

**WESTERN REGIONAL WATER COMMISSION
DRAFT MINUTES**

Wednesday, June 16, 2021

The Western Regional Water Commission (WRWC) Board of Trustees held a regular meeting on Wednesday, June 16, 2021, at the Sparks Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada, and conducted the following business.

1. Roll Call and Determination of Presence of a Quorum

Chair Hartung called the meeting to order at 8:30 a.m. There was a quorum present.

Commissioners Present:

Sandra Ainsworth
Paul Anderson
Jenny Brekhus
Naomi Duerr
Vaughn Hartung
Alexis Hill
Bob Lucey

Appointed by:

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

Commissioners Absent:

Kristopher Dahir
Bonnie Weber

Appointed by:

City of Sparks
Truckee Meadows Water Reclamation Facility (TMWRF)

2. Public Comment

Bob Listner spoke in favor of funding the closed basin studies and discussed his desire to participate as appropriate.

3. Approval of Agenda (For Possible Action)

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

4. Approval of the Minutes for the May 19, and May 20, 2021, meetings. (For Possible Action)

COMMISSIONER HILL MADE A MOTION TO APPROVE THE MEETING MINUTES, SECONDED BY COMMISSIONER LUCEY. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

Public Comment:

John DeMartini spoke regarding documents he has provided under public comment for past meetings that have not being included as part of the draft minutes.

COMMISSIONER HILL MADE A MOTION TO INCLUDE MR. DEMARTINI'S DOCUMENTS WITH THE MAY 19, 2021, MEETING MINUTES, SECONDED BY

COMMISSIONER LUCEY. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

5. Agreement for Contractual Professional and Administrative Staff Services with Washoe County to provide staff services for the WRWC and the NNWPC and authorization of the WRWC Chair to execute the Amendment (For Possible Action)

Ben Hutchins, CPA, WRWC Finance Director, presented the staff report. The Amendment proposes modifying the term to an “evergreen term”, cancellable by either party by 60 days’ notice. All other provisions, terms and conditions of the Agreement will remain the same.

COMMISSIONER DUERR MADE A MOTION TO APPROVE THE SEVENTH AMENDMENT TO THE COOPERATIVE AGREEMENT WITH WASHOE COUNTY TO PROVIDE STAFF SERVICES FOR THE WRWC AND THE NNWPC AND AUTHORIZE THE WRWC CHAIR TO EXECUTE THE AMENDMENT, SECONDED BY COMMISSIONER AINSWORTH. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

6. Discussion and action on possible approval of an amendment, recommended by the Northern Nevada Water Planning Commission, to the WRWC Governing Rules and Regulations addressing unsolicited proposals – Michael Pagni, Legal Counsel (For Possible Action)

Michael Pagni, Legal Counsel, presented the staff report. Staff and legal counsel have reviewed methods other governing bodies use to address unsolicited proposals and developed proposed revisions to the Governing Rules and Regulations of the WRWC. Under the proposed revisions, unsolicited proposals must be sponsored by a member of the Northern Nevada Water Planning Commission (NNWPC), WRWC or staff in order to be considered, and should include information about proposed funding sources. Proposals would be submitted first to the NNWPC for review and recommendation. No unsolicited proposals made during public comment would be eligible for action or consideration. The NNWPC recommended approval of the amended procedures to the WRWC.

Commissioner Brekhus discussed unsolicited proposal portals on the NDOT website and the City of Reno website. She suggested the rules say that unsolicited proposals have to put it in writing through an unsolicited proposals portal on the website.

Commissioner Hill suggested including that they need to be in some sort of written format.

There was discussion regarding the need for standardization of how unsolicited proposals are submitted, whether through a website portal or a pdf file. There was also discussion regarding a process to make WRWC members aware of proposals being submitted.

Chris Wessel, WRWC Program Manager, stated he can include information about submittals in the Program Manager’s Report portion of the meeting agendas.

Mr. Pagni recommended the language not specify a form but state that unsolicited proposal applications must be submitted in writing.

COMMISSIONER BREKHUS MADE A MOTION TO APPROVE NNWPC'S RECOMMENDATION TO THE WRWC TO ADOPT THE PROPOSED AMENDED GOVERNING RULES AND PROCEDURES WITH THE FOLLOWING CHANGES: PROPOSALS SHALL BE PROVIDED IN A WRITTEN FORMAT AND THE WRWC PROGRAM MANAGER SHALL REPORT FROM TIME TO TIME ON UNSOLICITED PROPOSALS THAT HAVE BEEN RECEIVED, SECONDED BY COMMISSIONER HILL. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

7. Discussion and action on a request by the Regional Effluent Management Team to expand funding, for consulting engineering assistance concerning the completion of the Regional Effluent Management Planning Guidance Document Project in an amount not to exceed \$50,000 from the Regional Water Management Fund (RWMF) for fiscal year 2021-2022 - Jim Smitherman, Water Resources Consultant (For Possible Action)

Jim Smitherman, Water Resources Consultant, presented the staff report. The Project is approaching completion within the existing project timeframe and budget, however the Team has determined that expanding the timeframe and funding is advisable to retain technical support through the project review and approval period. This would include one or more meetings each of the Northern Nevada Water Planning Commission (NNWPC) and the WRWC, and any resulting revisions. While the Project is identified in the current fiscal year WRWC budget, no fiscal year 2021-2022 budget amount is included in the adopted budget. However, recommended funds are currently available in the WRWC project contingency fund.

Commissioner Brekhus discussed the need for better transparency and an understanding of where we are headed.

Mr. Smitherman explained there are no meeting minutes as it is an ad hoc group that was put together informally by one of the engineers with Washoe County back in 2012 who saw the need for the different entities to be talking about effluent management and how there might be solutions. The NNWPC recommended that Brown and Caldwell do some facilitation work when it started to get a little bit of traction. Everything that is done in that group rolls through the NNWPC but the NNWPC is not actually assembling their work. They are the body that reviews it and makes a recommendation to the WRWC.

Commissioner Brekhus stated she will support this but noted that bringing on a facilitator formalizes it in a way that should have some record. There needs to be an interim product that clearly documents what this group is doing and what their recommendations are.

Mr. Wessel explained what the group is working on and that the document coming out of it will be included in Chapter 4 of the Regional Water Management Plan.

Commissioner Hill stated that having a quarterly report will be helpful.

Commissioner Brekhus stated it will get to a point where the policy and rate structure implications are going to have to go back to each governing board because this document may not work for everyone. It will have a lot of interlocal issues.

Mr. Smitherman explained what it attempts to do is give the decision makers the engineering data to make policy decisions. It will assume growth rates which translate to effluent flow rates. It will probably take a midpoint for analyzing what the timing would look like for improvements to implement any of the alternatives. Some of the alternatives are pretty well thought out and some are just conceptual at this time. There will be a software tool where parameters can be changed as we learn more over time.

Public Comment:

Bob Listner spoke on behalf of several developers and stated they believe they are part of the solution for recycled water. He discussed plans they have for using recycled water in their future developments.

John DeMartini spoke regarding the Team needing all the appropriate input it can get. He can't find where their meetings are and how to participate in the meetings. It warrants paying for some meeting minutes and advertising where the meetings are held.

Commissioner Anderson stated that since we are nearing the finish line we don't need to make any changes. We will see the end result pretty quickly. He stated that he does believe we need more transparency. We need to know what is being done and where we are going. The updates will be important.

COMMISSIONER ANDERSON MADE A MOTION TO APPROVE FUNDING, NOT TO EXCEED \$50,000 FROM THE RWMF, FOR CONSULTING ENGINEERING ASSISTANCE CONCERNING THE COMPLETION OF THE REGIONAL EFFLUENT MANAGEMENT PLANNING GUIDANCE DOCUMENT PROJECT AND AUTHORIZE THE PROGRAM MANGER TO EXECUTE AN AMENDMENT TO THE EXISTING AGREEMENT WITH BROWN AND CALDWELL FOR THAT PURPOSE, AND DIRECT STAFF TO BRING BACK SOME OPTIONS TO DISCUSS ON HOW THE GROUP CAN PRESENT THEIR INFORMATION TO THE COMMUNITY, SECONDED BY COMMISSIONER HILL. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

8. Report on activities regarding current and possible future upcoming proposals from Washoe County regarding Steamboat Ditch and closed basin studies - Dwayne Smith, Washoe County Division Director of Engineering

Mr. Pagni disclosed that his firm represents the Steamboat Canal and Irrigation Company. This agenda item is simply an update from Washoe County on their efforts and does not seek action from the WRWC.

Dwayne Smith, Washoe County Division Director of Engineering, provided a report on ongoing activities and future possible proposals for studies which are identified in the budget for funding by the RWMF.

Mr. Smith answered questions regarding the Steamboat Ditch study. He clarified that their study is separate from what the Steamboat Canal and Irrigation Company is doing with the NRCS but they have been in communication with them to discuss sharing technical information.

Mr. Smith explained that Washoe County staff and City of Reno staff are meeting together and working on this project. They have also had discussions with the Steamboat Canal and Irrigation Company.

Commissioner Duerr expressed concern regarding multiple studies being launched at the same time by different groups and suggested Washoe County and Reno consider reaching out to partner with NRCS.

Mr. Smith explained the focus of the study is how we protect downstream residents during flood events. We are looking specifically at inputs from natural drainages that come into the ditch that were cut off when the irrigation ditch was originally constructed. The real focus of this is how we can protect our residents, both Washoe County and City of Reno. And then how do we protect the downstream public infrastructure that is impacted during flood events.

Mr. Smith explained this is funded by the WRWC and is flowing through Washoe County. It is a collaborative study by both Washoe County and City of Reno staff. The contract is up in 2022. The deliverable is reports with recommendations and the financial elements associated with that.

Chair Hartung discussed the closed basin studies and stated that at some point in the future, information on volumetric flows needs to come back to us.

Commissioner Brekhus expressed concerns regarding the scope. She stated that in her view this closed basin study is either looking at the huge phenomena with a strong understanding of what the human interaction is and environmental consequences, or it's just on the Cold Springs basin.

9. Status and discussion regarding the 2021-2040 Regional Water Management Plan update, and possible direction to staff – Chris Wessel (For Possible Action)

Chris Wessel, WRWC Program Manager, presented the staff report. The NNWPC has adopted a schedule for the update that is included in the staff report. A table is also included that provides a general overview of the effort required to update the various chapters. Staff anticipates that a complete draft of the RWMP update will likely be developed by January 1, 2022, for WRWC review.

10. Discussion and possible direction to staff regarding agenda items and dates for future WRWC meetings - Chris Wessel

Mr. Wessel stated there are no imperative agenda items until the October meeting.

Commissioner Brekhus stated October is a little late, particularly while working on the Plan update.

Chair Hartung stated he will work with staff to see where we are on that and whether there is a need to meet before October.

11. Commission Comments

None

12. Staff Comments

None

13. Public Comment

None

14. Adjournment (For Possible Action)

The meeting was adjourned at 9:49 a.m.

Respectfully submitted by,
Christine Birmingham, Recording Secretary

Approved by Commission in session on _____ 2021.

Chair Vaughn Hartung

DRAFT