

**WESTERN REGIONAL WATER COMMISSION ("WRWC")  
AGENDA**

Wednesday, May 23, 2018  
**8:30 a.m. (Note time change.)**  
Sparks Council Chambers, Legislative Building  
745 Fourth St., Sparks, Nevada

**TRUSTEES**

Vaughn Hartung, Chairman  
Ron Smith, Vice Chair  
Sandra Ainsworth, Secretary-  
Treasurer

Donald Abbott  
Kristopher Dahir  
Naomi Duerr

Jeanne Herman  
Neoma Jardon  
Bob Lucey

NOTICE OF POSSIBLE QUORUM OF THE BOARD OF DIRECTORS OF THE TRUCKEE MEADOWS WATER  
AUTHORITY ("TMWA"), AND/OR A POSSIBLE QUORUM OF THE BOARD OF COUNTY COMMISSIONERS ("BCC") FOR  
WASHOE COUNTY

*(See following Notes)*

**Notes: Because several of the WRWC Trustees are also members of the Board of Directors of TMWA and/or the BCC, it is possible that a quorum of the TMWA Board and/or a quorum of the BCC may be present. Such members will not deliberate or take action at this meeting as members of the TMWA Board or the BCC, but may take action exclusively 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 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, 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, 1001 E 9th Street, Reno, NV, from Jim Smitherman, Water Resources Program Manager, (775) 954-4657, and on the WRWC website at <http://www.wrwc.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) 954-4657 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.), TMWA (1355 Capital Blvd.), Washoe County Administration Building (1001 E. Ninth Street), South Valleys Library (15650A Wedge Parkway), the WRWC website at <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. Approval of the Minutes of the March 21, 2018, meeting. **(For Possible Action)**
6. **PUBLIC HEARING** on the Western Regional Water Commission ("WRWC") Tentative Budget for Fiscal Year 2018 – 2019; discussion and adoption of the WRWC Final Budget

for Fiscal Year 2018 – 2019 – Jim Smitherman, WRWC Water Resources Program Manager and Chris Wessel, WRWC Water Management Planner. **(For Possible Action)**

7. Discussion and possible direction to staff regarding agenda items and dates for future WRWC meetings – Jim Smitherman. **(For Possible Action)**
8. Commission Comments \*
9. Staff Comments \*
10. Public comment – limited to no more than three minutes per speaker \*
11. Adjournment. **(For Possible Action)**

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

**Wednesday, March 21, 2018**

The regular meeting of the Western Regional Water Commission (“WRWC”) Board of Trustees was held on Wednesday, March 21, 2018, at 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 8:30 a.m. There was a quorum present.

Commissioners Present:

Vaughn Hartung  
Ron Smith  
Donald Abbott  
Sandra Ainsworth  
Naomi Duerr  
Jeanne Herman  
Neoma Jardon  
Bob Lucey  
Paul McKenzie

Appointed by:

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

Commissioners Absent:

None

Appointed by:

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Rick Warner.

**3. Public Comment**

None

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

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

**5. Approval of the Minutes of the January 17, 2018 Meeting (For Possible Action)**

COMMISSIONER JARDON MADE A MOTION TO APPROVE THE JANUARY 17, 2018 MINUTES, SECONDED BY COMMISSIONER LUCEY. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

**6. Report on Phase 1 of the Regional Storm Water Drainage Network Geographic Information System (“GIS”) Map project, and possible direction to staff - Dr. Jeremy**

**Smith, Truckee Meadows Regional Planning Agency (“TMRPA”). (For Possible Action)**

Dr. Jeremy Smith, TMRPA, reported on the completion of the first phase of the Regional Storm Water Drainage Network Geographic Information System (“GIS”) Map project. He also answered questions regarding Phase 2, which will include linking with the Regional Watershed Management Plan to see how developed areas and hillside flows connect.

Chair Hartung asked that Mr. Smitherman and Mr. Wessel work with Dr. Smith to prepare information on what Phase 2 might look like so they can budget for that. Chair Hartung also commented that this project is integral for the valley and will ultimately tie in to the Truckee River Flood Management Authority’s system when we understand what (drainage flows) actually try to reach the Truckee River versus what (drainage flows) do not; and that he is hoping the WRWC Board will see a way through to trying to fund this important aspect as a future endeavor.

COMMISSIONER DUERR MADE A MOTION TO DIRECT STAFF TO WORK WITH DR. SMITH TO DETERMINE WHAT PHASE 2 WILL COST, SECONDED BY CHAIR HARTUNG. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

**7. Discussion and possible approval of a request from the University of Nevada, Reno (“UNR”) for funding in an amount not to exceed \$75,000 from the Regional Water Management Fund (“RWMF”), in increments of \$25,000 per fiscal year for three years, to support the Water Innovations Campus Project; if approved, authorize the Chairman to execute an Interlocal Agreement with UNR for that purpose; and possible direction to staff - Jim Smitherman, WRWC Water Resources Program Manager. (For Possible Action)**

Mr. Smitherman presented information included in the staff report and explained that the concept of the Water Innovations Campus is to create a self-sustaining center to develop and implement, through collaborative efforts, leading edge, integrated water solutions for regional needs, and to demonstrate national leadership in the water sector by UNR, local governmental entities in the Truckee Meadows region, and the State of Nevada.

COMMISSIONER MCKENZIE MADE A MOTION TO APPROVE FUNDING IN AN AMOUNT NOT TO EXCEED \$75,000 FROM THE RWMF, IN THREE INCREMENTS OF \$25,000 PER FISCAL YEAR, TO SUPPORT THE NEVADA WATER INNOVATION CAMPUS PROJECT, AND AUTHORIZE THE CHAIRMAN TO EXECUTE AN INTERLOCAL AGREEMENT WITH UNR FOR THAT PURPOSE, SECONDED BY COMMISSIONER SMITH. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT

**8. Discussion and possible approval of a recommendation from the Northern Nevada Water Planning Commission (“NNWPC”) for approval of a scope of work, and funding in an amount not to exceed \$561,000 from the RWMF over three fiscal years, for the development of a Regional Effluent Management Planning Guidance Document; if approved, authorize the Chairman to execute an Interlocal Agreement with UNR for**

**the purpose; and possible direction to staff - Jim Smitherman; Rick Warner, Washoe County Community Services Department; and John Enloe, TMWA. (For Possible Action)**

Mr. Smitherman presented background information on the Regional Effluent Management Team.

Rick Warner, Senior Engineer with Washoe County, and John Enloe, TMWA, presented the report on the Regional Effluent Management Planning Framework and the following recommendations: Keep the Effluent Management Team as point to develop the Inter-Agency Effluent Management Planning Guidance Document; Add internal and external support to work at the direction of the Effluent Management Team; Identify and engage public stakeholders; Establish a schedule to create the Guidance Document; Commit funding to develop the Guidance Document.

Chair Hartung asked how the effluent management goals might be accomplished if one or more of the agencies decides to sell their effluent or move it outside the system. He also asked about looking at the model in terms of the value of the effluent at an A+ standard and whether that water could potentially be sold to offset some of the costs.

Mr. Enloe confirmed for Chair Hartung that [those items?] are part of the work that the County has received some grant funding to study, and the scope of work will be presented at the TMWA Board meeting today.

COMMISSIONER DUERR MADE A MOTION TO APPROVE THE PROPOSED SCOPE OF WORK, AND FUNDING IN AN AMOUNT NOT TO EXCEED \$561,000 FROM THE RWMF OVER THREE FISCAL YEARS, FOR THE DEVELOPMENT OF A REGIONAL EFFLUENT MANAGEMENT PLANNING GUIDANCE DOCUMENT; AND AUTHORIZE THE CHAIRMAN TO EXECUTE AN INTERLOCAL AGREEMENT WITH UNR FOR THAT PURPOSE, SECONDED BY CHAIR HARTUNG. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

**9. Review, discussion, and possible approval of the draft WRWC tentative budget for Fiscal Year 2018 - 2019, and possible direction to staff regarding the time and place for a public hearing on the tentative budget - Jim Smitherman and Chris Wessel, WRWC Water Management Planner. (For Possible Action)**

Mr. Wessel presented the staff report on the tentative budget for Fiscal Year 2018-2019.

Commissioner Jardon requested information regarding the traffic on the WRWC and NNWPC websites and questioned the \$25,000 website budget.

Mr. Wessel explained that the WRWC and NNWPC are not high profile commissions, and the website traffic is pretty light. The site does include a library of documents that came from the former (Washoe County) Department of Water Resources, and people do use the site to collect data.

Mr. Smitherman added that every report that has been funded by the RWMF is included in the digital library as well.

Mr. Wessel explained that the website budget also supports the Truckee River Information Gateway ("TRIG") at \$7,500 a year, and that last year some money in the website budget was spent to support web related Truckee Meadows Regional Planning Agency work to develop

elements that were integrated with WRWC and NNWPC efforts. The full amount of the website budget is not typically spent but is included in case it is needed. Staff may be looking at updating the website (in the next fiscal year).

Chair Hartung asked Commissioner Jardon if she would like an audit of the website.

Commissioner Jardon stated that she would because she is curious as to who is accessing it and if there is some other way to handle the document storage and access that does not cost \$15,000 a year. She also asked if the budget for legal services is a standard retainer regardless of whether or not there is a legislative session.

Mr. Smitherman confirmed that the legal services budget stays the same even during legislative sessions. He also explained that the \$25,000 budget for the website is not an annual maintenance amount. Staff included that amount because the website needs professional help and this money will bring it up to the needed standard. The annual maintenance budget would be much less than that.

Mr. Smitherman confirmed for Commissioner Lucey that the three WRWC employees are himself, Mr. Wessel, and Jennifer Purgitt. He also explained that the last time the Legal Counsel contract was renewed, he requested that the retainer be restored to the original amount before the 2007 (Washoe County) pay cuts (that Legal Counsel volunteered to accept for consistency during the recession).

COMMISSIONER DUERR MADE A MOTION TO APPROVE THE DRAFT WRWC TENTATIVE BUDGET FOR FISCAL YEAR 2018 - 2019, DIRECT STAFF TO SUBMIT AND FILE THE TENTATIVE BUDGET AS REQUIRED BY STATUTE, AND PROVIDE NOTICE, AS REQUIRED BY LAW, FOR THE PUBLIC HEARING ON THE TENTATIVE BUDGET AT 9:00 A.M. ON WEDNESDAY, MAY 23, 2018, SECONDED BY COMMISSIONER HERMAN. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

#### **10. Discussion and possible direction to staff regarding agenda items and dates for future WRWC meetings – Jim Smitherman. (For Possible Action)**

COMMISSIONER SMITH MADE A MOTION TO HOLD THE NEXT WRWC MEETING ON MAY 23, 2018 AT 9 A.M., SECONDED BY COMMISSIONER ABBOTT. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

#### **11. Commission Comments**

Commissioner Lucey reported that Chair Hartung will be receiving an award from the Nevada Water Environment Association as the Public Official of the Year on April 4 at the Sparks Nugget.

Chair Hartung reported that this is Commissioner McKenzie's last WRWC meeting with us and thanked him for his participation.

#### **12. Staff Comments**

Mr. Rhodes clarified for the record the Regional Effluent Management Team has no official or formal connection with the WRWC or with the NNWPC.

**13. Public Comment**

None

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

The meeting was adjourned at 10:07 a.m.

Respectfully submitted by,  
Christine Birmingham, Recording Secretary

Approved by Commission in session on \_\_\_\_\_ 2018.

\_\_\_\_\_  
Chair Vaughn Hartung

DRAFT





# Western Regional Water Commission

## STAFF REPORT

**DATE:** May 17, 2018

**TO:** Chairman and Members, Western Regional Water Commission

**FROM:** Jim Smitherman, Water Resources Program Manager  
Chris Wessel, Water Management Planner

**SUBJECT:** PUBLIC HEARING on the Western Regional Water Commission (“WRWC”) Tentative Budget for Fiscal Year 2018 – 2019; discussion and adoption of the WRWC Final Budget for Fiscal Year 2018 – 2019.

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### **SUMMARY**

Staff has developed a Fiscal Year 2018 – 2019 Tentative Budget for the WRWC including revenues and expenses for staff and non-staff professional services. The attached State budget forms show revenues of \$1,543,403, and expenditures of \$2,335,566. The balance of \$792,163 will come from cash reserves.

### **BACKGROUND**

The WRWC is required to prepare and submit a tentative budget to the Nevada Department of Taxation on or before April 15, and to hold a public hearing on the tentative budget not sooner than the third Monday and not later than the last day in May. The attached tentative budget is provided for WRWC review, discussion, adoption, and possible direction to staff.

### **PREVIOUS ACTION**

On March 21, 2018, the WRWC reviewed and approved the draft Fiscal Year 2018 – 2019 Tentative Budget, as recommended by the Northern Nevada Water Planning Commission on March 7, 2018.

### **FISCAL IMPACT**

The Fiscal Year 2018 – 2019 Tentative Budget projects \$1,543,403 in revenues, and \$2,335,566 in expenses, with the difference of \$792,163 coming from cash reserves. Budget expenses include a maximum of \$1,641,466 for work plan activities, \$617,400 for three staff positions and legal services, and \$76,000 for various routine operating expenses.

### **RECOMMENDATION**

Staff recommends that the WRWC adopt and certify the WRWC Final Budget for Fiscal Year 2018 – 2019, and direct staff to transmit a copy of it to the Nevada Tax Commission, together with an affidavit of proof of publication of the notice of the public hearing.

**POSSIBLE MOTION**

“Move to adopt and certify the WRWC Final Budget for Fiscal Year 2018 – 2019, and direct staff to transmit a copy of it to the Nevada Tax Commission, together with an affidavit of proof of publication of the notice of the public hearing, in accordance with law.”

JS:jp

Attachment: WRWC Fiscal Year 2018 – 2019 Tentative Budget

# WESTERN REGIONAL WATER COMMISSION

P.O. Box 11130, Reno, NV 89520 · Tel: (775) 954-4657 · Fax: (775) 328-3699

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April 5, 2018

Kelly S. Langley, CTP  
Supervisor, Local Government & Finance  
1550 College Parkway, Suite 115  
Carson City, NV 89706

Re: Tentative Budget for the Fiscal Year Ending June 30, 2019

Dear Ms. Langley:

Enclosed are two sets of completed State of Nevada Department of Taxation forms for the Western Regional Water Commission's tentative budget for the fiscal year ending June 30, 2019.

If you should have any questions, please contact Ben Hutchins at (775) 954-4646.

Sincerely,



Sophia Cardinal, CPA  
Sr. Accountant

sc

Enclosure

cc: Ben Hutchins, CSD Finance & Administration Division Director  
Jim Smitherman, Water Resources Program Manager





Nevada Department of Taxation  
1550 College Parkway, Suite 115  
Carson City, NV 89706-7937

Western Regional Water Commission \_\_\_\_\_ herewith submits the TENTATIVE budget for the  
fiscal year ending June 30, 2019

This budget contains 1 fund, including Debt Service, requiring property tax revenues totaling \$ 0

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits,  
the tax rate will be increased by an amount not to exceed \_\_\_\_\_ If the final computation requires, the tax rate will be  
lowered.

This budget contains 1 governmental fund types with estimated expenditures of \$ 2,335,566 and  
0 proprietary funds with estimated expenses of \$ 0


Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local  
Government Budget and Finance Act).

CERTIFICATION

APPROVED BY THE GOVERNING BOARD

I Ben Hutchins  
(Print Name)  
Finance & Customer Service Division Director  
(Title)

certify that all applicable funds and financial  
operations of this Local Government are  
listed herein

Signed 

Dated: 4/2/18

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SCHEDULED PUBLIC HEARING:

Date and Time 05/23/18, 9:00 am

Publication Date 05/10/18

Place: Sparks Council Chambers - Legislative Building, 745 Fourth Street, Sparks, Nevada

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 06/30/17	ESTIMATED CURRENT YEAR ENDING 06/30/18	BUDGET YEAR ENDING 06/30/19
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation			
Community Support			
<b>TOTAL GENERAL GOVERNMENT</b>			
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
<b>TOTAL</b>			

Personnel support services are provided to the Commission pursuant to an interlocal agreement with Washoe County Community Services Department.

POPULATION (AS OF JULY 1)			
SOURCE OF POPULATION ESTIMATE*			
Assessed Valuation (Secured and Unsecured Only)			
Net Proceeds of Mines			
<b>TOTAL ASSESSED VALUE</b>			
TAX RATE			
General Fund			
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Fund			
Other			
<b>TOTAL TAX RATE</b>			

\* Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.

Western Regional Water Commission  
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

SCHEDULE A - ESTIMATED REVENUES & OTHER RESOURCES - GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS & TAX SUPPORTED PROPRIETARY FUND TYPES

Budget For Fiscal Year Ending June 30, 2019

Budget Summary for Western Regional Water Commission  
(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS  FUND NAME	BEGINNING FUND BALANCES (1)	CONSOLIDATED TAX REVENUE (2)	PROPERTY TAX REQUIRED (3)	TAX RATE (4)	OTHER REVENUE (5)	OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN (6)	OPERATING TRANSFERS IN (7)	TOTAL (8)
General	1,185,366	-	-	-	1,543,403	-	-	2,728,769
DEBT SERVICE								
Subtotal Governmental Fund Types, Expendable Trust Funds								
PROPRIETARY FUNDS								
	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Subtotal Proprietary Funds	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
<b>TOTAL ALL FUNDS</b>	1,185,366	-	-	-	1,543,403	-	-	2,728,769

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget For Fiscal Year Ending June 30, 2019

Budget Summary for Western Regional Water Commission  
(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS  FUND NAME	*	SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES ** (3)	CAPITAL OUTLAY *** (4)	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)	OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCES (7)	TOTAL (8)
General	-	-	-	2,335,566	-	-	-	393,203	2,728,769
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		-	-	2,335,566	-	-	-	393,203	2,728,769

\* FUND TYPES: R - Special Revenue  
C - Capital Projects  
D - Debt Service  
T - Expendable Trust

\*\* Include Debt Service Requirements in this column

**\*\*\* Capital Outlay must agree with CIP.**



	(1)	(2)	(3) BUDGET YEAR ENDING 06/30/19	
			(4) TENTATIVE APPROVED	(4) FINAL APPROVED
<b><u>REVENUES</u></b>				
REVENUES				
Water surcharge fees	1,447,837	1,479,126	1,479,124	
Grant revenue	-	-	40,000	
Earnings on investments	1,944	11,944	24,279	
Subtotal of Revenues	1,449,781	1,491,070	1,543,403	
OTHER FINANCING SOURCES				
Operating Transfers In (Schedule T)	-	-	-	
Subtotal of Other Financing Sources	-	-	-	
BEGINNING FUND BALANCE	1,190,112	1,175,122	1,185,366	
Prior Period Adjustment(s)	-	-	-	
Residual Equity Transfers	-	-	-	
TOTAL BEGINNING FUND BALANCE	1,190,112	1,175,122	1,185,366	
TOTAL RESOURCES	2,639,893	2,666,192	2,728,769	
EXPENDITURES				
Services and Supplies	1,464,771	1,480,826	2,335,566	
Subtotal of Expenditures	1,464,771	1,480,826	2,335,566	
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	-	-	-	
Operating Transfers Out (Schedule T)	-	-	-	
Subtotal of Other Uses	-	-	-	
ENDING FUND BALANCE	1,175,122	1,185,366	393,203	
TOTAL COMMITMENTS & FUND BALANCE	2,639,893	2,666,192	2,728,769	

Western Regional Water Commission  
(Local Government)

**LOBBYING EXPENSE ESTIMATE**

Pursuant to NRS 354.600 (3), **each** (emphasis added) local government budget must obtain a separate statement of anticipated expenses relating to activities designed to influence the passage or defeat of legislation in an upcoming legislative session.

*Nevada Legislature: 80th Session; February 4, 2019 to June 3, 2019*

Provide information related to the administration of the Western Regional

1. Activity:	<u>Water Commission as needed.</u>	
2. Funding Source:	<u>Regional Water Management Fund</u>	
3. Transportation		\$ <u>                  -</u>
4. Lodging and meals		\$ <u>                  -</u>
5. Salaries and Wages		\$ <u>                  -</u>
6. Compensation to lobbyists		\$ <u>                  -</u>
7. Entertainment		\$ <u>                  -</u>
8. Supplies, equipment & facilities; other personnel and services spent in Carson City		\$ <u>                  -</u>
<b>Total</b>		\$ <u><u>                  -</u></u>

Entity: Western Regional Water Commission

Budget Year 2018-2019

**SCHEDULE OF EXISTING CONTRACTS**  
**Budget Year 2018 - 2019**

**Local Government:** Western Regional Water Commission  
**Contact:** Jim Smitherman  
**E-mail Address:** jsmitherman@washoecounty.us  
**Daytime Telephone:** 775-954-4657

Total Number of Existing Contracts: 16

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2018-19	Proposed Expenditure FY 2019-20	Reason or need for contract:
1	Schettler, Macy & Associates, LLC	11/18/17	03/31/19	10,000	-	Financial audit services
2	City of Reno	07/01/17	06/30/19	7,500	-	Website services
3	City of Reno	07/01/17	06/30/19	262,500	-	Storm water management program
4	Desert Research Institute	07/01/17	06/30/19	20,000	-	Precipitation "can" monitoring
5	Desert Research Institute	07/01/17	06/30/19	10,000	-	Irrigation water conservation - Washoe ET program
6	Envision	07/01/17	06/30/19	2,500	-	Video production services
7	G3	07/01/17	06/30/19	2,500	-	Video production services
8	Nevada Landscape Association	07/01/17	06/30/19	12,500	-	Certified landscape technician program
9	Truckee Meadows Water Authority	07/01/17	06/30/19	100,000	-	Water conservation program
10	Regional Planning Governing Board	11/01/17	06/30/19	15,000	-	Public meeting minutes
11	Desert Research Institute	11/18/17	06/30/19	50,000	-	Cloud seeding
12	Truckee Meadows Water Authority	07/02/17	07/01/19	100,000	-	Bedell Flat Infiltration Investigation
13	University of Nevada Reno	07/03/17	06/30/20	208,000	141,000	Advanced Water Treatment Demonstration
14	Washoe County	07/01/17	06/30/20	512,400	512,400	Professional and administrative staff services
15	University of Nevada Reno	07/02/17	07/01/20	25,000	25,000	Water Innovation Campus
16	Rhodes Law Offices	11/01/17	10/31/20	144,000	144,000	Legal services
17						
18						
19						
20	<b>Total Proposed Expenditures</b>			<b>\$ 1,481,900</b>	<b>\$ 822,400</b>	

Additional Explanations (Reference Line Number and Vendor):

**SCHEDULE OF PRIVATIZATION CONTRACTS**  
**Budget Year 2018 - 2019**

**Local Government:** Western Regional Water Commission  
**Contact:** Jim Smitherman  
**E-mail Address:** jsmitherman@washoecounty.us  
**Daytime Telephone:** 775-954-4657

Total Number of Privatization Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2018-19	Proposed Expenditure FY 2019-20	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1	None - N/A									
2										
3										
4										
5										
6										
7										
8	Total									

Attach additional sheets if necessary.

**Western Regional Water Commission  
Fiscal Year July 1, 2018 - June 30, 2019  
Tentative Budget Summary Worksheet**

Budget Category	1.5% WMF	NOTE	Washoe County In-Kind	NOTE	TMWA In-Kind	NOTE	SVGID In-Kind	NOTE
<b>REVENUE</b>	<b>Amount</b>		<b>Amount</b>		<b>Amount</b>		<b>Amount</b>	
Estimated Water Surcharge Revenues	1,479,124							
Grant and/or Other Revenue	40,000							
Estimated Interest Income	24,279							
<b>Total Revenue</b>	<b>1,543,403</b>		<b>0</b>		<b>0</b>		<b>0</b>	
<b>PROFESSIONAL SERVICES/SUPPLIES</b>	<b>Amount</b>		<b>Amount</b>		<b>Amount</b>		<b>Amount</b>	
Estimated Professional Services (Page 2)	1,641,466	1						
Staff Services (Page 3)	617,400	2,3	0				0	
Non-Staff Services (Page 3)	76,700							
<b>Total Professional Services/Supplies</b>	<b>2,335,566</b>		<b>0</b>				<b>0</b>	
<b>OTHER EXPENSES</b>	<b>Amount</b>		<b>Amount</b>		<b>Amount</b>		<b>Amount</b>	
Estimated Misc.			0					
<b>Total Other Expense</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
<b>Total Expenses</b>	<b>2,335,566</b>		<b>0</b>		<b>0</b>		<b>0</b>	

**Net Decrease in Cash Reserves (\$792,163)**

Cash Balance as of 7/1/17	\$1,175,122
Estimated 2017/2018 Revenue (Cash Flow)	1,491,070
Estimated 2017/2018 expenditures (Page 4)	(\$1,480,827)
Estimated cash balance as of 7/1/18	\$1,185,366
<b>Net Decrease in Cash Reserves for FY 2018-19</b>	<b>(\$792,163)</b>
Estimated cash balance as of 6/30/19	\$393,203

**NOTES:**

- Proposed budget provides legal spending authority for projects yet to be approved by the WRWC upon recommendations provided by the NNWPC.
- Proposed budget provides legal spending authority for contract staff services previously approved by the WRWC.
- Includes Washoe County estimate for overhead: human resources, information technology, office space, utilities, computer hardware, software, copier, supplies, routine/administrative and GIS/drafting services.

### Tentative Professional Services Budget Detail Fiscal Year 2018/2019

Professional Services Project Name	2018/2019 Budget Total	Expense Description/Example
<i>DRI Cloud Seeding</i>	50,000	Pending FY18-19 ILA with DRI
<i>Precipitation Monitoring</i>	20,000	Pending FY18-19 Amendment to ILA with DRI
<b>Regional Water Planning Projects</b>	<b>70,000</b>	<b>NNWPC Ranking Vote Total 11</b>
<i>Washoe ET Project</i>	10,000	Pending FY18-19 Amendment to ILA with DRI
<i>Water Usage Review Program</i>	100,000	Pending FY18-19 Amendment to ILA with TMWA
<i>Certified Landscape Technician Program</i>	12,500	Pending FY18-19 Amendment to ILA with NLA
<b>Regional Water Conservation</b>	<b>122,500</b>	<b>NNWPC Ranking Vote Total 6</b>
<i>Integrated Wastewater and Reclaimed Water Planning</i>	200,000	Pending multi-year ILA with UNR/Nevada Water Innovation Campus Project
<i>Advanced Water Treatment Demonstration</i>	208,466	Pending FY18-19 Amendment to multi-year ILA with UNR
<i>Reclaimed Water Planning</i>	175,000	Pending Project Proposal
<b>Regional Reclaimed Water Planning Projects</b>	<b>583,466</b>	<b>NNWPC Ranking Vote Total 28</b>
<i>Storm Water GIS Mapping</i>	100,000	Pending Project Proposal
<i>Watershed Management Plan Update</i>	200,000	Pending FY18-19 Amendment to ILA with City of Reno
<i>NPDES Storm Water Permit Update</i>	63,000	Pending FY18-19 ILA with City of Reno
<i>NPDES Storm Water Quality Management Program</i>	262,500	Pending FY18-19 Amendment to ILA with City of Reno
<b>Regional Storm Water Planning Projects</b>	<b>625,500</b>	<b>NNWPC Ranking Vote Total 25</b>
<i>Localized Flooding</i>	160,000	Closed Basin Flooding/Evaluation of Ditch Flooding
<b>Regional Flood Control Planning Projects</b>	<b>160,000</b>	<b>NNWPC Ranking Vote Total 7</b>
<i>Regional Wastewater Flow Projections</i>	20,000	Pending Project Proposal
<i>Modeling for Water Quality Standards and TMDL Compliance</i>	20,000	Retain LTI for future needs
<b>Regional Wastewater Planning Projects</b>	<b>40,000</b>	<b>NNWPC Ranking Vote Total 14</b>
<i>NNWPC/WRWC Website Update/GIS Mapping</i>	10,000	
<i>Water Management Plan Update</i>	30,000	Possible future Plan Amendment
<b>Comprehensive Plan</b>	<b>40,000</b>	
<b>Totals</b>	<b>\$1,641,466</b>	

Note: Budget amounts may be transferred between categories

**Western Regional Water Commission  
Tentative Routine Operation Budget Fiscal Year 2018/2019**

		<b>2018/2019 Annual Routine Operating Budget Total</b>	<b>Expense Description/Example</b>
<b>WRWC Employees</b>	<b>Staff Services</b>	\$430,000	Cost of <i>Support Staff</i> services as defined by employee services contract entered into between Washoe County and WRWC. Includes finance and administrative staff labor cost
<b>Washoe County Overhead</b>		\$40,000	Based on analysis of fy17-18 actual general fund overhead (excludes labor)
<b>Mileage Expenses</b>		\$2,400	Annual routine daily vehicle mileage expenses.
<b>Legal Services</b>		\$144,000	Cost of <i>Legal Counsel</i> services as defined by contract as entered into between Rhodes Law Office and WRWC
<b>Lobbying Registration</b>		\$1,000	Cost of registration for staff members as state lobbyists
<b>Staff Services Subtotal</b>		<b>\$617,400</b>	
<b>Minutes</b>	<b>Non-Staff Services</b>	\$15,000	Annual service contract to provide for recording of meetings, transcription of minutes and document editing.
<b>Website</b>		\$25,000	Such as website content and design services; annual website updating, maintenance, and hosting; specialized programming services; digital library development and updating; hosting, development and maintenance of databases; licensing fees, software and software updates, training/programming reference materials.
<b>Video Coverage</b>		\$5,000	Annual expense for video coverage of WRWC and NNWPC meetings.
<b>CAFR &amp; Audit</b>		\$8,700	Annual expense for CAFR development and financial audit.
<b>Regional Training</b>		\$1,000	Cost of training for staff members <i>not covered by in-kind services</i> including registration and other miscellaneous cost such as reference materials, field trips, etc.
<b>Regional Travel</b>		\$1,000	Cost of travel for staff members <i>not covered by in-kind services</i> including transportation services, mileage reimbursement, lodging, meals, and other miscellaneous cost such as parking, etc.
<b>Advertising</b>		\$1,000	Such as advertising and legal notices.
<b>Misc. Operating</b>		\$20,000	Such as printing & reproduction, publications, and public notices, refreshments for volunteer boards/commissions, GIS and other in-house member agency support (not covered by in-kind services), equipment & supplies (i.e. computers, computer related supplies such as CDs, DVDs, etc.), projectors, printers, poster board, reproduction services, software licensing and fees, labels, business cards, periodicals, subscriptions, books, postage & mailing, promotion and public materials, misc. equipment rental, insurances, staff office supplies, and other expenses not included as part of overhead.
<b>Non-Staff Services Subtotal</b>		<b>\$76,700</b>	
<b>Totals</b>		<b>\$694,100</b>	

Estimated Expenditures Fiscal Year 2017/2018

Description	Total Estimated Fiscal 2017/2018 Expenditure as of 6/30/18
<b>WRWC Employees</b>	393,474
<b>Mileage Expenses</b>	2,400
<b>WRWC Overhead</b>	42,500
<b>Legal Services</b>	139,200
<b>Lobbying Services</b>	-
<b><i>Service Contract Subtotal</i></b>	<b>577,574</b>
<b>Minutes</b>	5,000
<b>Website</b>	15,000
<b>Envision/Sosu</b>	5,000
<b>CAFR &amp; Audit</b>	8,700
<b>Regional Training</b>	215
<b>Regional Travel</b>	-
<b>Advertising</b>	1,000
<b>Misc. Operating</b>	5,500
<b><i>Non-Service Related Routine Operating Subtotal</i></b>	<b>40,415</b>
<b>Routine Operating Expense Subtotals</b>	<b>617,989</b>
<i>TROA 6700 AF Water Rights Requirement</i>	37,986
<i>Precipitation Monitoring</i>	31,660
<b>Regional Water Planning</b>	<b>69,646</b>
<i>DRI Cloud Seeding</i>	100,000
<i>Cloud Seeding Monitoring</i>	15,147
<i>Washoe ET Project</i>	10,000
<i>Water Usage Review Program</i>	100,000
<i>Certified Landscape Technician Program</i>	12,500
<b>Conservation, Sustainability, Climate Change</b>	<b>237,647</b>
<i>Bedell Flat Infiltration</i>	-
<i>Bedell Flat Infiltration Grant</i>	-
<i>Regional Effluent Management Strategy</i>	18,112
<i>Integrated Wastewater and Reclaimed Water System Planning</i>	175,000
<b>Regional Reclaimed Water Planning Projects</b>	<b>193,112</b>
<i>Watershed Management Plan Update</i>	66,467
<i>TMRPA Regional Storm Water GIS Map Project</i>	21,000
<i>NPDES Storm Water Permit Update</i>	-
<i>NPDES Storm Water Quality Management Program</i>	262,500
<b>Regional Storm Water Planning Projects</b>	<b>349,967</b>
	-
<b>Regional Flood Control Planning Projects</b>	<b>-</b>
<i>N &amp; P Reduction in watershed</i>	-
<i>Water Quality Standards and TMDL Review, and Compliance</i>	-
<i>Septic System Mitigation Planning</i>	-
<b>Regional Wastewater Planning Projects</b>	<b>-</b>
<i>Plan Update</i>	-
<i>RWMP Update-Editing</i>	2,466
<i>TMRPA Sustainability Study</i>	10,000
<b>Water Management Plan</b>	<b>12,466</b>
<b><i>Project Subtotal</i></b>	<b>862,838</b>
<b>Totals</b>	<b>1,480,827</b>