

Western Regional Water Commission

STAFF REPORT

DATE: May 11, 2017

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

FROM: Chris Wessel, Water Management Planner

SUBJECT: Discussion and possible approval of a Third Amendment to the Interlocal Agreement (“ILA”) with the Truckee Meadows Water Authority (“TMWA”), in an amount not to exceed \$100,000 from the Regional Water Management Fund (“RWMF”), to continue the Water Usage Review Program for fiscal year 2017 – 2018; and, if approved, authorize the Chairman to execute a Third Amendment for that purpose.

SUMMARY

The Northern Nevada Water Planning Commission (“NNWPC”), at its May 3, 2017 meeting, approved a motion to recommend that the WRWC approve a request by TMWA for funding from the RWMF, in an amount not to exceed \$100,000, for continuation of the Water Usage Review Program for fiscal year 2017 – 2018. In this program, TMWA staff works with customers at their homes and businesses to advise them how to manage indoor and outdoor water use based on their specific site characteristics. TMWA finds this form of customer education to be highly effective and considers the Water Usage Review Program a success.

BACKGROUND

In 2013, the NNWPC recommended, and the WRWC approved, a two-year ILA with TMWA to provide \$65,558 per year, approximately 60 percent funding, for the Water Usage Review Program. In 2015 and 2016, the ILA was amended for additional one year terms, in an amount not to exceed \$100,000 per fiscal year, to reimburse TMWA for approximately 60 percent of its expenses for fiscal year 2015 – 2016, and 50% of its expenses for fiscal year 2016 – 2017, for an expanded program to cover the post-consolidation customer base. The proposed funding for fiscal year 2017 – 2018 will reimburse TMWA for approximately 44% of its costs for the expanded program. The NNWPC, and its predecessor entity, the Regional Water Planning Commission, have supported the Water Usage Review Program since the program's inception in 2003.

FISCAL IMPACT

The fiscal impact to the RWMF, should this item be approved, will not exceed a total of \$100,000 from the RWMF in fiscal year 2017 – 2018. The fiscal year 2017 – 2018 tentative budget recommended by the NNWPC includes \$100,000 for this project. Budget authority is located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services Cost Object WP310101.

RECOMMENDATION

The NNWPC recommends that the WRWC approve funding in an amount not to exceed \$100,000 from the RWMF to support TMWA’s Water Usage Review Program for fiscal year

2017 – 2018; and, if approved, authorize the Chairman to execute a Third Amendment for that purpose.

POSSIBLE MOTION

Should the Board agree with the NNWPC recommendation, a possible motion would be: “Move to approve a Third Amendment to the ILA with TMWA, in an amount not to exceed \$100,000 from the RWMF, to continue the Water Usage Review Program for fiscal year 2017 – 2018, and authorize the Chairman to execute a third amendment for that purpose.”

CW:df

Attachment: TMWA Water Proposal

EXHIBIT "A(3)"

Scope of Work and Budget

The attached budget for TMWA's Water Usage Review Program, (the "Project") indicates the total estimated Project costs for fiscal year 2017/2018 to be \$207,947. TMWA is requesting \$100,000, or approximately 44%, of the funding from the Western Regional Water Commission ("WRWC"). The Project scope of work includes the following goals and actions:

Program Objectives

- Aid customers in understanding water consumption at their premise
- Provision of retrofit devices (such as shower heads, toilet bags, flappers, faucet aerators, etc.) by TMWA for customer or plumber installation
- Education on the benefits of conserving water including property-specific recommendations for customers to follow to use water more efficiently

Program Administration

- Measurement and evaluation of the landscaped area
- Soil and turf type analysis and recommendation of a watering schedule
- Consultation regarding water conservation inside the home
- Analysis of the water bill and print out of recommendations

EXHIBIT "A (3)"

Scope of Work and Budget

The attached budget for TMWA's 2017 Water Usage Review Program, (the "Project") indicates the total estimated Project costs for calendar year 2017 is \$228,152. TMWA is requesting \$100,000, or approximately 44%, of the funding from the Western Regional Water Commission ("WRWC"). The Project scope of work includes the following goals and actions:

Program Objectives

- Aid customers in understanding water consumption at their premise
- Provision of retrofit devices (such as shower heads, toilet bags, flappers, faucet aerators, etc.) by TMWA for customer or plumber installation
- Education on the benefits of conserving water including property-specific recommendations for customers to follow to use water more efficiently

Program Administration

- Measurement and evaluation of the landscaped area
- Soil and turf type analysis and recommendation of a watering schedule
- Consultation regarding water conservation inside the home
- Analysis of the water bill and print out of recommendations

2017 Funding

Cost Item	Comment	Estimated Total for 2017
Salaries & Expenses	(1)	\$209,652
Vehicle(s) & Fuel	(2)	\$11,000
Equipment & Supplies	(3)	\$5,000
Outreach Materials		\$2,500
Total Estimated Program Cost		\$228,152
Requested WRWC Funding for 2017		\$100,000

(1) Assumes 2 full-time auditor (average salary \$25.37 per hour) and 2 half-time auditors (average salary \$16.00 per hour).

(2) 2017 mileage rate of \$0.55 per mile

(3) Includes wireless computers, telephones, auditing equipment & supplies, office supplies, and clothing

TMWA requests the ability to shift funding between line items if costs necessitate a transfer of funds.