

**DRAFT - MINUTES**  
**NORTHERN NEVADA WATER PLANNING COMMISSION**

**Wednesday, March 7, 2018**

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 Chair Henderson at 1:30 p.m.

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

*Voting Members Present:* Danielle Henderson, Michael DeMartini, Michael Drinkwater, John Enloe, John Flansberg, Bill Hauck, Mickey Hazelwood, John Martini, Darrin Price, David Solaro, John Zimmerman

*Voting Members Absent:* Mervin Wright

*Non-Voting Members Present:* Cindy Turiczek

*Non-Voting Members Absent:* Harry Fahnestock, Ron Penrose, My-Linh Nguyen, Thomas Pyeatte

*Staff Members Present:* Jim Smitherman; Chris Wessel; John Rhodes, Legal Counsel; and Jennifer Purgitt

**2. Public Comment**

Cathy Brandhorst spoke on various topics.

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

COMMISSIONER ZIMMERMAN MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER FLANSBERG. THE MOTION CARRIED UNANIMOUSLY WITH ELEVEN (11) COMMISSIONERS PRESENT.

**4. Approval of Minutes from the February 7, 2018 Meeting (For Possible Action)**

COMMISSIONER FLANSBERG MADE A MOTION TO APPROVE THE FEBRUARY 7, 2018 MINUTES, SECONDED BY COMMISSIONER ZIMMERMAN. THE MOTION CARRIED UNANIMOUSLY WITH ELEVEN (11) COMMISSIONERS PRESENT.

**5. Report on the Regional Effluent Management Planning Framework developed by the Regional Effluent Management Team, and possible direction to staff - Jim Smitherman, NNWPC Water Resources Program Manager, and Roy Johnson, Managing Engineer, Brown and Caldwell. (For Possible Action)**

Jim Smitherman presented information included in the staff report focusing on introductory comments regarding the history of the Regional Effluent Management Team.

Roy Johnson, Brown and Caldwell, presented the report on the Regional Effluent Management Planning Framework.

- Goal: Identify potential effluent management options for each of the local facilities.
- Tasks: 1) Establish Effluent Management Goals; 2) Planning Resources; 3) Effluent Management Methods; 4) Effluent Management Constraints; 5) Water Quality and

Resource Management; 6) Future Management Options and Evaluation; 7) Financials; 8) Finished Product.

- Finished Product: Inter-relationship flowchart to guide decisions; Effluent inter-relationships between facilities; Planning-level costs for effluent management alternatives; Facility-specific effluent discharge capacity milestones; Facility-specific effluent management alternatives with implementation lead times.
- Recommendations: Keep the Effluent Management Team as point to develop the Inter-Agency Effluent Management Planning Guidance Document; Add internal and external support to work at the direction of the Effluent Management Team; Identify and engage public stakeholders; Establish a schedule to create the Guidance Document; Commit funding to develop the Guidance Document.

Commissioner DeMartini expressed concern that it seems like the Effluent Management Team is a new and very powerful body that would have the potential to make area-wide decisions and cause huge consequences to people in Washoe County, for example domestic well owners that he represents do not seem to have a say in this decision-making process, yet they will be affected. He further commented that it appears the main representatives on the Team are consultants who would be making million or billion dollar decisions concerning effluent management.

Mr. Smitherman explained that the Regional Effluent Management Team consists of representatives (employees) of the following public entities: City of Reno; City of Sparks; Washoe County; Truckee Meadows Water Reclamation Facility; and Truckee Meadows Water Authority. This is not a decision-making body but each representative reports back to their respective entity. Their recommendations may also come to the NNWPC, which may be recommended to the Western Regional Water Commission (“WRWC”) that may approve funding for projects.

Commissioner DeMartini expressed concern that decisions are being made along the way and he does not see where the people in general have a voice in those decisions.

John Rhodes, Legal Counsel, explained that what we are calling the Effluent Management Team is nothing more than staff members working in a staff capacity making recommendations to a consultant that has been hired by the Western Regional Water Commission (“WRWC”). They are not a public body, there isn’t a public process and they have not been delegated any authority to make binding decisions. They are an advisory staff group, period. The next step in the process will be to develop a Planning Guidance Document and that will include a public process, and there will be opportunities for public comment, private comment and interagency comment

Commissioner DeMartini discussed the timeframe for the project and expressed concern that it may take waiting more than three years to have input in the final report.

Chair Henderson pointed out that the next agenda item is to discuss a scope of work to approve this process that will take place over the next three fiscal years. Part of that framework will include engaging stakeholders.

Mr. Johnson clarified that the concept was that there would be an iterative process involving stakeholders.

Commissioner Flansberg commented on the role of the NNWPC as the technical advisory committee to the WRWC. The work of this Team has been in part to look forward toward available options that they would bring to their respective agencies, the NNWPC, and the WRWC as appropriate. To Commissioner DeMartini’s comments, he referred to an agreement

brought together by the City of Reno and the City of Sparks with the Tahoe Reno Industrial General Improvement District, and commented that the question of “why” had been answered, and that we have a reason to work together. The question of how we work together is what the Team is helping with. He indicated that this is a time of changing regulations, which are changing options, and ongoing pilot studies, which are informing us as to the science of some of the options, that will allow progress to occur in a responsible way. Because each of the agencies has a need for this, we would be better and stronger working together to inform future planning for this region, which would come to the NNWPC for technical advice to the WRWC.

Chair Henderson stated that when they report back to us we will have the opportunity to provide feedback.

Mr. Rhodes asked if this will become a living document as part of the Regional Water Management Plan (“RWMP”) or through some other internal mechanism.

Mr. Smitherman stated that the Team didn’t contemplate including it in the RWMP, but that it might be a favorable path.

Commissioner Drinkwater, to Commissioner DeMartini and subsequent discussion, commented that he is a member of the Team, and that the document will be self-updating, in that as certain options are chosen to be implemented, those choices will exclude other options. The Team hasn’t yet contemplated how the text of the document will be updated. He added that, as staff members, making decisions extends only to those that we are paid to make on a day-to-day basis, at the staff level, and brought to the director level with recommendations as to the best course of action.

COMMISSIONER HAUCK MADE A MOTION TO ACCEPT THE REPORT, SECONDED BY COMMISSIONER MARTINI. THE MOTION CARRIED UNANIMOUSLY WITH ELEVEN (11) COMMISSIONERS PRESENT.

**6. Discussion and possible recommendation to the Western Regional Water Commission (“WRWC”) for approval of a scope of work, and funding in an amount not to exceed \$561,000 from the Regional Water Management Fund (“RWMF”), for the development of a Regional Effluent Management Planning Guidance Document over three fiscal years, commencing July 1, 2018; and possible direction to staff - Jim Smitherman and Rick Warner, Washoe County Community Services Department. (For Possible Action)**

Mr. Smitherman presented the staff report and stated that the intent of the framework was to define the tasks that exist in this scope of work. The Regional Effluent Management Team envisions developing an Inter-Agency Regional Effluent Management Planning Guidance Document over the next three years. The resulting document would provide guidance to decision makers facing future effluent and reclaimed water management alternatives. The Team recommends that the University of Nevada, Reno, through the Nevada Water Innovation Campus (“NWIC”), provide primary support, at the direction of the Team, using funding from the RWMF in amount not to exceed \$561,000 distributed over three fiscal years (“FY”), beginning in FY 2018-2019.

*Public Comment:* Cathy Brandhorst discussed various water topics.

Commissioner DeMartini discussed the need to have input in the process more than twice a year and possibly for each task before they are finalized.

COMMISSIONER DEMARTINI MADE A MOTION TO RECOMMEND THIS SCOPE OF WORK TO THE WRWC FOR APPROVAL WITH THE ADJUSTMENT THAT THE NNWPC

BE ALLOWED TO RECEIVE A REPORT AND BECOME PART OF THE DECISION-MAKING PROCESS ON EACH TASK AS THEY ARE FINALIZED, SECONDED BY COMMISSIONER FLANSBERG FOR DISCUSSION.

Commissioner Flansberg asked for clarification that the motion is requesting that as the tasks are becoming completed but before final completion a report be brought back to NNWPC for discussion.

Commissioner DeMartini clarified that he would like the NNWPC to have the opportunity for discussion, recommendation, and direction.

Mr. Rhodes stated that the project will be brought back to the NNWPC at least twice a year for input and it may be brought back more often if requested by the NNWPC.

After some discussion regarding the wording of the scope of work and the timing of tasks being ready for review by the NNWPC, Commissioner DeMartini suggested replacing the word “accomplishments” with “progress” in the last sentence of the scope of work.

COMMISSIONER DEMARTINI AMENDED THE MOTION TO RECOMMEND THIS SCOPE OF WORK TO THE WRWC FOR APPROVAL CHANGING THE WORD “ACCOMPLISHMENTS” TO “PROGRESS” IN THE LAST SENTENCE OF THE SCOPE OF WORK AND ADDING THE WORDS “AT LEAST” BEFORE “SEMI-ANNUALLY”, SECOND CONCURRED. THE MOTION CARRIED UNANIMOUSLY WITH ELEVEN (11) COMMISSIONERS PRESENT.

**7. Review draft Fiscal Year 2018 - 2019 WRWC tentative budget; discussion and possible recommendation to the WRWC to approve the tentative budget - Jim Smitherman and Chris Wessel, NNWPC Water Management Planner. (For Possible Action)**

Chris Wessel presented the staff report reviewing information included in the Tentative Budget Summary Worksheet.

Mr. Smitherman stated that he submitted a reclassification request for Mr. Wessel’s position to move him into a position that is intermediate between his current position and that of the Program Manager.

*Public Comment:* Birgit Henson, Nevada Division of Environmental Protection (“NDEP”), expressed support for the recommendation for a locally funded Watershed Plan update in the budget.

COMMISSIONER FLANSBERG MADE A MOTION TO RECOMMEND TO THE WRWC APPROVAL OF THE TENTATIVE BUDGET, SECONDED BY COMMISSIONER MARTINI. THE MOTION CARRIED UNANIMOUSLY WITH ELEVEN (11) COMMISSIONERS PRESENT.

**8. 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 for Fiscal Year 2017-2018.

Jim Smitherman, NNWPC Water Resources Program Manager, presented a brief overview of the staff reports included for this agenda item.

**9. Discussion regarding possible agenda items for the April 4, 2018 NNWPC meeting, and other future meetings, and possible direction to staff – Jim Smitherman. (For Possible Action)**

The next NNWPC meeting agenda will include: annual election of officers, reports for ongoing projects and possibly requests for contract amendments.

No action was taken.

**10. Commission Comments**

None

**11. Staff Comments**

None

**12. Public Comment**

Cathy Brandhorst spoke on various topics.

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

The meeting was adjourned at 3:02 p.m.

Respectfully submitted by Christine Birmingham.

Approved by:

---

Danielle Henderson, NNWPC Chair

**APPROVED BY COMMISSION IN SESSION ON \_\_\_\_\_, 2018.**