

**NORTHERN NEVADA WATER PLANNING COMMISSION  
("NNWPC")  
AGENDA**

Wednesday, October 3, 2018

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 Public Comment Information ("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, moved to or from the Consent Items section, 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 NNWPC offices, 1001 E. Ninth St., Reno, NV, from Jennifer Purgitt, Administrative Secretary, (775) 954-4665, and on the NNWPC website at <http://www.nnwpc.us>
5. The Washoe County Commission Chambers are accessible to the disabled. 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 (775) 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), Sun Valley GID (5000 Sun Valley Blvd.), Truckee Meadows Water Authority (1355 Capital Blvd.), Washoe County Administration Building (1001 E. Ninth Street), South Valleys Library (15650A Wedge Parkway), the NNWPC website at <http://www.nnwpc.us>, and the State of Nevada Website at <https://notice.nv.gov>

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 September 5, 2018, meeting. **(For Possible Action)**
5. Report on initial tasks to update the Truckee Meadows Watershed Management and Protection Plan for Tributaries to the Truckee River (the "Plan"); 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 \$150,000 from the Regional Water Management Fund ("RWMF"), to continue the Plan update process; and, possible direction to staff – Chris Wessel, WRWC Water Management Planner, and Theresa Jones, PE, Associate Civil Engineer, City of Reno. **(For Possible Action)**
6. Report by the Desert Research Institute ("DRI") on last winter's cloud seeding operations for the Truckee River and Lake Tahoe Basins, and alternatives for funding and operations for the upcoming winter; discussion and possible recommendation to the WRWC for approval of a scope of work, and funding in an amount not to exceed \$50,000 from the RWMF, to partially support operations for the upcoming winter; and,

## Northern Nevada Water Planning Commission Agenda for October 3, 2018

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possible direction to staff – Chris Wessel, and Frank McDonough, DRI. **(For Possible Action)**

7. Report on the development of outreach strategies, messages, materials and information dissemination methods related to regional effluent management planning (the “Project”) provided by Data Instincts Public Outreach Consultants (“Data Instincts”); discussion and possible recommendation to the WRWC for approval of a scope of work, and funding in an amount not to exceed \$100,000 from the RWMF, to continue the Project; and, possible direction to staff – Jim Smitherman, WRWC Water Resources Program Manager. **(For Possible Action)**
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.
9. Discussion regarding location and possible agenda items for the November 2018 NNWPC meeting, and other future meetings, and possible direction to staff – Jim Smitherman. **(For Possible Action)**
10. Commission Comments. \*
11. Staff Comments. \*
12. Public Comments. \* (Three-minute time limit per person.)
13. Adjournment. **(For Possible Action)**

\*Indicates a non-action item

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** September 27, 2018

**TO:** Chairman and Members, Northern Nevada Water Planning Commission (“NNWPC”)

**FROM:** Chris Wessel, Water Management Planner, Western Regional Water Commission (“WRWC”), and Theresa Jones, PE, Associate Civil Engineer, City of Reno

**SUBJECT:** Report on initial tasks to update the Truckee Meadows Watershed Management and Protection Plan for Tributaries to the Truckee River (the “Plan”); discussion and possible recommendation to the WRWC for approval of a scope of work, and funding in an amount not to exceed \$150,000 from the Regional Water Management Fund (“RWMF”), to continue the Plan update process; and, possible direction to staff.

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### **SUMMARY**

The Truckee Meadows Storm Water Permit Coordinating Committee (“SWPCC”) recently completed a Phase I gap analysis as part of the initial update to the Plan. The current Plan includes some, but not all, components of nine elements required by the Environmental Protection Agency (“EPA”) for grant funding under Section 319, the Nonpoint Source Management Program, of the Clean Water Act (“Section 319”). Based on the information identified in the Phase I gap analysis, the SWPCC is requesting funding in the amount \$150,000 from the RWMF to complete Phase II of the Plan update. The SWPCC approved the hiring of NCE Consulting, Inc., through the City of Reno, to complete this subsequent phase of the Plan update.

Theresa Jones, SWPCC coordinator for the City of Reno, will provide a presentation on the findings of the Phase I gap analysis, and the proposed scope of work to complete Phase II of the Plan update.

### **BACKGROUND**

The Cities of Reno and Sparks, and Washoe County, through the SWPCC, are required to continue to review, modify and update the initial Plan dated May 9, 2003. The Plan was last updated in 2005 with the publication of the "Truckee Meadows Watershed Protection Manual". Since that time, the SWPCC became aware of the potential for Section 319 grant funding which may be available to communities with watershed management plans that meet the criteria consisting of the nine elements referred to above. The WRWC funded the Phase I analysis to identify data gaps in the current Plan and provide recommendations of data needs required to update the Plan to comply with the EPA criteria.

### **FISCAL IMPACT**

If approved, the fiscal impact to the RWMF will not exceed \$150,000. Budget authority exists in the Fiscal Year 2018-2019 budget, located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310305.

**RECOMMENDATION**

Staff recommends that the NNWPC make a recommendation to the WRWC for approval of the proposed scope of work for Phase II of the Plan update, and funding in an amount not to exceed \$150,000 from the RWMF, to continue the Plan update process; and, provide further direction to staff as appropriate.

Attachment: Truckee Meadows Watershed Management and Protection Plan for Tributaries to the Truckee River Phase II proposed scope of work

CW:jp

## Scope of Work for the Update to the 2003 Watershed Management and Protection Plan for Tributaries to the Truckee River

### Project Understanding

The focus of this scope of work is to present an approach to update the 2003 Watershed Management and Protection Plan for Tributaries to the Truckee River (2003 Plan) utilizing guidance from the Environmental Protection Agency (EPA) *Handbook for Developing Watershed Plans to Restore and Protect Our Waters*. NCE will focus the update on EPA's Section 2.6: Nine Minimum Elements to bring the plan to current standards in 2019.

Desired outcomes of the 2003 Plan update include the following:

- Develop a list of prioritized projects that is tangible and realistic.
- Build on information from the Truckee Meadows Storm Water Permit Coordinating Committee's (TMSWPCC) annual watershed assessments.
- Each agency has projects that may qualify for 319 funding and these should be included in the plan.
- The plan will complement the Nevada Division of Environmental Protection's (NDEP) Integrated Source Water Protection Plan (ISWPP) for Washoe County and the Nevada Land Trust's (NLT) and Keep Truckee Meadows Beautiful (KTMB) One Truckee River Management Plan (OTR).

NCE will work closely with the TMSWPCC, NDEP/Resource Concepts Incorporated (RCI), and NLT/OTR to ensure the watershed update is complementary and not duplicative of the ISWPP and OTR efforts. An example complementary effort may include collaborating with the NLT/OTR, working within the framework of the TMSWPCC Watershed Management and Protection Plan, on projects to restore tributary stream reaches bounded by private property. This win-win-win scenario leverages the NLT/OTR's ability to work with and fund restoration projects on private properties. In addition, this approach will achieve the goals of the TMSWPCC watershed management efforts and benefit the community as a whole.

### Scope of Work

#### **Task 1 Project Management, Meetings, and QA/QC**

**\$ 20,000**

NCE will manage the project to ensure project deliverables are submitted on time, within budget, and project deliverables meet TMSWPCC/NCE's quality standards.

The update of the 2019 Watershed Plan will require coordination and meetings with a large group of partners and stakeholders. NCE anticipates the following meetings:

- Kickoff meeting with the TMSWPCC

**Reno, NV**

1885 S. Arlington Ave., Suite 111  
Reno, NV89509  
(775) 329-4955

- The City of Reno, City of Sparks, and Washoe County’s goals and objectives for the 2019 Watershed Plan will be determined at this meeting.
- Existing information and Amended Gaps Analysis meeting with TMSWPCC and with NDEP/RCI Integrated Source Water Protection Program staff. The purpose of this meeting is to better understand NDEP’s expectations for the 319 approval process as well as better understand the existing data that is available for the 2019 Watershed Plan.
- Monthly TMSWPCC meetings to provide project updates and receive committee feedback.
- Up to two (2) meetings with NDEP, RCI, and One Truckee River Management Plan stakeholders. The purpose of these meetings is to discuss specific aspects of the 2019 Watershed Plan as the plan is being developed.
- A regulatory meeting with the NDEP 319 Program Coordinator, NDEP Source Water Protection Staff, One Truckee River Management Plan key staff members (NLT, KTMB and OTR), and TMSWPCC members. It is anticipated this meeting will be held after the completion of Task 2. At this meeting, the ISWPP and OTR plans will be discussed as to how they are related to the 2019 Watershed Plan.

**Assumptions:**

- The above meetings are anticipated but may not be necessary
- Additional meetings may be needed

**Deliverables:**

- Meeting agendas, meeting minutes, monthly progress reports included with invoices

**Task 2 Complete Data Review and Gaps Analysis****\$ 40,000**

NCE will review in more detail the 2003 Plan along with the supporting annual storm water monitoring reports, watershed assessment documents, Amended Gap Analysis prepared by Stantec, and data gathered by RCI for the ISWPP effort to determine their applicability related to the EPA Handbook Section 2.6: Nine Minimum Elements (EPA Nine Elements). In addition, the OTR will be reviewed to ensure the 2019 Watershed Update is not duplicating efforts.

In conjunction with the review, NCE will develop a 2019 Watershed Plan outline based on the EPA Nine Elements. This outline will allow NCE to identify data gaps and missing information from the 2003 and other supporting documents, including Stantec’s Amended Gap Analysis, which must be included in the 2019 Watershed Plan. Based on this gaps analysis, NCE will prepare a Missing Elements Summary document that identifies outstanding data to be collected within the available budget.

Following the completion of the review and gaps analysis, NCE will facilitate a meeting with the City of Reno (and other TMSWPCC members) to discuss the results of Task 2 Complete Data Review and Gap Analysis.

**Assumptions:**

- Stantec’s Amended Gap Analysis will be provided to NCE

**Deliverables:**

- Missing Elements Summary memo and/or table of prioritized needed data

**Task 3 Data Gathering****\$ 30,000**

NCE will work with the TMSWPCC members and other stakeholders to obtain input and data necessary to fill the identified data gaps from Task 2. It is anticipated that the Task 1 Project Meetings will support this task; additional data gathering may consist of mapping and windshield surveys which may be needed for the 2019 Watershed Plan.

**Assumptions:**

- Due to the current unknown amount of additional data gathering needed to complete this task, NCE will work with TMSWPCC to determine the amount of time and/or monies spent gathering additional data.
- If NCE identifies unforeseen need(s) that are better suited for RCI, NCE will communicate those needs with the City of Reno, Project Manager, Theresa Jones. An example of a potential need could be coordinating efforts on developing a Tributary Watershed Profile template to support the 2019 Watershed Plan.

**Deliverables:**

- The Missing Elements Summary memo and/or table from Task 2 will be updated with the additional data gathered

**Task 4 Draft 2019 Watershed Plan****\$ 45,000**

NCE will prepare a Draft 2019 Watershed Plan to be submitted to the TMSWPCC for review and comment. It is anticipated the 2019 Watershed Plan is likely to include the following depending on available budget:

- EPA Letter a. Identification of causes of impairment and pollutant sources that need to be controlled. The 2003 Plan has data to support this EPA element, in addition, the watershed assessments for tributaries to the Truckee River and stormwater monitoring reports includes data to support this element. Additional information may be needed.
- EPA Letter b. An estimate of the load reductions expected from management measures. This will likely need to be developed.
- EPA Letter c. A description of the nonpoint source management measures to achieve load reductions. The 2003 Plan has data to support this EPA element, additional information is likely needed.
- EPA Letter d. Estimate of the amounts of technical and financial assistance needed, costs, and/or authorities that will be relied upon. This will likely need to be developed.
- EPA Letter e. An information and education component used to enhance public understanding of the project. The 2003 Plan has data to support this EPA element, additional information is likely needed.

- EPA Letter f. Schedule for implementing the nonpoint source management measures. This will likely need to be developed.
- EPA Letter g. A description of interim measurable milestones for determining whether actions are being implemented. The 2003 Plan has data to support this EPA element, additional information is likely needed.
- EPA Letter h. A set of criteria that can be used to determine whether loading reductions are being achieved over time. This will likely need to be developed.
- EPA Letter i. A monitoring component to evaluate the effectiveness of the implementation efforts over time, measured against the criteria. The 2003 Plan has data to support this EPA element, additional information is likely needed.

**Assumptions:**

- The Draft (and Final) 2019 Watershed Plan table of contents will include the EPA Nine Elements as presented above. EPA acknowledges that the Nine Elements do not need to be presented sequentially as shown above, but the Nine Elements must be included in the 2019 Watershed Plan to be considered a complete document.
  - The Draft/Final 2019 Watershed Plan table of contents will also include the following sections: Introduction, Stakeholders, and Description and Characterization of the Truckee River Tributaries Watersheds.
- One consolidated set of comments from the TMSWPCC will be provided to NCE

**Deliverables:**

- Draft 2019 Truckee Meadows Watershed Management and Protection Plan for Tributaries to the Truckee River with prioritized list of projects for each jurisdiction

**Task 5 Final 2019 Watershed Plan****\$ 15,000**

NCE will obtain and review the comments submitted by the TMSWPCC and use this as the basis of preparing the Final 2019 Watershed Plan. NCE will submit the Final 2019 Watershed Plan to the TMSWPCC and the NDEP 319 Program Coordinator. NCE understands that NDEP will then submit the document to the EPA for review.

**Assumptions:**

- As requested by the NDEP 319 Program Coordinator, the Final 2019 Watershed Plan will be provided in digital format.
- One consolidated set of comments from the TMSWPCC will be provided to NCE
- One consolidated set of comments from the NDEP 319 Program Coordinator will be provided to NCE

**Deliverables:**

- Final 2019 Truckee Meadows Watershed Management and Protection Plan for Tributaries to the Truckee River incorporating comments from TMSWPCC and the NDEP 319 Program Coordinator

**Cost**

The total cost will not exceed \$150,000\*.

\*The TMSWPCC appreciates the opportunity to move funds between tasks as circumstances require.



# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** September 27, 2018

**TO:** Chairman and Members, Northern Nevada Water Planning Commission (“NNWPC”)

**FROM:** Chris Wessel, Water Management Planner, Western Regional Water Commission (“WRWC”), and Frank McDonough, Desert Research Institute (“DRI”), Associate Research Scientist

**SUBJECT:** Report by DRI on last winter’s cloud seeding operations for the Truckee River and Lake Tahoe Basin, and alternatives for funding and operations for the upcoming winter; discussion and possible recommendation to the WRWC for approval of a scope of work, and funding in an amount not to exceed \$50,000 from the Regional Water Management Fund (“RWMF”), to partially support operations for the upcoming winter; and, possible direction to staff.

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### **SUMMARY**

Since 2009, DRI has conducted its cloud seeding program for the Truckee River and Lake Tahoe Basins (the “Program”) using funds provided by either the Truckee Meadows Water Authority (“TMWA”) or the Truckee River Fund (“TRF”), and the WRWC. At his time, TMWA and the TRF do not anticipate providing funding for cloud seeding operations in the 2018-2019 water year. DRI secured partial funding for the 2018-2019 Program from the State of Nevada during the previous legislative session. State funding will cover the cost of forecasting as well as the operation and maintenance of five of seven existing cloud seeding generators for the upcoming winter.

In anticipation of the funding shortage, DRI is proposing a scope of work in an amount not to exceed \$50,000 from the RWMF, to support operation and maintenance of the remaining two generators associated with the Program for water year 2018-2019. The WRWC budget for FY 2018-2019 includes \$50,000 for the proposed cloud seeding operations.

Mr. Frank McDonough of DRI will provide a presentation about last winter’s cloud seeding operations for water year 2017-2018, and the proposed scope of work for the upcoming winter, water year 2018-2019.

### **BACKGROUND**

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 Program has been in operation for more than 25 years. DRI estimates that cloud-seeding has boosted water in the snowpack for the Truckee River watershed by an average of 14,000 acre-feet a year over the last 30 years.

DRI funding cuts in 2008 threatened to eliminate its cloud seeding operations such that outside financing was necessary to continue the Program. In response, DRI applied to the TRF in 2009 to support the operation of five cloud-seeding generators in the Sierra Nevada. DRI received approval for partial funding from the TRF and the WRWC for the 2009-2010 water year. DRI has applied for and received

funding from the TRF, and more recently TMWA, and the WRWC to cover Program operations in each successive water year.

The Program requires permits from both the United States Forest Service and the State of California. The State permit has been 'grandfathered' in through the California Department of Water Resources since the inception of DRI's cloud seeding operations. The permits remain active as long as the project continues, without interruption, for each consecutive water year. If operations were suspended for any water year, permits would likely be revoked and new permits would be required. In addition to the cost of the permits, DRI anticipates that California Environmental Quality Act and National Environmental Policy Act studies would be required, at a cost well in excess of \$50,000.

**FISCAL IMPACT**

If approved, the fiscal impact to the RWMF will not exceed \$50,000. Budget authority exists in the Fiscal Year 2018-2019 budget, located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310103.

**RECOMMENDATION**

Staff recommends that the NNWPC make a recommendation to the WRWC for approval of the proposed scope of work, and funding in an amount not to exceed \$50,000, from the RWMF, to partially support the Program for the 2018-2019 water year; and, provide further direction to staff as appropriate.

Attachment: Proposal and Scope of Work: Cloud Seeding Project for the Tahoe and Truckee Basins for Water Year 2018-2019.

CW:jp



September 24, 2018

**Western Regional Water Commission**  
**1001 E. 9<sup>th</sup> St**  
**Reno, NV 89502**

To: The Western Regional Water Commission (WRWC):

Attached is our proposal and budget for the Water Year 2019 Tahoe-Truckee cloud seeding project. This coming winter (WY2019) the project is primarily sponsored by the State of Nevada, the WRWC portion of the project presented in this proposal represents the supply and maintenance of two of the seven Tahoe-Truckee remote-controlled generators.

If the proposal and budget are found to be satisfactory we request a purchase order be drafted in the amount of the proposed budget in order for DRI to be able to initiate and complete the work in a timely manner. A project start date of October 21, 2018 and project stop date of June 30, 2019 is requested.

Respectively yours,

*Frank McDonough*

Frank McDonough Research Meteorologist: Project Manager  
Frank.McDonough@dri.edu  
775.674.7140  
720.839.5309 (cell)  
Attachments: Proposal and Budget  
Cc: Maria Garretson (DRI)



**Proposal and Scope of Work**

**Cloud Seeding Project for the Tahoe and Truckee Basins for WY2019**

**Submitted to the**

**Western Regional Water Commission**

**By**

**Desert Research Institute  
Division of Atmospheric Sciences  
Desert Research Institute  
2215 Raggio Parkway  
Reno, NV 89512**

**September 2018**

**Project Contact: Frank McDonough  
Project Manager 775-674-7140  
Frank.McDonough@dri.edu**

## **Introduction**

Cloud seeding is a long-term water management tool designed to increase snowpack, streamflow, and subsequent water supplies. Since the State of Nevada halted funding the statewide cloud seeding program in 2009, the Tahoe-Truckee portion of the former State project has been funded locally by the Truckee Meadows Water Authority (TMWA) and the Western Regional Water Commission (WRWC). Through their support of the program, these entities have built the project infrastructure to include; 7 high-altitude remote controlled cloud seeding generators (5 sites, with 2 of them having dual generators; Fig. 1), 2 weather stations, a mountain top web camera, 8 precipitation gauges, and cellular and satellite communications systems to operate the equipment, obtain realtime weather and generator performance data.

The Tahoe-Truckee program has added over 14,000 acre-feet of snow water equivalent (SWE), on average, to the watershed for more than 30 years. The project has been operated along and west of the Sierra Crest, delivering snowfall to the east slopes of the Sierra and the Carson Range.

The Nevada State Legislature has refunded the State Cloud Seeding Program for the winter of 2018-2019 (WY2019). Several watersheds around the State are included in the program including the Tahoe-Truckee watershed. For the Tahoe-Truckee portion of the cloud seeding project the State Program will cover all of the project management costs, the weather forecasting services, the reporting, as well as the consumables, supplies, upgrades to the communications equipment, monthly service costs, and maintenance of five of the seven network generators.

This proposal requests that the WRWC ‘adopt’ the remaining two generators that are not covered by the State Program funds (Fig. 1). The costs associated with this include; the consumables, generator supplies, communications equipment upgrade, monthly service costs, and generator maintenance. The operation of these two generators would potentially add 6,000 to 7000 acre-ft of water to the expected 8,000 - 11,000 acre-ft of water expected from the generators funded by the State Program.

## **Project description**

The project design and method of operation will be the same as those used for the previous Tahoe-Truckee projects. With the full program in place, seeding will be conducted from a line of five ground-based CSG locations (7 total CSGs) positioned on, or a few miles upwind of, the main Sierra Nevada crest to the west of Lake Tahoe (Fig. 1). The generators have been positioned to take advantage of the generally southwest wind directions in winter storms in the Tahoe area, and are remotely activated by DRI staff when the proper weather and cloud conditions for seeding have been verified.

Ground-based cloud seeding is based on the following sequence of events. The seeding

material is silver iodide (AgI). The seeding “generators” burn a solution containing AgI dissolved in acetone. The burning process produces a “smoke” of microscopic AgI particles (about 0.0001 mm is size) that are transported downwind and dispersed into clouds over the mountains. Vertical dispersion up to at least 3000 feet above the surface is produced by the turbulence created by wind moving over the uneven terrain. In the presence of cloud droplets existing at temperatures below -5° C the silver iodide particles act as ice-forming nuclei and enhance the ice particle concentration in the natural clouds. Once initiated by silver iodide the ice particles grow in size and mass as they move downwind and begin falling to the surface when they have sufficient mass to overcome the upward motion in the clouds. In the time frame of 20 to 30 minutes snowfall within a seeding plume can reach the surface in and around the Tahoe Basin. This “chain-of-events” in the cloud seeding process has been verified by numerous detailed experiments conducted in the Sierra Nevada and other mountainous regions of the western U.S. (Huggins, 2009).

### **Project Phases**

**Phase 1** of the project will include preparation of the two WRWC sponsored seeding generators at the locations shown in Figure 1 (red arrows). This will require 4 days of work (2 days per generator). Phase 1 typically includes refilling the seeding solution tanks, refilling propane and nitrogen tanks, testing all generator components and upgrading and testing communications links.

**Phase 2** of the project will involve the actual cloud seeding operations. In this portion of the project the WRWC generators will be tested weekly, the weather and operations data downloaded, reviewed for performance metrics, and archived. The generators will be visited by truck and snowmobile during the winter season when repairs are required, typically 2-3 times per winter.

**Phase 3** of the project will begin in May 2019 and includes the final end of season visit to the generators to get them put away for summer.

### **Principals involved**

The full Tahoe-Truckee project will be managed by DRI Meteorologist Frank McDonough. Three experienced technicians will provide field operations and maintenance support for five State of Nevada sponsored and the two potentially WRWC sponsored generators.

### **Schedule**

**Start Phase 1:** 21 October 2018. Generator preparations begin.

**End Phase 1:** By 1 November 2018 the two WRWC sponsored seeding generators are

installed, filled, tested and made ready for use. All web-based computer products are prepared for use in Phase 2.

**Start Phase 2:** 1 November 2018. Cloud seeding occurs as storm conditions dictate. Cloud seeding equipment is monitored and maintained as needed. A log of seeding operations is maintained and the weather data from the generators that are needed to assess operations are archived.

**End Phase 2:** 30 April 2019 (potentially May 15, 2019) is the approximate end of the operational cloud seeding period.

**Start Phase 3:** 1 May 2018. Visit generators to close them down for summer.

**End Phase 3:** 30 June 2019 end of season summer shutdown for the generators complete, per USFS permits.

**Budget discussion:**

The budget for the WRWC portion of the partnership for WY2019 (maintain and provide consumables for the Echo and the Morattini generators) is \$50,000. The details of the budget are presented in the spreadsheet in Table 1.

<b>Cost Category</b>	<b>Echo site</b>	<b>Morattini Flats site</b>
Cloud Seeding Solution (Agl)	\$10,500	\$10,500
Truck/Snowmobile/Fuel	\$1,050	\$1,050
Generator Parts (repair)	\$1,000	\$1,000
Propane/Nitrogen	\$1,000	\$1,000
Communications /modems	\$2,500	\$1,500
Site Permits	\$500	\$500
Total Labor (field/shop)	\$8,540	\$9,450
=====	=====	=====
<b>Total Costs</b>	<b>\$25,000</b>	<b>\$25,000</b>

# WY 2018 Tahoe-Truckee network

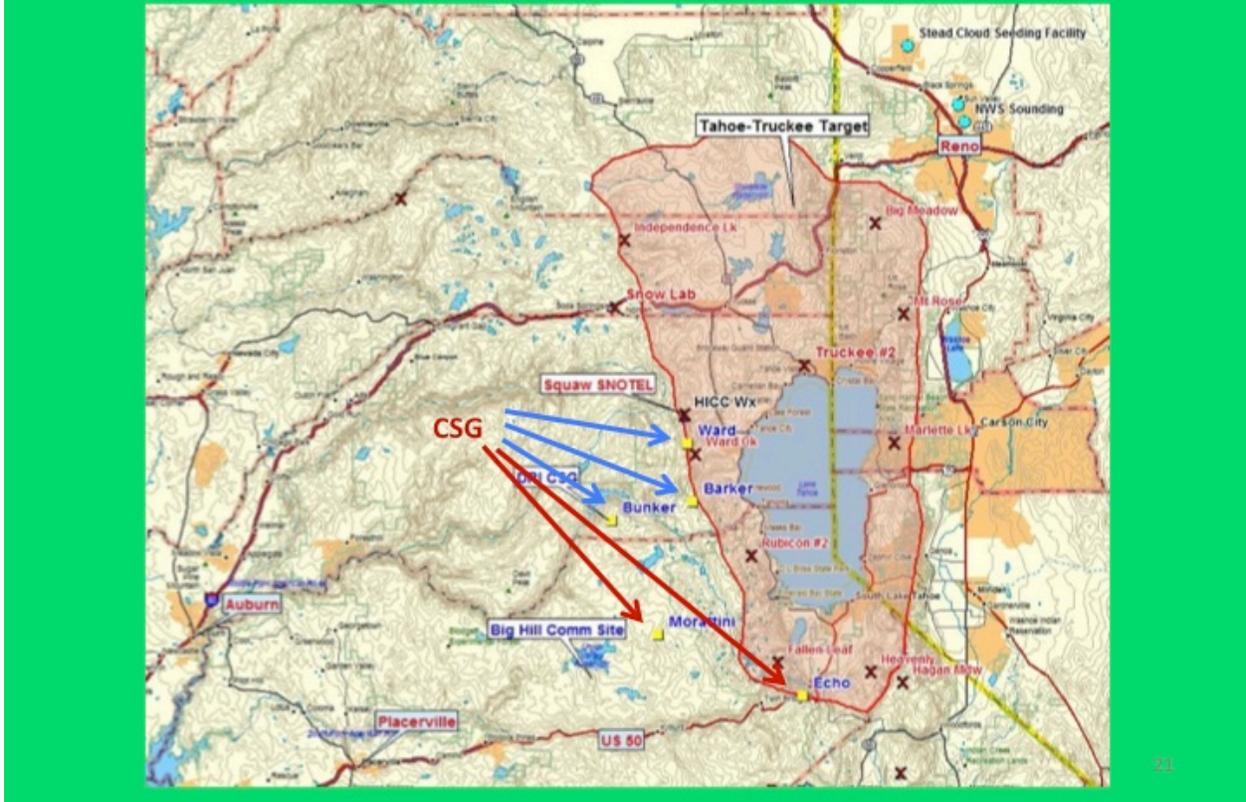


Figure 1. Operations area and generator locations for WY2019 Tahoe-Truckee cloud seeding project. Red shaded area denotes the target region; Yellow pins with blue labels represent DRI cloud seeding generators; Blue arrows point to the generators maintained by the State Program and the red arrows point to the generators proposed to be maintained by the WRWC. The Bunker and Barker sites each have 2 generators.



# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** September 27, 2018

**TO:** Chairman and Members, Northern Nevada Water Planning Commission (“NNWPC”)

**FROM:** Jim Smitherman, Water Resources Program Manager, Western Regional Water Commission (“WRWC”)

**SUBJECT:** Report on the development of outreach strategies, messages, materials and information dissemination methods related to regional effluent management planning (the “Project”) provided by Data Instincts Public Outreach Consultants (“Data Instincts”); discussion and possible recommendation to the WRWC for approval of a scope of work, and funding in an amount not to exceed \$100,000 from the Regional Water Management Fund (“RWMF”) to continue the Project; and, possible direction to staff.

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### **SUMMARY**

In February 2018, the NNWPC approved a recommendation and funding, in an amount not to exceed \$25,000 from the RWMF to retain Data Instincts to assist and provide guidance in the development of outreach strategies, messages, materials and information dissemination methods related to regional effluent management planning, and authorized the NNWPC Water Resources Program Manager to execute an Agreement with Data Instincts for the Project.

The Agreement was executed to provide for timely initiation of the first phase of assistance, to be followed by a proposal to the NNWPC for a second-phase of the Project, for possible recommendation to the WRWC.

Data Instincts has performed well relative to the scope of work and has completed the first phase of the Project. Staff will provide a presentation on Project background, work completed to date, and activities proposed for phase two.

### **BACKGROUND**

In April 2016, the Regional Effluent Management Team (the “Team”) presented a report on the development of a phased feasibility program to demonstrate treatment technologies and evaluate whether advanced treatment of effluent and groundwater replenishment offers long-term regional benefits. Program elements include community outreach, State regulatory framework, treatment technology, pilot testing, hydrologic investigations and field-scale demonstration projects.

With the implementation of the feasibility program underway, the Team identified consultant assistance concerning communication and outreach as a near-term requirement. The Team determined that Data Instincts was, and is, uniquely qualified because of its extensive experience

with similar efforts in California and other states. In addition, the firm's principal, Mr. Mark Milan, is a member of the Water Research Foundation's Independent Advisory Panel, which is advising and assisting the Team and other local agency staff to implement the various phases of the feasibility program.

The Team, consisting of technical staff from the City of Reno, the City of Sparks, Washoe County and the Truckee Meadows Water Authority, has been meeting since April 2014 to discuss regional effluent management issues. In 2016, the development and initiation of the feasibility program marked a significant step forward in regional effluent management. Since then, staff and Team members have provided reports from time to time to keep the NNWPC apprised of progress and to request funding for feasibility program activities such as the Data Instincts Project and the Advanced Water Treatment Technologies Demonstration project, currently underway at UNR.

**FISCAL IMPACT**

If approved, the fiscal impact to the RWMF will be \$100,000. Adequate budget authority exists in the Fiscal Year 2018–2019 budget, located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310207.

**RECOMMENDATION**

Staff recommends that the NNWPC make a recommendation to the WRWC for approval of the proposed scope of work, and funding in an amount not to exceed \$100,000 from the RWMF, to continue the Project; and, provide further direction to staff as appropriate.

JS:jp

Attachment

**DRAFT Exhibit A-1**



**SCOPE OF WORK**

**Phase II: Consulting services to provide communication, education and outreach advice and assistance as may be required for the Northern Nevada Feasibility Study, also referred to as One Water Nevada.**

This scope of services provides for consultations, on an “as needed” basis, from Consultant Data Instincts (Mark Millan), to the Northern Nevada Water Planning Commission (NNWPC) representatives for the purpose of responding to agency education, public relations and communication related issues. The consultant will provide guidance and assistance in:

- Developing outreach material, web content and PowerPoint presentations
- Developing outreach messages and public awareness strategies for responding to and informing the public
- Developing a training module for internal agency staff and decision-maker education
- Provide assistance and guidance in best practices for public awareness, methods of disseminating information, and education strategies to minimize misinformation
- Establishing the Commission and its member agencies as the reliable source of information regarding the Feasibility Study
- Listening to stakeholders concerns and assisting with appropriate responses
- Providing graphic and informational support
- Provide knowledge, research pertinent data, draft concepts, suggest strategies, and outreach mediums as may be needed to respond to inquiries and concerns

**DRAFT Exhibit A-1**

This Phase II scope of work and budget contain four primary tasks:

**Task 1: Support Public Outreach and Communication Needs for the Project**

- a. Prepare conceptual implementation plan, to include a work-flow type diagram to illustrate the steps and timing/duration of messaging/outreach efforts.
- b. Develop and prepare outreach materials to be used by Commission to assist in maintaining the identity and brand of the One Water Nevada program and reinforce values and principles important to the communities being served.
- c. Prepare and/or provide guidance in generating press releases, opinion pieces, message points, and other media-related materials as needed to gain recognition within the project area of the value of Commission's efforts. Respond to press inquiries and provide guidance to Project team regarding media-related matters.
- d. Manage and maintain consistent graphic look and feel of Program outreach materials including, but not limited to: Fact Sheets, PowerPoint presentations, Web page content, brief videos, new practices and/or guidelines, letters, social media, e-mail broadcasts, and the preparation of exhibits.
- e. Assist in managing incoming inquiries from media, potential recycled water customers, key stakeholders and special interest groups of the Project areas.
- f. Assist in providing support for Project-related Web page content development as needed, including: web content, news articles, document posting, member listings, and mapping.
- g. Assist or provide guidance in coordinating printing and mailing services consistent with Commission's practices for securing printing and mail services. Costs for printing and postage of outreach materials are not included. Providers of any such services shall be paid directly by Commission.

**Task 2: Assist Commission Representatives in Support of the Regional Program**

- a. Attend meetings and participate in conference calls conducted by the Commission's Project team.
- b. Coordinate and communicate with other Project consultants as needed to stay abreast of Project studies, progress and key milestones.
- c. Provide guidance and support to Commission representatives to identify and communicate with potential regional partners of Commission.
- d. As necessary, review and provide input on press releases, technical memoranda, draft reports, team presentations and other materials prepared by Commission representatives and Project consultants.

**DRAFT Exhibit A-1**

**Task 3: Stakeholder Relations**

- a. Assist with identifying potential key stakeholders, and special interest groups and their representatives in the region, including local governments, environmental community, local business community, and non-governmental organizations that may have an interest in the Project.
- b. When requested, assist Commission representatives in contacting and communicating with potentially affected property owners in geographic areas under consideration and/or evaluation for potential Project facilities and/or easements, as needed or so directed.
- c. Provide outreach to stakeholders outlined above and provide Project-related information, status of relevant legislation, potential Project benefits, and expressed issues of concern.
- d. Support Project team efforts for information gathering/sharing regarding stakeholders, the public and special interest groups. Plan, prepare, and assist in facilitating meetings with stakeholders and/or groups, including conducting one-on-one interviews and focus groups.
- e. Assist and provide guidance in resolving stakeholder issues of concern. Assist in providing follow-up reporting to public participants and report out on outcomes from public meetings and workshops to representatives and Commission to keep them informed.

**Task 4: Support Funding Strategy and Initiatives**

- a. Provide as-needed support to Commission representatives, and/or other consultants, including Project funding development, and federal and state lobbying consultants.
- b. Attend meetings or conference calls as requested with Commission representatives and Project funding development, and federal and state lobbying consultants.
- c. Assist the Commission's potential federal and state legislative advocates to prepare materials as needed to support the pursuit of necessary authorizations and funding including, but not limited to, development of materials for specific audiences and events and coordinating messaging that supports efforts for regional collaborations.
- d. Assist with Project-related tours of Project areas for special interest groups, local, state, and federal funding interests.

As warranted, the Consultant shall develop Communications Tools/Informational Materials and cost estimates for considered outreach approaches in coordination with Commission representatives on an as-needed basis.

**DRAFT Exhibit A-1**

**INFORMATIONAL MATERIALS - Anticipated Communication Tools Development**

The following items may need to be drafted, approved and produced on an as-needed basis:

- **Educational On-Site Facility:** Help design and prepare materials to support this effort.
- **Speakers Bureau Program:** Support speakers bureau program.
- **Website:** Add Project related informational materials to Commission website.
- **Short Videos:** Brief project overview.
- **Printed materials:** Fact sheets, banner, brochures and frequently asked questions, etc.
- **Experts:** Citing experts in these fields lends credibility to informational materials.
- **Presentation:** Develop presentation outlining the Project purpose and need.
- **Supporter card:** Make it easy for interested parties to sign their name in support.
- **E-broadcast Newsletter:** New E-mail addresses will be gathered at events.
- **Article Placement:** Draft and submit articles for placement in publications.
- **Crisis Communication Plan:** In the event of an unexpected event or situation.
- **Displays:** Visually appealing, simple display with key points.
- **Social Media:** Social media such as Facebook, Twitter, and Instagram.

**Additional items:**

- Ongoing Message Development through Program Phases
- As-needed support for Expert Panel

The total estimated not-to-exceed budget is \$100,000. The actual work will be performed only as necessary to support outreach and communication assistance and the fee will be allocated on a time and materials basis. Commission staff and representatives will continue to guide and monitor the work by Data Instincts and assess the level of effort needed for each task.

Completion Date: December 31, 2019

**DRAFT Exhibit A-1**



**RATES FOR SERVICES**

*As of January 2018*

Principal – Mark Millan	\$195
Associates – Malcolm Smith/Steve Thomas	\$165
Associate – Robin Gordon	\$145
Graphics – Web/PowerPoint – Keith Smith	\$120
Graphics – Alicia Deguchi	\$100
Print Media Coordination	\$100
Web Traffic Mgmt/Database Mgmt	\$95
Clerical Support	\$85
Copies	\$0.10 per page
Postage	at cost
Overnight mail	at cost
Mileage business travel	Fed rate
Lodging	at cost

For communications pieces that are to be professionally printed, Data Instincts will provide materials in the appropriate format; recommend printing services; and interact with and deliver materials to print vendors. However, it is our policy that the client pays directly for such services as printing, list rentals, mail processing fees, postage and media related expenses. Focus groups, In-depth Interviews, and Telephone Surveys will be billed separately with estimates provided in advance.

Multi- or bi-lingual translations, as needed, for handouts/brochures and other information sources will be extra. Consultant will utilize local or client resources whenever possible for these purposes.

Data Instincts bills for actual work performed on a monthly basis, and shall supply summary reports delineating each task, the budgeted amount, amount expended in the billing period, and cumulative expended totals.

Data Instincts carries over a \$1,000,000 in General Liability with The Hartford insurance company. Representation is with Cook, Disharoon & Greathouse of Oakland, California. Policy number is 57DBALD2227. A certificate verifying insurance shall be submitted when required.

Tax ID number is 90-0005625.

**DRAFT Exhibit A-1**



**RATES FOR SERVICES**  
*Effective as of January 2019*

Principal – Mark Millan	\$200
Associates – Malcolm Smith/Steve Thomas	\$170
Associate – Robin Gordon	\$155
Graphics – Web/PowerPoint – Keith Smith	\$120
Graphics – Alicia Deguchi	\$100
Print Media Coordination	\$100
Clerical Support	\$85
Copies	\$0.10 per page
Postage	at cost
Overnight mail	at cost
Mileage business travel	Fed rate
Lodging	at cost

For communications pieces that are to be professionally printed, Data Instincts will provide materials in the appropriate format; recommend printing services; and interact with and deliver materials to print vendors. However, it is our policy that the client pays directly for such services as printing, list rentals, mail processing fees, postage and media related expenses. Focus groups, In-depth Interviews, and Telephone Surveys will be billed separately with estimates provided in advance.

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Tax ID number is 90-0005625.

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** September 27, 2018  
**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.

- a) Report on the status of Projects and Work Plan supported by the RWMF; and
- b) Financial Report on the RWMF.



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

Funds Ctr/ Project #	Project	Vendor	Orig.PO	Changes	Balance	Percent Complete	Start Date	End Date
WP310008	Precipitation"Can"Gauge Monit FY16-17	BOARD OF REGENTS/DESERT RESEARCH	12,000.00	-4,357.59	7,642.41	36%	7/1/2017	9/30/2018
WP310101	Water Usage Review Program FY 2017/18	TRUCKEE MEADOWS WATER AUTHORITY	100,000.00	0.00	100,000.00	0%	7/1/2018	9/30/2019
WP310102	Washoe ET Program FY 2018-19	BOARD OF REGENTS/DESERT RESEARCH	10,000.00	0.00	10,000.00	0%	7/1/2018	9/30/2019
WP310203	Advanced Water Treatment Demo FY2016-19	BOARD OF REGENTS, NSHE, obo UNR	203,954.00	-196,989.8	6,964.22	97%	7/1/2017	9/30/2018
WP310206	Nevada Water Innovation Campus FY18/19	BOARD OF REGENTS, NSHE, obo UNR	25,000.00	0.00	25,000.00	0%	7/1/2018	9/30/2019
WP310306	Regional Storm Water GIS Map-Phase 1	TRUCKEE MEADOWS REG PLAN AGENCY	21,000.00	-20,296.73	703.27	97%	7/1/2017	3/31/2018
WP310207	IPR Outreach	DATA INSTINCTS (MARK MILLAN)	25,000.00	12,695.00	12,305.00	51%	4/1/2018	9/30/2018
WP310303	TMeadows Storm Water Quality Prog FY17-18	RENO, CITY OF	262,500.00	0.00	262,500.00	0%	7/1/2018	9/30/2019

-- Indicates contracting in progress or project status being updated.

9/27/2018  
 Fund 766  
 Report 400/ZF15

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

Fiscal Year 2019; Period 4

Accounts	Plan Budget	Actual (Revenue & Expenses)	PO Commit (Remaining PO Balance)	Actual + PO	Available (Budget Minus Actual + PO)	Avail%	PreCommit (PO's Requested)	Available (Budget Minus PO Requisitions)	Avail%
State Grants	40,000.00-				40,000.00-	100-		40,000.00-	100-
* INTERGOVERNMENTAL	40,000.00-				40,000.00-	100-		40,000.00-	100-
Interest-Pooled Inv.	24,279.00-	3,817.03-		3,817.03-	20,461.97-	84-		20,461.97-	84-
RGL Pooled Inv.		196.06-		196.06-	196.06			196.06	
Water Surcharge 1.5%	1,479,124.00-	354,573.78-		354,573.78-	1,124,550.22-	76-		1,124,550.22-	76-
* MISCELLANEOUS	1,503,403.00-	358,586.87-		358,586.87-	1,144,816.13-	76-		1,144,816.13-	76-
** REVENUE	1,543,403.00-	358,586.87-		358,586.87-	1,184,816.13-	77-		1,184,816.13-	77-
Professional Services	903,000.00	2,097.24	412,132.60	414,229.84	488,770.16	54	10,000.00	478,770.16	53
WRWC Staff & Legal	520,920.00	72,284.89	120,000.00	192,284.89	328,635.11	87.19		328,635.11	87.19
Fin Consult Services	8,700.00		8,700.00	8,700.00					
Invest Pool Alloc Ex		214.13		214.13	214.13-			214.13-	
Lobbying Services	1,000.00				1,000.00	100		1,000.00	100
Seminars and Meetings	1,000.00				1,000.00	100		1,000.00	100
Advertising	1,000.00				1,000.00	100		1,000.00	100
Undesignated Budget	20,000.00				20,000.00	100		20,000.00	100
Combined Utilities	400.00				400.00	100		400.00	100
Travel	1,000.00				1,000.00	100		1,000.00	100
Overhead	95,080.00								
** EXPENDITURES	1,552,100.00	82,515.60	540,832.60	623,348.20	928,751.80	60	10,000.00	918,751.80	59
<b>*** Total</b>	<b>8,697.00</b>	<b>276,071.27-</b>	<b>540,832.60</b>	<b>264,761.33</b>	<b>256,064.33-</b>	<b>2,944</b>	<b>10,000.00</b>	<b>266,064.33-</b>	<b>3,059</b>