

**FINAL - MINUTES**  
**NORTHERN NEVADA WATER PLANNING COMMISSION**

**Wednesday, November 3, 2014**

The regular meeting of the Northern Nevada Water Planning Commission ("NNWPC") was held in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada and conducted the following business:

The meeting was called to order by Chairman Drinkwater at 1:30 p.m.

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

*Voting Members Present:* Michael Drinkwater, George Ball, Michael DeMartini, John Erwin (arrived at 1:36 p.m.), John Flansberg, Brian Wadsworth, Mickey Hazelwood, John Martini, and David Solaro.

*Voting Members Absent:* Darrin Price, Danielle Henderson, and Jerry Schumacher.

*Non-Voting Members Present:* Chris Anderson.

*Non-Voting Members Absent:* Harry Fahnestock, Kim Davis, My-Linh Nguyen, and Edmund Quaglieri.

*Staff Members Present:* Jim Smitherman; Chris Wessel; June Davis; and John Rhodes, Legal Counsel.

**2. Public Comment**

None

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

COMMISSIONER FLANSBERG MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER MARTINI. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

**4. Approval of the Minutes from the October 1, 2014, Meeting (For Possible Action)**

COMMISSIONER SOLARO MADE A MOTION TO APPROVE THE OCTOBER 1, 2014, MINUTES, SECONDED BY COMMISSIONER FLANSBERG. THE MOTION CARRIED WITH SEVEN (7) IN FAVOR AND ONE (1) ABSTENTION BY COMMISSIONER HAZELWOOD.

**5. Report on the Truckee Meadows Water Reclamation Facility ("TMWRF") / Huffaker Reservoir Effluent Interconnection Pipeline Evaluation, and the need for an updated wastewater and effluent master plan; and possible direction to staff – Jim Smitherman, NNWPC Water Resources Program Manager. (For Possible Action)**

Mr. Smitherman reviewed information included in the staff report providing a summary of progress and discussion regarding the need for a more comprehensive wastewater and effluent master plan.

*[Commissioner Erwin arrived at 1:36 p.m.]*

Commissioner Flansberg asked when the evaluation will be completed. David Kershaw, City of Reno Associate Civil Engineer, stated there will be one more round of review on the report from Stantec and it should be available within the next couple of weeks.

Commissioner Flansberg stated the study will probably have recommendations for consideration at a future NNWPC meeting. Commissioner Flansberg requested a presentation on that report at the January NNWPC meeting, and another agenda item to take action and give direction on the possible development of a project.

COMMISSIONER FLANSBERG MADE A MOTION TO DIRECT STAFF TO CONTINUE MEETING WITH THE EFFLUENT MANAGEMENT WORKING GROUP AND TO DEVELOP A SCOPE OF WORK WITH A FUNDING STRATEGY, AS RECOMMENDED IN THE STAFF REPORT, AND REQUEST A FUTURE AGENDA ITEM FOR THAT TO COME BACK TO THE NNWPC, SECONDED BY CHAIRMAN DRINKWATER.

Commissioner Erwin asked if there are only two effluent disposal options that will be considered. Mr. Kershaw stated that this particular evaluation was specifically to address just two items. Going forward with a Regional Master Plan, more options for the region as a whole would be considered.

Commissioner Erwin asked how many times the master plan has been updated. Mr. Smitherman stated there was an update done in the late 1990's. Mr. Kershaw explained that this will be building on what has already been done and not starting from scratch.

Commissioner Erwin asked if long-term master plan efforts include expanding the Truckee Meadows Water Reclamation Facility ("TMWRF"). Mr. Kershaw stated that a staff working group has discussed a larger scope looking at the ability of TMWRF to expand.

Commissioner Erwin asked about the cost to revisit the global solution. Chairman Drinkwater stated the motion is to direct staff to bring this back in January and the presentation at that time would include more information.

Commissioner DeMartini questioned if this would be done simultaneously or have an affect with updating the Water Quality 208 Plan. Mr. Smitherman stated this would have a direct bearing on any upcoming update to the 208 Plan.

Chairman Drinkwater summarized the motion to direct staff to prepare a presentation for the next NNWPC meeting, to summarize the body of knowledge we have, the master plan we would like to see, and some expectation of effort and associated costs to get to that master plan. Commissioner Flansberg concurred.

THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) MEMBERS PRESENT.

**6. Report on the ongoing development of the 2016 Comprehensive Regional Water Management Plan ("RWMP"), including a proposed schedule for review and adoption, and possible direction to staff – Jim Smitherman. (For Possible Action)**

Chris Wessel, NNWPC Water Management Planner, reviewed information included in the staff report regarding the process and schedule for review and adoption of the RWMP.

Commissioner Erwin asked what would happen if the January 2016 deadline is not met. Mr. Smitherman stated the January 1, 2016, deadline comes out of the statute. John Rhodes, Legal Counsel, stated they would be in non-compliance with the statute, the Western Regional Water Commission ("WRWC") Act, but the Act does not provide any penalties or sanctions for being in non-compliance.

Chairman Drinkwater asked about the process for submitting comments. Mr. Wessel stated that submitting comments electronically to staff is preferable. Verbal and written comments will also be accepted. Mr. Rhodes stated that to comply with the Open Meeting Law, the key is to have

no discussions between Commission members in between meetings. Individual comments to staff outside of meetings is allowed.

Commissioner DeMartini asked if comments submitted by Commissioners would be available in the next meeting packet. Mr. Smitherman stated that if comments come back from the Commissioners directly to staff, they would be summarized and distributed to the Commission in a public meeting.

Commissioner Erwin asked if each chapter would be sent electronically to the Commissioners. Mr. Smitherman responded yes.

Commissioner Erwin asked if there will be any workshops in between NNWPC meetings. Mr. Smitherman responded yes, but no dates have been set yet.

**7. Presentation of recommended updates / revisions in Chapter One, Planning Policies and Criteria for the 2016 RWMP, and possible direction to staff – Jim Smitherman. (For Possible Action)**

Mr. Smitherman stated that Chapter One is included in the meeting packet with brief review notes in red. Mr. Smitherman provided some history of the RWMP stating that statute requires goals and policies to be in the Plan. The criteria concept came from a settlement agreement in October 2002. Mr. Smitherman stated that he is not recommending at this point any revisions to the goal statements and objective statements. Mr. Smitherman commented on Goals 1 through 4 as follows:

Goal #1 – Mr. Smitherman and Mr. Wessel have met with TMWA and discussed this section of Chapter One.

Goal #2 – A working group exists that will facilitate review of this goal.

Goal #3 – Policies that pertain to the Truckee River Flood Project should be reviewed with the Truckee River Flood Management Authority staff and local government staff as appropriate.

Goal #4 – Mr. Smitherman will be reviewing the policies related to the Truckee Meadows Regional Plan with the Director of Regional Planning.

Mr. Smitherman will bring red line edits to the next NNWPC meeting based on input from the Commissioners and discussions with other entities.

Additional comments, questions, and requests for changes can be made until a final recommendation is made to the WRWC.

**8. Appointment of NNWPC primary and alternate members as representatives to the Truckee Meadows Water Authority (“TMWA”) Standing Advisory Committee (“TMWA SAC”), and possible direction to staff – Jim Smitherman. (For Possible Action)**

Mr. Smitherman stated that he received a request from TMWA to make an appointment or re-appointment of a member and alternate to the TMWA SAC.

Commissioner Erwin suggested delaying any action on this item until after the merged entity provides more clarity on the need for this body’s representation.

There was discussion regarding the purpose of the TMWA SAC to evaluate rate adjustments and impacts and what input this body has on that.

There was discussion regarding the fact that there is no statutory requirement that a member of the NNWPC be appointed to the TMWA SAC.

COMMISSIONER ERWIN MADE A MOTION TO TAKE NO ACTION AT THIS TIME AND DIRECT STAFF TO BRING BACK AN ITEM AT A FUTURE MEETING, SECONDED BY COMMISSIONER SOLARO. THE MOTION CARRIED WITH EIGHT (8) IN FAVOR AND ONE (1) OPPOSITION BY COMMISSIONER BALL.

**9. Program Manager's Report – Jim Smitherman.**

- a. Report on the status of projects and work plan supported by the Regional Water Management Fund (“RWMF”);

Mr. Smitherman stated that most of the projects are in progress. The Highland Canal Improvement Project is waiting for final resolution signatures. The Certified Landscape Technician Program is still waiting for a scope of work and contract to be finalized.

- b. Financial report on the RWMF;

Mr. Smitherman reported that they are on track with revenues and under budget.

- c. Report on the Truckee Meadows Regional Planning Agency (“TMRPA”)’s parcel-based population and employment modeling project;

Mr. Smitherman reported there is a draft product from TMRPA on projections of regional waste water generation. A report will be provided to the NNWPC when that is final.

- d. Informational report from the NNWPC representative on the TMWA SAC; and

Commissioner Ball reviewed key items discussed at the meeting including: report on consolidation; Phase 3 rate adjustment; and, a video presentation on the replacement of the flash flume with a tunnel.

- e. Status of Washoe County / South Truckee Meadows General Improvement District (“STMGID”) / TMWA consolidation activities

Commissioner DeMartini asked when the funding for the consolidation activities is spent. Mr. Smitherman stated it gets spent throughout the fiscal year and then, the way the amended agreement reads, TMWA and the County work out the split between the two entities themselves and submit a joint invoice at the end of the fiscal year.

Chairman Drinkwater asked about the money budgeted for LimnoTech and requested an update on their project to determine if that funding can be reallocated.

Chairman Drinkwater asked about the targeted completion date on the Water Usage Review Program. Mr. Smitherman explained that it was a two year amendment and the last fiscal year has been paid already.

**10. Discussion regarding possible agenda items for the January 7, 2015, NNWPC meeting, and other future meetings, and possible direction to staff – Jim Smitherman. (For Possible Action)**

Mr. Smitherman stated future agenda items will include:

- Review of recommended revisions to RWMP Chapter One;
- Presentation of RWMP Chapter Seven;
- Request for approval on two contracts to help with the plan update;

- Report from Stantec on the TMWRF and Huffaker reservoir effort; and,
- Recommendations for a scope of work on the six month timeframe waste water effluent master planning effort; update on the LimnoTech project.

**11. Commission Comments**

None

**12. Staff Comments**

On Monday, December 8, 2014, there will be a Concurrent meeting covering growth readiness and the effect of the Tesla facility. Mr. Smitherman will give a presentation on long range water supply and the comparison with the Consensus Forecast.

Mr. Smitherman reported that the City of Sparks appointed Ed Lawson to the WRWC, and Ron Smith was appointed to the TMWA Board.

**13. Public Comment**

None

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

The meeting was adjourned at 2:12 p.m.

Respectfully submitted by Christine Birmingham.

Approved by:

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Michael Drinkwater, Chairman

**APPROVED BY COMMISSION IN SESSION ON \_\_\_\_\_, 2015.**