

**WESTERN REGIONAL WATER COMMISSION  
DRAFT MINUTES**

**Wednesday, October 20, 2021**

The Western Regional Water Commission (WRWC) Board of Trustees held a regular meeting on Wednesday, October 20, 2021, via Teleconference, and conducted the following business.

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

Chair Hartung called the meeting to order at 9:00 a.m. There was a quorum present.

<u>Commissioners Present:</u>	<u>Appointed by:</u>
Sandra Ainsworth ( <i>present at 9:05 a.m.</i> )	Sun Valley General Improvement District (SVGID)
Paul Anderson	Truckee Meadows Water Authority (TMWA) (Sparks)
Jenny Brekhus	TMWA (Reno)
Kristopher Dahir	City of Sparks
Naomi Duerr	City of Reno
Vaughn Hartung	Washoe County
Alexis Hill	TMWA (Washoe County)
Bob Lucey ( <i>left at 9:26 a.m.</i> )	TMWA (STMGID Successor)
Bonnie Weber ( <i>left at 9:32 a.m.</i> )	Truckee Meadows Water Reclamation Facility (TMWRF)

<u>Commissioners Absent:</u>	<u>Appointed by:</u>
None	

**2. Public Comment**

None

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

COMMISSIONER DUERR MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER DAHIR. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) COMMISSIONERS PRESENT.

**4. Approval of the Minutes for the WRWC Meeting of June 16, 2021. (For Possible Action)**

COMMISSIONER WEBER MADE A MOTION TO APPROVE THE MEETING MINUTES, SECONDED BY COMMISSIONER ANDERSON. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) COMMISSIONERS PRESENT.

**5. Discussion and possible action regarding Western Regional Water Commission consent to Washoe County action to fill vacancy in Water Resources Program Manager Position pursuant to section 3 – Assigned Employees and Scope of Services of the Cooperative Agreement for Contractual Professional and Administrative Staff Services between Washoe County and the Western Regional Water Commission - David Solaro, Assistant County Manager, Washoe County Community Services Department, and Michael Pagni, Legal Counsel (For Possible Action)**

*(Commissioner Ainsworth present at 9:05 a.m.)*

David Solaro reported on the recruiting process and recommended that the WRWC consent to Washoe County's retention of Kim Rigdon as a Washoe County employee to provide professional services to the WRWC as Water Resources Program Manager.

Jim Smitherman, Water Resources Consultant, stated that Ms. Rigdon has his highest endorsement and she is doing a great job.

Commissioner Brekhus objected to the manner in which the hiring was conducted and discussed her interpretation of the interlocal agreement with Washoe County. Ms. Brekhus referred to NRS 540A which she said indicates the Board may employ professional advisors and that job of ours was taken away administratively. She commented we need to move forward but it was not the right approach.

Commissioner Dahir expressed support for the process and decision of Washoe County to hire Ms. Rigdon.

Commissioner Lucey stated this vote today is our opportunity to decide whether or not we support hiring Ms. Rigdon. He also discussed the process used by Washoe County as a hiring manager.

COMMISSIONER LUCEY MADE A MOTION TO CONSENT TO WASHOE COUNTY ACTION AND RETENTION OF KIMBERLY RIGDON AS WATER RESOURCES PROGRAM MANAGER OF WESTERN REGIONAL WATER COMMISSION PURSUANT TO THE REPLACEMENT OF PROFESSIONAL STAFF UNDER SECTION 3 – ASSIGNED EMPLOYEES AND SCOPE OF SERVICES OF THE COOPERATIVE AGREEMENT FOR CONTRACTUAL PROFESSIONAL AND ADMINISTRATIVE STAFF SERVICES BETWEEN WASHOE COUNTY AND THE WESTERN REGIONAL WATER COMMISSION, SECONDED BY COMMISSIONER WEBER. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

**6. Discussion and possible approval of the fiscal year 2020 - 2021 WRWC financial statements and audit opinion, and possible direction to staff – Ben Hutchins, Director, Finance & Customer Service Division, Washoe County Community Services Department; and Zeth Macy, Schettler Macy & Associates, LLC (For Possible Action)**

Zeth Macy presented the report. It is the auditor's expressed opinion that the financial statements present fairly, in all material respects, the financial position of the WRWC as of June 30, 2021, and the changes in its financial position and budgetary comparison for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Ben Hutchins clarified for Commissioner Brekhus that the revenue derived is a 1.5 percent surcharge on all the bills sent out by water purveyors in the region.

COMMISSIONER LUCEY MADE A MOTION TO APPROVE THE WRWC FINANCIAL STATEMENTS AND AUDIT OPINION FROM SCHESSLER MACY & ASSOCIATES, LLC FOR FISCAL YEAR 2020 - 2021, AND DIRECT STAFF TO FILE THE SAME AS A PUBLIC

RECORD, AS REQUIRED BY LAW, SECONDED BY COMMISSIONER DUERR. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

**7. Discussion and possible designation of Schettler Macy & Associates, LLC as the external auditors for the fiscal year 2021 - 2022 WRWC financial statement audit; and, if approved, authorize the Chair to execute the related Engagement Letter, and direct staff to file the required documents with the State of Nevada – Ben Hutchins (For Possible Action)**

Mr. Hutchins presented the report. Staff recommends that the WRWC designate Schettler Macy & Associates, LLC, as the external auditors for fiscal year ending June 30, 2022, authorize the Chairman to execute the related Engagement Letter, and direct staff to report the designation to the State of Nevada by the statutory deadline.

COMMISSIONER ANDERSON MADE A MOTION TO DESIGNATE SCHETTLER MACY & ASSOCIATES, LLC AS THE WRWC'S EXTERNAL AUDITORS FOR THE FISCAL YEAR ENDING JUNE 30, 2022, AUTHORIZE THE CHAIRMAN TO EXECUTE THE RELATED ENGAGEMENT LETTER, AND DIRECT STAFF TO REPORT THE DESIGNATION TO THE STATE OF NEVADA BY THE STATUTORY DEADLINE, SECONDED BY COMMISSIONER WEBER. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) COMMISSIONERS PRESENT.

*(Commissioner Lucey left at 9:26 a.m.)*

**8. Discussion and possible direction to staff regarding agenda items and dates for future WRWC meetings - Kim Rigdon (For Possible Action)**

Ms. Rigdon presented the annual meeting schedule that was approved in October of 2018 and stated there are no agenda items that are time sensitive until January.

Commissioner Brekhus asked about the schedule for the Regional Water Management Plan update.

Mr. Smitherman stated that the most recent update schedule presented to the Norther Nevada Water Planning Commission (NNWPC) showed the Plan would come to the WRWC for possible adoption in January. Roy Johnson passed away on September 1. Mr. Johnson was providing the primary analysis for effluent management for a project sponsored by the WRWC. That project is going to inform the Plan update on wastewater treatment and effluent management so that chapter will experience a delay.

Commissioner Brekhus asked if there will be a public review period.

Mr. Smitherman explained the required public review process. The chapters that have been approved as draft chapters by the Norther Nevada Water Planning Commission (NNWPC) are posted and available for review on the WRWC website.

Commissioner Duerr recommended the WRWC receive a presentation on the Plan in January and bring it back for approval at the next meeting.

*(Commissioner Weber left at 9:32 a.m.)*

COMMISSIONER DUERR MADE A MOTION TO APPROVE THE ANNUAL MEETING SCHEDULE AS PRESENTED, SECONDED BY COMMISSIONER DAHIR. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) COMMISSIONERS PRESENT.

**9. Commission Comments**

Commissioner Duerr commented she would like an update on if there are plans to move forward with hiring another staff member to work with Ms. Rigdon.

Mr. Solaro stated the second professional staff position is available and ready to be filled when Ms. Rigdon is ready to participate in that process.

**10. Staff Comments**

None

**11. Public Comment**

None

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

The meeting was adjourned at 9:39 a.m.

Respectfully submitted by,  
Christine Birmingham, Recording Secretary

Approved by Commission in session on \_\_\_\_\_ 2021.

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Chair Vaughn Hartung