

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

Wednesday, February 6, 2019

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 August 14, 2018, and November 7, 2018 meetings. **(For Possible Action)**
5. Report and discussion on annual priority setting, fiscal year ("FY") 2019-2020 budget development process, and timing of concurrent workshops with the Western Regional Water Commission ("WRWC"); and possible direction to staff – Jim Smitherman, Water Resources Program Manager, WRWC. **(For Possible Action)**
6. Review and discussion of the current FY 2018-2019 professional services budget, committed and uncommitted funds, and budget priorities including, but not limited to, ditch flooding and closed basin flooding; and possible direction to staff – Jim Smitherman. **(For Possible Action)**
7. Review, discussion, and possible recommendation to the WRWC for funding in an amount not to exceed \$120,000, from the Regional Water Management Fund ("RWMF"), over a three year period, to partially fund a contract for the Nevada Water

Northern Nevada Water Planning Commission Agenda for February 6, 2019

Innovations Institute (“NWII”) to obtain professional services from a qualified consultant, including project management, for the Regional Category A+ Reclaimed Water Feasibility Study (“OneWater Nevada”); and, possible direction to staff – Jim Smitherman. **(For Possible Action)**

8. Program Manager’s Report – Jim Smitherman, Water Resources Program Manager, Western Regional Water Commission (“WRWC”). *
 - 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 March 2019 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

**WESTERN REGIONAL WATER COMMISSION
AND
NORTHERN NEVADA WATER PLANNING COMMISSION**

CONCURRENT MEETING DRAFT MINUTES

Tuesday, August 14, 2018

The Western Regional Water Commission (“WRWC”) Board of Trustees, and the Northern Nevada Water Planning Commission (“NNWPC”), held a concurrent meeting on Tuesday, August 14, 2018, at Washoe County Caucus Room, 1001 East Ninth Street, Reno, Nevada, and conducted the following business.

1. Roll Call and Determination of Presence of a Quorum

Chair Hartung called the meeting to order at 10:01 a.m. There was a quorum present.

WRWC Commissioners Present:

Vaughn Hartung
Ron Smith
Sandra Ainsworth
Donald Abbott
Kristopher Dahir
Naomi Duerr (*present at 10:04*)
Jeanne Herman

Neoma Jardon
Bob Lucey

Appointed by:

Washoe County
Truckee Meadows Water Authority (“TMWA”) (Sparks)
Sun Valley General Improvement District (“SVGID”)
Truckee Meadows Water Reclamation Facility
City of Sparks
City of Reno
TMWA (South Truckee Meadows General Improvement District Successor)
TMWA (Reno)
TMWA (Washoe County)

WRWC Commissioners Absent:

None

Appointed by:

NNWPC Commissioners Present: Danielle Henderson, Michael DeMartini (*present at 10:08*), Michael Drinkwater, John Enloe, Bill Hauck, Mickey Hazelwood, John Martini, Jon Combs, David Solaro, and John Zimmerman

NNWPC Commissioners Absent: John Flansberg and Mervin Wright

Non-Voting NNWPC Members Present: None

Non-Voting NNWPC Members Absent: Cindy Turiczek, Harry Fahnestock, My-Linh Nguyen, and Ron Penrose

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

2. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Wolgast.

3. Public Comment

Garth Elliott, SVGID Trustee, expressed concern regarding the possibility of eliminating or decreasing SVGID representation on the WRWC Board.

(WRWC Commissioner Duerr present at 10:04 a.m.)

4. Approval of Agenda (For Possible Action)

WRWC COMMISSIONER JARDON MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY WRWC COMMISSIONER LUCEY. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) WRWC TRUSTEES AND NINE (9) NNWPC COMMISSIONERS PRESENT AND VOTING ON BEHALF OF THEIR RESPECTIVE BODIES.

NNWPC COMMISSIONER MARTINI MADE A MOTION TO APPOINT NNWPC COMMISSIONER HENDERSON AS NNWPC ACTING CHAIR (PRESIDING OFFICER), SECONDED BY NNWPC COMMISSIONER DRINKWATER. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) NNWPC COMMISSIONERS PRESENT.

5. Presentation of the draft 2018 Washoe County Consensus Population Forecast; discussion and possible approval of a recommendation by the NNWPC to make a determination that the draft Consensus Forecast population for 2038 can be supported by the sustainable water resources set forth in the Regional Water Management Plan; and possible direction to staff - Jim Smitherman, WRWC Water Resources Program Manager. (For Possible Action)

(NNWPC Chair DeMartini present at 10:08 a.m.)

Jim Smitherman, WRWC Water Resources Program Manager, presented the information included in the staff report. The draft 2018 Consensus Forecast projects a 20-year population increase of 106,823 persons. The 2016 Regional Water Management Plan ("RWMP") includes an estimate of potentially available, sustainable water resources of approximately 190,500 acre feet per year. Using 2018 retail customer water use data and the 2018 Consensus Forecast, TMWA has provided a County-wide water demand projection of approximately 111,875 acre feet for the 2038 population projection of 558,746.

Mr. Smitherman confirmed for WRWC Chair Hartung that the water resources estimate does not contemplate the re-use of highly treated effluent.

Mr. Smitherman answered questions from WRWC Commissioner Duerr regarding the areas included in calculating the water resource forecast versus the population forecast (service area).

WRWC COMMISSIONER SMITH MADE A MOTION TO DETERMINE THAT THE DRAFT CONSENSUS FORECAST POPULATION FOR 2038 CAN BE SUPPORTED BY THE SUSTAINABLE WATER RESOURCES SET FORTH IN THE RWMP, AND DIRECT STAFF TO SUBMIT THE DRAFT CONSENSUS FORECAST, WITH A FINDING THAT THE FORECASTED POPULATION CAN BE SUPPORTED BY THE SUSTAINABLE WATER RESOURCES SET FORTH IN THE RWMP, TO RENO, SPARKS, WASHOE COUNTY, AND THE TRUCKEE MEADOWS REGIONAL PLANNING AGENCY

(“TMRPA”), SECONDED BY WRWC COMMISSIONER ABBOTT. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) WRWC COMMISSIONERS PRESENT.

6. Discussion in workshop format on the functions, duties, and responsibilities of the WRWC; possible changes to or dissolution of the WRWC, including, but not limited to, transfer of WRWC functions, duties, and responsibilities to other local governmental entities, and possible resulting economic impacts; possible bill draft requests for the Nevada Legislature to amend or repeal the current WRWC Act; and, possible direction to staff - Jim Smitherman. (For Possible Action)

Mr. Smitherman reviewed direction given to staff at the July 18, 2018 WRWC meeting and presented the following three areas staff identified where administrative cost reductions could be considered: staff; overhead; and legal. Mr. Smitherman discussed possible alternatives stating that the program could be administered by about 1.75 full-time equivalent employees. When administrative staff is reduced, more contracts need to go out for the actual planning work. Another possibility is reducing the number of WRWC meetings to two per year.

WRWC Chair Hartung stated that cost reductions are not the main meat of what they are looking at, it is the functionality of the WRWC and if there are other places those functionalities can land.

WRWC Commissioner Jardon stated she is not concerned with how often the WRWC meets but expressed concern that the meetings seem repetitious and not productive. If there are more precise and targeted objectives, the meeting frequency is fine.

WRWC Commissioner Lucey discussed the fact that a lot of what the WRWC and NNWPC were created to do has been accomplished. He agreed with WRWC Commissioner Jardon regarding the redundancy of the WRWC meetings and stated that we need to look at refocusing what the mission really is.

WRWC Commissioner Smith asked staff if the goals established by the legislature when the WRWC and NNWPC were created have been completed.

Mr. Smitherman replied that the statutory requirements of supporting the implementation of the Truckee River Operating Agreement (“TROA”), and studying the feasibility study for consolidation of public purveyors, including actual consolidation of TMWA and Washoe County water systems, have been done. Work on the remaining five or six goals is currently in progress.

WRWC Commissioner Smith asked if they are at the point where they can dissolve the WRWC.

Mr. Smitherman stated there is still work to be done in the areas of wastewater treatment capacity, upgrading water reclamation facilities, where wastewater flow will go, what to do with treated reclaimed water, and integration of the storm water quality program with a state sponsored integrated source water protection program. Those are all issues that are being worked on currently.

John Rhodes, Legal Counsel, addressed comments regarding frustration that the WRWC meetings seem repetitious and not productive. He explained that the way the statute is written, all technical and scientific planning type work is done at the level of NNWPC, which is made up of 12 experts and professionals. The NNWPC does the planning, and the WRWC approves the

budget and the contracts that implement that planning. If the WRWC wants to be more involved in the science and actual planning, that direction can be given.

WRWC Commissioner Duerr discussed the WRWC responsibilities listed in the staff report specifically focusing on the one that states the WRWC makes recommendations on the management or use of water to Reno, Sparks, County Boards and Planning Commissions; Regional Planning Governing Board (“RPGB”) and Regional Planning Commission (“RPC”); State Engineer; Federal Government; and other entities as deemed appropriate. She also discussed the fact that when TMWA and County (water systems) were consolidated, the water planning function was left hanging with nobody doing a regional, big picture look.

WRWC Commissioner Jardon stated she does not know if elimination of the WRWC is the answer and that she is not looking to get more into the technical work. Now that the merger and the creation of TROA are complete, is it time to better focus the role of the WRWC with more precise direction that could also lower the overhead costs.

Mr. Smitherman explained that the legal contract costs do not change based on the number of meetings held each month. In order for a reduction of public meetings to have an impact on overhead expenses, the legal contract would need to be renegotiated. He also explained that prioritizing fewer higher priority projects could create a savings by reducing the number of contracts.

WRWC Chair Hartung confirmed for WRWC Commissioner Duerr that he does see storm water as an area that would stay with the WRWC.

WRWC Commissioner Duerr reiterated her comments from the previous meeting that the WRWC gets to decide on priorities and can direct where the budget funds are spent without having to make any major changes.

Mr. Rhodes confirmed for WRWC Chair Hartung that the WRWC does have the power to make an amendment to the plan without waiting for a plan update and the budget follows that plan. The statutory restriction is that the money must go toward implementation of the plan.

WRWC Commissioner Lucey expressed frustration regarding the amount of money in the budget for professional administrative services. He also discussed options for the NNWPC to report to other agencies.

NNWPC Commissioner Solaro stated there is value in the NNWPC and a governing body over that. The scope of this body is broader than just TMWA or flood, and there is that missing storm water piece. The NNWPC needs to report to a regional agency that has a broad umbrella and if it is not going to be the WRWC it should be Regional Planning. The WRWC is one of the most influential bodies when it comes to all things water in our community. There is a lot of value for our community as a whole in having oversight over all the different entities that are working on pieces of regional water issues.

Kerri Lanza, City of Reno Public Works Engineering Manager, read a letter from NNWPC Commissioner Flansberg regarding why the WRWC is needed. The letter also stated that if the WRWC is dissolved, the NNWPC and staff should report to the RPGB.

NNWPC Commissioner Martini agreed with NNWPC Commissioner Flansberg that the NNWPC should fall under the RPGB if the WRWC is dissolved.

WRWC Chair Hartung stated that he does not want the WRWC budget to get absorbed by another agency and not be used for its intended purpose.

NNWPC Commissioner Drinkwater stated that the NNWPC has been a mechanism for breaking down silos. All the water components are connected through NNWPC.

WRWC Chair Hartung stated that he does not think there was ever a desire to dissolve the NNWPC. The intent was more of a distillation of what the WRWC does and if it could go to another agency.

Public Comment: Mr. Elliott, SVGID, stated that he likes the umbrella concept. If it is broken up into other agencies, they will have their own agendas. He also stated that administrative and legal costs should be trimmed down, possibly with less meetings, etc.

NNWPC Commissioner Enloe stated the umbrella is necessary and maintaining the funding source is important. There is an opportunity to narrow the focus, gain efficiency and be more strategic regarding the purview of the WRWC. One area of overlap is work by legal counsel during legislative sessions relating to the WRWC Legislative Subcommittee.

NNWPC Commissioner DeMartini stated that in 1995 there was a public outcry because there was a lack of regional water planning. An umbrella body was needed and created by the legislature (in the form of the original Regional Water Planning Commission). He spoke in support of the WRWC program continuing and not going back to what wasn't working in the past.

WRWC Commissioner Jardon discussed a possible motion to have staff come back with bullet points of newly defined strategic priorities for the WRWC, and ways to align those priorities with cost savings by possible reductions in administrative expenses.

Mr. Smitherman explained that the topic of priorities is something he would take to the NNWPC and suggested having that discussion at this workshop after the lunch break.

(Lunch break from 11:45 a.m. to 12:14 p.m.)

Additional discussion among WRWC Trustees and NNWPC Commissioners included holding a joint meeting at least annually, prior to the budget process; different options for the frequency of WRWC meetings; and a suggestion that the WRWC tour treatment plants.

WRWC COMMISSIONER JARDON MADE A MOTION TO DIRECT STAFF TO WORK WITH THE NNWPC AND COME BACK TO THE WRWC WITH: PROPOSED STRATEGIC PRIORITIES; A NEW MEETING SCHEDULE FOR THE WRWC TO MEET QUARTERLY, OR AS NEEDED, WITH AN ANNUAL WORKSHOP WITH THE NNWPC PRIOR TO BUDGET HEARING; AND WAYS TO STREAMLINE THE BUDGET TO BE IN LINE WITH THE PRIORITIES, WITH THE GOAL OF REDUCING OVERHEAD, INCLUDING POSSIBLY RENEGOTIATING CONTRACTS WITH LEGAL AND OTHER CATEGORIES. SECONDED BY WRWC COMMISSIONER DUERR.

WRWC Chair Hartung asked if the NNWPC had any comment on the direction.

A NNWPC Commissioner stated an opinion that it is unclear if the WRWC wants recommendations to trim overhead or recommendations on where budget dollars should be directed based on the priorities.

WRWC Commissioner Jardon clarified that they are asking staff to bring back contracts for consideration where there might be some savings.

WRWC Commissioner Duerr requested further clarification on contracts that would be considered for renegotiation and asked about the cloud seeding contract as an example.

WRWC Commissioner Jardon clarified that they are talking about administrative support.

Mr. Rhodes discussed background information regarding the legal contract and stated that the WRWC passed a motion, effective last November, to reinstate his initial salary that had been reduced since 2010. He asked for clarification regarding a comment by WRWC Chair Hartung as to whether the WRWC Chair wants to go out with an RFP for Legal Counsel, or to renegotiate his current contract.

WRWC Chair Hartung responded to Mr. Rhodes' question stating both.

WRWC Commissioner Jardon stated that if they are doing a reduction of meetings, the overhead expenses will be changing.

WRWC Commissioner Jardon restated her motion to have an annual workshop with the NNWPC prior to the budget setting period, with quarterly or as needed meetings of the WRWC, and for staff to work with the NNWPC to develop strategic priorities, and for staff to come back with this new scope of administrative contracts and overhead to streamline the budget.

Mr. Smitherman explained that the administrative contracts that could be reviewed are legal, the staff contract with Washoe County, and a small contract for the minutes taker. He asked if those are the contracts that staff is being directed in the motion to review.

WRWC Commissioner Jardon confirmed for Mr. Smitherman that those are the contracts.

WRWC Commissioner Lucey stated that they can't have the same operations construct if they are going to have a new format. Once they have that new construct based on the priorities from the NNWPC, they can discuss what would be needed to adequately support that.

THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) WRWC COMMISSIONERS PRESENT.

7. Discussion and possible direction to staff regarding agenda items and dates for future WRWC or NNWPC meetings – Jim Smitherman. (For Possible Action)

Mr. Smitherman stated there is no need for a WRWC meeting in September. Agenda items for a WRWC meeting on October 17 will include review of the audit report and approval of the financial statements to submit to the state. Staff will send out an Outlook invitation for a WRWC meeting on the third Wednesday of each month and those can be cancelled as needed.

WRWC Commissioner Dahir requested more information on storm water as a future agenda item.

WRWC Commissioner Duerr requested a meeting schedule for the year including possible dates for facility tours.

The September meeting for the NNWPC will include discussion regarding strategic prioritizing of projects as discussed today.

8. Commission Comments

None

9. Staff Comments

None

10. Public Comment

None

11. Adjournment (For Possible Action)

The meeting was adjourned at 1:06 p.m.

Respectfully submitted by,
Christine Birmingham, Recording Secretary

Approved by the WRWC in session on _____ 2018.

Approved by the NNWPC in session on _____ 2018.

WRWC Chair Vaughn Hartung

NNWPC Chair Michael DiMartini

DRAFT - MINUTES
NORTHERN NEVADA WATER PLANNING COMMISSION

Wednesday, November 7, 2018

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

The meeting was called to order by Chair DeMartini at 1:33 p.m.

1. Roll Call and Determination of Presence of a Quorum

Voting Members Present: Michael DeMartini; Danielle Henderson; Michael Drinkwater; Jon Combs; John Enloe; Mickey Hazelwood; Mervin Wright; Bill Hauck (arrived 1:35); John Zimmerman (arrived 1:38); David Solaro (arrived 2:00)

Voting Members Absent: ; John Flansberg; John Martini;

Non-Voting Members Present: Cindy Turiczek

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

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

2. Public Comment

None

3. Approval of Agenda (For Possible Action)

COMMISSIONER DRINKWATER MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER ENLOE. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

4. Approval of Minutes from the September 5, 2018 and October 3, 2018 Meetings (For Possible Action)

COMMISSIONER DRINKWATER MADE A MOTION TO APPROVE THE SEPTEMBER 5, 2018 MINUTES, SECONDED BY COMMISSIONER WRIGHT. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

COMMISSIONER ENLOE MADE A MOTION TO APPROVE THE OCTOBER 3, 2018 MINUTES, SECONDED BY COMMISSIONER COMBS. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) COMMISSIONERS PRESENT.

5. Program Manager's Report – Jim Smitherman.

- a. Report on the status of projects and Work Plan supported by the Regional Water Management Fund ("RWMF");
- b. Financial Report on the RWMF.

Mr. Smitherman presented a brief overview of the staff reports included for this agenda item.

6. Discussion regarding location and possible agenda items for the December 2018 NNWPC meeting, and other future meetings, and possible direction to staff – Jim Smitherman. (For Possible Action)

The next NNWPC meeting date is Wednesday, December 5 but there are currently no items to include on that agenda. If there is no December meeting held, the January meeting is typically cancelled since it is so close to a holiday. The following meeting scheduled will be a joint meeting or concurrent workshop with the Western Regional Water Commission (“WRWC”) on January 16, 2019 to go over the priorities we will discuss in today’s workshop.

If the NNWPC feels it is necessary to meet again between today and the joint meeting on January 16, Mr. Smitherman suggested using the December 5 meeting date. The sole agenda item would be reviewing the items from today’s workshop.

Chair DeMartini suggested determining whether or not a meeting is needed before January 16 based on how today’s workshop goes.

The item was continued until after Agenda Item 8.

7. Recess to move the meeting to the Washoe County Community Services Department Slide Mountain Conference Room, Bldg. A, Second Floor, 1001 E. Ninth Street, Reno, Nevada for a workshop session.

Mr. Smitherman gave directions to the conference room location where the workshop portion of the meeting will be held.

(Recess at 1:42 p.m.)

8. Workshop to review the priorities, projects and studies listed in the WRWC FY 2018-2019 Budget; discussion of priorities for ongoing and future projects and studies, possible recommendation to the WRWC, and possible direction to staff. (For Possible Action)

The workshop portion of the meeting began at 1:50 p.m.

Staff presented the fiscal year 2018-2019 priorities by category and project for discussion. After discussion, the NNWPC members agreed that no priority changes were necessary. It was suggested that the Flooding from Ditches item might fit better under the Regional Storm Water category.

COMMISSIONER ENLOE MADE A MOTION TO ACCEPT THE PRIORITIES AS IS WITH NO CHANGES AND TO PREPARE FOR THE CONCURRENT MEETING WITH THE WRWC BY IDENTIFYING BUDGET DOLLARS ALLOCATED OVER MULTIPLE YEARS AND ANNUALLY FUNDED PROJECTS TO SHOW HOW REMAINING BUDGET DOLLARS MIGHT BE ALLOCATED. COMMISSIONER SOLARO SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

COMMISSIONER HAUCK MADE A MOTION TO MOVE THE DITCH FLOODING ITEM TO THE REGIONAL STORM WATER CATEGORY, SECONDED BY COMMISSIONER DRINKWATER. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

Continuation of Item 6

COMMISSIONER ENLOE MADE A MOTION TO CANCEL THE MEETINGS OF DECEMBER 5, 2018 AND JANUARY 2, 2019 AND TO SCHEDULE THE NEXT MEETING ON JANUARY 16 CONCURRENT WITH THE WRWC MEETING THAT DAY, SECONDED BY COMMISSIONER SOLARO. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

9. Commission Comments

None

10. Staff Comments

None

11. Public Comment

None

12. Adjournment (For Possible Action)

The meeting was adjourned at 2:39 p.m.

Respectfully submitted by Christine Birmingham.

Approved by:

Michael DeMartini, NNWPC Chair

APPROVED BY COMMISSION IN SESSION ON _____, 2019.

Northern Nevada Water Planning Commission

STAFF REPORT

DATE: January 31, 2019

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

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

SUBJECT: Report and discussion on annual priority setting, fiscal year (“FY”) 2019-2020 budget development process, and timing of concurrent workshops with the WRWC; and possible direction to staff.

SUMMARY

The WRWC Board Chairman requested staff to postpone, until March 20, 2019, the concurrent WRWC/NNWPC workshop on annual priorities, initially scheduled for January 16, 2019. The workshop delay is due to three existing vacancies on the WRWC Board that will not be filled in time to hold the meeting in February.

The 2019 meeting schedule recommended to, and adopted by the WRWC appears below:

January: WRWC/NNWPC workshop to review, discuss and confirm annual priorities
March: WRWC/NNWPC workshop to review proposed budget
May: WRWC budget hearing
June: WRWC meeting to approve project contracts, possible location at tour site
October: WRWC meeting to approve financial statements and audit, review project progress, milestones, and accomplishments; possible location at a tour site

The postponement of the January workshop compresses the meeting schedule relative to the required May budget hearing. Staff is considering two alternatives and seeks a recommendation or direction from the NNWPC:

1. Combine the January priorities workshop and the March proposed budget review workshop. Covering both topics in March may be more time efficient than separate workshops, but will likely take more time than a single-topic workshop; or,
2. Hold the priorities workshop in March and schedule an April concurrent meeting for the budget review workshop.

FISCAL IMPACT

None

RECOMMENDATION

Staff requests that the NNWPC consider the alternatives and provide a recommendation to the WRWC, or provide direction to staff as appropriate.

JS:jp

Northern Nevada Water Planning Commission

STAFF REPORT

DATE: January 31, 2019

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

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

SUBJECT: Review and discussion of the current fiscal year (“FY”) 2018-2019 professional services budget, committed and uncommitted funds, and budget priorities including, but not limited to, ditch flooding and closed basin flooding; and possible direction to staff.

SUMMARY

The FY 2018-2019 professional services budget in the amount of \$1,641,466 is approximately 77% committed to projects consistent with the FY 2018-2019 budget and subsequent direction to staff. The attached status report shows committed and uncommitted funds as of the end of January 2019.

The report shows an uncommitted balance of approximately \$ 371,890 available for possible reallocation to high priority needs before June 30, 2019, the end of FY 2018-2019.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the NNWPC accept the report and provide appropriate direction to staff, if any.

JS:jp

Attachment

**Professional Services Budget Detail Fiscal Year 2018/2019
Status Report 1/28/2019**

Professional Services Project Name	Status YTD	Expense Description/Example	Uncommitted Balance
<i>DRI Cloud Seeding</i>	50,000	FY18-19 ILA with DRI	0
<i>Precipitation Monitoring</i>	20,000	FY18-19 Amendment to ILA with DRI	0
Regional Water Planning Projects	70,000	NNWPC Ranking Vote Total 11	
<i>Washoe ET Project</i>	10,000	FY18-19 Amendment to ILA with DRI	0
<i>Water Usage Review Program</i>	100,000	FY18-19 Amendment to ILA with TMWA	0
<i>Certified Landscape Technician Program</i>	12,500	FY18-19 Amendment to ILA with NLA	0
Regional Water Conservation	122,500	NNWPC Ranking Vote Total 6	
<i>Integrated Wastewater and Reclaimed Water Planning Guidance Document</i>	181,110	Multi-year ILA with UNR/Nevada Water Innovation Institute (NWII)	0
<i>Advanced Water Treatment Demonstration</i>	208,466	FY18-19 Amendment to multi-year ILA with UNR	0
<i>Reclaimed Water Planning - Expert Panel</i>	50,000	Pending Project Proposal	0
<i>Reclaimed Water Planning - Data Instincts</i>	100,000	Multi-year Contract with Data Instincts	0
<i>Reclaimed Water Planning NWII A+ Leadership</i>	40,000	Pending ILA with UNR	3,890
<i>Bedell Flat Infiltration Grant</i>	0	208 grant (40K; see <i>Grant and/or Other Revenue</i> ; Page 1)	0
Regional Reclaimed Water Planning Projects	579,576	NNWPC Ranking Vote Total 28	
<i>Storm Water GIS Mapping</i>	0	Pending Project Proposal	100,000
<i>Watershed Management Plan Update</i>	75,000	Pending FY18-19 Amendment to ILA with City of Reno	125,000
<i>NPDES Storm Water Permit Update</i>	0	Pending FY18-19 ILA with City of Reno	63,000
<i>NPDES Storm Water Quality Management Program</i>	262,500	FY18-19 Amendment to ILA with City of Reno	0
Regional Storm Water Planning Projects	337,500	NNWPC Ranking Vote Total 25	
<i>Localized Flooding</i>	160,000	Pending Proposal from Washoe County	0
Regional Flood Control Planning Projects	160,000	NNWPC Ranking Vote Total 7	
<i>Regional Wastewater Flow Projections</i>	0	Pending Project Proposal	20,000
<i>Modeling for Water Quality Standards and TMDL Compliance</i>	0	Pending Proposal to Retain LTI for future needs	20,000
Regional Wastewater Planning Projects	0	NNWPC Ranking Vote Total 14	
<i>NNWPC/WRWC Website Update/GIS Mapping</i>	0		10,000
<i>Water Management Plan Update</i>	0	Possible future Plan Amendment	30,000
Comprehensive Plan	0		
Totals	\$1,269,576	Original Budget Amount \$1,641,466	371,890

Northern Nevada Water Planning Commission

STAFF REPORT

DATE: January 31, 2019

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

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

SUBJECT: Review, discussion, and possible recommendation to the WRWC for funding in an amount not to exceed \$120,000, from the Regional Water Management Fund (“RWMF”), over a three year period, to partially fund a contract for the Nevada Water Innovations Institute (“NWII”) to obtain professional services from a qualified consultant, including project management, for the Regional Category A+ Reclaimed Water Feasibility Study (“OneWater Nevada”); and, possible direction to staff.

SUMMARY

OneWater Nevada is a high-priority regional collaborative effort that has come about through the shared vision and leadership of local governing bodies, the NNWPC, the Regional Effluent Management Team (“REMT”), and the NWII.

OneWater Nevada leadership and project management have largely come from the REMT; however, recent and upcoming changes in the REMT participants have raised issues concerning continuity of leadership, and project management going forward. Most notably, Rick Warner, Washoe County Senior Engineer, intends to retire from Washoe County employment in February 2019. Mr. Warner stands out among the REMT participants, having shown exceptional leadership in initiating and continuing to drive forward OneWater Nevada and other related efforts. His retirement from Washoe County will create significant shortfall in OneWater Nevada leadership and project management.

The NWII shares the REMT’s concerns, and has requested local governing bodies, and the NWII Board of Advisors, to each consider providing partial funding for a contract to obtain professional services from a qualified consultant, for a period of three years, March 2019 through February 2022, to provide for continuity of OneWater Nevada leadership and project management. The WRWC Program Manager represents the NNWPC and WRWC on the NWII Board of Advisors, and concurs that this proposal offers a critical opportunity to provide continuing leadership and project management for OneWater Nevada.

The anticipated scope of work and budget are included in the attached “NWII Proposal.” The required funding will be provided through a combination of contributions for partial funding, not

to exceed \$40,000 each per year, from the WRWC, the Truckee Meadows Water Authority, the City of Reno, Washoe County, and possibly, private sector participants.

FISCAL IMPACT

If approved, the fiscal impact to the RWMF will not exceed \$120,000 over four Fiscal Years (“FY”): FY 2018–2019 (March-June), FY 2019-2020, FY 2020-2021 and FY 2021-2022 (July-February). Adequate budget authority exists in the FY 2018–2019 budget, located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310207.

RECOMMENDATION

Staff proposes that the NNWPC forward a recommendation to the WRWC for approval of the NWII Proposal, and funding in an amount not to exceed \$120,000 from the RWMF for FY 2018–2019 through FY 2021-2022, (March 2019 through February 2022), to partially fund the Proposal.

JS:jp

Attachment



University of Nevada, Reno

Nevada Water Innovation Institute Regional A+ Reclaimed Water Program Coordination Proposal

BACKGROUND

UNR's *Nevada Water Innovation Institute ("NWII")* is currently assisting the regional entities with several key initiatives: developing the treatment technologies to produce Category A+ reclaimed water suitable for groundwater recharge; developing a triple-bottom-line analysis for considering the benefits of developing Category A+ reclaimed water; developing regional effluent management master plan-level strategies; developing nitrogen control strategies for the Truckee Meadows Water Reclamation Facility ("TMWRF"); and developing storm water management programs with the Nevada Department of Transportation ("NDOT"), in conjunction with other Northern Nevada agencies.

The continued strength of these efforts and regional success can be enhanced by ensuring continuity of leadership as senior-level staff retire from employment at the regional entities. NWII, and its participating agencies and local governing bodies have expressed a desire to obtain professional services from a qualified consultant to continue providing leadership, strategic direction, agency coordination, outreach, and project management services for the regional efforts in the following:

- ***Regional Category A+ Reclaimed Water Feasibility Study Leadership and Development, and other critical issues, such as efforts supporting nitrogen control, stormwater management, and managed aquifer recharge.***

PROPOSAL

NWII requests that local governing bodies each consider providing funding for obtaining professional services from a qualified consultant, for the above purposes, for a period of three years. The required funding would be provided by local/regional governing bodies, and possibly private sector participants. The basis of the level of effort and budget is as follows:

Regional A+ Reclaimed Water Leadership, Development and Program Management – 16 hours per week; 832 hours annually.

- Starting approximately February 22nd, 2019 for a period of up to 3 years.
- Fee basis for consulting services is \$135 per hour in CY2019, with a 3% increase in each CY2020 and CY2021.

- This rate includes incidentals and any local travel related costs.
- UNR will contract with a qualified consultant selected by NWII, provided that consultant is named as the professional service provider in the contract(s) between UNR and the local/regional governing bodies providing funding.

Item	2019	2020	2021
Annual Cost - consulting services at \$135/hour and 16 hours/week (0.4 FTE)	\$112,320	\$115,690	\$119,160
UNR Facilities & Administration Costs (26%)	\$29,203	\$30,080	\$30,982
Funds Needed from Regional Agencies	\$141,523	\$145,770	\$150,142

Total Funds Needed from Local/Regional Governing Bodies for 3 Years = \$437,435

Local/regional governing bodies and private sector participants that have tentatively agreed to provide required partial funding, subject to Board approval as necessary, include: Truckee Meadows Water Authority (“TMWA”), Western Regional Water Commission, Washoe County, City of Reno, and Switch.

Task Description: Regional A+ Reclaimed Water Leadership, Development and Program Management

Task Objectives

- Leadership position to guide regional A+ development and success. This is particularly crucial as the current A+ feasibility study is progressing from “technology pilot studies” to field scale demonstration projects.
- Enhance the regional team’s leadership, credibility, legitimacy, inspiration, and project/program management capacities.
- Act as one of the A+ leaders and general program spokespersons as directed by regional agencies.
- Provide **OneWater Nevada** sector recognition, through engagement with professional organizations such as the Water Environment Federation, The Water Research Foundation, and WateReuse Association.
- Pursue outside funding on behalf of UNR and the regional participants from sources such as Bureau of Reclamation Construction Grants Program, The Water Research Foundation, National Science Foundation, and State of Nevada.
- Provide project management ensuring regional efforts are well coordinated, communicated, and documented. This includes development of communication plans, schedules, budgets, contract coordination, staff resource sharing agreements, and external communications.
- Assist agencies procure, construct, coordinate, operate, test, monitor, and report results for the field scale A+ demonstration projects.
- Under direction, represent agencies relative to A+ development with Nevada Division of Environmental Protection (“NDEP”), Health District and other regulatory agencies.

- Create a fully developed action plan and “A+ engineering report” for approval of NDEP.

Task Direction

- Direction and management of consultant on the performance of tasks will be provided by TMWA because of its increasing role and responsibility in field scale A+ demonstration projects. Periodic updates will be provided to representatives of the local/regional governing bodies at Effluent Management Team meetings. The agreements for funding by TMWA and other regional/local governing bodies shall contain the above condition.

Task Scope Examples

- Project Management
 - Monthly
 - Attend Regional Effluent Team Meetings (provide written updates, establish coordination, briefing on schedule, etc.).
 - Meet each regional agency staff for specific coordination and communication planning. Provide meeting agendas and written action items/responses.
 - Provide agencies with updated schedules, budgets, communication plans, and presentation calendars.
 - Provide a brief narrative on each major feasibility study task element (e.g. communications, regulatory, demonstrations, etc.). Prepare agendas, presentations, follow-up as needed.
 - Quarterly
 - Attend Regional “Effluent Directors Briefing”. Prepare agendas, presentations, follow-up as needed.
 - Provide agencies with updated schedules, budgets, communication plans, and presentation calendars.
 - Provide a brief narrative on each major feasibility study task element (e.g. communications, regulatory, demonstrations, etc.)
 - Every 4-6 months
 - In collaboration with agency staff, prepare and deliver A+ feasibility study presentations at regional agency councils, commissions, citizen/neighborhood boards, etc.
 - In collaboration with agency staff, update Washoe County Health District and NDEP staff. Prepare agendas, presentations, follow-up as needed.
- Technical Support
 - Assist agencies plan, specify, procure, set-up, test, monitor, and operate demonstration scale tests. Develop staffing plans for pilot and demonstration scale tests.
 - Assist City of Reno staff to plan and operate the RSWRF 2019 demonstration project.
 - Develop testing and monitoring plans with regional agencies, NDEP, Health District, agency/private laboratories, and UNR.
 - Assist agencies and UNR in developing staffing plans for demonstration-scale projects.
 - Support agencies in conceptual A+ implementation plans, for example, American Flat and Cold Springs.

- Communications Support
 - Assist Data Instincts and regional staff develop effective and timely external communication materials.
 - Assist regional agencies deliver key updates to public agencies and citizen groups.

- Regulatory Support
 - Organize, prepare materials, participate, and produce follow-up material and correspondence for Independent Expert Panel participation. Note: These will likely be needed about every 6 months as the regional agencies develop the field trials at RSWRF and CSWRF.

- Funding Support
 - Develop 2-3 external funding strategies coordinated with agencies. Examples include Water Commission, The Water Research Foundation, Bureau of Reclamation, NSF, etc.
 - Coordinate with local agencies for shared-resources plans including staffing and direct financial support.
 - Include funding strategies in project management reporting.

- Project Rationale Support
 - Assist agencies and UNR with continuous development of project rational and opportunity statements.
 - Example: currently there is recognition that **OneWater Nevada**, in addition to the A+ focus, could provide more examples of other sustainable water practices in the Truckee Meadows, including excellence of TMWRF operation and positive economic/environmental/regional impact.

Northern Nevada Water Planning Commission

STAFF REPORT

DATE: January 31, 2019
TO: Chairman and Members, Northern Nevada Water Planning Commission
FROM: Jim Smitherman, Water Resources Program Manager
SUBJECT: Program Manager's Report

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 FY18-19	BOARD OF REGENTS/DESERT RESEARCH	20,000	0	20,000	0%	7/1/2018	9/30/2019
WP310101	Water Usage Review Program FY 2018/19	TRUCKEE MEADOWS WATER AUTHORITY	100,000	0	100,000	0%	7/1/2018	9/30/2019
WP310102	Washoe ET Program FY 2018-19	BOARD OF REGENTS/DESERT RESEARCH	10,000	0	10,000	0%	7/1/2018	9/30/2019
WP310203	Advanced Water Treatment Demo FY2016-19	BOARD OF REGENTS, NSHE, obo UNR	203,954	196,990	6,964	97%	7/1/2017	9/30/2018
WP310206	Nevada Water Innovation Campus FY18/19	BOARD OF REGENTS, NSHE, obo UNR	25,000	0	25,000	0%	7/1/2018	9/30/2019
WP310207	IPR Outreach	DATA INSTINCTS (MARK MILLAN)	125,000	19,970	105,030	16%	4/1/2018	9/30/2018
WP310208	Planning Guidance Document FY19	BOARD OF REGENTS, NSHE, obo UNR	181,110	1,725	179,385	1%	4/1/2018	9/30/2018
WP310303	TMeadws Storm Water Quality Prog FY17-18	RENO, CITY OF	262,500	59,682	322,182	-23%	7/1/2018	9/30/2019

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

1/31/2019
 Fund 766
 Report 400/ZF15

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

Fiscal Year 2019; Period 8

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-	10,858.76-		10,858.76-	13,420.24-	55-		13,420.24-	55-
RGL Pooled Inv.		1,336.33		1,336.33	1,336.33-			1,336.33-	
URGL Pooled Inv.		578.67		578.67	578.67-			578.67-	
Water Surcharge 1.5%	1,479,124.00-	1,326,673.65-		1,326,673.65-	152,450.35-	10-		152,450.35-	10-
* MISCELLANEOUS	1,503,403.00-	1,335,617.41-		1,335,617.41-	167,785.59-	11-		167,785.59-	11-
** REVENUE	1,543,403.00-	1,335,617.41-		1,335,617.41-	207,785.59-	13-		207,785.59-	13-
Professional Services	1,686,466.00	149,347.10	582,378.74	731,725.84	954,740.16	57		954,740.16	57
WRWC Staff & Legal	520,920.00	228,105.58	78,000.00	306,105.58	214,814.42	56.99		214,814.42	56.99
Fin Consult Services	8,700.00	8,700.00		8,700.00					
Invest Pool Alloc Ex		495.83		495.83	495.83-			495.83-	
Lobbying Services	1,000.00				1,000.00	100		1,000.00	100
Seminars and Meetings	1,000.00	1,447.20		1,447.20	447.20-	45-		447.20-	45-
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
Insurance Premium		3,865.00		3,865.00	3,865.00-			3,865.00-	
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	25,884.04		25,884.04	69,195.96	306.36		69,195.96	306.36
** EXPENDITURES	2,335,566.00	417,844.75	660,378.74	1,078,223.49	1,257,342.51	54		1,257,342.51	54
*** Total	792,163.00	917,772.66-	660,378.74	257,393.92-	1,049,556.92	132-		1,049,556.92	132-