

DRAFT - MINUTES
NORTHERN NEVADA WATER PLANNING COMMISSION

Wednesday, January 5, 2022

The Northern Nevada Water Planning Commission (NNWPC) held a regular meeting on Wednesday, January 5, 2022, at the Washoe County Chambers, 1001 East Ninth Street, Reno, Nevada, and, conducted the following business.

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

1. Roll Call and Determination of Presence of a Quorum

Voting Members Present: Michael Drinkwater; John Enloe; John Flansberg (*Zoom*); Bill Hauck (*Zoom at 1:36*); Mickey Hazelwood (*Zoom*); Danielle Henderson; John Martini (*Zoom*); Michael Widmer; Mervin Wright (*Zoom*); John Zimmerman

Voting Members Absent: Jon Combs; Dave Solaro

Non-Voting Members Present: None

Non-Voting Members Absent: Cindy Turiczek; Ron Penrose; Harry Fahnestock; Thomas Pyeatte

Staff Members Present: Kim Rigdon (*Zoom*); Michael Pagni; Jennifer Purgitt

2. Public Comment

An email was received from Michael DeMartini that will be entered into the record and attached to the meeting minutes.

3. Approval of Agenda (For Possible Action)

COMMISSIONER FLANSBERG MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER ENLOE. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

4. Approval of the minutes from the December 17, 2021 meeting (For Possible Action)

This item was continued to the next meeting.

5. Review, discussion, and possible recommendation to the Western Regional Water Commission (WRWC) for an additional \$50,400 in funding not to exceed \$157,259 from the Regional Water Management Fund (RWMF), and extension of the project completion date to June 30, 2022, as an amendment to the professional services agreement between the WRWC and the University of Nevada, Water Innovations Institute (NWII) to continue project management and provide consulting services for the Regional Category A+ Reclaimed Water Feasibility Study (“OneWater Nevada”); and possible direction to staff – Kim Rigdon, Water Resources Program Manager. (For Possible Action)

(Commissioner Hauck present at 1:36 via Zoom)

Kim Rigdon, Water Resources Program Manager, presented the staff report. UNR requires a time extension through June 30, 2022, and a budget increase not to exceed \$50,400 to retain Warner and Associates, LLC and continue with the Regional Category A+ Reclaimed Water Program Coordination Scope of Work Task Objective to pursue outside funding on behalf of UNR and the regional participants for regional A+ projects.

Commissioner Flansberg asked if the requested extension to June 30, 2022, will be enough time.

Ms. Rigdon explained this was a shared cost contract with the other entities so we were funding a portion of it for that four year time period. We are taking a larger chunk of that now so it doesn't have to be an amendment of the different agency agreements individually and we can consolidate into one and get them through the end of the year.

COMMISSIONER FLANSBERG MADE A MOTION TO FORWARD A RECOMMENDATION TO THE WRWC FOR APPROVAL OF UNR'S REQUEST FOR AN ADDITIONAL \$50,400, NOT TO EXCEED A PROJECT TOTAL OF \$157,259 AND EXTEND THE PROJECT COMPLETION DATE TO JUNE 30, 2022, SECONDED BY COMMISSIONER ZIMMERMAN. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

6. Review, discussion, and possible recommendation to the WRWC for funding in an amount of \$100,000 annually, from the RWMF, for an evergreen professional services agreement to retain consulting services from Data Instincts for a second phase of communication and outreach assistance related to regional effluent management planning and to support implementation of the OneWater Nevada Communication Plan; and, possible direction to staff - Kim Rigdon, Water Resources Program Manager. (For Possible Action)

Ms. Rigdon presented the staff report. Data Instincts has submitted a proposal and subsequent scope of work for professional services in an amount of \$100,000 annually to continue to implement the OneWater Nevada, Communication Plan for the Advanced Purified A+ Water Feasibility Study.

Commissioner Enloe spoke regarding Data Instincts and expressed support for this proposed contract.

Ms. Rigdon clarified for Commissioner Flansberg that this was included under a different name in the priority setting agenda item.

Michael Pagni, Legal Counsel, stated a funding clause is included so if there are not funds appropriated in a budget for this contract that is grounds for a termination.

COMMISSIONER ENLOE MADE A MOTION TO FORWARD A RECOMMENDATION TO THE WRWC FOR APPROVAL OF THE DATA INSTINCT PROFESSIONAL SERVICES PROPOSAL AND REQUEST FOR \$100,000 ANNUALLY, EFFECTIVE SEPTEMBER 1, 2021, SECONDED BY COMMISSIONER HAUCK. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

7. Report, discussion, and possible action on the December 17, 2021, NNWPC priority setting workshop, including: presentation of results, review of draft Professional Services Budget Detail, incorporating priority results to be included in the WRWC Fiscal Year (FY) 2022- 2023 Tentative Budget, and timing of concurrent workshops with the WRWC; and possible direction to staff – Kim Rigdon, Water Resources Program Manager. (For Possible Action)

Ms. Rigdon presented the staff report that includes the results of the December 17, 2021, priority setting workshop.

COMMISSIONER FLANSBERG MADE A MOTION TO RECOMMEND TO THE WRWC THAT WE FUND THE PROJECTS AS LISTED, SECONDED BY COMMISSIONER ENLOE. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

8. Report and discussion on the Regional Effluent Management Guidance Document - Jim Smitherman, Water Resource Consultant.

Jim Smitherman, Water Resources Consultant, reported that development of the Regional Effluent Management Planning Guidance Document is progressing slowly as the project team continues to work with Brown and Caldwell staff to identify and recover pertinent files. A complete set of Excel spreadsheet files that relate to Truckee Meadows Water Reclamation Facility (TMWRF) flows, effluent management alternatives and Truckee River water quality limitations have yet to be recovered. Assistance from the Regional Effluent Management Team members and their respective agencies is helping to accomplish some of the outstanding project tasks that do not depend on the unrecovered files. Given the existing uncertainties, staff estimates that a review draft of the document will not be available before April 2022. The Regional Effluent Management Team has scheduled a workshop on January 20, 2022, to meet with the Public Works Directors to get clarity on direction regarding some of the alternatives.

9. Report and discussion on the draft update to Chapter 4 “Wastewater and Effluent Management” for the 2021-2040 Regional Water Management Plan (RWMP); discussion and possible direction to staff – Jim Smitherman, Water Resource Consultant.

Mr. Smitherman reported Chapter 4 is closely tied to the development of the Regional Effluent Management Planning Guidance Document. Although the Guidance Document does not need to be completely finished before Chapter 4 can be updated, the effluent management alternatives for each water reclamation facility that will be included in the Guidance Document should be sufficiently developed and vetted by the wastewater service providers so as to avoid unnecessary conformance reviews after the updated RWMP is adopted.

10. Report, discussion, and possible action on comments on the draft update to Chapter 7 “Population Forecast and Projections of Water Demand, Peak Day Requirements and Wastewater Flow” for the 2021-2040 RWMP; discussion and possible direction to staff – Jim Smitherman, Water Resource Consultant. (For Possible Action)

Mr. Smitherman reported staff received comments from the Truckee Meadows Water Authority (TMWA), some of which will affect the Water Balance Map. Staff anticipates incorporating TMWA’s comments into the draft chapter and presenting it to the NNWPC in February 2022.

COMMISSIONER ENLOE MADE A MOTION TO ACCEPT THE REPORT AND DIRECT STAFF TO PRESENT AN UPDATED DRAFT CHAPTER 7 AT A LATER MEETING, SECONDED BY COMMISSIONER ZIMMERMAN. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

11. Report, discussion, and possible action on draft modifications to Chapter 9 “Cost and Financing” for the 2021-2040 RWMP; discussion and possible direction to staff – Kim Rigdon, Water Resources Program Manager. (For Possible Action)

Ms. Rigdon reported that on December 1, 2021, Catherine Hansford of Hansford Economic Consulting (HEC) sent a final draft with minor modifications that are listed in the staff report.

Commissioner Flansberg stated he has not reviewed this with his staff yet and requested that it be brought back to the next NNWPC meeting.

Commissioner Enloe pointed out an attached memorandum on new housing cost burden analysis noting that it is an excellent analysis but he saw some nuances that affect TMWA that he would

like to speak to Ms. Hansford about. He also encourage Reno, Sparks and Washoe County to look at that closely to make sure the information is presented accurately.

COMMISSIONER DRINKWATER MADE A MOTION TO CONTINUE THIS ITEM TO THE REGULAR FEBRUARY NNWPC MEETING, SECONDED BY COMMISSIONER FLANSBERG. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

12. Report and discussion regarding chapters and schedule related to the drafting and presentation of 2021-2040 RWMP update, and possible direction to staff – Kim Rigdon, Water Resources Program Manager, and Jim Smitherman, Water Resource Consultant. (For Possible Action)

Ms. Rigdon reported Chapters 4 and 10 are anticipated to be ready for review at the March 2022 NNWPC meeting and staff proposed approval of the revised RWMP Update Schedule.

COMMISSIONER FLANSBERG MADE A MOTION TO APPROVE THE REVISED RWMP UPDATE SCHEDULE AS PROPOSED BY KIM RIGDON, SECONDED BY COMMISSIONER WIDMER. THE MOTION CARRIED UNANIMOUSLY WITH TEN (10) COMMISSIONERS PRESENT.

13. Program Manager’s Report – Kim Rigdon, Water Resources Program Manager, and Jim Smitherman, Water Resource Consultant

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

Kim Rigdon, Water Resources Program Manager, presented the reports.

14. Discussion regarding location and possible agenda items for the upcoming NNWPC meetings, and possible direction to staff – Kim Rigdon. (For Possible Action)

The next NNWPC meeting will be February 2, 2022, and the agenda will include the tentative draft budget and review of RWMP Chapter 9.

(No action taken.)

15. Commission Comments

None

16. Staff Comments

None

17. Public Comment

None

18. Adjournment (For Possible Action)

The meeting was adjourned at 2:04 p.m.

Respectfully submitted by Christine Birmingham.

Approved by:

John Martini, NNWPC Chair

APPROVED BY COMMISSION IN SESSION ON _____, 2022.

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