

# WESTERN REGIONAL WATER COMMISSION AGENDA

Wednesday, January 20, 2016  
9:00 a.m.

Sparks Council Chambers, Legislative Building  
745 Fourth St., Sparks, Nevada

## TRUSTEES

Vaughn Hartung, Chairman  
Naomi Duerr, Vice Chair  
Sandra Ainsworth, Secretary-  
Treasurer

Jenny Brekhus  
Jeanne Herman  
Geno Martini

Charlene Bybee  
Bob Lucey  
Ron Smith

NOTICE OF POSSIBLE QUORUM OF THE BOARD OF DIRECTORS OF THE TRUCKEE MEADOWS WATER  
AUTHORITY ("TMWA")

(See 'Notes')

**Notes: Because several of the Western Regional Water Commission ("WRWC") Trustees are also members of the Board of Directors of TMWA, it is possible that a quorum of the TMWA Board may be present. Such members will not take action at this meeting as members of the TMWA Board, but may take action solely in their capacity as WRWC Trustees.**

1. Items on this agenda on which action may be taken are followed by the term "For Possible Action". Non-action items are followed by an asterisk (\*).
2. Public comment is limited to three minutes per speaker and is allowed during the public comment periods, and before action is taken on any action item. Comments are to be directed to the Commission as a whole. Persons may not allocate unused time to other speakers. The public may sign-up to speak during the public comment period or on a specific agenda item by completing a "Request to Speak" card and submitting it to the clerk.
3. Items on this agenda may be taken out of order, combined with other agenda items for consideration, removed from the agenda, or delayed for discussion at any time. Arrive at the meeting at the posted time to hear item(s) of interest.
4. Supporting material provided to the Commission for items on the agenda is available to members of the public at the Western Regional Water Commission ("WRWC") offices, 4930 Energy Way, Reno, NV, from June Davis, Administrative Secretary, (775) 954-4665, and on the WRWC website at <http://www.wrwc.us>
5. The Sparks Council 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), Sparks Justice Court (1675 East Prater Way), Sun Valley GID (5000 Sun Valley Blvd.), TMWA (1355 Capital Blvd.), Washoe County Administration Building (1001 E. 9th Street), Second Judicial District Court/Courthouse (75 Court Street), Washoe County Central Library (301 South Center St.), Washoe County Community Services Department (4930 Energy Way), Galena Market (19990 Thomas Creek Rd.), Galena High School (3600 Butch Cassidy Way), South Valleys Library (15650A Wedge Parkway), the WRWC website: <http://www.wrwc.us> and the State of Nevada website at <https://notice.nv.gov>

1. Roll Call and Determination of presence of a Quorum. \*
2. Pledge of Allegiance. \*
3. Public Comment – limited to no more than three minutes per speaker. \*
4. Approval of Agenda. **(For Possible Action)**
5. Introduction of new WRWC Trustees. \*
6. Election of Chairman, Vice-Chairman, Secretary and Treasurer for the 2016 calendar year - Jim Smitherman. **(For Possible Action)**
7. Approval of the minutes of the November 18, 2015, meeting. **(For Possible Action)**

8. Report on the 2016 Comprehensive Regional Water Management Plan ("RWMP") update, and possible direction to staff – Jim Smitherman. **(For Possible Action)**
9. Report on activities of the "Regional Effluent Management Team", and possible direction to staff – Jim Smitherman. **(For Possible Action)**
10. Direction to staff regarding agenda items for a possible February 17, 2016 meeting and other future meetings – Jim Smitherman. **(For Possible Action)**
11. Commission Comments \*
12. Staff Comments \*
13. Public comment – limited to no more than three minutes per speaker \*
14. Adjournment. **(For Possible Action)**

# Western Regional Water Commission

## STAFF REPORT

DATE: January 12, 2016

TO: Chairman and Members, Western Regional Water Commission ("WRWC")

FROM: Jim Smitherman, Water Resources Program Manager

SUBJECT: Election of Chairman, Vice-Chairman, Secretary and Treasurer for the 2016 calendar year.

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### **SUMMARY**

Section 27(1), Chapter 531, Statutes of Nevada 2007, the Western Regional Water Commission Act, provides that "The Board shall elect one of its members as Chairman and one of its members as Vice Chairman, and shall elect a Secretary and a Treasurer, who may be members of the Board. The Secretary and the Treasurer may be the same person. The terms of the officers expire on December 31 of each year."

### **PREVIOUS ACTION**

On January 15, 2015, the WRWC Board elected the following officers:

Vaughn Hartung, Chairman  
Naomi Duerr, Vice-Chairman  
Sandra Ainsworth, Secretary-Treasurer

On January 11, 2014, the WRWC Board elected the following officers:

Mike Carrigan, Chairman  
Vaughn Hartung, Vice-Chairman  
Sandra Ainsworth, Secretary  
Steve Cohen, Treasurer

On January 16, 2013, the WRWC Board elected the following officers:

Mike Carrigan, Chairman  
Vaughn Hartung, Vice-Chairman  
Margaret Reinhardt, Secretary  
Steve Cohen, Treasurer

On February 10, 2012, the WRWC Board elected the following officers:

Mike Carrigan, Chairman  
Bob Larkin, Vice-Chairman  
Margaret Reinhardt, Secretary  
Steve Cohen, Treasurer

On January 14, 2011, the WRWC Board elected the following officers:

Mike Carrigan, Chairman  
Bob Larkin, Vice-Chairman  
Margaret Reinhardt, Secretary  
Steve Cohen, Treasurer

On January 8, 2010, the WRWC Board elected the following officers:

Mike Carrigan, Chairman  
Bob Larkin, Vice-Chairman  
Patricia Lancaster, Secretary  
Steve Cohen, Treasurer

On January 9, 2009, the WRWC Board elected the following officers:

Mike Carrigan, Chairman  
Dave Aiazzi, Vice-Chairman  
Patricia Lancaster, Secretary  
Steve Cohen, Treasurer

On April 11, 2008, the WRWC Board elected the following officers:

Mike Carrigan, Chairman  
Dave Aiazzi, Vice-Chairman  
Jim Ainsworth, Secretary  
Steve Cohen, Treasurer

JS:jd

**WESTERN REGIONAL WATER COMMISSION  
BOARD OF TRUSTEES  
MINUTES**

**Wednesday, November 18, 2015**

The regular meeting of the Western Regional Water Commission (“WRWC”) Board of Trustees was held on Wednesday, November 18, 2015, at the Sparks Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada.

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

Chairman Hartung called the meeting to order at 8:00 a.m. There was a quorum present.

<u>Commissioners Present:</u>	<u>Appointed by:</u>
Vaughn Hartung	Washoe County
Naomi Duerr (present at 8:15 a.m.)	City of Reno
Sandra Ainsworth	Sun Valley General Improvement District (“GID”)
Jeanne Herman	TMWA, Washoe County WRWC member
Neoma Jardon	TMWA, City of Reno WRWC member
Bob Lucey	TMWA, successor to South Truckee Meadows GID
Geno Martini	Truckee Meadows Water Reclamation Facility (“TMWRF”)
Ron Smith	City of Sparks

<u>Commissioners Absent:</u>	<u>Appointed by:</u>
Ed Lawson	TMWA, City of Sparks WRWC member

**2. Pledge of Allegiance**

Commissioner Ainsworth led the WRWC in the Pledge of Allegiance.

**3. Public Comment**

None

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

COMMISSIONER MARTINI MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER SMITH. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**5. Approval of the minutes of the August 19, 2015, meeting. (For Possible Action)**

COMMISSIONER MARTINI MADE A MOTION TO APPROVE THE AUGUST 19, 2015, MINUTES, SECONDED BY COMMISSIONER HERMAN. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**6. Discussion and possible approval of the 2014-2015 Western Regional Water Commission (“WRWC”) financial statements and audit opinion, and possible direction to staff – Ben Hutchins, Director, Finance and Administration Division, Washoe County Community Services Department; and Zeth Macy, Schettler Macy & Associates, LLC. (For Possible Action)**

Ben Hutchins, Washoe County Community Services Department, introduced Zeth Macy with Schettler, Macy & Associates.

Mr. Macy presented the WRWC financial statements. The WRWC received an unmodified opinion, known as a clean opinion. The WRWC general fund reported a decrease in fund balance of about \$386,000, most notably due to water rights purchases, with an ending fund balance of \$1.3 million. During the audit, no deficiencies in internal control were noted that were considered to be a material weakness. The test results disclosed no instances of non-compliance or other matters that are required to be reported under government auditing standards.

COMMISSIONER SMITH MADE A MOTION TO ACCEPT THE REPORT, SECONDED BY COMMISSIONER MARTINI. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**7. Discussion and possible designation of Schettler, Macy & Associates, LLC as the WRWC’s external auditors for the Fiscal Year 2015-2016 financial statement audit, and, if approved, authorize the Chairman to execute the related Engagement Letter, and direct staff to file the required documents with the State of Nevada – Ben Hutchins, Services Department. (For Possible Action)**

Mr. Hutchins stated that staff recommends engaging Schettler, Macy & Associates as WRWC’s external auditor for 2015-2016.

COMMISSIONER MARTINI MADE A MOTION TO APPROVE STAFF’S RECOMMENDATION, SECONDED BY COMMISSIONER HERMAN. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**8. Discussion and possible approval and adoption of an Amendment to Resolution No. 3, clarifying the authority delegated to the WRWC Program Manager to approve invoices and in-budget expenditures, and to sign contracts, and delegating certain additional authority to him; and possible direction to staff – John Rhodes, WRWC Legal Counsel. (For Possible Action)**

John Rhodes, WRWC Legal Counsel, presented the staff report for this item recommending approval of the proposed Amendment to delegate the following additional authority to the WRWC Water Resources Program Manager:

- 1) to sign contracts and amendments to contracts for the same project upon recommendation of the NNWPC, in cumulative amounts in excess of \$25,000, but not to exceed \$50,000; and
- 2) to approve in-budget expenditures from the RWMF not to exceed \$10,000 per item for routine operating expenses, following adoption of each annual Final Budget, without further recommendation of the NNWPC, and to sign contracts for the same.

COMMISSIONER HERMAN MADE A MOTION TO APPROVE AND ADOPT THE PROPOSED AMENDMENT TO RESOLUTION NO. 3, SECONDED BY COMMISSIONER SMITH. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**9. Discussion and possible ratification of staff's execution of amendments in cumulative totals over \$25,000 each to continue agreements for the Certified Landscape Technician program with Nevada Landscape Association, and the Truckee River Information Gateway ("TRIG") with the City of Reno – Jim Smitherman, WRWC Water Resources Program Manager. (For Possible Action)**

Jim Smitherman, WRWC Water Resources Program Manager, presented the staff report for this item requesting ratification of the subject amendments as recommended by the Northern Nevada Water Planning Commission ("NNWPC").

COMMISSIONER MARTINI MADE A MOTION TO APPROVE STAFF'S RECOMMENDATION, SECONDED BY COMMISSIONER HERMAN. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**10. Review and possible approval of a First Amendment to the Interlocal Agreement ("ILA") with Desert Research Institute ("DRI") for Cloud Seeding Program Precipitation Gauges in an amount not to exceed \$50,000 over two years; and, if approved, authorize the Chairman to execute the Amendment for that purpose – Chris Wessel, WRWC Water Management Planner. (For Possible Action)**

Chris Wessel, WRWC Water Management Planner, presented the staff report for this item requesting approval of funding as recommended by the NNWPC.

In response to a question from the Commission, Frank McDonough, DRI, confirmed that the rain gauges will not be used to sample precipitation for silver iodide analysis.

COMMISSIONER MARTINI MADE A MOTION TO APPROVE STAFF RECOMMENDATION, SECONDED BY COMMISSIONER LUCEY. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**11. Review and possible approval of a First Amendment to the ILA with DRI for the Washoe Evapotranspiration ("ET") Annual Maintenance in an amount not to exceed \$10,000; and, if approved, authorize the Chairman to execute the Amendment for that purpose – Chris Wessel. (For Possible Action)**

Mr. Wessel presented the staff report for this item and recommended approval of the Amendment.

*(Commissioner Duerr present at 8:15 a.m.)*

COMMISSIONER MARTINI MADE A MOTION TO APPROVE STAFF'S RECOMMENDATION, SECONDED BY COMMISSIONER HERMAN. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

**12. Review and possible approval of First Amendments to extend the ILAs with DRI for the Washoe ET weather station upgrades and with Washoe County for Phase Two Septic Nitrate Study, for one year at no additional cost; and if approved, authorize the Chairman to execute the Amendments for that purpose – Chris Wessel. (For Possible Action)**

Mr. Wessel presented the staff report for this item and recommended approval of the Amendments.

COMMISSIONER MARTINI MADE A MOTION TO APPROVE STAFF'S RECOMMENDATION, SECONDED BY COMMISSIONER HERMAN. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

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**13. Presentation and discussion of a report on the review of the 2011 Regional Water Management Plan (“RWMP”) by the NNWPC; possible acceptance of the report; and possible direction to staff – Jim Smitherman. (For Possible Action)**

Mr. Smitherman presented the staff report for this item providing a summary of the 2011 RWMP review and recommended acceptance of the report.

Chairman Hartung provided positive feedback on the Summary.

Commissioner Duerr requested feedback from Mr. Smitherman on how the TMWA workshops are going. Mr. Smitherman stated that the format is engaging and the public appreciated being able to ask questions. The outreach done by TMWA contributed to the turnout.

COMMISSIONER DUERR MADE A MOTION TO ACCEPT THE REPORT, SECONDED BY COMMISSIONER JARDON. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

**14. Possible direction to staff regarding agenda items for the December 16, 2015, meeting and other future meetings – Jim Smitherman. (For Possible Action)**

Mr. Smitherman recommended having no WRWC meeting in December. The next WRWC meeting would be scheduled for January 20, 2016.

COMMISSIONER MARTINI MADE A MOTION TO CANCEL THE DECEMBER 16, 2015, WRWC MEETING, SECONDED BY COMMISSIONER DUERR. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

**15. Commission Comments**

None

**16. Staff Comments**

None

**17. Public Comment**

None

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

COMMISSIONER DUERR MADE A MOTION TO ADJOURN AT 8:26 A.M., SECONDED BY COMMISSIONER SMITH. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

Respectfully submitted by,  
Christine Birmingham, Recording Secretary

Approved by Commission in session on \_\_\_\_\_ 2016.

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Chairman



# Western Regional Water Commission

## STAFF REPORT

**DATE:** January 12, 2016  
**TO:** Chairman and Members, Western Regional Water Commission ("WRWC")  
**FROM:** Jim Smitherman, WRWC Water Resources Program Manager  
**SUBJECT:** Report on the 2016 Comprehensive Regional Water Management Plan update

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### **SUMMARY**

On June 17, 2015, the WRWC approved the attached schedule for the review and update of the Regional Water Management Plan ("RWMP"). The schedule shows that the review of the 2011 the RWMP was to be completed by December 2015. The review was completed on November 18, 2015, when the WRWC reviewed and accepted the report on the review of the 2011 RWMP. The schedule also shows that the RWMP update will be developed between January 2016 and July 2016 and a draft update will be presented to the Northern Nevada Water Planning Commission ("NNWPC") at its July meeting. Once the NNWPC has reviewed and approved the draft RWMP update, a recommendation will be made to the WRWC and the public review process will begin.

The report on the review of the 2011 RWMP states that the updating of certain chapters is pending review of the Truckee Meadows Water Authority ("TMWA") 2035 Water Resource Plan ("WRP"). Those chapters include: Chapter 1 - Regional Water Planning Policies and Criteria; Chapter 2 - Water Resources; Chapter 3 - Water Purveyors; Chapter 6 - Population Forecast and Projections of Water Demand; Peak Day Requirements and Wastewater Flow; and Chapter 7 – Conservation.

TMWA released a draft WRP in October 2015. Staff has reviewed the draft and is in the process of incorporating new information into the appropriate chapters and sections of the RWMP for review and discussion by the NNWPC in the near future.

### **BACKGROUND**

Section 50, Chapter 531, Statutes of Nevada 2007, the WRWC Act, requires that the RWMP be reviewed by the NNWPC on a schedule established by the WRWC, which must at least provide for a review within five years after adoption of the RWMP and at least every five years thereafter. After each review, the NNWPC shall submit to the WRWC any proposed amendment to the RWMP or report that there are no amendments.

JS:jd

Attachment: Approved Schedule for the Review and Update of the Regional Water Management Plan

**2011 Water Management Plan Review Schedule**

Event	1 NNWPC Meeting	2 NNWPC Meeting	3 NNWPC Meeting	4 NNWPC Meeting	5 NNWPC Meeting	6 NNWPC Meeting	7 NNWPC Meeting	8 NNWPC Meeting	9 NNWPC Meeting	10 NNWPC Meeting	11 NNWPC Meeting	12 NNWPC Meeting	13 NNWPC Meeting	14 WRWC Meeting
Dates	3-Dec-14	7-Jan-15	4-Feb-15	4-Mar-15	1-Apr-15	6-May-15	3-Jun-15	1-Jul-15	5-Aug-15	2-Sep-15	7-Oct-15	20-Oct-15	4-Nov-15	17-Dec-15
Chapter 1 Policies	Deliver Chap.	WPC Review	WPC Review									Prepare Draft Review Report	Present Draft Review Report to NNWPC	Present Draft Review Report to WRWC
Chapter 2 Water Resources							Deliver Chap.	WPC Review	WPC Review					
Chapter 3 Purveyors			Deliver Chap.	WPC Review	WPC Review									
Chapter 4 Wastewater & WQ								Deliver Chap.	WPC Review	WPC Review				
Chapter 5 Flood				Deliver Chap.	WPC Review	WPC Review								
Chapter 6 Population Proj.					Deliver Chap.	WPC Review	WPC Review							
Chapter 7 Conservation		Deliver Chap.	WPC Review	WPC Review										
Chapter 8 Financing						Deliver Chap.	WPC Review	WPC Review						
Chapter 9 Issues/action									Deliver Chap.	WPC Review	WPC Review			

**2015-2034 Water Management Plan Update and Completion Schedule**

NNWPC Meeting	NNWPC Meeting	NNWPC Meeting	NNWPC Meeting	NNWPC Meeting	NNWPC Meeting	NNWPC Meeting	NNWPC Meeting	WRWC Meeting
6-Jan-16	3-Feb-16	2-Mar-16	6-Apr-16	4-May-16	1-Jun-16	6-Jul-16	3-Aug-16	21-Sep-16
Plan Development Period						Present Final Draft to NNWPC	NNWPC Public Hearing	WRWC Public Hearing and Adoption

# Western Regional Water Commission

## STAFF REPORT

**DATE:** January 12, 2016  
**TO:** Chairman and Members, Western Regional Water Commission ("WRWC")  
**FROM:** Jim Smitherman, WRWC Water Resources Program Manager  
**SUBJECT:** Report on activities of the "Regional Effluent Management Team"

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### **SUMMARY**

In December 2014, the Northern Nevada Water Planning Commission ("NNWPC") directed staff to prepare a presentation summarizing wastewater master planning in the region and outlining a scope of work for a wastewater and effluent management master plan update. Technical staff from the City of Reno, the City of Sparks, Washoe County and the Truckee Meadows Water Authority had been meeting to discuss regional effluent management issues. This informal group is generally referred to as the "Regional Effluent Management Team" (the "Team"). Working together with the Team, staff provided the requested information and materials at the following two NNWPC meetings. In February 2015, the Team recommended to the NNWPC that it provide funding for a project coordinator to assist the Team in working toward regionally-based solutions to several near-term effluent management issues. The strategies developed to address the issues would form the basis, or framework, for an up-to-date regional effluent management master plan that would cover all of the region's publicly-owned wastewater treatment facilities and service areas.

The near-term effluent management issues focus on reducing the nitrogen load to the Truckee River, which could be accomplished by diverting Truckee Meadows Water Reclamation Facility ("TMWRF") effluent to locations and uses away from the river in allowable quantities and during appropriate times of the year. A variety of alternatives and scenarios are being evaluated using population and employment growth projections to estimate wastewater flow increases over time. The Team is taking care to ensure that it has a thorough understanding of the complex water rights implications for the effluent management scenarios before making any recommendations.

### **BACKGROUND**

The most recent Regional Wastewater Reclamation Facilities Master Plan for the Reno-Sparks-Washoe County area was developed in the late 1990s. In late 2014, the NNWPC expressed interest in updating the plan. The NNWPC directed staff to report on the status of wastewater master planning in the region and, following reports from staff, authorized a scope of work to address near-term effluent management issues and develop a framework for regional effluent management master planning.

JS:jd