISSIONER FLANSBERG. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (9) MEMBERS PRESENT.

**5. Review draft Western Regional Water Commission ("WRWC") tentative budget for Fiscal Year 2014 – 2015; discussion, possible direction to staff, and possible recommendation to the WRWC – Jim Smitherman, WRWC/NNWPC Water Resources Program Manager. (For Possible Action)**

Mr. Smitherman reviewed information included in the staff report regarding the budget for Fiscal Year 2014 – 2015 as follows: The estimated surcharge revenue is a little over 1.5 million dollars, which is a three percent increase over last year. The staff services line item is increased to \$525,500 to include the County overhead. The non-staff operating services are down from about \$103,000 to \$88,000. The total budget amount is almost 2.8 million dollars. The projected cash balance at the end of Fiscal Year 2014 - 2015 will be about \$300,000, which is in compliance with the reserve policy.

COMMISSIONER KRUTZ MADE A MOTION TO RECOMMEND APPROVAL OF THE FISCAL YEAR 2014 - 2015 BUDGET TO THE WRWC, SECONDED BY COMMISSIONER FLANSBERG. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

**6. Discussion regarding a request by the City of Reno for partial funding of a watershed improvement project to reduce storm water flows to the Highland Canal and improve the quality of such flows to the Truckee River; possible direction to staff, and possible recommendation to the WRWC to approve funding in an amount not to exceed \$250,000 for the project from the Regional Water Management Fund (“RWMF”) – Terri Svetich, P.E., Engineering Manager, City of Reno and Glen Daily, P.E., Associate Civil Engineer, City of Reno. (For Possible Action)**

Ms. Svetich presented information on the history of the Highland Canal. TMWA has been paying for the design and have said they will take care of the permitting as well. The Truckee River Fund is going to provide the majority of the construction monies for this project. Ms. Svetich stated what they are asking for from the RWMF is the match for the Truckee River Fund.

*[Commissioner Ball arrived at 1:40 p.m.]*

John Rhodes, Legal Counsel, stated there was a question at the last NNWPC meeting as to whether paying for construction costs for infrastructure like this would be an allowable expenditure from the RWMF. Mr. Rhodes has since done a detailed analysis of the Western Regional Water Commission Act and the WRWC Joint Powers Agreement, and stated his conclusion is that this specific project, as it is presented, does aid in the implementation of the Comprehensive Plan in that it assists in implementing goals, policies, provisions, and elements in the Plan relating to municipal water supply, quality of surface water, storm water drainage, and control of source and non-source pollution. Mr. Rhodes stated his opinion is that this is an appropriate and allowable expenditure for this particular project.

Commissioner Krutz questioned Mr. Smitherman about this Commission’s history of providing construction funds. Mr. Smitherman stated this would be the first project that the NNWPC would recommend approval for expenditures on a capital project.

Chris Anderson, Washoe County Health District, stated he is a non-voting member of the NNWPC and after some discussion at the Washoe County Health District, they feel this is a project worthy of the NNWPC’s support. He added that it does address many of the components consistent with the Water Management Plan including watershed management, storm water quality, and water supply and quality. Mr. Anderson stated this project will help the water supply and quality to Chalk Bluff, which provides forty-nine percent of the water supply and treatment to the TMWA service area.

Commissioner Solaro stated he does not feel he can vote on this item because this is something that would benefit him personally as a department head of Washoe County. Commissioner Solaro stated he would abstain from this vote.

Chairman Drinkwater stated the project is being presented today in an urgent manner – this is something that we need to take action on quickly in order to prevent possible water pollution. That statement is belied by the inaction of both Washoe County and the City of Reno and the utility for the better part of two decades. Chairman Drinkwater referred to Ms. Svetich’s statement that the Highland Canal was never meant to convey storm water. Chairman Drinkwater stated he would argue that the Highland Canal was originally an irrigation ditch and that perhaps it was never intended to convey influent to a water treatment plant. Chairman Drinkwater also asked what condition the Highland Canal was in when TMWA took ownership. Chairman Drinkwater stated every entity has a Capital Improvement Program (“CIP”) and in that CIP all of the projects are risk ranked against likelihood of failure or the need and then the impact if that need is not met. If the NNWPC is going to make a habit of making recommendations to the WRWC to fund construction, there needs to be a more formal process

where they can see the needs of the community and make the appropriate decision and not just fund the first thing to the table.

Commissioner Flansberg stated it is correct that when the City of Reno does their capital programming they are looking at those with the highest risk and those areas with the greatest concerns. Commissioner Flansberg stated this body is not being asked to fund the entire project and they have looked into other funding sources. Through the Truckee River Fund and through the money that TMWA has spent, that portion has gone in so this request is asking for the match funding that is needed for the Truckee River Funds. Commissioner Flansberg stated this project has been worked on for several years and there have been other projects that have been implemented earlier on. There is still an issue during high flows where water can get into the Highland Canal and cause problems that TMWA could identify here.

Glen Daily, City of Reno, stated it is his understanding that the Highland Canal was originally constructed as a water supply canal. It served the Highland Reservoir, which now serves as a storage facility, and was the first domestic water supply system for Reno and Sparks. At that time the urbanized area of Reno and Sparks sat below the Reservoir and it was a gravity system. Mr. Daily stated he does not believe it was originally constructed as an irrigation facility.

COMMISSIONER ERWIN MADE A MOTION TO RECOMMEND TO THE WRWC TO APPROVE FUNDING IN AN AMOUNT NOT TO EXCEED \$250,000 TO FUND THIS PROJECT FOR FISCAL YEAR 2014 – 2015, SECONDED BY COMMISSIONER DeMARTINI.

Commissioner Price stated he sees this as a twenty-five percent match on a grant and it is based on an engineer's estimate. He added that if the twenty-five percent was based on the actual cost, he would be willing to support it. Commissioner Price requested that the motion be changed from not to exceed \$250,000 to twenty-five percent of the actual cost.

Commissioner Erwin asked Ms. Svetich and Ron Penrose if Commissioner Price's request would work for the project. Ms. Svetich stated they need to demonstrate that they have the twenty-five percent match to the Truckee River Fund and at the moment \$250,000 would be the required match.

Mr. Rhodes stated the motion has to include not to exceed \$250,000 because that is the way the agenda item is written. The motion could state twenty-five percent of actual cost but not to exceed \$250,000.

Ron Penrose, Project Manager for TMWA, stated the way the Truckee River Fund works is that in order for dollars to be released from the Fund to the grantee, they must demonstrate that they have the twenty-five percent match. Mr. Penrose suggested that the motion stay as stated for \$250,000, knowing that there may be some money coming back if the construction costs are less.

Commissioner Erwin asked for clarification of Commissioner Price's request. Commissioner Price stated he does not want to fund a construction project but he can support a grant match. Mr. Penrose stated there is a danger that the Fund Advisors or the Fund itself will not release the match money if the twenty-five percent, based on the estimated cost, is not provided.

Commissioner Erwin stated he would let the motion stand.

THE MOTION CARRIED WITH FIVE (5) IN FAVOR, THREE (3) OPPOSITIONS BY COMMISSIONERS DRINKWATER, KRUTZ, AND PRICE, AND ONE (1) ABSTENTION BY COMMISSIONER SOLARO.

Mr. Rhodes stated for the record that Legal Counsel did advise Commissioner Solaro that he was not required to abstain, but has the right to do so.

**7. Report on the Truckee Meadows Regional Planning Agency (“TMRPA”) parcel-based population and employment modeling project – Jim Smitherman.**

Mr. Smitherman stated the first phase of this project is complete. The core of the project that was completed about a year ago was the completion of the population and employment model. Mr. Smitherman stated there has been interest in the project and co-funding by the Regional Transportation Commission (“RTC”). There has recently been interest in cooperation expressed by the Washoe County School District in doing some of their school forecasting. Mr. Smitherman stated they are now working on developing a request for qualifications to retain technical assistance for scenario planning. The value of the upcoming planning effort would be to have the ability to forecast or predict what water demands might be on a parcel level. Mr. Smitherman stated the end game for the project would be to get the model populated to the point where they can run water and wastewater flow predictions and also be able to run scenarios of what the growth rates might be in the area.

Commissioner Price asked if the original intent of the RTC portion is complete. Mr. Smitherman stated the RTC’s portion was the delivery of the results of the population employment model last summer for their transportation planning. Whether or not the RTC is interested in participating in something like residential land needs analysis remains to be seen.

Commissioner Price asked if there was an original cost estimate and completion date for this project, other than the NNWPC contract. Mr. Smitherman stated he has not seen an original cost estimate or completion date for this project. It was more conceptual than that, envisioned as a valuable tool for both regional land use planning and regional water planning, and it has evolved since then.

Commissioner DeMartini asked if there are provisions in the model to automatically adjust as new occupancy permits are issued. Mr. Smitherman stated it does not have the ability to do dynamic adjustments along the way.

Commissioner Erwin asked about what additional technical assistance would be needed if much of that technical assistance resides in the various agencies represented here. Mr. Smitherman stated he believes it is the methodology to conduct the needs assessment, for which a consulting firm out of the Northwest was used to do the industrial analysis. Mr. Smitherman further commented that whether or not we have the expertise is a question worth asking and pursuing. Commissioner Erwin asked that when Mr. Smitherman next meets with his team that they talk about that. Commissioner Erwin stated he would like to see the scope refined so that work is not being duplicated that is already being undertaken by the jurisdictions.

**8. Report on the Bureau of Reclamation’s Truckee River basin study – Jim Smitherman.**

*[Commissioner Price left at 2:22 p.m.]*

Mr. Smitherman stated he spoke with the project manager for an update on this item. He added that last June and August there were two web-based seminars held with interested parties and stakeholders where they gathered information regarding water supply and water demand. Mr. Smitherman said after the water demand workshop, they circulated storylines that they wanted comments on that they will be using for projections or scenarios. There was to be another web-based workshop dealing with risk and reliability analysis sometime this quarter that has been postponed until later in the year. Mr. Smitherman stated Arlan Nickel, Project Manager with the Bureau of Reclamation, said the next thing we could expect to see would be a mid-summer workshop where they can present the information on the data they have compiled so far on water demand, water supply, and the scenarios.

**9. Report on the pending consolidation of Washoe County's Water Utility and the South Truckee Meadows General Improvement District with the Truckee Meadows Water Authority ("TMWA") – Jim Smitherman.**

Mr. Smitherman stated things are moving forward and meetings among the three water utilities, based on the actions of their respective boards, are favorable in moving forward with the consolidation. Personnel transfers and benefits are among the topics being discussed.

Commissioner Solaro stated on March 19 TMWA and the Board of County Commissioners met in a joint meeting and gave management the go ahead to enact this merger by the end of this calendar year.

**10. Program Manager's Report – Jim Smitherman.**

- A. Report on the Status of Projects and Work Plan supported by the RWMF
- B. Financial report on the RWWF
- C. Informational report from the NNWPC representative on the TMWA Standing Advisory Committee ("TMWA SAC")

Mr. Smitherman stated the staff report includes items that are typically present in the Program Manager's Report and offered to answer any questions.

**11. Discussion regarding possible agenda items for the June 4, 2014, NNWPC meeting, and other future meetings, and possible direction to staff – Jim Smitherman. (For Possible Action)**

Mr. Smitherman reviewed possible future agenda items, which include: a report back on the WRWC budget hearing and contract renewals for on-going projects; approval of the Routine Operating Budget; contract for the Washoe ET Project for additional weather stations; contract for the Nevada Landscape Association's Certified Landscape Technician Program; and long-term project funding projections.

Commissioner Erwin stated the update of the Regional Water Management Plan is due January 2016 and requested information at a future meeting on what the scope or magnitude of required revisions in the Plan will be and the amount of lead time that will be needed to meet that calendar.

**12. Commission Comments**

Chairman Drinkwater expressed appreciation that his request to update the Commission Membership on the web page was handled very promptly.

**13. Staff Comments**

Mr. Smitherman stated the WRWC did act favorably on the request from the Truckee River Flood Management Authority ("TRFMA") to create a seat on this panel for representation and they appointed Danielle Henderson.

**14. Public Comment**

Mr. Penrose stated TMWA is conducting an open house of the Chalk Bluff Treatment Facility tonight as part of National Drinking Water Week. Mr. Penrose stated they could do a personalized tour of the Plant and a field trip to look at the Highland Canal system in the future for the NNWPC and staff.

Commissioner Erwin recommended a personalized tour for the Glendale Plant as well because the operation control room has been updated.

**15. Adjournment**

COMMISSIONER FLANSBERG MADE A MOTION TO ADJOURN AT 2:33 PM, SECONDED BY COMMISSIONER KRUTZ. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

Respectfully submitted by Christine Birmingham.

Approved by:

\_\_\_\_\_  
Michael Drinkwater, Chairman

**APPROVED BY COMMISSION IN SESSION ON \_\_\_\_\_, 2014.**



# Northern Nevada Water Planning Commission

## STAFF REPORT

DATE: May 29, 2014

TO: Chairman and Members, Northern Nevada Water Planning Commission

FROM: Jim Smitherman, Water Resources Program Manager

SUBJECT: Review and possible approval of the Western Regional Water Commission ("WRWC") Routine Operating Budget for non-staff services for Fiscal Year 2014 / 2015, and possible direction to staff

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### **SUMMARY**

In 2009, the WRWC authorized the Water Resources Program Manager to approve invoices submitted to the WRWC; to approve in-budget expenditures from the Regional Water Management Fund ("RWMF") not to exceed \$25,000 per project upon recommendation of the Northern Nevada Water Planning Commission ("NNWPC"); and to sign contracts for such expenditures. (See attached Resolution No. 3.) To maintain consistency with the WRWC's delegation of authority and the NNWPC's actions in previous years, staff has prepared the attached routine operating budget for non-staff services, which, with NNWPC approval, will allow the Program Manager to procure such services and supplies in fiscal year ("FY") 2014/2015 without placing individual items for each expenditure on future NNWPC agendas.

### **BACKGROUND**

The NNWPC reviewed and approved the FY 2014/2015 routine operating budget for non-staff services on May 7, 2014, and recommended it to the WRWC for adoption as part of the FY 2014/2015 tentative budget. The WRWC adopted the FY 2014/2015 budget on May 15, 2014.

At a regular meeting held December 12, 2008, the WRWC voted "to designate Jim Smitherman, WRWC Program Manager, as the person authorized to approve invoices submitted to the WRWC, and approve in-budget expenditures from the RWMF not to exceed \$25,000 upon recommendation of the NNWPC, including the authority to authorize routine operational expenditures."

On January 9, 2009, the WRWC adopted Resolution No. 3 to formalize and clarify its December 12, 2008, action designating the Program Manager as the person authorized to approve invoices submitted to the WRWC; and also authorize the Program Manager to approve in-budget expenditures from the RWMF not to exceed \$25,000 upon recommendation of the NNWPC and to sign contracts for the same.

### **FISCAL IMPACT**

No fiscal impact

**RECOMMENDATION**

Staff recommends that the NNWPC review and approve the FY 2014/2015 routine operating budget for non-staff services.

**POSSIBLE MOTION**

Move to approve the staff recommendation.

JS:jd

Attachments: WRWC Resolution No.3  
FY 2014/2015 Routine Operating Budget for Non-staff Services

**WESTERN REGIONAL WATER COMMISSION**

**RESOLUTION NO. 3**

**A RESOLUTION DELEGATING CERTAIN AUTHORITY TO THE WESTERN REGIONAL WATER COMMISSION PROGRAM MANAGER**

**WHEREAS**, at a regular meeting held December 12, 2008, the Board of Trustees of the Western Regional Water Commission voted to designate Jim Smitherman, Western Regional Water Commission Program Manager, as the person authorized to approve invoices submitted to the Western Regional Water Commission, and approve in-budget expenditures from the Western Regional Management Fund not to exceed \$25,000 upon recommendation of the Northern Nevada Water Planning Commission, including the authority to authorize routine operational expenditures; and

**WHEREAS**, legal counsel for the Board has recommended that the above action be clarified by the adoption of this formal Resolution.

**NOW, THEREFORE, IT IS RESOLVED** that Jim Smitherman, Western Regional Water Commission Program Manager, be, and is hereby, designated as the person authorized to approve invoices submitted to the Western Regional Water Commission, and is delegated the authority to do so.

**IT IS FURTHER RESOLVED** that Jim Smitherman, Western Regional Water Commission Program Manager be, and is hereby, delegated the authority to approve in-budget expenditures from the Western Regional Management Fund not to exceed \$25,000 per project upon recommendation of the Northern Nevada Water Planning Commission, and to sign contracts for the same.

WESTERN REGIONAL WATER COMMISSION

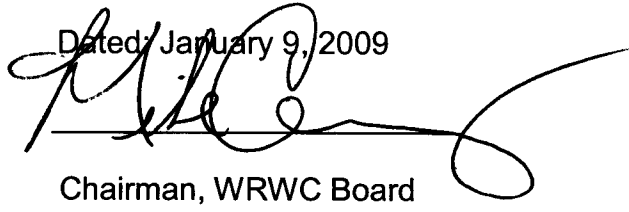
RESOLUTION NO. 3 (continued)

Upon motion of Martini, seconded by Cohen, the foregoing Resolution was approved and adopted January 9, 2009, by the following vote of the Board of Trustees:

Ayes: Aiazzi, Cohen, Larkin, Martini, Smith

Nays: Carrigan

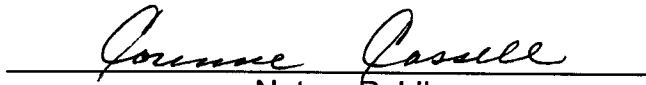
Abstain: None Absent: Cashell, Weber

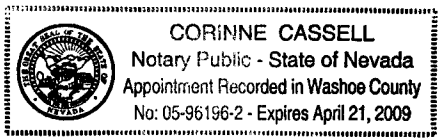
Dated: January 9, 2009  
  
Chairman, WRWC Board

STATE OF NEVADA

COUNTY OF WASHOE

On the 9<sup>th</sup> day of January, 2009, personally appeared before me, a Notary Public, Mike Carrigan, known to me to be the Chairman of the Board of Trustees of the Western Regional Water Commission, who acknowledged that he executed the foregoing Resolution.

  
Notary Public



**Western Regional Water Commission  
Routine Operation Budget Fiscal Year 2014/2015**

G/L Account Discription			2014/2015 1st Quarter Budget	2014/2015 2nd Quarter Budget	2014/2015 3rd Quarter Budget	2014/2015 4th Quarter Budget	2014/2015 Annual Routine Operating Budget Total	Expense Description/Example
Contract Services	<b>WRWC Employees</b>	Staff Services	\$82,500	\$82,500	\$82,500	\$82,500	\$330,000	Cost of <i>Support Staff</i> services as defined by employee services contract entered into between Washoe County and WRWC.
Contract Services	<b>Washoe County Overhead</b>		\$15,720	\$15,720	\$15,720	\$15,720	\$62,880	Based on analysis of fy13-14 actual general fund overhead and CSD fy14-15 projected apportioned overhead.
Contract Services	<b>Mileage Expenses</b>		\$600	\$600	\$600	\$600	\$2,400	Annual routine daily vehicle mileage expenses.
Legal Services	<b>Legal Services</b>		\$32,400	\$32,400	\$32,400	\$32,400	\$129,600	Cost of <i>Legal Counsel</i> services as defined by contract as entered into between Rhodes Law Office and WRWC
Lobbying	<b>Lobbying Registration</b>		\$0	\$600	\$0	\$0	\$600	Cost of registration for staff members as state lobbyists
	<b>Staff Services Subtotal</b>		<b>\$131,220</b>	<b>\$131,820</b>	<b>\$131,220</b>	<b>\$131,220</b>	<b>\$525,480</b>	
Contract Services	<b>Minutes</b>	Non-Staff Services	\$3,750	\$3,750	\$3,750	\$3,750	\$15,000	Annual service contract to provide for recording of meetings, transcription of minutes and document editing.
	<b>Website</b>		\$3,750	\$3,750	\$3,750	\$3,750	\$15,000	Such as; website content and design services; annual website updating, maintenance, and hosting; specialized programming services; digital library development and updating; hosting, development and maintenance of databases; licensing fees, software and software updates, training/programming reference materials.
	<b>Video Coverage</b>		\$1,250	\$1,250	\$1,250	\$1,250	\$5,000	Annual expense for video coverage of WRWC and NNWPC meetings.
Financial Consulting Services	<b>CAFR &amp; Audit</b>		\$10,000	\$0	\$0	\$0	\$10,000	Annual expense for CAFR development and financial audit.
Seminars and Meetings	<b>Regional Training</b>		\$0	\$1,000	\$0	\$0	\$1,000	Cost of training for staff members <i>not covered by in-kind services</i> including registration and other miscellaneous cost such as reference materials, field trips, etc.
Travel	<b>Regional Travel</b>		\$0	\$1,000	\$0	\$0	\$1,000	Cost of travel and training for staff members <i>not covered by in-kind services</i> including transportation services, mileage reimbursement, lodging, meals, and other miscellaneous cost such as parking, etc.
Advertisements	<b>Advertising</b>		\$250	\$250	\$250	\$250	\$1,000	Such as advertising and legal notices.
Undesignated Budget	<b>Misc. Operating</b>	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000	Such as: printing & reproduction, publications, and public notices, refreshments for volunteer boards/commissions, GIS and other in-house member agency support (not covered by in-kind services), equipment & supplies (i.e. computers, computer related supplies such as CDs, DVDs, etc.), projectors, printers, poster board, reproduction services, software licensing and fees, labels, business cards, periodicals, subscriptions, books, postage & mailing, promotion and public materials, misc. equipment rental, insurances, moving staff office location, and other expenses not included as part of overhead.	
	<b>Non-Staff Services Subtotal</b>		<b>\$29,000</b>	<b>\$21,000</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$88,000</b>	
	<b>Totals</b>		<b>\$160,220</b>	<b>\$152,820</b>	<b>\$150,220</b>	<b>\$150,220</b>	<b>\$613,480</b>	

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** May 29, 2014

**TO:** Chairman and Members, Northern Nevada Water Planning Commission

**FROM:** Chris Wessel, Water Management Planner.  
Jim Smitherman, Water Resources Program Manager

**SUBJECT:** Discussion regarding Washoe Evapotranspiration Project funding from the Regional Water Management Fund ("RWMF") for Fiscal Year 2014/2015: A) possible recommendation to the Western Regional Water Commission ("WRWC") to approve a First Amendment to the Interlocal Agreement with the Desert Research Institute ("DRI") to add \$29,050 in funding for upgrades and installation of weather stations; and, B) authorize the expenditure by staff of up to \$10,950 for services provided by other vendors for work related to the installation of weather stations.

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### **SUMMARY**

The Desert Research Institute ("DRI") currently provides maintenance and data acquisition for two weather stations associated with the Washoe Evapotranspiration Project (the "Project"). In addition, staff has identified six weather stations that are part of the Washoe County Community Services Department ("CSD") inventory that are currently not in use. CSD has agreed to provide the use of the stations as part of a collaborative effort with DRI to further enhance the Project.

At the Northern Nevada Water Planning Commission ("NNWPC") meeting on March 5, 2014, the NNWPC approved a motion to augment the FY2014/2015 budget for the Project by \$40,000 to fund the upgrades and installation of additional weather stations. Staff is requesting the NNWPC to recommend that the WRWC approve a First Amendment to the Interlocal Agreement with DRI to add an amount not to exceed \$29,050 for that purpose. In addition, staff is seeking authorization from the NNWPC for the Water Resources Program Manager to procure services from other vendors for work related to the installation of the weather stations, in an amount not to exceed \$10,950.

### **BACKGROUND**

During the October 2, 2013 meeting of the NNWPC, staff and DRI personnel presented a review of the Project. As part of the presentation, staff informed the NNWPC that six additional weather stations will be made available for use by the CSD. The NNWPC approved a motion to add six weather stations to enhance the Program's monitoring capabilities. Staff indicated that they would bring back a cost proposal for upgrading and installing the new monitoring equipment. At the NNWPC March 5, 2014 meeting, staff presented the following proposal which outlines the costs for the work related to the weather station upgrades and installations:

Item	Qty	Cost/Item	Total	Description
<i>Desert Research Institute Cost Estimates</i>				
Weather Station upgrades (older style Model 012)	3	\$3,100	\$9,300	Upgrade includes: Purchase of radio system, data logger and various replacement parts as needed.
DRI Labor (older style Model 012)	3	\$2,730	\$8,190	Labor for replacing, upgrading and refurbishing equipment. Cost of field installation and calibration of weather stations and establishing remote communications.
Weather Station upgrades (newer style Model ET-107)	3	\$1,500	\$4,500	Upgrade includes: Purchase of radio system and various replacement parts as needed.
DRI Labor (newer style Model ET-107)	3	\$2,353	\$7,060	Labor for replacing, upgrading and refurbishing equipment. Cost of field installation and calibration of weather stations and establishing remote communications.
<i>Contractor Services</i>				
Tholl Fencing	5	\$2,000	\$10,000	Includes fencing material and the labor for the installation of fence enclosures with barbed wire and weather station pad for each location (the Lazy 5 Park location complete as part of FY 2013-2014 budget).
<i>Estimated Total</i>			<i>\$39,050</i>	

Staff and DRI have identified Lazy 5 Regional Park and Wilson Commons Park in Washoe Valley as ideal locations, and are in the process of evaluating four addition areas to situate weather stations for the Project. In addition to enhancing the Project, the data collected by the proposed enhancements will serve to provide the following benefits:

- The stations will become part of the Western Regional Climate Center monitoring network and will provide climate specific data for several hydrographic basins that will better define the microclimate conditions in the region.
- The identification, characterization and variability of microclimates can be used as a basis for creating better regulatory policies regarding landscaping requirements throughout the region.
- The data gathered can further be used to help calibrate downscaled global or regional climate and precipitation models to better help simulate observed local conditions.

### **FISCAL IMPACT**

The fiscal impact to the RWMF, should this item be approved, will be \$40,000 in the fiscal year 2014/2015 budget. Fiscal year 2014/2015 budget authority will be located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310100.2.

### **RECOMMENDATION**

Staff recommends that the NNWPC provide a recommendation to the WRWC to approve a First Amendment to the Interlocal Agreement with DRI to add \$29,050 in funding for upgrades and installation of weather stations; and, authorize the expenditure by staff of up to \$10,950 for services provided by other vendors for work related to the installation of weather stations.

# Northern Nevada Water Planning Commission

## STAFF REPORT

DATE: May 29, 2014

TO: Chairman and Members, Northern Nevada Water Planning Commission

FROM: Chris Wessel, Water Management Planner

SUBJECT: Review, discussion and possible approval of a proposal from the Desert Research Institute (“DRI”) for supplementary precipitation gauges to quantify cloud seeding results in the Lake Tahoe and Truckee River basins; and, if approved, possible direction to staff to execute an Interlocal Agreement with DRI for phase one of the project in an amount not to exceed \$25,000 from the RWMF for fiscal year 2014/ 2015

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### **SUMMARY**

On April 7, 2014, the Northern Nevada Water Planning Commission (“NNWPC”) received a proposal from Dr. Jeff Tilley of the Desert Research Institute (“DRI”) to better quantify the benefits of the cloud seeding program by using additional precipitation gauges. The NNWPC directed staff to include \$25,000 for that purpose in the fiscal year 2014/2015 budget, which the Western Regional Water Commission (“WRWC”) approved on May 15, 2014. The proposal contains two alternatives. The first proposal assumes the purchase and installation of two new precipitation gauges, and the second assumes that four existing precipitation gauges can be economically refurbished and relocated to sites identified in the proposal. The budget for DRI’s costs in Alternative A is approximately \$25,000, and Alternative B is about \$23,000.

### **BACKGROUND**

On November 6, 2013, the NNWPC approved a recommendation to the WRWC for an amount not to exceed \$100,000 from the Regional Water Management Fund (“RWMF”) for the 2014/2015 cloud seeding program (the “Program”). During discussion on the Program, the NNWPC expressed a desire for DRI to better quantify the benefits of the Program. In the motion to recommend approval for funding, the NNWPC included a request for a proposal from DRI to further delineate and improve DRI’s ability to measure increased snowpack resulting from the Program.

Beginning in 2009, the WRWC has helped pay for cloud seeding operations conducted by DRI and may anticipate continuing to partially fund the Program for the foreseeable future. Wintertime cloud seeding is focused on enhancing snowfall in mountainous regions to increase the snowpack, resulting in more spring runoff and water supplies in the surrounding areas. The DRI cloud seeding program has been in operation for more than 25 years. DRI estimates that, for the Truckee River Basin, cloud-seeding has boosted water in the snowpack by an average of 18,000 acre-feet a year over the last 10 years.



**FISCAL IMPACT**

The fiscal impact to the RWMF, should this item be approved, will be \$25,000 in fiscal year 2014/2015. Budget authority will be located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310100.3.

**RECOMMENDATION**

Staff recommends that the NNWPC provide direction to execute an Interlocal Agreement with DRI in an amount not to exceed \$25,000 from the Regional Water Management Fund for the supplementary precipitation gauges, following either Alternative A or Alternative B depending on final evaluation of the existing gauges.

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** May 29, 2014  
**TO:** Chairman and Members, Northern Nevada Water Planning Commission  
**FROM:** Jim Smitherman, Water Resources Program Manager  
**SUBJECT:** Report and discussion concerning Regional Water Management Fund revenue and expenditure planning for future fiscal years and possible direction to staff.

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### **SUMMARY**

The purpose of this item is to provide a brief report on revenue and expenditure projections beyond fiscal year (“FY”) 2014/15 and to discuss the need to make priority decisions in future budgets to bring expenses in line with projected expenses.

### **BACKGROUND**

Since 2008, the Western Regional Water Commission’s budget has included expenses that exceed annual revenue projections. This was possible because of adequate cash reserves. This year, a large portion of the cash reserves (\$2.7M) were obligated in an interlocal agreement for the acquisition of water quality water rights. That funding will likely be exhausted in FY 2014/15 and cash flow projections predict that cash reserves will be reduced to approximately \$300,000 on June 30, 2015.

Year by year, operating costs and certain project expenditures have been relatively stable while other project costs have varied. Considering past practices, this trend is likely to continue. In the future however, with the reduction in cash reserves, there will be less spending flexibility and a greater need to focus future budgets on priority activities.

# Northern Nevada Water Planning Commission

**Five Year Cash Flow Summary Table**

<b>Fiscal Year</b>	<b>Revenue</b>	<b>Operating</b>	<b>Water</b>	<b>Conserv</b>	<b>Reclaim</b>	<b>Storm Water</b>	<b>Flood</b>	<b>Waste Water</b>	<b>Water Plan</b>	<b>Total Project</b>	<b>Total</b>	<b>Year End Balance</b>
2014-15	1,561,071	(613,480)	(1,142,100)	(255,100)	0	(262,500)	0	(150,000)	(373,000)	(2,182,700)	(2,796,180)	300,542
2015-16	1,570,009	(625,750)	(140,000)	(185,100)	0	(262,500)	0	(125,000)	(215,000)	(927,600)	(1,553,350)	317,202
2016-17	1,582,926	(638,265)	(200,000)	(185,100)	(140,000)	(262,500)	0	(125,000)	(40,000)	(952,600)	(1,590,865)	309,263
2017-18	1,594,435	(651,030)	(200,000)	(185,100)	(140,000)	(262,500)	0	(125,000)	(40,000)	(952,600)	(1,603,630)	300,068
2018-19	1,605,987	(664,050)	(200,000)	(185,100)	(140,000)	(262,500)	0	(125,000)	(40,000)	(952,600)	(1,616,650)	289,405

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** May 29, 2014  
**TO:** Chairman and Members, Northern Nevada Water Planning Commission  
**FROM:** Jim Smitherman, Water Resources Program Manager  
**SUBJECT:** Program Manager's Report

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Attached are updated reports for items (a) and (b) for your review. Verbal reports will be given for items (c) through (e).

- a) Report on the status of Projects and Work Plan supported by the Regional Water Management Fund;
- b) Financial Report on the Regional Water Management Fund;
- c) Report on the Truckee Meadows Regional Planning Agency ("TMRPA") parcel-based population and employment modeling project;
- d) Report on the pending consolidation of the South Truckee Meadows General Improvement District, Truckee Meadows Water Authority and Washoe County water utility; and,
- e) Informational report from the NNWPC representative on the TMWA Standing Advisory Committee ("TMWA SAC").

**Status Report of Projects and Work Plan  
Supported by the Regional Water Management Fund**

	<b>Project Name</b>	<b>Contractor / Provider</b>	<b>Amount</b>	<b>Balance Remaining</b>	<b>Percent Complete</b>	<b>Target Completion Date</b>	<b>Notes</b>
1	Certified Landscape Technician Program 2013-2014	Nevada Landscape Association (NLA)	25,000	25,000		12/31/13	12/31/15 New contract being developed
2	Cloud Seeding Program for Water Year 2014	(DRI) Desert Research Institute	100,000	98,260	2%	3/31/15	Work is in progress
3	Envision Videographers of WRWC meetings	Envision	3,000	1,875	38%	6/30/14	Work is in progress
4	Fourth Amendment to Reimburse TMWA and DWR for consolidation efforts (FY 2013-2014)	DWR, TMWA	300,000	300,000	0%	6/30/14	Work is in progress
5	G3 Productions NNWPC FY 2012-13	G3 Productions	5,000	3,583	28%	6/30/14	Work is in progress
6	Highland Canal Improvements	City of Reno	250,000	250,000	0%	1 yr from Effective Date	Awaiting signatures
7	Regional Data Development and Analytical Program (FY 2011-2012)	Truckee Meadows Regional Planning Agency	486,000	322,167	34%	6/30/14	Work is in progress
8	Regional Storm Water Quality Management Program (Second Amendment)	City of Reno	262,500	151,028	42%	6/30/14	Work is in progress
9	Regional Storm Water Quality Management Program (Third Amendment)	City of Reno	262,500	262,500	0%	6/30/15	Awaiting Reno's signatures
10	Septic - Phase II	County - CSD	150,000	150,000	0%	12/31/14	Work is in progress
11	TMDL Phase I Fourth Amendment	City of Reno (LimnoTech)	300,000	81,961	73%	6/30/14	Work is in progress
12	TMDL Phase I Fifth Amendment	City of Reno (LimnoTech)	75,000	75,000	0%	6/30/16	Awaiting signatures
13	TRIG Website Support FY 2013-14	City of Reno	7,500	6,560	13%	6/30/14	Work is in progress
14	TROA - 6,700 AF water rights purchase	TMWA	2,700,000	683,756	75%	Open Ended	Work is in progress
15	TMWRF Treatment Study	City of Reno	50,000	11,532	77%	6/30/14	Work is in progress
16	Washoe Evapotranspiration (ET) Project Maintenance	DRI (Desert Research Institute)	10,000	9,495	5%	6/30/15	Work is in progress
17	Water Usage Review Program 2013 - 2014	TMWA	131,352	65,558	50%	12/31/14	Work is in progress
18	Website support Fiscal Year 2012-2013	Washoe County Technology Svcs	12,500	11,282	10%	6/30/14	Work is in progress

Fund 766

Report 400/ZF15

Fiscal Year 2014; Period 1 through 11

**Financial Report on the  
Regional Water Management Fund**

<b>Accounts</b>	<b>Plan Budget</b>	<b>Actual (Revenue &amp; Expenses)</b>	<b>PO Commit (Remaining PO Balance)</b>	<b>Actual + PO</b>	<b>Available (Budget Minus Actual + PO)</b>	<b>Avail%</b>	<b>PreCommit (PO's Requested)</b>	<b>Available (Budget Minus PO Requisitions)</b>	<b>Avail%</b>
Interest-Pooled Inv.	83,537.00-	39,607.56-		39,607.56-	43,929.44-	53-		43,929.44-	53-
RGL Pooled Inv.		3,344.62		3,344.62	3,344.62-			3,344.62-	
URGL Pooled Inv.		2,546.05-		2,546.05-	2,546.05			2,546.05	
Water Surcharge 1.5%	1,366,984.00-	1,386,996.40-		1,386,996.40-	20,012.40	1		20,012.40	1
** REVENUE	1,450,521.00-	1,425,805.39-		1,425,805.39-	24,715.61-	2-		24,715.61-	2-
Professional Services	1,792,000.00	887,549.98	744,070.70	1,631,620.68	160,379.32	9		160,379.32	9
WRWC Staff & Legal	480,932.00	350,451.04	21,600.00	372,051.04	108,880.96	38.04		108,880.96	38.04
Fin Consult Services	23,000.00	8,300.00		8,300.00	14,700.00	64		14,700.00	64
Invest Pool Alloc Ex		2,554.13		2,554.13	2,554.13-			2,554.13-	
Service Contract		1,100.00		1,100.00	1,100.00-			1,100.00-	
Operating Supplies		1,859.00		1,859.00	1,859.00-			1,859.00-	
Office Supplies		71.20		71.20	71.20-			71.20-	
Pmts to O Agencies	2,700,000.00	2,016,244.00	683,756.00	2,700,000.00					
Seminars and Meetings	3,000.00	699.00		699.00	2,301.00	77		2,301.00	77
Advertising	5,000.00	291.00		291.00	4,709.00	94		4,709.00	94
Undesignated Budget	15,000.00				15,000.00	100		15,000.00	100
Insurance Premium		3,269.00		3,269.00	3,269.00-			3,269.00-	
Travel	7,000.00	920.80		920.80	6,079.20	87		6,079.20	87
Comp Sftw nonCapital		573.00		573.00	573.00-			573.00-	
** EXPENDITURES	5,025,932.00	3,273,882.15	1,449,426.70	4,723,308.85	302,623.15	6		302,623.15	6
<b>*** Total</b>	<b>3,575,411.00</b>	<b>1,848,076.76</b>	<b>1,449,426.70</b>	<b>3,297,503.46</b>	<b>277,907.54</b>	<b>8</b>		<b>277,907.54</b>	<b>8</b>

# Northern Nevada Water Planning Commission

## STAFF REPORT

DATE: May 29, 2014

TO: Chairman and Members, Northern Nevada Water Planning Commission

FROM: Jim Smitherman, Water Resources Program Manager

SUBJECT: Report on the Truckee Meadows Regional Planning Agency (“TMRPA”) parcel-based population and employment modeling project

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Jim Smitherman, NNWPC Water Resources Program Manager, will provide a brief verbal report concerning the status of the TMRPA parcel-based population and employment modeling project.

# Northern Nevada Water Planning Commission

## STAFF REPORT

DATE: May 29, 2014

TO: Chairman and Members, Northern Nevada Water Planning Commission

FROM: Jim Smitherman, Water Resources Program Manager

SUBJECT: Report on the pending consolidation of the South Truckee Meadows General Improvement District, Truckee Meadows Water Authority and Washoe County water utility

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Jim Smitherman, NNWPC Water Resources Program Manager, will provide a brief verbal report concerning the status of the pending consolidation.

JS:jd



# Northern Nevada Water Planning Commission

## STAFF REPORT

DATE: May 29, 2014

TO: Chairman and Members, Northern Nevada Water Planning Commission

FROM: Jim Smitherman, Water Resources Program Manager

SUBJECT: Informational report from the NNWPC representative on the Truckee Meadows Water Authority Standing Advisory Committee ("TMWA SAC").

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George Ball, the NNWPC representative on the TMWA Standing Advisory Committee, will provide a brief verbal report concerning the recent TMWA SAC meeting.

JS:jd