

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

Wednesday, June 20, 2018  
9:00 a.m.

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 May 23, 2018, meeting. **(For Possible Action)**

6. Discussion and possible approval of a Seventh Amendment to the Interlocal Agreement (“ILA”) with the City of Reno, in an amount not to exceed \$262,500 from the Regional Water Management Fund (“RWMF”), to support the Truckee Meadows Storm Water Quality Management Program for fiscal year 2018 – 2019; and, if approved, authorize the Chairman to execute a Seventh Amendment for that purpose – Chris Wessel, WRWC Water Management Planner. **(For Possible Action)**
7. Discussion and possible approval of a Fourth Amendment to the ILA with the Truckee Meadows Water Authority (“TMWA”), in an amount not to exceed \$100,000 from the RWMF, to continue the Water Usage Review Program for fiscal year 2018 – 2019; and, if approved, authorize the Chairman to execute a Fourth Amendment for that purpose – Jim Smitherman, and Laine Christman, TMWA. **(For Possible Action)**
8. Discussion and possible direction to staff regarding agenda items and dates for future WRWC meetings – Jim Smitherman. **(For Possible Action)**
9. Commission Comments \*
10. Staff Comments \*
11. Public comment – limited to no more than three minutes per speaker \*
12. Adjournment. **(For Possible Action)**

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

**Wednesday, May 23, 2018**

The regular meeting of the Western Regional Water Commission (“WRWC”) Board of Trustees was held on Wednesday, May 23, 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  
Jeanne Herman  
Neoma Jardon  
Bob Lucey  
Kristopher Dahir

Appointed by:

Washoe County  
Truckee Meadows Water Authority (“TMWA”) (Sparks)  
City of Sparks  
TMWA (Washoe County)  
TMWA (Reno)  
TMWA (STMGID Successor)  
Truckee Meadows Water Reclamation Facility (TMWRF)

Commissioners Absent:

Sandra Ainsworth  
Naomi Duerr

Appointed by:

Sun Valley General Improvement District (“SVGID”)  
City of Reno

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Sophie Cardinal.

**3. Public Comment**

None

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

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

**5. Approval of the Minutes of the March 21, 2018 Meeting (For Possible Action)**

COMMISSIONER SMITH MADE A MOTION TO APPROVE THE MARCH 21, 2018 MINUTES, SECONDED BY COMMISSIONER ABBOTT. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

**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)**

Mr. Smitherman gave a brief presentation highlighting details of the budget that was reviewed by the WRWC in March. The State budget forms included in the staff report show revenues of \$1,543,403, and expenditures of \$2,335,566. The balance of \$792,163 will come from cash reserves.

Chair Hartung asked how long we can continue to spend our reserves.

Mr. Smitherman responded to Chair Hartung stating that we can keep doing this until we spend the entire budget reserve.

Chair Hartung expressed appreciation for a number of storm water and flood related items in the budget and commented that he and Commissioner Lucey have been working with County staff on closed basin flooding issues. Commissioner Lucey said he is happy to see the budget for Localized Flooding because flooding and the movement of storm water is a frequent topic of discussion and the work they have been doing on the project with Truckee Meadows Regional Planning Agency (“TMRPA”) to get mapping done for flood planning throughout the basin will be tremendously important, not only for both Cities and the County, but for all the residents in the area regarding how we deal with storm water in the future.

Commissioner Jardon asked about traffic flow information for the WRWC website.

Mr. Smitherman confirmed that we are tracking the traffic on the website now and will report back with results at the next WRWC meeting.

Commissioner Jardon asked about the option of rolling the website into the TMWA website and including a WRWC tab that might result in some cost savings.

Mr. Smitherman stated that he will talk to TMWA about that. Since staff is housed at the County and our overhead pays for our IT support there, a lot of our website services are already paid for. We can look into the possibility of TMWA hosting the website and see if that could result in some savings.

Commissioner Jardon stated that she believes at some point in the future the WRWC should be rolled into TMWA, which will take legislative action. .

COMMISSIONER LUCEY MADE A MOTION 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, SECONDED BY COMMISSIONER SMITH. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

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

The next WRWC meeting is planned for June 20, 2018 at 9:00 a.m.

**8. Commission Comments**

Chair Hartung read a letter of appreciation to Reno Councilman Paul McKenzie for his service on the WRWC.

*(Member Duerr present at 8:40 a.m.)*

Member Dahir introduced himself as the new WRWC trustee (representing TMWRF).

Member Duerr apologized for her tardiness, having been delayed by a family matter.

### **9. Staff Comments**

Mr. Smitherman welcomed Member Dahir.

### **10. Public Comment**

Sparks Mayor Geno Martini thanked member Jardon for her comments about disbanding the WRWC. He stated his opinion that it is a waste of money and has been for a long time, and he had suggested that a year-and-a-half or two years ago. He stated that everyone knows the WRWC was created by the Legislature for consolidation of TMWA's and Washoe County's water systems, and that has been done, and that it is time for this committee to go. The Commissioners don't need more meetings, and it is a waste of money and a waste of resources. He added that the 2019 Legislative session is coming up and it is not too early to start, and concluded by saying it should get done, it is time for this committee to go.

### **11. Adjournment (For Possible Action)**

The meeting was adjourned at 8:43 a.m.

Respectfully submitted by,  
Christine Birmingham, Recording Secretary

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

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



# Western Regional Water Commission

## STAFF REPORT

DATE: June 13, 2018

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

FROM: Chris Wessel, Water Management Planner

SUBJECT: Discussion and possible approval of a Seventh Amendment to the Interlocal Agreement (“ILA”) with the City of Reno, in an amount not to exceed \$262,500 from the Regional Water Management Fund (“RWMF”), to support the Truckee Meadows Storm Water Quality Management Program for fiscal year 2018 – 2019; and, if approved, authorize the Chairman to execute a Seventh Amendment for that purpose.

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### **SUMMARY**

The Storm Water Permit Coordinating Committee (“SWPCC”), created by cooperative agreement in 1990 and led by the City of Reno, is charged with implementing the requirements of the National Pollutant Discharge Elimination System (“NPDES”) permit issued jointly to the City of Reno, the City of Sparks, and Washoe County for storm water discharges to the Truckee River and its tributaries. The WRWC began providing ongoing funding for this program in 2011, in an annual amount of \$262,500 from the RWMF.

### **PREVIOUS ACTION**

The WRWC has approved funding to reimburse expenses of the SWPCC, and included funding in the 2018 – 2019 WRWC budget. The intended purpose is to support the Truckee Meadows Storm Water Quality Management Program, including SWPCC activities related to the implementation of the water quality and storm water drainage provisions of the Comprehensive Regional Water Management Plan. The ILA for funding in an annual amount not to exceed \$262,500 has been extended by amendment each year since 2011.

### **FISCAL IMPACT**

The fiscal impact to the RWMF, should this proposed amendment be approved, will not exceed a total of \$262,500. Budget authority is located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310303.

### **RECOMMENDATION**

The NNWPC has reviewed the proposal for annual funding and recommends that the WRWC approve a Seventh Amendment to the ILA with the City of Reno, in an amount not to exceed \$262,500, to support the Truckee Meadows Storm Water Quality Management Program for fiscal year 2018 – 2019, and authorize the Chairman to execute the Amendment.

**POSSIBLE MOTION**

“Move to approve a Seventh Amendment to the ILA with the City of Reno, in an amount not to exceed \$262,500, to support the Truckee Meadows Storm Water Quality Management Program for fiscal year 2018 – 2019, and authorize the Chairman to execute the Seventh Amendment for that purpose.”

CW:jp

Attachments: Storm Water Permit Program FY2018-2019 Proposal



**ATTACHMENT 1**  
**WESTERN REGIONAL WATER COMMISSION SUPPORTING TRUCKEE MEADOWS**  
**STORM WATER QUALITY MANAGEMENT 2018-19\***

**1. Storm Water Quality**

**\$191,770**

The SWPCC continues to implement the storm water quality monitoring program to meet current requirements of the NPDES Storm Water MS4 permit issued May 29, 2010. The committee implements the 2017 Sampling and Analysis Plan (Balance Hydrologics) with subsequent addenda incorporated. Item One includes a contract with Balance Hydrologics, Inc. for implementation of storm water sampling during storm events for the water year 2018-19 with the additional task of ambient monitoring activities. Hiring a consultant to assist with various activities that may occur throughout the fiscal year is included in this task along with the continued maintenance of a stream gage on the North Truckee Drain at Big Fish Drive. Task totals identified below do not include the cost sharing agreement with Nevada Department of Transportation (NDOT), whereby the NDOT pays 25% of the contract for activities of which NDOT contributes and benefits from.

**1A. Water Quality Monitoring:**

Balance Hydrologics will provide technical services for Storm Water Quality Monitoring Services, to include storm event captures and automation at tributary sites and outfalls to the Truckee River. Sampling within WY18 is underway and tasks will be completed in FY 18-19. Sampling for WY19 will be started in FY 19-20 and tasks will span into the following fiscal year.

**Item 1.A: \$135,000**

**1B. Miscellaneous Storm Water Quality Management Consultant Services:**

This item covers the various tasks that may be required throughout the fiscal year, providing a mechanism to hire a consultant to support items such as annual effectiveness assessments of the Storm Water Management Program (SWMP), loading model evaluations, loading estimates, evaluation of new permit ramifications, facilitation of watershed management activities and collaboration, and assistance with planning and coordinating the next steps of the update to the Watershed Management and Protection Plan for Tributaries to the Truckee River.

**Item 1.B: \$40,000**

**1C. North Truckee Drain Stream Gage Maintenance:**

The SWPCC intends to renew a Joint Funding Agreement with the United States Geological Survey (USGS) for stream gage maintenance and service on the North Truckee Drain (NTD) near Big Fish Drive. Three locations along the NTD are monitored annually as part of the storm water monitoring effort.

**Item 1.C: \$11,770**

**1D. Field supplies/equipment/miscellaneous monitoring:**

The SWPCC has aging field equipment that infrequently requires replacement. Additionally, as new sampling locations are added, additional monitoring equipment is required. This task is a placeholder for new equipment and unanticipated replacement needs for the monitoring program. This item also includes staff time for miscellaneous sampling, and analytical fees.

**Item 1.D: \$5,000**

**2. Public Outreach and Technical Guidance** **\$20,730**

The SWPCC continues implement the public outreach and education requirements of the Truckee Meadows MS4 permit. Activities include outreach to community groups such as KTMB and OTR, providing education and training to municipal operations and construction inspection staff, SWPPP training to contractors, providing educational materials and other aspects of the Storm Water Program Communications Plan.

**3. Interlocal Coordination and Permitting Support** **\$50,000**

The City of Reno will continue to provide coordination and administrative services, managing various consultant contracts to implement the program for the three partner agencies.

**Total for WRWC Interlocal Agreement** (The SWPCC appreciates the ability to expend funds between categories to make permit compliance) **\$262,500**

\*The regional co-permittees compile an annual estimate of indirect costs expended on storm water quality management. A total for the region is provided on Attachment 2.

Direct and Indirect Expense Summary

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**Storm Water Management Program  
Budget and Expenditures  
FY 2016-17**

The Truckee Meadows Stormwater Management Program was developed pursuant to Permit NVS000001 effective May 26, 2010.

**Pertinent MS4 Permit Considerations:**

V.C.3.k Annual expenditures for the reporting period, with a breakdown for the major elements of the SWMP, and the budget for the year following each Annual Report.

**Items included in this Annual Report section:**

Completed Financial FY 17 Questionnaires from City of Reno, City of Sparks and Washoe County

**Agency Expenditure Summary:**

<b>Agency/Fiscal Year</b>	<b>FY 2014-2015</b>	<b>FY 2015-2016</b>	<b>FY 2016-2017</b>
City of Reno	\$ 3,473,376	\$ 4,597,181	\$ 3,298,535
City of Sparks	\$ 1,451,120	\$ 329,845	\$ 750,766
Washoe County	\$ 977,330	\$ 1,325,476	\$ 1,300,470
SWPCC Budget	\$ 262,500	\$ 262,500	\$ 262,500
<b>Total Expenditures</b>	<b>\$ 6,164,326</b>	<b>\$ 6,515,002</b>	<b>\$ 5,612,271</b>



# Western Regional Water Commission

## STAFF REPORT

**DATE:** June 13, 2018

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

**FROM:** Chris Wessel, Water Management Planner

**SUBJECT:** Discussion and possible approval of a Fourth 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 2018 – 2019; and, if approved, authorize the Chairman to execute a Fourth Amendment for that purpose.

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### **SUMMARY**

The Northern Nevada Water Planning Commission (“NNWPC”), at its April 4, 2018 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 2018 – 2019. 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. Beginning in 2015 the ILA has been amended annually, in an amount not to exceed \$100,000 per fiscal year, to partially reimburse TMWA. The proposed funding for fiscal year 2018 – 2019 will reimburse TMWA for approximately 44% of its costs for the 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 in fiscal year 2018– 2019. The fiscal year 2018 – 2019 approved budget 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 2018 – 2019; and, if approved, authorize the Chairman to execute a Fourth Amendment for that purpose.

**POSSIBLE MOTION**

Should the Board agree with the NNWPC recommendation, a possible motion would be: "Move to approve a Fourth 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 2018 – 2019, and authorize the Chairman to execute the Fourth Amendment for that purpose."

CW:jp

Attachment: TMWA Water Usage Review Program Proposal

## Memorandum

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P 775.834.8080 • F 775.834.8003

TO: Jim Smitherman, Northern Nevada Water Planning Commission  
FROM: Laine Christman, Resource Economist/Conservation Administrator  
DATE: 3/8/2018  
SUBJECT: Water Usage Review Program Performance and Fiscal Year 2019 Budget Proposal

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### **Summary**

TMWA's Water Usage Review Program, (the "Project") conducted 1,910 water usage reviews in 2017. The included budget proposal for the Project indicates the total estimated costs for fiscal year 2019 to be \$228,336. TMWA is requesting \$100,000 (43%) of the funding from the Western Regional Water Commission. The Project scope of work includes the following goals and actions:

### **Program Objectives**

- Leak detection of customers' water services
- Aid customers in understanding water usage patterns on their premises
- Educate customers on efficient water use including property-specific recommendations

### **Program Administration**

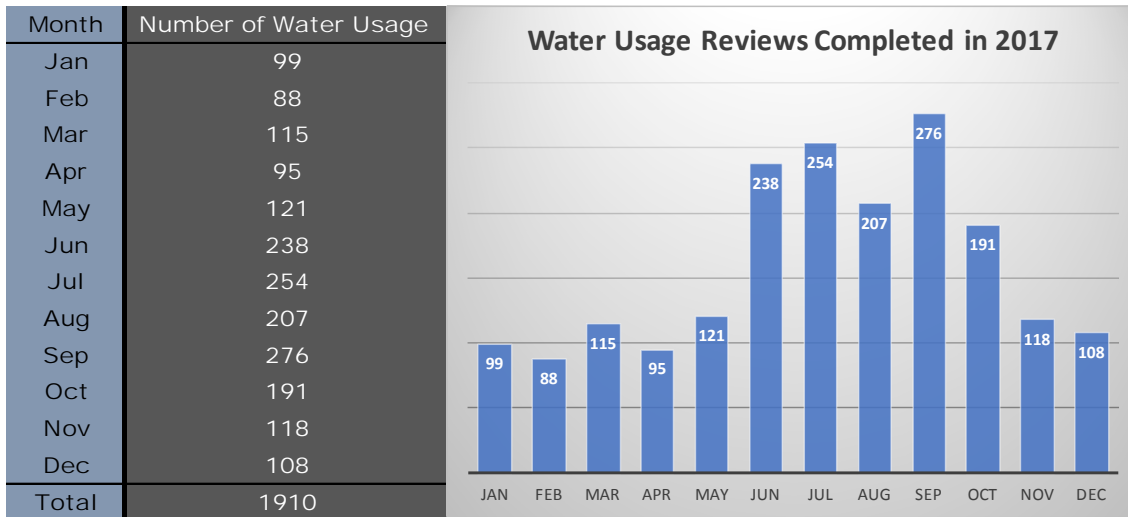
- Analyze historical water usage and provide customer with the results and usage patterns and/or leak signatures
- Test meters for accuracy
- Consultation regarding efficient water usage in and around customer's property
- Provide water-saving devices (such as low-flow shower heads, hose nozzles, deep root feeders, hose timers, etc.) upon request
- Ongoing training for auditing staff

## Memorandum

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Below is the number of reviews conducted under the Project as well as an itemized budget proposal for Fiscal Year 2019.



**Table 1: Number of Water Usage Reviews Completed in 2017**

Cost Item	Estimates Cost for FY2019
<b>Salaries and Benefits<sup>1</sup></b>	<b>\$ 210,152.00</b>
<b>Transportation Expenses<sup>2</sup></b>	<b>\$ 14,183.85</b>
<b>Equipment and Supplies<sup>3</sup></b>	<b>\$ 5,000.00</b>
<b>Outreach<sup>4</sup></b>	<b>\$ 2,000.00</b>
<b>Total Estimated Program Cost</b>	<b>\$ 231,335.85</b>
<b>Requested Funding for FY2019</b>	<b>\$ 100,000.00</b>

(1) Assumes 2 full-time auditors (at \$26.25/hr fully costed) and 2 half-time auditors (at \$16.00/hr)

(2) Based on 2017 data of full-time and half-time auditors' vehicle mileage at \$0.55/mile

(3) Includes wireless computers, telephones, equipment, supplies and uniforms

(4) Printing, supplies, and registration fees

**Table 2. Water Usage Review Program Budget Proposal for Fiscal Year 2019**